



New Hampshire

Department of Education *Technical Advisory*

Serving New Hampshire's Education Community

School Year – Closing Under Emergency Conditions

RSA 189:2 or Ed 306.18

This is the nineteenth in a series of Technical Advisories issued by the Department to clarify the new School Approval Standards.

I. Actual Text

Ed 306.18 School Year.

(5) A school may close before its scheduled closing time when an emergency condition exists which might adversely affect the health and safety of students, provided that the number of hours of instructional time originally planned for the day shall be credited to the number of hours of instructional time in the school year, if:

- a. On that day, the school would normally have had at least 5.25 hours of instructional time; and
- b. The school remained open for at least 3.5 hours of instructional time

RSA 189:2 Reduction of Time. – If the school board of any district shall decide that, by reason of special conditions or circumstances, the maintenance of standard schools for 180 days, or the equivalent number of hours if approved by the commissioner of the department of education, in said district is undesirable, said school board may so represent in writing to the state board. If, upon hearing, the state board, or the commissioner when authorized by the state board, shall be of the opinion that the representation is true, it may reduce the time of maintaining such schools in said district to such limits as it may deem wise. Provided, however, that the state board, or the commissioner if authorized, shall not reduce the days during which schools shall be in session, as provided in RSA 189:1, on account of workshops, conventions or teachers' institutes.

II. Department Comment:

A school district or private school may submit a plan for approval by the Commissioner that will allow schools to conduct instruction via the internet for up to five days per year when the school has been closed due to inclement weather or other emergency. Daily class work assignments must have been planned and prepared in advance. The plan must include procedures for

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participation by students who do not have internet access. Academic work must be equivalent in effort and rigor to typical classroom work. There must be an assessment of all student work for the day. At least 80 percent of students and teachers must participate for the day to count as a school day.

The plan submitted to the Commissioner must include:

- a. The results of the survey of students indicating that they have internet access
- b. Documentation that teachers have remote access to be able to conduct lessons on-line
- c. Plan and time-line for teacher training in conducting class via the internet
- d. The internet address where the on-line lessons are to be provided
- e. The process through which student and staff participation will be monitored
- f. A sample of at least one on-line lesson
- g. A sample of at least one lesson for students without internet access
- h. Explanation of the process to notify staff and students that the on-line lessons will be used
- i. Explanation of the assessment process
- j. Updated school attendance policy which explains that failure to complete work on days when internet instruction has been directed will result in the student being recorded as absent for the day

III. For more information on this technical advisory, contact:

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