



## Manchester Local School District

6075 MANCHESTER ROAD

AKRON, OHIO 44319

Samuel J. Reynolds, SUPERINTENDENT

330-882-6926

October 10, 2011

Dear Parents/Guardians,

The Ohio Department of Education once again permits five calamity days per year for each school district in the State of Ohio. This means that schools will be required to schedule additional instructional days at the conclusion of the school year after five calamity days have been used during the 2011-12 school year.

In order to address possible early morning safety issues such as fog, limited power outage or addition time needed to clear the roads of ice and snow, the Manchester district may delay school for a two-hour period this school year. Because of possible inconvenience to our families in scheduling child care, this two hour delay will be used only on the rarest of occasions. We will close the schools for the entire day if we believe that the conditions will remain unsafe for the day.

Our early morning procedure on possible calamity days will remain the same. The roads and facilities will be checked between 5:00 AM and 6:00 AM, and you will be called through the automated calling system between 6:00 AM and 6:20 AM. We will also notify the area television and radio stations. If necessary, please update your contact information by calling your school secretary.

In the event of a delayed start of school, bus and school schedules will be delayed by two hours. Morning kindergarten will be canceled. Private and out-of-district transportation will also be on a two-hour delayed schedule. The school day will end at the normally scheduled time. The school-day starting times will be as follows:

Nolley Elementary School	10:25 AM
Manchester Middle School	9:40 AM
Manchester High School	9:45 AM
Portage Lakes Career Center	9:47 AM

It is important that families and the schools plan together to prepare for emergency events such as school delays or closings. This information is provided to assist you in planning childcare for any future closing or delay.

Thank you for your continued support and cooperation in our team effort of providing the best education possible for your children. We will determine school closings or delays based upon your children's best interest and safety.

Sincerely,

Sam Reynolds  
Superintendent