

Tahoe Truckee USD

Board Policy

Emergency Schedules

BP 3516.5

Business and Non-Instructional Operations

In order to provide for the safety of students and staff, the Governing Board authorizes the Superintendent Chief Learning Officer or designee to close a school site, change the regular school day schedule, or take any necessary action when hazardous environmental or weather conditions or other emergencies warrant.

~~(cf. 0450 - Comprehensive Safety Plan)~~

~~(cf. 4157/4257/4357 - Employee Safety)~~

~~(cf. 5142 - Safety)~~

~~(cf. 6112 - School Day)~~

When an emergency condition causes a school closure, reduction in attendance, or change in schedule pursuant to Education Code- 41422- or- 46392, thereby preventing the district from complying with the minimum number of instructional days or minutes required by law, the Superintendent Chief Learning Officer or designee shall complete and submit to the Superintendent **Officer** of Public Instruction (**SPI**) the necessary forms **and/or affidavits** for obtaining approval of **apportionment credit** for the days of the closure, reduction in attendance, or change in schedule. The Superintendent Chief Learning Officer or designee shall submit other relevant district records as may be required.

~~(cf. 3580 - District Records)~~

~~(cf. 6111 - School Calendar)~~

For school closures due to emergency events occurring after September 1, 2021, the Chief Learning Officer or designee shall develop a plan for offering independent study within 10 days of school closure to any student impacted by the emergency condition. The Superintendent plan shall also address the establishment, within a reasonable time, of independent study master agreements as specified in BP 6158 - Independent Study. The plan shall require reopening in person as soon as possible once allowable under the direction from the city or county health officer. The Chief Learning Officer or designee shall certify that the district has a plan for independent study in the affidavit submitted to the SPI pursuant to Education Code 46392. (Education Code 46393)

The Superintendent Chief Learning Officer or designee shall establish a system for informing students and parents/guardians when school buses are not operating as scheduled, the

school day schedule is changed, or the school is closed. The district's notification system shall include, but is not limited to, notifying local television and radio stations, posting on district web site(s), sending email and text messages, and/or making telephone calls.

~~(cf. 1112 – Media Relations)~~

~~(cf. 1113 – District and School Web Sites)~~

~~(cf. 3542 – School Bus Drivers)~~

~~(cf. 3543 – Transportation Safety and Emergencies)~~

Whenever the school day schedule changes after students have arrived at school, the Superintendent Chief Learning Officer or designee shall ensure that students are supervised in accordance with the procedures specified in the district's emergency and disaster preparedness plan.

~~(cf. 3516 – Emergencies and Disaster Preparedness Plan)~~

The Superintendent Chief Learning Officer or designee may provide a means to make up lost instructional time later during the year. Students and parents/guardians shall receive timely ~~advanced~~ notice **in advance** of any resulting changes in the school calendar or school day schedule.