

Dear Parents;

The Superintendent of Hatch Valley Public Schools makes the final decision to implement a shortened day schedule(2 hour delay or early release) or cancellation of school. In the very rare instances she is not available; the decision is made by the designated administrator in charge during in her absence.

Information is gathered regarding weather and road conditions in order to determine whether our school buses can safely deliver students to school and whether staff, parents and student drivers can safely reach our campuses. It is not an exact science: conditions can vary widely in different areas around our region and sometimes conditions change after a decision has been made.

The 2 hour delay schedule begins two hours later than the regular schedule, but ends at the regular time. Bus schedules are also delayed two hours. Notification is usually made by 5:45 a.m. Should the complete cancellation of school be necessary, notification is usually given by 7:00 a.m. We try to give information to the network television stations (Channels 4, 7, and 13), to 101.1 FM Radio. The information is provided to parents via the School Messenger (phone notification) System. It will also be posted to the district website and facebook page.

Please avoid calling your child's school or the district office for this information, since staffing will at best be limited. No Breakfast is served when there is a 2 hour delay. Lunch is at the regular time. It is recommended that inexperienced student drivers ride the bus when the weather is questionable.

If severe weather conditions occur during the school day, the decision for an "early dismissal" will be made by 11:00 a.m. in order to arrange for lunch and recall the bus drivers to arrive at schools prior to normal dismissal time. The most efficient schedule for the district to dismiss is after 12:00 p.m. so we can take home the morning preschool runs and not pick up the afternoon Pre-K at HES, serve lunch to the remaining students on an abbreviated schedule and then begin the bus dismissal schedule for that particular day.

It is essential that families have a child care plan in place for school weather delays and closures as well as other emergencies. PARENTS: Please make sure that your contact information (especially addresses and home/cell phone numbers) have been updated in your child's school record so that our school staff and phone notification system are able to reach the correct person in the case of emergencies or for attendance calls.

While schools have different "bell schedules", schools on a 2 hour delay will utilize the following instructional times:

School	2 Hour Delay Schedule
Hatch Elementary Preschool	NO morning classes. Afternoon classes on a regular schedule. *In case of severe cold, it may be determined that afternoon classes should also be cancelled.
Garfield Elementary School Including Pre K	9:30 am - 2:30 pm
Hatch & Rio Grande Elementary	10:00am - 3:00 pm
Hatch Valley Middle School	10:00am - 3:25pm
Hatch Valley High School	10:00am - 3:25pm