



Perry Township Schools \* Beech Grove City Schools \* MSD of Decatur Township

February 4, 2021

## RLC Inclement Weather and School Closures: Classified Staff Requirements

1. School Delay – All hourly staff are required to report for work no later than 9:45. All hourly staff who report on time will be paid for a full day of work.
2. School Closure – All hourly staff are required to complete at least three (3) hours of work each day that school is closed. Staff may:
  - a. Maintain contact with students via Google Chat, Zoom, or other supported communication. Such contact must be verified by the classroom teacher. This could be via inclusion in part of the conversation, e-mail or text verification, or screenshots. Teachers must validate the contacts within next working day.
  - b. Complete online trainings (must be able to verify with certificates or relevant proof) that accumulate to 3 hours each day. Please use your RLC email and passwords to create an account on each website. Please turn in certificates by next working day.
  - c. A combination of both A and B.

Failure to provide proof of three hours each day during school closures, by the next working day, will result in the day being counted as an absence.

The RLC website will include training sites that qualify for credit, under "Staff Resources". Classroom teachers may assign other trainings from websites, but must demonstrate the usefulness to the students at RLC.

Scott D. Carson Ph.D.  
Executive Director of Rise Learning Center