



Melrose-Mindoro School District

Jeff Arzt, Superintendent
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Dear Parents & Guardians:

As winter is upon us, I would like to review our procedures for school delays, closings, and early dismissals. While we try to make every effort to conduct the regular school day as scheduled we do not want to put our students and staff in harm's way.

Decisions to close school are made based on the best information we have early in the morning or during the school day. We want to make a late start or closing decision as early as possible knowing parents may have to make childcare arrangements for the day. If the decision is made to start school late or cancel the entire day it will be done no later than 6:00 a.m. Please keep in mind that ALL after school practices and activities are cancelled if school is closed for the day or there is an early release.

When there is a need to start late, close for the day, or release early, the FASTEST way to receive the information is:

1. Sign up for the district's Emergency Messenger program. This program is used to make automated calls, texts, and emails relaying the information. Please contact your child's school office to get signed up.
2. Sign up to Channel 8 & Channel 13 weather alerts apps from your smartphone. They have done a great job texting this information to subscribers of this service. Channel 19 has stopped text messaging their weather alerts.
3. Watch Channels 8, 13, 19 & 25 to watch the 'crawler' at the bottom of the television screen. A very important point: they will only run this information if there are three or more schools that make a decision to delay/close/early dismissal! Black River Falls, Sparta and Melrose seem to be in an area where it is unusually cold and there have been times we are the only school or Black River Falls and our district have decided to go late/close/dismiss early and it hasn't appeared on the 'crawler'.
4. You can listen to the local radio channels as well. See the reverse side for a listing of stations and/or you can visit our school website.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Jeff Arzt, Superintendent