



PLAINEDGE PUBLIC SCHOOLS

DISTRICT ADMINISTRATION BUILDING
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Edward A. Salina, Jr., Ed.D.
Superintendent of Schools

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Winter 201,

Dear Parents/Guardians/Staff:

The 2018 winter season is upon us, and with it comes the possibility of inclement weather affecting our ability to open school on any given day. We understand that our decision to open or close schools in poor weather has a big impact on our families. We also understand that our students are better served by being in school. However, our top priority is the health and safety of our staff and students.

How do we make school closing decisions?

The decision to open or close schools in poor weather conditions is based on a careful analysis of all the relevant factors, including:

- Road conditions throughout the Plainedge School District
- The amount of snow and ice on the roadways, school parking lots and sidewalks
- Whether precipitation is expected to continue
- Building conditions – including power and heat
- Temperatures and wind chill factors

Who makes the decision?

Our Superintendent of Schools, Dr. Salina is responsible for the final decision, based on the above factors and input from the transportation and facilities departments, and in collaboration with surrounding school district Superintendents.

When is the decision made?

The decision is typically made between 5:00 - 5:30 AM.

How are the staff and public notified?

You will be notified by a direct phone call from the Superintendent or Assistant Superintendent, using the *School Messenger* calling system.

What is *School Messenger*?

School Messenger is a web based communications program that gives us the ability to contact a large amount of people in a short period of time with important information, such as school closings. *School Messenger* uses the phone information on file in our student management system, PowerSchool.

How else will we be notified?

The school district website <http://www.plainedgeschools.org> is the next best source of information on school closings and delayed openings. Once a decision is made, the information will be posted on the website and communicated to Verizon's FIOS (Channel 1), Cablevision (Channel 12).

What are the operational procedures utilized during a delayed opening?

In the event of a delayed opening when the school schedule is delayed **one and a half hours**, all bus routes will also be delayed by **one and a half hours**.

Schools	Students Report	Instructional Staff Must Report No Later Than
Plainedge High School	8:56 AM	8:30 AM
Plainedge Middle School	9:30 AM	9:00 AM
Eastplain Elementary School	10:22 AM	9:50 AM
John H. West Elementary School	10:22 AM	9:50 AM
Charles E. Schwarting Elementary School	10:22 AM	9:50 AM

During inclement weather, school buses have the best safety record; therefore, we encourage parents of students eligible for busing to not drive their children to and from school on snowy days, but to use our school transportation, rather than driving them to school.

What about early closings?

Every effort is made to keep the students in school for their full day once they arrive. In the rare instance that severe weather or emergency conditions warrant an early closing, the information will be on the district website and posted on TV stations. In addition, parents/guardians will be notified by a direct phone call through *School Messenger*. Be sure the district has your current contact telephone numbers.

The decision to close schools or delay openings due to inclement weather is based on the best information available at the time that the decision is made and is never taken lightly.

Where should I look for the latest information about our schools if I use the Internet and popular social media apps?

The District recommends you visit the district webpage at <http://www.plainedgeschools.org> for the latest information related to our schools. Additionally, the District is a major supporter of the use of the most popular social media apps as the fastest way to receive the most up to date information related to our educational programs, delayed openings and school closings. We urge all staff, students, parents and community members to follow us at:

Social Media App Symbol	Social Media App	Follow Us At:
Facebook		PlainedgeUFSD
Twitter		@SUPT_SALINA
Instagram		SUPT_SALINA