

POLICY 3643

EMERGENCY SCHOOL CLOSINGS AND/OR LEARNING ADJUSTMENTS

Only the superintendent of schools and/or their designee is authorized to close school buildings or shift to a fully virtual learning environment due to inclement weather and/or intermittent emergency/crisis situations. If the decision to close buildings or shift to fully virtual learning is made, a public announcement will be made via various platforms no later than 5:30 a.m. unless emergency circumstances require otherwise. In the instance of long-term situations, such as a pandemic, decisions regarding closures and/or learning adjustments shall include board discussion and action.

If a public announcement is not made by 5:30 a.m. on any given day, schools will be open and following their regular schedules.

The superintendent reserves the right to close the district for *all* students and staff if deemed necessary.

LEGAL REF.: Wisconsin Statutes Sections

- 115.01(10) [School day definition]
- 121.02(1)(f) [School district standards; minimum hours of instruction]
- 121.56 [School bus routes]
- 118.15 [Compulsory school attendance]

CROSS REF.: Policy 3511 - Transportation
Policy 5310 Student Attendance
Policy 6210 - School Year
Calendar Employee Handbook
Emergency Operations Plan

AFFIRMED: Sept. 24, 1991

REVISED: Jan. 29, 2002
Oct. 28, 2003
Dec. 18, 2007
Sept. 23, 2014
Oct. 28, 2014
Sept. 22, 2015
March 28, 2017
July 25, 2017
June 26, 2018
Sept. 24, 2019
Dec. 8, 2020

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The district puts student safety first, which is why several factors are taken into consideration when determining whether to close buildings or shift to a fully virtual learning environment due to inclement weather and/or emergency/crisis situations, such as:

- Whether a weather warning has been issued and remains in effect at or after 5 a.m. of the day in question
 - Warnings issued in advance are often canceled due to a change in storm systems and the district does not want to make decisions based on inaccurate data/information
- Whether there is a sustained wind chill of -34 degrees or lower
- Whether there is a sustained temperature of -20 degrees or lower
- Whether there is or will be a heavy accumulation of snow, especially during typical travel times to and from school
 - Are streets and sidewalks clear?
 - Are buses unable to run due to extreme cold or unplowed streets?
 - Are driving conditions hazardous?
 - Are there power or phone outages?

If school is not canceled or shifted to fully virtual learning and a parent/guardian believes their child is safer at home, the parent/guardian may keep their child home. Keeping a child home due to weather will be recorded as an excused absence on the student's record per Policy 5310 and Wis. Statute 118.15 so long as parents/guardians report the absence in a timely manner.

In the event schools are closed, shifted to fully virtual learning, or the arrival/dismissal time is changed due to inclement weather and/or emergency/crisis situations, an announcement will be made via text message to all families who have opted in to receive texts from KUSD and have a cell phone listed in Infinite Campus, the KUSD website (kUSD.edu), KUSD Channel 20, Facebook.com/kenoshaschools, Twitter.com/KUSD, Instagram.com/Kenoshaschools, 262-359-SNOW (7669), FOX 6, WISN 12, CBS 58, local radio stations, and Kenosha News no later than 5:30 a.m. unless emergency circumstances require otherwise. If schools are closed, all after-school activities, including sports, fine arts and evening events, also will be canceled.

When KUSD schools are closed, no transportation will be provided to private and parochial schools.

FOUR PROCEDURES TO LOOK/LISTEN FOR

Unless notified otherwise, Procedure 1 is in effect. Nothing prevents the district from enacting any of the procedures below on a case-by-case basis if impending emergencies/crises are isolated to individual schools/buildings.

- **Procedure 1:** All schools in KUSD will be open today. Students and personnel are expected to attend.
- **Procedure 2:** All schools in KUSD will open two hours late, and school buses that transport students will be running approximately two hours late. There will be no a.m. or p.m. early childhood, speech impact or 4K classes.

- **Procedure 3:** All schools in KUSD will be shifted to a fully virtual learning environment; no students are expected to physically report to buildings but must attend classes virtually from home in order to be marked present for the day. This may be implemented on a case-by-case basis if isolated to individual schools/buildings. The Kenosha Senior Center will be closed.
- **Procedure 4 (reserved for extreme emergency situations):** All schools in KUSD will be closed; no students are expected to report. This procedure will only be enacted if and when the situation leading to closure has caused widespread internet outages (e.g. major ice storms, etc.) or would result in endangering the health and welfare of students and staff. This may be implemented on a case-by-case basis if isolated to individual schools/buildings. The Kenosha Senior Center also will be closed.

STAFF REPORTING REQUIREMENTS:

Two (2) days are built into the academic calendar for extreme emergency school closings as outlined in *Procedure 4* above.

If Procedure 1 is enacted, staff will be expected to report to work at their assigned buildings as normally scheduled.

If Procedure 2 is enacted, staff will be expected to report to work at their assigned buildings as normally scheduled.

If Procedure 3 is enacted, students and staff will shift to virtual learning. All staff, other than specified facilities staff, may work from home due to the inclement weather and/or emergency/crisis. Specified facilities staff include those required for snow removal and/or other maintenance needs as indicated by their supervisor. Timesheet employees will not be required to work on virtual days and as such will not be compensated unless their direct supervisor requests otherwise, in which case a timesheet for hours worked must be submitted.

If Procedure 4 is enacted, only specified facilities staff shall report to work the first two days, no others shall report to work and the school and/or district will be considered closed for the day. Specified facilities staff include those required for snow removal and/or other maintenance needs as indicated by their supervisor. These individuals shall receive flextime for the day(s) worked that must be used by June 30 of the school year in which the closings occur. Timesheet employees will not be required to work on closure days and as such will not be compensated unless their direct supervisor requests otherwise, in which case a timesheet for hours worked must be submitted.

INDOOR/OUTDOOR GUIDELINES

1. General guidelines: 10 degrees or below, wind chill factor of 0 degrees or below and rain/drizzle/blizzard = indoor recess, indoor noon recess and early entrance to door areas/hallways.
2. Administrator's responsibilities: Principals are responsible for the timely implementation of the guidelines, reasonable supervision of students under all circumstances and informing parents each year of the district's expectations regarding indoor periods due to weather conditions.