



## Hartford Area Schools & Districts Emergency School Closing Procedures

---

October 26, 2022

Dear Parents and Guardians:

The winter season will soon be upon us, and your school or district understands that our decision to keep open or to close a school in bad weather has a significant effect on families. We also believe that you know what is best for your child. If you believe they would be safer at home and should not attend school in poor weather conditions, please check with the individual school for recommended options. Also, if you are uncomfortable with the weather conditions throughout an unfavorable weather day, we would encourage you to act upon that belief. Communicate with your school's principal, and make the necessary arrangements to pick up your child.

Please be advised that the following information is considered to open or close school due to inclement weather:

- Information from city, county and state officials focused on road conditions and short and long-term weather forecasts
- Information from our bus transportation companies, including their recommendations, focused on road safety for buses
- Discussion with our supervisors of buildings and grounds to ensure that parking lots can be open for parking before and after the school day

In addition, the Hartford area superintendents and principals work collaboratively to open or close a school in bad weather. We consider the information from the above paragraph, and we take into account the following factors:

- Temperature, including wind chill factor
- Wind velocity impacting the blowing and drifting of snow
- Buses running routes at a slower pace and having an impact on how long students wait at bus stops
- Parents/guardians driving their children to school in poor driving conditions, and high school students with little or no experience in poor road conditions driving to school
- The number of inches of existing and projected snowfall

Please note that Hartford area schools typically will not implement late starts or early dismissals due to inclement weather. Through experience, we have learned that coordinating transportation in such cases is not possible due to a lack of available bus drivers. Also, an early dismissal introduces the risk of sending young students home to empty houses. The area superintendents and principals believe that knowing students are inside, safe, warm, and learning is a better choice than unintentionally sending students home to an empty house.

Continued on next page...

Besides the media listed in this letter, each public school district and private school may use additional means of communication to notify parents/guardians and students of school closings. To acquire up-to-date school closing information, please utilize the following media resources:

- FOX 6 News: [www.fox6now.com](http://www.fox6now.com)
- WISN TV 12: [www.wisn.com](http://www.wisn.com)
- WTMJ TV 4: [www.tmj4.com](http://www.tmj4.com)
- WTMJ 620 AM: [www.wtmj.com](http://www.wtmj.com)
- WTKM 1540 AM/104.9 FM: [www.wtkm.com](http://www.wtkm.com)

Sincerely,

#### Hartford Area Superintendents & Principals

*Joannie M. Kalina*  
**Superintendent**  
Erin School District  
[www.erinschool.org](http://www.erinschool.org)

*Jeffrey A. Walters*  
**Superintendent**  
Hartford Union High School  
[www.huhs.org](http://www.huhs.org)

*Tara L. Villalobos, Ph.D.*  
**Superintendent**  
Holy Hill Area School District  
[www.hhasd.org](http://www.hhasd.org)

*Anthony Brazouski, Ph.D.*  
**Superintendent**  
HNR School District  
[www.hnrschools.org](http://www.hnrschools.org)

*Ben Washburn*  
**Principal**  
Peace Lutheran School  
[www.peacehartford.org](http://www.peacehartford.org)

*Mark T. Smits, Ph.D.*  
**Superintendent**  
School District of Hartford Jt. 1  
[www.hjt1.org](http://www.hjt1.org)

*Kimberly Lestina*  
**Principal**  
St. Gabriel Catholic School  
[www.sgabriel.org](http://www.sgabriel.org)

*Jen Trimberger*  
**Principal**  
St. Killian School  
[www.stkilliancong.org](http://www.stkilliancong.org)

CENTRAL MIDDLE SCHOOL  
1100 Cedar Street  
Hartford, WI 53027  
Phone: 262-673-8040  
FAX: 262-673-7596

LINCOLN SCHOOL  
755 S. Rural Street  
Hartford, WI 53027  
Phone: 262-673-2100  
FAX: 262-673-0148

ROSSMAN SCHOOL  
600 Highland Avenue  
Hartford, WI 53027  
Phone: 262-673-3300  
FAX: 262-673-3543

DISTRICT OFFICE  
402 W. Sumner Street, Hartford, WI 53027  
District Administrator 262-673-3155 FAX: 262-673-3548  
Business Manager 262-673-9033 FAX: 262-673-3548  
Pupil Services Dir. 262-673-8042 FAX: 262-673-8045