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 is 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. Joseph B. Morton, jmorton@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 Option 2 and 3, the LEA must reside within a county designated as having a state of emergency declared by the Governor of Alabama.

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