



**MURRAY CITY SCHOOL DISTRICT
INCLEMENT WEATHER PROTOCOL FACULTY/STAFF INFORMATION
2023-2024**

IN THE EVENT OF INCLEMENT WEATHER, WHICH IMPACTS THE SAFETY OF STUDENTS AND STAFF, MCSD WILL IMPLEMENT THE FOLLOWING PROCEDURE:

- Rod Pace will call Scott Taggart before 6:00 am with snow conditions as he and his crews are out plowing.
- Scott Taggart will call the Murray City Streets Department by 6:00 am to determine what the street conditions are at that time and what conditions are projected to be by 7:00 am.
- By 6:15 am, Scott Taggart will call Superintendent Covington with an update on road and weather conditions. The Superintendent will consult with the Board President or Vice President, and before 6:30 am; a decision will be made to:

1. CONTINUE WITH SCHOOL AS NORMAL

2. DELAY THE START OF THE SCHOOL DAY BY TWO HOURS LATER THAN THE NORMAL START TIME

- Busses will pick up two hours later than the normal time.
- All preschool and kindergarten classes will be canceled for the day.
- The breakfast program will be canceled.
- Field trips will be canceled.

3. MOVE TO REMOTE LEARNING FOR THE DAY

- Remote learning will occur with teachers having student work posted in Google Classroom (elementary)/Canvas (secondary) two hours later than the normal school start time. Kindergarten teachers will contact parents via ParentSquare with remote learning work for the day.
- The breakfast and lunch programs at all schools will be canceled.
- Field trips will be canceled.
- Extra-curricular events will be determined on a case-by-case basis after evaluating conditions.
- Outside building rentals will be determined case-by-case after evaluating conditions.

4. MOVE TO A FULL CLOSURE

- A full closure would only occur when extreme environmental concerns or safety issues exist. For example, an extreme wind day when our students have no power to facilitate online/remote learning from home and our teachers would not be able to facilitate lessons. A full closure would require the day to be made up on a future calendared no-school day.

Every effort will be made to let our schools know before the workday ends if remote learning is possible the next day. However, school personnel should watch the weather forecast and take home their computer and other necessary teaching resources when inclement weather is in the forecast.

Doug Perry will (1) notify Radio and TV stations of the decision, (2) post the decision to the district website, (3) send the decision out via ParentSquare in the form of an emergency alert (email, text, phone), and (4) post links to our MCSD website on social media.

Jason Eyre/Shela Barker will ensure a message is put on the district phones that reflects the decision for that day.

School Principals will be responsible for notifying their faculty/staff and will have an established procedure for doing so.

District Directors, School Principals, Assistant Principals, and school Head Custodians should be at their schools at the usual start time to handle any questions or problems that may arise due to the inclement conditions. If an administrator cannot make it safely to their school by the normal start time, they will ensure someone is at the building to assist students if they arrive.