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Approved Memos: Inclement Weather Waiver

**ARKANSAS
DEPARTMENT
OF EDUCATION****Version History**

Title	Inclement Weather Waiver
Memo Number	COM-14-041
Memo Date	1/14/2014
Attention	Co-op Directors; Superintendents; Charter School Directors
Memo Type	Informational
Response Required	Yes
Section	Central Administration
Regulatory Authority	None
Contact Person	Deborah Coffman
Phone Number	501-683-0205
E-Mail	Deborah.Coffman@arkansas.gov
Memo Text	<p>Many school districts in Arkansas have had to miss instructional days due to inclement weather. The state's Standards of Accreditation require all public school districts to offer 178 instructional days of six hours instructional time each year. School districts are also required to include five make-up dates in their school calendar.</p> <p>School districts that have missed more than 10 days will be able to submit a request for a waiver for the additional days. Arkansas Department of Education staff will review the requests on a case-by-case basis and make a recommendation to the Arkansas State Board of Education, which has the authority to approve the waivers. Please reference a previous Commissioner Memo 10-131.</p> <p>Before submitting a waiver request, school districts that have missed more than 10 days should make up as many days in excess of the first 10, which must be made up, as is possible. School districts should try to use any of the following options for making up missed instructional days:</p> <ul style="list-style-type: none"> ● Using the five inclement weather days already built into the calendar. ● Using previously scheduled teacher workdays as instructional days. ● Holding instructional days on upcoming scheduled holidays such as President's/Bates Day, Good Friday, Memorial Day. Please review A.C.A. §6-10-106, if you plan to use Memorial Day as an alternate make up day. ● Using part or all of spring break. ● Adding days to the end of the school year. ● Other proposed options must be approved by the Department of Education.

To request a waiver, send a letter by February 28, 2014, to:
Dr. Tom W. Kimbrell, Commissioner
Arkansas Department of Education
Four Capitol Mall, Room 304A
Little Rock, AR 72201

Please be sure to include in the letter the number of days for which a waiver is requested as well as a detailed outline of how missed days have been or will be made up. The first set of hearings for waivers will be heard at the March 13, 2014 meeting of the Arkansas State Board of Education.

Please direct any questions to Deborah Coffman at (501) 683-0205 or Deborah.Coffman@arkansas.gov.

Version: 7.0

Created at 1/14/2014 1:12 PM by Deborah Coffman (ADE)

Last modified at 1/14/2014 1:19 PM by Deborah Coffman (ADE)



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Approved Memos: Inclement Weather Waiver Extension



ARKANSAS
DEPARTMENT
OF EDUCATION

Version History

Title	Inclement Weather Waiver Extension
Memo Number	COM-14-051
Memo Date	3/4/2014
Attention	Co-op Directors; Superintendents; Charter Directors
Memo Type	Informational
Response Required	No
Section	Central Administration
Regulatory Authority	None
Contact Person	Deborah Coffman
Phone Number	501-683-0205
E-Mail	deborah.coffman@arkansas.gov
Memo Text	<p>This memo is an addendum to Commissioner Memo COM-14-041, http://goo.gl/2GuZqC</p> <p><u>Option One: Amendment</u></p> <p>Districts, that submitted inclement weather waivers by the February 28, 2014 deadline and experienced additional inclement weather during the week of March 3-7, 2014, may apply for an amendment to their inclement weather waiver. The amendment form will be emailed to the district that submitted a waiver request by the February 28, 2014 deadline. To request an amendment, the amendment form should be emailed by March 7, 2014 to deborah.coffman@arkansas.gov.</p> <p><u>Option Two: Extension of time to submit a waiver</u></p> <p>Districts, that did not submit an inclement weather waiver by the February 28, 2014 deadline but did experience inclement weather during the week of March 3-7, 2014 and meet the guidelines explained in memo COM-14-041, may request a waiver. To request a waiver, the superintendent should write a letter addressed to:</p> <p>Dr. Tom Kimbrell</p> <p>Arkansas Department of Education</p> <p>Four Capitol Mall, Room 304A</p> <p>Little Rock, AR 72201</p> <p>The waiver request should be emailed to deborah.coffman@arkansas.gov by close</p>

of business March 7, 2014.

Waiver requests received by March 7, 2014 will be included in the State Board consent agenda on March 20, 2014. Superintendents requesting an inclement weather waiver may attend the Board meeting or participate via conference call. A conference call number will be emailed to all districts requesting a waiver.

In the event of inclement weather after the deadline of March 7, 2014, please contact deborah.coffman@arkansas.gov.

Please direct any questions to Deborah Coffman at (501) 683-0205 or deborah.coffman@arkansas.gov.

Version: 4.0

Created at 3/4/2014 12:13 PM by Deborah Coffman (ADE)

Last modified at 3/5/2014 2:07 PM by Deborah Coffman (ADE)