



STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
9th FLOOR, ANDREW JOHNSON TOWER
710 JAMES ROBERTSON PARKWAY
NASHVILLE, TN 37243-0375

BILL HASLAM
GOVERNOR

CANDICE MCQUEEN
COMMISSIONER

March 9, 2015

Via Electronic Mail

Sandra Morris, Interim Director of Schools
Manchester City Schools
215 East Fort Street
Manchester, TN 37355

morriss2@k12tn.net

Dear Ms. Morris:

Pursuant to Tenn. Code Ann. § 49-6-3004(a) (6), in the event of a natural disaster or serious outbreaks of illness affecting or endangering students or staff, the commissioner of education may waive the requirement for school district calendars to include one hundred eighty (180) days of classroom instruction for the current school year.

On February 21, Governor Haslam declared a Level 2 State of Emergency – Major Disaster – due to the extreme weather conditions throughout the state. This State of Emergency extended through March 2, representing six school days. Because of the unique and rare circumstances of our recent weather and the impact on school districts throughout the state, and because of the Level 2 State of Emergency declaration, the department is accepting requests to waive a maximum number of three instructional days during the period of February 21-March 2, 2015.

You have submitted a request to waive instructional days for Manchester City Schools. Pursuant to my above referenced authority, I hereby grant a waiver to Manchester City Schools of three instructional days during the period of February 21-March 2, 2015. Please revise the calendar in EIS to indicate the three days that are waived. Thank you for continuing to notify the Department of revisions to your school calendar.

Sincerely,

A handwritten signature in cursive script that reads "Candice McQueen".

Dr. Candice McQueen

Manchester City Schools
121 North Irwin Street
Manchester, Tennessee 37355

Memorandum

To: Paul Rainwater, Tennessee Dept. of Education

From: Sandra Morris, Interim Director of Schools

Re: Waiver Request for Manchester City Schools Relative to the Level 2

State of Emergency Declaration

Date: March 6, 2015

On behalf of the Manchester City School District, I am requesting a waiver relative to the Level 2 State of Emergency declaration for 3 instructional days.

1: Circumstances leading to the request: Our small city district does not provide transportation for students with the exception of those bused by special education. Therefore, we rarely miss for snow. Some years, we do not use any snow days but this year is an exception. To date, we have missed 8 days.

2. Board policy 1.801 states that the minimum length of the school day in the MCS district is seven (7) total hours for all grades. TRRMS 0520-1-3-02 says the actual time that students are required to be in school is 6.5 hours. Thus, our district adds an extra .5 hour to each instructional day (180) during the school year.

The district has 13 stockpiled days in its 200 day calendar. Five (5) are stockpiled for inclement weather. Eight (8) are stockpiled for professional development.

3. It will be difficult to make up the extra 3 instructional days because we are late into the 2014-15 school year. Our calendar calls for spring break (March 23-27) and many of our parents have expressed they have hotel reservations already made for vacations during that week. Attendance would suffer if we made up snow days during that time. Our school year ends on May 22. The following Monday is Memorial Day and our board does not want to infringe on families' celebrations and coming back after Memorial Day would be counterproductive.

Paul Rainwater

From: Sandra Morris <morriss2@k12tn.net>
Sent: Friday, March 06, 2015 10:58 AM
To: Paul Rainwater
Subject: Waiver Request for Manchester City Schools Relative to Level 2 State of Emergency Declaration
Attachments: Manchester City Schools waiver snow days.docx

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Please approve the waiver request for Manchester City Schools Relative to the Level 2 State of Emergency Declaration.

Thank you.

*Sandra Morris, Interim Director of Schools
Director of Instruction and Accountability
Manchester City Schools
121 N. Irwin Street
Manchester, TN 37355*