



ST. EDMUND'S ACADEMY  
WILLIAM L. KINDLER, PH.D · HEAD OF SCHOOL

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## KEEPING IN TOUCH

January 15, 2009

Dear Parents,

This was our first experience in 2009 to activate our school delay/closing system. For the most part all worked well and I thank you for your cooperation. As we will probably face another delay on Friday due to the predicted frigid temperatures, I will review key communication indicators we use to inform you of the school's operation status.

Once the decision has been made to delay or close:

1. Notice is placed on SEA's updated website. A rolling message is at the top in school colors.
2. Notice is placed on SEA's telephone answering system.
3. Notice is emailed to each parent in our directory.
4. Notice is placed with WPXI, WTAE, KDKA, KQV using each station's secured activation system.

When on a delay status, SEA's administration and maintenance systems are in place to prepare the school for arrival of students at the delayed time, the earliest being 9:30 if on a two hour delay. Please do not arrive before 9:30. ***Special note: If the delay is on a Thursday (as today), there will not be Chapel and students are not required to wear their Chapel uniform.***

The Pittsburgh Consortium of Independent Schools (PCIS) Heads have been in discussion to coordinate decisions for delays and closings although THE FINAL DECISION FOR EACH SCHOOL REMAINS WITH THAT SCHOOL'S HEAD OR HIS/HER DESIGNEE. We no longer automatically follow the Pittsburgh Public Schools decisions as our service areas and decision factors are somewhat different.

Finally, we know only too well that weather and travel conditions can vary greatly within our total school community service areas. Even if SEA remains open on its regular daily schedule, and other schools are on a delayed or closed status, only you know the conditions you face for a safe arrival to school. Please know that we support whatever decision you make for the safety and welfare of you and your family. Likewise, our decisions regarding delays/closings are made with the same priority consideration.

Again, thank you for your cooperation, and please don't hesitate calling for clarification on this or any other St. Edmund's Academy operating program.

Enjoy a great day.

Bill Kindler