

Greene County Schools

Inclement Weather

Staff Guide



Balance Your Options With Safety

Students and staff members make up the Greene County School System family. The safety and well being of our teachers, principals, assistant principals, counselors, teacher assistants, child nutrition employees, bus drivers, maintenance workers, secretaries, custodians, and all school system employees are equally as important to us as are the safety and well being of our students. The superintendent will decide the students' schedule. Each staff member must make his or her own responsible decision when weather conditions are hazardous. The worst consequence of choosing not to travel would be the loss of a day's pay. This is a small price to pay for safety and continued healthy service. Your principal, supervisor and superintendent will work with you within these guidelines, but only you are in a position to balance your options with safety.

Alert Solutions Phone Messaging System is now used to inform parents & employees of school delays and cancellations.

TV/Radio Announcements

Television and radio announcements will be made early on mornings of inclement weather. Announcements will be made on the following stations no later than 6:00 a.m.

Television Stations

WITN - 7
WNCT- 9
WCTI- 12

Radio Stations

GOMIX Christian Radio 88.7
& 104.7
Public Radio 89.3 & 90.3
WRNS - 95.1
WXNR - 99.5
WDLX - 930AM
WIKS - 101.9
WMGV - 103.3
WSFL - 106.5
WNCT - 107.9

Greene County Schools
747-3425

Employees should use this guide and good judgment to determine their individual course of action. If no announcement is made, school will open as usual.

The Greene County School System is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, age, handicap or national origin.

Staff Options During Inclement Weather

In case of school cancellation or early dismissal due to inclement weather, it is important that staff members clearly understand the options related to the workday.

The choice is yours. The school system respects your right to make the best decision for yourself. If you decide not to go to work, then you have several options available. In some situations, however, the principal or supervisor may require specific employees to report to work. In most cases, the following information should serve as your guide.

IF SCHOOL IS DISMISSED EARLY:

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1. Teachers and other school based employees may be dismissed by the principal after all buses have departed and arrangements have been made for the welfare of any students who have not been picked up.
2. Central Office personnel may be dismissed at the discretion of the superintendent or designee.



IF SCHOOL IS CANCELED FOR STUDENTS FOR THE DAY:

When the announcement is made, the day will be designated as either an annual leave day or a workday for employees.

- A. If it is designated as an annual leave day for employees, it then becomes one of the remaining scheduled annual leave days in the school calendar for teachers and all ten-month employees.

If it is designated as a workday for employees, then one of the following inclement weather options must be selected by teachers and all ten-month employees:

1. Report to work;
2. Take unscheduled annual leave. In order to exercise this option, the employee must have an annual leave balance in excess of the number of designated annual leave days in the calendar;
3. Arrange to make time up with the principal/supervisor;



4. Take personal leave (teachers only); or

5. Take a day without pay.

- B. Child nutrition employees do not report to work on any day when students are not in school. Managers and full-time child nutrition employees may exercise inclement weather options #2 or #5.
- C. Eleven-month and twelve-month employees (including central office personnel) shall report to work or choose one of the available inclement weather options whether it is designated as an annual leave day or workday.
- D. If there is inclement weather on a scheduled optional or required workday, no announcements will be made. Employees shall select one of the inclement weather options.

On days when school is canceled for students, employees who decide to work will report to work at their regular reporting time. Employees who report to work after that time may be allowed to make the time up or take a half-day of available leave.

