

**KANAWHA COUNTY SCHOOLS
PUPIL TRANSPORTATION
3300 Pennsylvania Avenue, Charleston, WV 25302
Telephone: (304) 348-6616, FAX: (304) 348-6128**

PLEASE POST

December 3, 2020

TO: ALL EMPLOYEES

RE: 2020-2021 INCLEMENT WEATHER PROCEDURES

Below please find information regarding *INCLEMENT WEATHER PROCEDURES* for the 2020-2021 school year.

This will be announced by the local media and the Communicate System

**WHEN SCHOOLS ARE CLOSED FOR STUDENTS FOR A FULL DAY, WE WILL
TRANSITION TO A WEATHER-RELATED REMOTE LEARNING DAY:**

CODE B: All 261-day employees are to report to work on time.
Teachers and other school-based staff are to work from home.
Students will be provided with assignments through Schoology.
Students with IEPs do not report on these days and should transition to remote learning.
Other essential staff may be asked to report as directed by their building administrator or the directors of child nutrition, transportation or maintenance, with the permission of the Superintendent of Schools.

**WHEN SCHOOLS ARE OPEN FOR STUDENTS ON A DELAY OR EARLY
DISMISSAL – FOR ALL STUDENTS PRE-K THROUGH 12 AND ADULT
VOCATIONAL CLASSES:**

CODE C: **WHEN SCHOOLS ARE OPENING TWO HOURS LATE:**
All employees are to report to work at their regularly scheduled time.
If they run into a problem (i.e. hazardous roads, etc.), they should call their Immediate Supervisor/Principal and advise them of their particular situation.

All morning vocational classes will be canceled. Announcements regarding changes in bus schedules and routes will be made by 8:00 a.m.

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CODE D:

WHEN SCHOOLS ARE CLOSED EARLY:

All Vocational, Extra-Curricular activities, and Community Education classes scheduled for that afternoon or evening will be canceled. News media will be notified of early dismissal as soon as decisions are made in order that announcements can be made by noon.

In the event of certain weather conditions or other circumstances beyond the control of the school district, the Superintendent of Schools may provide alternative work schedules for employees and may require certain departments or working locations to report to work as deemed necessary for the efficient operation of the school system.