



OFFICE OF P-12 EDUCATION: Office of Special Education
STATEWIDE COORDINATOR FOR SPECIAL EDUCATION
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July 2011

TO: District Superintendents
Superintendents of Schools
Directors of Approved Preschool Programs
Directors of Approved July/August Special Education Programs
County Fiscal Officers
Authorized Municipality Representatives
Chief Elected Officials of Counties

FROM:

James P. DeLorenzo

SUBJECT: Emergency Cancellations of Extended School Year Special Education Classes
Due to Excessive Temperatures

The purpose of this memorandum is to address questions that have been posed to the Office of Special Education when an approved extended school year (July/August) preschool and/or school-age special education program determines that it is necessary to cancel a day or days of instruction due to extremely hot weather conditions.

State law requires that an extended school year program be in operation for 30 days, even when a school cancels a day of instruction due to emergency situations, including excessively high temperatures. Therefore, the school must schedule an additional day(s) of instruction during the summer to make up the cancelled day(s). For program reimbursement purposes, approved extended school year/summer programs should contact the appropriate county to inform them that programs were cancelled due to the summer heat and the programs' plans to make up any cancelled days.

If you have any questions regarding this memorandum, please contact the Office of Special Education at (518) 473-6108.