

COMPLETION OF MAKE UP DAYS VIA WEB ACCESS, BLIZZARD BAGS POLICY

In accordance with Ohio Revised Code 3313.482, the school policy regarding make up days via web access and blizzard bags are as follows:

A. MAKEUP DAYS VIA WEB ACCESS

The Governing Authority of the School may adopt a plan to require students to access and complete classroom lessons posted on the school's web portal or web site in order to make up hours in that school year on which it is necessary to close the school. This action must be taken before August 1st of the applicable school year.

The school may close for any of the following reasons:

1. Disease epidemic;
2. Hazardous weather conditions;
3. Law enforcement emergencies;
4. Inoperability of school buses or other equipment necessary to the school's operation;
5. Damage to a school building; or
6. Other temporary circumstances due to utility failure rendering the school building unfit for school use.

The maximum number of hours that can be included in the plan is the equivalent of three school days. Each plan adopted shall include the written consent of the teachers' employee representative designated under Ohio Revised Code 4117.07 (B).

The plan shall provide all of the following:

1. No later than November 1st of the school year, each classroom teacher shall develop a sufficient number of lessons for each course taught by the teacher that school year to cover the number of make-up hours specified in the plan. The teacher will designate the order in which the lessons should be posted to the school website in the event of a school closure. The school may grant a teacher up to one professional development day to create lesson plans for these lessons.
2. When possible, the teacher will update or replace the lesson plans developed base upon current instructional progress.
3. As soon as practical after a school closure, a school employee responsible for the web site or portal will make the designated assignments available to students and lessons will be posted for each course that was scheduled to met on the day of the closure.
4. Students are permitted two (2) weeks from the date of posting to complete the lesson and the lessons shall be graded in the same as other lessons. The student may receive an incomplete or failing grade if the lesson is not completed on time.
5. If a student does not have computer access at their residence and the plan adopted for the academic year does not include blizzard bags as defined in Ohio Revised Code 3313.482, the student shall be permitted to work on the posted lessons at school after the student's school reopens. If the lessons were posted prior to the reopening, the student shall be granted a two-week period from the date of the reopening, rather than from the date of

posting. The School may provide the student access to a computer before, during, or after the regularly scheduled school day or may provide a substantially similar paper lesson in order to complete the lessons.

B. BLIZZARD BAGS

In addition to posting classroom lessons online under the previous section, the Plan adopted may include distribution of "blizzard bags," which are paper copies of the lessons posted online.

The school may use blizzard bags only when it is necessary to close the school for any of the following reasons:

6. Disease epidemic;
7. Hazardous weather conditions;
8. Law enforcement emergencies;
9. Inoperability of school buses or other equipment necessary to the school's operation;
10. Damage to a school building; or
11. Other temporary circumstances due to utility failure rendering the school building unfit for school use.

If a school opts to use blizzard bags, teachers shall prepare paper copies in conjunction with the lessons to be posted online and update the paper copies whenever the teacher updates the online lesson plans.

The plan adopted by the Governing Authority that opts to use blizzard bags shall specify in the plan the method of distribution of blizzard bag lessons, which may include, but not be limited to

- Requiring distribution by a specific deadline
- Requiring distribution prior to anticipated school closure as directed by the superintendent of a school district or the principal, director, chief administrative officer, or the equivalent, of a school.

Students are permitted two (2) weeks from the date of posting to complete the lesson and the lessons shall be graded in the same as other lessons. The student may receive an incomplete or failing grade if the lesson is not completed on time.

Ref: ORC 3313.482; 3314.06