



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Thomas R. Bice
State Superintendent of Education

January 28, 2014

Alabama
State Board
of Education

MEMORANDUM

Governor
Robert Bentley
President

TO: County and City Superintendents

Tracy T. Roberts
District I

FROM: Thomas R. Bice 
State Superintendent of Education

Betty Peters
District II

RE: School Make-Up Day Options

Stephanie Bell
District III

Yvette M.
Richardson, Ed.D.
District IV

In light of severe weather issues in parts of the state today, please be reminded of Senate Bill 271 that was adopted by the Alabama Legislature several years ago and signed into law by Governor Robert Bentley. Since Governor Bentley has declared a state of emergency for the state due to the potential for severe weather, the attached form should be completed and submitted to my office once you know the days your school system may have to be closed because of weather.

Ella B. Bell
District V
President Pro Tem

Charles E. Elliott, M.D.
District VI
Vice President

If you have any questions regarding this matter, please do not hesitate to contact my office.

Jeff Newman
District VII

TRB:BAD
Attachment
FY14-1015

Mary Scott Hunter, J.D.
District VIII

Thomas R. Bice, Ed.D.
Secretary and
Executive Officer

School Make-Up Day Options

Senate Bill (SB) 271

LEA Procedural Guidance

Senate Bill 271 offers two options to local school systems to deal with a day(s) of school lost due to extreme circumstances.

OPTION 1 states, “In extreme circumstances involving natural occurrences, health-related occurrences, or other extenuating circumstances that result in the cancellation of an instructional day, a local board of education may submit a plan for the approval of the State Superintendent of Education to replace cancelled instructional days by adjusting the school calendar to extend the hours of actual teaching time on specified instructional days.”

NOTE: Six hours are considered equal to one day.

OPTION 2 states, “At any time the Governor of Alabama declares a state of emergency for any part of the state, any affected school system that is closed as a result and loses student days or employee days, or both, may appeal to the State Superintendent of Education for relief in fulfilling the local school calendar with respect to student days or employee days, or both, with no loss of income to employees.”

If your school system fits into any of the categories/situations listed above, please complete the attached form and submit it with signatures of the LEA Superintendent and LEA Board President to Dr. Thomas R. Bice, tbice@alsde.edu, or P. O. Box 302101, Montgomery, Alabama 36130-2101.

LEA School Make-Up Day Option Request

LEA: _____ DATE: _____

Please check the make-up day option you wish to pursue:

_____ Option 1: Calendar adjustment with additional instructional time

_____ Option 2: Relief from make-up days

_____ Option 3: A combination of additional time and relief from make-up days

Please give a brief narrative regarding the situation in your LEA, the basis for your choice of options, and your plans for implementation upon approval of your request.

LEA Superintendent/Date

LEA Board President/Date

*In order to qualify for Options 2 and 3, the LEA must reside within a county designated as having a state of emergency declared by the Governor of Alabama.

If your school system fits into any of the categories/situations listed above, please complete the attached form and submit it with signatures of the LEA Superintendent and LEA Board President to Dr. Thomas R. Bice, tbice@alsde.edu, or P. O. Box 302101, Montgomery, Alabama 36130-2101