



Severe Weather Policy Statement November 26, 2007

District Policy states:

“Occasionally, severe weather may create a serious transportation hazard and make it difficult for employees to arrive at work. The District evaluates such situations carefully before determining whether an office closing is warranted.

If the office is not closed, you must exercise your own judgment about personal safety. Corrective action will not be taken if you decide not to travel because of hazardous conditions.

If you choose not to come to work because of inclement weather and the office is not closed, you are required to call in and to use vacation time for any weather related days off.

If you are scheduled to work on a day on which the District is officially closed, opens late, or closes early, you will receive your normal pay for the day, unless you arrive after or leave prior to the time the closing was effective.”

Due to the size and complexity of the District, the decision to close the office will be based on the status of the employee’s school district. Additionally, a decision will generally be made by the Executive Director (or designee) and posted to the employee website* by 6:00 am. If no posting is accomplished, the school district rule applies. Also, any decision to open late or close early will be made by the Executive Director (or designee) on an “as needed” basis. Late openings and early closings will also be posted to the employee website.

* www.tc911.org, click on “About Us” tab, then “Employee Login” (no password required for information screen). If you do not have access to the internet, you may call (817) 529-2834 for a recorded message.

Updated: March 3, 2008 – phone number
Updated: June 12, 2008 – phone number, website access