

# College Station Independent School District



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

## MEMORANDUM

To: Dr. Clark Ealy, Superintendent

From: Mike Martindale, Deputy Superintendent

Date: February 14, 2018

Subject: Resolution – Payment of Employees for Missed Work Day

Agenda Item: J – 1.

Board Priority/  
District Goal: Priority 3, Goal 4

## BACKGROUND

On Tuesday, January 16, 2018, College Station ISD closed because of inclement weather – icy conditions. Due to the number of instructional minutes within the 2017-18 school calendar, the designation and use of a make-up day for instructional purposes is not required. Therefore, according to Policy DEA (LOCAL), the board, by resolution or other action, shall approve payment for all employees during an emergency closing for which workdays are not scheduled to be made up.

## RECOMMENDATION

It is recommended that the College Station ISD Board of Trustees approve the attached resolution to pay all employees for the missed work day due to the closure of the district on Tuesday, January 16, 2018 due to inclement weather resulting in unsafe travel conditions.

Mike Martindale  
Deputy Superintendent -  
Chief Financial Officer

1812 Welsh Avenue  
College Station, TX 77840  
979-764-5400 -- www.csisd.org

CLARK C. EALY, Ph.D.  
Superintendent of Schools