SEIS DMH/CHC Inclement Weather Policy: Delayed Start, School Closing, or Early Dismissal

In the event of inclement weather, SEIS instructional staff in DMH and CHC programs are expected to follow the guidelines below:

Delayed Start or School Closing:

On the first day of inclement weather, instructional staff are authorized to follow the decision of the local school district of the program in which they are scheduled to teach.* For instance, if the local school district where the program the employee is scheduled to teach delays or cancels school for the day because of severe weather conditions impacting safe travel (not frozen pipes, for example), then our SEIS DMH and CHC programs will observe the same delay or closing schedule for that day.

The exception to this guidance is when a district is closed due to extreme cold weather, in which case, SEIS Leadership will be responsible for communicating by 6:00 AM the morning thereof if a change in programming is required.

In the event that there are multiple days/consecutive emergency closings by the local school district where the employee is scheduled to teach, the final decision as to whether or not to delay or close school beyond the first day will be at the discretion of SEIS Leadership and CES administration. All cancelled school days will be made up in accordance with the terms of the contract.

In either of these instances, the SEIS Coordinator(s) communicate with the DMH Teaching Coordinator(s) and/or CHC educator regarding the messaging to their individual program SEIS staff.

Early Release:

In the event of an early release by a local school district where a program is located after the start of the school day, SEIS TCs and teachers are generally required to finish their school/work day. Exceptions to this provision may only be made after approval by SEIS Leadership.

Individual exceptions may be made at the discretion of the SEIS Leadership after conferring with DMH/CHC program and authorization by the SEIS Contract Administrator or designee. In such instances, the employee will be required to use “personal time” for this purpose, in accordance with the CES employee handbook.

Declaration of Emergency by Governor:

An early release or closure announced by the Governor should be observed, but only following final authorization by SEIS Leadership or SEIS Contract Administrator.

Again, if you have any questions, comments or concerns, always check in with your SEIS Coordinator.

In instances of a delayed start, school closing, or declaration of emergency by the Governor, in accordance with the procedures outlined above, educators will not be charged personal time.

*SEIS Teachers who are regularly scheduled to work at multiple program locations shall follow the schedule of their home base, unless otherwise directed by SEIS Leadership.