

Dear Parents and Staff:

Inclement weather is always a concern in Northeast Ohio. With this in mind, we want to remind you of our procedures for school closing or delayed start in the event of dangerous conditions.

The decision to call off school due to inclement weather begins at approximately 3:30 AM and includes analysis of the following information:

- Weather and radar reports including temperature forecasts
- Personal observation of road conditions (if applicable)
- Input from local law enforcement and road crews
- Input from district maintenance and snow removal personnel (If applicable)
- When necessary, school personnel drive the roads to determine the conditions
- Input and discussions with superintendents from neighboring districts

When all of this information is gathered, the Superintendent, Assistant Superintendent of Business Affairs, and Transportation Supervisor jointly make the decision to close the schools or keep them open for students. Our objective is to make this decision no later than 5:45 AM as school buses are beginning to depart for their morning runs at that time. However, it may become necessary, in isolated cases, to make the decision after that time. Weather conditions can change abruptly, for better or for worse, but our intent is to determine that it is safe for students and staff to attend school as early as possible.

The district uses a delayed start rather than canceling school should weather conditions allow for this option. In order to ensure greater safety during a delayed start, the opening of schools will be delayed two hours. The following is information concerning how the delayed opening will be implemented and a school-specific schedule:

- Once the decision has been made to close schools or delay the opening, the Superintendent will activate our Blackboard Communication System and update via Twitter **@chardonsupt** and **@chardonschools**, our district website and local television stations. It is strongly suggested that parents subscribe to the text/email notification systems now offered by the major Cleveland television stations in order to receive school closing information as soon as it becomes available.
- All parents will receive an automated phone call indicating that school has either been cancelled or will open using a delayed start of two hours. If school is closed and you did not receive a call it is necessary for you to confirm your telephone contact information with your child's school as we use the most recent telephone numbers on file for sending automated messages.
- Under a delayed start, all buses will arrive at their morning stop locations exactly two hours later than normal schedule within the constraints of weather and road conditions. Students (including non-public school students that receive transportation through Chardon Schools) should plan to arrive at their assigned stops approximately 10 minutes prior to that time.
- Under a delayed start, all schools will open for operations exactly two hours later than their normal schedule. Students that walk to school, drive, or receive rides to school should plan on arriving two hours later unless directed otherwise for special programs.
- Under a delayed start, all schools will offer a lunch program with options that meet school nutrition standards.

- Under a delayed start, all schools will dismiss at the usual time.
- Under a delayed start, there will be no transportation to/from Auburn Career Center for AM classes. These students should plan to arrive at CHS for their afternoon classes following the modified schedule for that day. The bus for PM Auburn Career Center Classes will depart CHS at 10:30 AM.
- Under a delayed start, there will be no morning preschool class. Afternoon class will report at noon.
- Under a delayed start, **morning** Latchkey programs at all schools will be cancelled. Afternoon Latchkey will operate as scheduled.
- Under a delayed start, all private, parochial and special education schools that receive transportation services from Chardon Schools will be picked up exactly two hours later.

Again, safety is our highest priority and we strive to make the best possible decision with the information available at the time. Unfortunately, weather conditions can change rapidly in our area and we even see significant differences across the 99 square miles of our school district. We work to make the best decision possible - at the time. **Please note that parents may always choose to keep their children home if they sincerely feel there is a weather-related safety risk for their child.** These absences will be recorded as excused, with make-up work provided to the student if the Superintendent designates the day as a Severe Weather Day in the school district.

Please do not hesitate to contact the district if you require additional information in this regard.

Sincerely,

Michael P. Hanlon, Jr., Ph.D.
Superintendent

SCHOOL	DELAYED START TIME	DISMISSAL TIME
CELC (Chardon Preschool)	Morning Preschool <i>Cancelled</i> Afternoon Class reports at 12:45PM	Afternoon class: 12:45 PM - 3:00 PM
CELC (Kindergarten)	11:00 AM	3:15 PM
Munson ES	11:00 AM	3:30 PM
Park ES	11:00 AM	3:30 PM
Chardon MS	10:00 AM	3:05 PM
Chardon HS	9:20 AM	2:25 PM