



PERSONNEL: General

Emergency Closings – Employee Attendance

I. Policy Statement

- A. The Superintendent is authorized to close schools and offices, or modify the opening or closing times during adverse weather conditions and other unforeseeable emergencies, as he/she deems appropriate for the safe and proper administration of the school system.
- B. Employees shall be responsible for reporting to their work assignments consistent with this policy and its implementing rule, applicable bargaining unit master agreements, job descriptions, or as directed by their office or department head.

II. Implementation

- A. The Board directs the Superintendent to implement this policy.
- B. Such implementation may include the development of appropriate rules and procedures that advise employees of their responsibilities for reporting to work during emergency closures and for accounting for any time lost if employees fail to report to work.

Legal References: *Annotated Code of Maryland, Education Article §4-205, Powers and Duties of the County Superintendent*  
*Annotated Code of Maryland, Education Article §7-103, Required School Days and Holidays*

Related Policies: Board of Education Policy 4100, *Employee Conduct and Responsibilities*  
Board of Education Policy 4203, *Absences and Leaves*

Policy Board of Education of Baltimore County  
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