

School Delay/Closing Procedures

2024-25

The following information includes the **delay, closing** and **early release** procedures for all of our participating schools. Please use the procedure so that everyone is equally informed about weather-related decisions. It would be very helpful to have this document close and available for use at home and/or office.

Early Watch

Early watch is a procedure that we need to have in place for winter so that only one of the four participating schools has someone getting up several times a night to watch developing weather conditions. If each school takes some of the responsibility for early watch, others will know that this detail is being covered and should allow those others to sleep until the call comes in.

This is how it works. Each school district will be assigned early watch duties on a rotating basis. Whenever your school district is on Early Watch, you will be required to make an evaluation every weekday morning by **4:00 a.m.** to determine whether your school and/or other participating schools should be concerned about developing weather conditions or deteriorating road conditions.

If on any given Early Watch morning you determine the conditions are such that other participating schools should be out checking roads, please follow the call procedure to inform the other three schools of your concern.

How do you determine whether the conditions warrant a call to other schools? You can do this by:

- Calling the Emmet County Road Commission (231) 537-4735 (North) or (231) 347-8142 (South)
- Checking online weather conditions and forecasts (www.weather.gov, www.wunderground.com or www.weatherbug.com)
- Physical check of road conditions.

We will use the following schedule for early watch duty weeks beginning Dec 2nd 2024 through March 20 2025, so mark your calendars. Remember, other schools are relying upon you to help by covering these dates:

EARLY WATCH SCHOOL SCHEDULE

Alanson	Jan 6-10 (5)	Feb 3-7 (5)	Mar 3-7 (5)	
Petoskey(Johnson Buses)	Dec 16-22 (5)	Jan 27-31 (5)	Feb 24-28 (5)	
Harbor Springs	Dec 9-13 (5)	Jan 20-24 (5)	Feb 17-21 (4)	Mar 17-21 (4)
Pellston	Dec 2-5 (5)	Jan 13-17 (5)	Feb 10-14 (4)	Mar 10-14 (5)

****Please NOTE the following dates that some schools are NOT in session:** Alanson Schools: **Feb 14th, Feb 17th, Mar 14th**

Harbor Springs: **Feb. 14th**

Pellston: **Feb. 14, Feb. 17, and March 7**

Petoskey: **Feb. 14, Feb. 17, and March 14**

Procedures (School Closing/Delay)

When all administrators are available and a decision needs to be made to delay school or close school:

1. If between **4:00-4:15 a.m.** the **Early Watch School** determines there is cause for further investigation of road conditions, the Early Watch School representative will call:
 - Ed Zmikly – Emmet County Road Commission North
 - John Gray – Emmet County Road Commission South
 - Shane Redmond – Cheboygan County Road Commission
 - Gary Campbell – Alanson Public Schools
 - Brad Jerichow – Harbor Springs Public Schools
 - Don Johnson – Public Schools of Petoskey (Johnson Buses)
 - Lee Minzey – Pellston Public Schools
2. Between **4:15-4:30 a.m.**, each district contacted about questionable road conditions will conduct a **road check**.

- Between **4:30-5:00 a.m.** all information will be collected by the designated Early Watch School. A recommendation will be made whether to delay or close. All recommendations will be forwarded to the Superintendent or designee of each school district for a final decision.

REMINDER ON DISTRICT BUS DEPARTURE TIMES: Petoskey 6:00am, Harbor Springs & Pellston 6:20am, Alanson 6:30am

- Superintendents or designees begin District fan-out calls or calling systems.

Procedures (Early Release/Dismissal)

Each school district is on its own for early dismissal decisions. If, however, you make a decision to close school early due to weather, please call the other three participating schools, so we are informed about your decision.

Calling List:

Transportation Departments:

Brad Jerichow, Harbor Springs (231) 838-7081 (cell)

Gary Campbell, Alanson (231) 203-4103 (cell)

Don Johnson, Petoskey (231) 838-6774 (cell), (231) 347-0012 (home) or (231) 487-9662 (garage direct line) or (231) 348-0178 (garage)

Lee Minzey, Pellston (405) 343-4111

Timothy Drenth, Char-Em I.S.D. 231-308-0260

Superintendents:

Brad Plackemeier, Harbor Springs (231) 526-4540 (office), (816) 213-0279 (cell)

Rachelle Cook, Alanson (231) 548-2261, ext. 1306 (office) or (231) 838-7055 (cell)

Jeff Leslie, Petoskey (231) 348-2370 (office), (843) 325-0815 (cell)

Stephen Seelye, Pellston (231) 330-0031 (cell) or (231) 539-8682, x10001 (office)

Road Commissions:

Emmet County (North) Days:

Foreman Ed Zmikly (231) 347-8142 (office) (231) 330-0395 (work cell)
Jesse Dankert 231-537-2845 (home) (231) 330-3032 (cell)
Dan Procknow (231) 537-7600 (home) (231) 203-3175 (cell)

Emmet County (South) Days:

Foreman John Gray (231) 347-8142 (office) (231) 330-0397 (work cell)
Mark Lauer (231) 526-2772 (home) (231) 330-9548 (cell)
Art Beach (231) 529-6349 (home) (231) 838-5673 (cell)

ECRC Night Crew 2024-2025 (PENDING)

North - Dave Maylowski (231) 373-0289 (work cell)
North - Greg Overholt (231) 373-0371 (work cell)
South - Terry Leist (231) 330-0401 (work cell)
South - Jon Casteel (231) 373-0254 (work cell)

Cheboygan County:

Shane Redmond (231) 238-7775 (office) or 627-9414 (garage) or (231) 420-1153 (cell)

Thanks again for participating in the Northern Michigan School Weather Net. The communication link is very important. With everyone working together, we can make this another safe winter for all of our students and drivers.