

## REGIONAL SCHOOL DISTRICT 13

OFFICE OF SUPERINTENDENT

135A PICKETT LANE, P.O. BOX 190, DURHAM, CONNECTICUT 06422-0190  
TELEPHONE (860) 349-7200 FAX (860) 349-7203

SUSAN L. VICCARO  
Superintendent of Schools

RONALD MELNIK  
Business Manager

### Emergency Closing School Year 2011-12

Dear Parents,

Welcome back to another school year. I want to remind you of the following emergency closing procedures. Please know that whenever a school cancellation or late opening is necessary, I will make every effort to contact area radio and TV stations as soon as possible. The stations designated to make the announcements for Regional School District 13 include: 1080AM WTIC, WFSB channel 3, WVIT channel 30, WTNH channel 8. **The District also uses the Everbridge Notification System to notify parents of school closings, delays and emergencies. I encourage you to sign up for this service. When the District issues a message, the RSD13 Alerts Emergency Notification System will deliver the message to your home phone, cell phone, text message or email. You decide how you want to be contacted. If you select more than one option you will be contacted in the order you select. Please note that if you provide a home phone number you could receive a call as early as 4:45am for school closings or delays. Please think carefully about the options you select. The success of the service relies on you. Having your latest contact information is the only way to ensure that we can contact you in an emergency. To provide us with your information please go to <http://www.rsd13ct.org/emergency.html>.**

**If you have already signed up you do not need to do so again. If you are new to the system we ask that you sign up by September 16, 2011.**

#### Delayed Openings

<u>Building</u>	<u>2-Hour Delay</u>	<u>1-Hour Delay</u>	<u>Closing Time</u>
Coginchaug	9:25 a.m.	8:25 a.m.	2:02 p.m.
Strong	9:25 a.m.	8:25 a.m.	2:00 p.m.
Memorial	10:00 a.m.	9:00 a.m.	2:35 p.m.
Korn	10:55 a.m.	9:55 a.m.	3:25 p.m.
Lyman	10:50 a.m.	9:50 a.m.	3:20 p.m.
Brewster	10:50 a.m.	9:50 a.m.	3:20 p.m.
AM K & Pre-School	10:50 a.m.	-----	12:30 p.m. *
AM K & Pre-School	-----	9:50 a.m.	12:00 p.m. *
PM K & Pre-School	1:35 p.m.	-----	3:20 p.m. *
PM K & Pre-School	-----	1:05 p.m.	3:20 p.m. *

#### Early Dismissal

The decision to close school early will be made by 10:45 a.m. in order to warn NO PM Kindergarten. Parents are again advised to listen to the above radio and TV stations for an announcement of early dismissal. In the event of an early dismissal, schools will be dismissed at the following times:

AM K & Pre-School	11:20 a.m. *
Strong	12:12 p.m.
Coginchaug	12:12 p.m.
Memorial	12:50 p.m.
Lyman	1:30 p.m.
Brewster	1:30 p.m.
Korn	1:35 p.m.

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If school is canceled or closed early, all after-school community activities are also canceled except in special circumstances and only where approval from the Superintendent has been granted.

Sincerely,

*Susan L. Viccaro*  
Superintendent of Schools

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\* Please note the Pre-School program does not meet on Fridays.