



College Station Independent School District

Success...each life...each day...each hour

MEMORANDUM

To: Mike Martindale, Superintendent *MS*

From: Amy Drozd, Chief Financial Officer *AD*

Date: March 2, 2022

Subject: Resolution – Payment of Employees for Missed Work Days

Agenda Item: J - 7.

BACKGROUND

On February 3 and February 4, 2022, the Brazos Valley, including CSISD, experienced inclement weather conditions of rain and freezing rain that resulted in dangerous road conditions. For the health and safety of students and staff, the district closed all campuses and facilities for these 2 days.

Because CSISD will meet the required instructional minutes set by the Texas Education Agency without these days, it is not required that we schedule instructional make-up days. Administration believes that it is in the best interest of the District to retain the originally adopted school and work calendar and continue normal compensation for employees for these days.

According to Policy DEA (LOCAL), the board, by resolution or other action, is to establish the purpose and parameters of payment to employees during the emergency closing for which workdays are not scheduled to be made up. Policy DEA (LOCAL) also addresses the rate of pay for nonexempt employees that are required to work to adequately prepare and plan for said emergency closing and protect the assets of the district from damage that may occur during such extreme weather conditions.

The attached resolution establishes the payment of employees for February 3 and February 4, 2022 within the parameters outlined in Policy DEA (LOCAL).

RECOMMENDATION

It is recommended that the College Station ISD Board of Trustees approve the attached resolution to compensate employees for the missed work days due to the closure of the district on February 3 and February 4, 2022 due to inclement weather.

Amy Drozd
Chief Financial Officer

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Mike Martindale
Superintendent