#### FOR IMMEDIATE RELEASE

# Haywood County Schools Closed - Important Staff Info for Winter Weather Make Up

### Haywood County, North Carolina - February 25, 2015

Thursday, February 26, 2015 is a "no day" for all students and all staff. This is our second "no day" this week (February 24 and 26). With this in mind, please refer to the following to assure there are no problems with contract, payroll and Saturday school supervision.

## All ten-month employees (certified, licensed, classified and hourly)

- Ten-month employees should NOT work on the "no day" (unless directed to do so by his or her principal/director).
- Ten-month employees will make up Tuesday, February 24, 2015:
  - o During Saturday School (student day) on Saturday, February 28, 2015
  - Or, if weather does not permit Saturday school, this day will be made up on a student day later in the school calendar.
- <u>Ten-month employees will make up Thursday, February 26, 2015</u> on a student day later in the school calendar.

### All eleven and twelve month employees (certified, licensed, classified and hourly)

- Eleven and twelve month employees cannot make up Tuesday, February 24 and Thursday, February 26, 2015 on student days later in the calendar because they are already under contract to work those days (cannot get credit for working two days on one work day). Therefore eleven and twelve month employees should make up the two "no days" as follows:
- Eleven and twelve month employees will make up Tuesday, February 24, 2015 by working on Saturday, February 28, 2015 (student day or non-student day). Or, if weather does not permit Saturday School/work, the employee may take accumulated annual leave for Tuesday, February 24, 2015.
- <u>Eleven and twelve month employees will make up Thursday, February 26, 2015</u> by working on Thursday, February 26, 2015 or by taking accumulated annual leave for Thursday, February 26, 2015.

Staff should check with their principal, director or supervisor if they have questions that are not answered in this communication.

Haywood County Schools averages just over 8 missed student days each year due to inclement weather. Thus far, we have missed 8 days this school year. When this round of winter weather ends, we will adjust the calendar and post it on the website for public information.

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END (349)