

Emergency School Closure

The Superintendent may order the closure of schools in the event of extreme weather or other emergency, in compliance with established procedures for notifying parent(s)/guardian(s), students, and staff.

1. Inclement Weather

Weather conditions resulting in hazards from flood, snow, ice or extremely cold temperatures severe enough to interrupt transporting pupils and staff travel to assigned schools may result in a delay in starting time or closing of one or all of the schools, or one or more programs within the district. The following procedures will be used until further notice:

1.1 Bus Transportation

The Director of Transportation services will determine the status of bus operations and road conditions by collecting data from the following sources if available:

- 1.1.1 personal observation of road conditions;
- 1.1.2 national Weather Service;
- 1.1.3 neighboring school district transportation directors;
- 1.1.4 city and county road maintenance departments;
- 1.1.5 YSD personnel who have driven area roads; and
- 1.1.6 YSD maintenance and operation department personnel.

The Director of Transportation services will call the Associate Superintendent for Business Services to report status of bus operations and road conditions by 5:00 a.m. The Associate Superintendent will then call the Superintendent. The information from the above sources will be analyzed and a decision made from among those listed below. A decision will be made by 5:30 a.m. as follows:

- 1.1.7 no schools closed: normal operation;
- 1.1.8 delayed opening of schools;
- 1.1.9 schools only closed; and
- 1.1.10 all district facilities closed.

1.2 Notification Announcements

- 1.2.1 The Superintendent notifies the Community and Public Relations Director with the decision.
- 1.2.2 The Community and Public Relations Director distributes school closure messages as follows:
 - 1.2.2.1 notifies regional media;
 - 1.2.2.2 sends a text to management team mobile phones, emails all district email users; and
 - 1.2.2.3 posts notice on district and school webpages, and Social Media such as district Twitter and Facebook; and posts to the district and schools mobile application.

1.3 Hazardous Travel and Work Attendance

When the start of school is delayed one or two hours for students, employees are expected to be at

work at their **normal time if it's possible to do so in a safe manner**. The time delay is intended to allow the time for students and employees to get to school safely under hazardous driving conditions. Sometimes students show up “on time” even though the start of school has been delayed one or two hours. In those instances, **students are not to be turned away**. The staff at each school will provide the necessary assistance and supervision, as needed.

In the event schools are closed due to inclement weather, the following employees shall **not** be required to work: YEA, YAP, YPTA, PSE, YEOP and bus drivers.

Administrators, exempt/OSG, maintenance and operations, techs, bus mechanics, and 12-month YPTA employees may use a leave provision in their negotiated agreement or make up work as determined by the Human Resources Department.

2. Other School Closure

The Superintendent or designee shall make the determination to close one or more facilities of the Yakima School District.

Cross Reference:
(cf.: 6604 – Emergency Bus Routes and Schedules)

Legal References:
RCW 28A.150.290 (2) State superintendent authorized to make rules regarding emergency school closures
RCW 28A.335.030 Emergency school closures exempt from RCW 28A.335.020

WAC 392-129 Finance–Emergency School Closure

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