



Melrose Public Schools Administrative Offices

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December 14, 2017

Dear Families and Staff,

As we begin the winter season, I would like to remind you about school closings.

During inclement weather I consult with the Melrose Department of Public Works and Melrose Police and Fire on a decision to close schools for the day, delay them for 1 hour, 90 minutes or 2 hours, or possibly dismiss early.

An example of a one-hour “delayed opening” due to inclement weather is as follows:

High school would start at 8:45 a.m.
Middle School would start at 8:45 a.m.
Elementary students would start at 9:15 a.m.

An example of a 90 minute “delayed opening” due to inclement weather is as follows:

High school would start at 9:15 a.m.
Middle School would start at 9:15 a.m.
Elementary students would start at 9:45 a.m.

An example of a two-hour “delayed opening” due to inclement weather is as follows:

High school would start at 9:45 a.m.
Middle School would start at 9:45 a.m.
Elementary students would start at 10:15 a.m.

If you utilize the Before School Program, please know that if school is delayed the before school program will not operate. Additionally, breakfast will not be served in schools that usually offer a breakfast program.

AT THE FRANKLIN EARLY CHILDHOOD CENTER:

An example of a one-hour “delayed opening” due to inclement weather is as follows:

Classes normally starting at 8:25 a.m. will start at 9:25 a.m.;
Classes normally starting at 9:00 a.m. will start at 10:00 a.m.
All classes will end at the regular times.

An example of a 90 minute “delayed opening” due to inclement weather is as follows:

Classes normally starting at 8:25 a.m. will start at 9:55 a.m.
Classes normally starting at 9:00 a.m. will start at 10:30 a.m.
All classes will end at the regular times.

An example of a two-hour “delayed opening” due to inclement weather is as follows:

There will be no school for the 9:00 a.m. - 12:00 p.m. classes.

Classes normally starting at 8:25 a.m. will start at 10:25 a.m.

Classes that normally follow a 9:00 a.m. – 1:30 p.m. schedule will start at 11:00 a.m.

All classes will end at the regular times.

If you utilize the Before School Education Stations Jr. Program, please know that if school is delayed the before school program will not operate.

If school is delayed, an announcement is sent through the ConnectEd phone system and email and posted on the district website as an alert on the top of the page. An announcement is also made on the following radio and television stations: WBZ Radio 1030 AM and Channel 4 TV, WHDH Radio 850 AM and Channel 7 TV, and WEEI Radio 590 AM and Channel 5 TV. Local Melrose cable station MMTV posts no school/delays on Channels 3, 15, and 22 on the Comcast Network and Channels 37, 38, and 39 on the Verizon Network.

Although we have never dismissed students early, our plan will be to notify parents with an emergency call through ConnectEd. The Contact 1 and Contact 2 primary phone number and email address that you have provided will be used.

Please do not call the Melrose Police Department, Melrose Fire Department or the Melrose School Department to inquire about delayed openings or no school announcements. Many television stations continuously run such announcements at the bottom of the television screen.

Please do not call the main office or school offices as no one will be there to answer.

Currently, our last day of school is June 13, 2018. When planning the calendar, we add an additional five days for possible snow day cancellations. That would bring us to June 20, 2018. I know sometimes families ask questions regarding why school districts need to calculate for five extra school days.

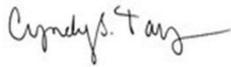
Since we opened in August, we have the flexibility to use the additional days in June. Additionally, because school district funding is for a fiscal year (July 1 to June 30) not a calendar year, June 30th must be the last possible day for the current school year.

School cancellations impact every aspect of the school schedule. Typically, if school is closed, there is no activity, including practices, meets, or events, in any of our buildings. When schedule adjustments are needed for such events, the principals will send you updates as needed.

Lastly, we do not plan to change major dates in the calendar such as vacation days. Please know that if you have a senior, the date of graduation will not change. The regulations allow the graduation date, which is chosen based on the “regular scheduled school year”, to remain as set.

Let’s hope for a mild winter. If you have any questions, please call your child’s principal.

Sincerely,



Cyndy S. Taymore
Superintendent of Schools