EMERGENCY DISASTER   8.17+

I.   The School Board recognizes that the use of its facilities and transportation services can be invaluable to this community in a crisis or emergency. Therefore, in the event of a local or State emergency and upon the request of the local emergency management agency, the District shall participate in emergency management efforts by providing facilities and personnel necessary to staff such facilities during a state or local emergency. The Board authorizes the Superintendent to establish a crisis management team whose members shall be trained in various emergency procedures.

A.   Prior to June 1 of each year, the Superintendent shall develop, with local emergency management agencies, a list of schools to be used as emergency shelters.

B.   Unless otherwise designated, the principals of the designated facilities shall be the "shelter manager" and shall be responsible for all aspects of the operation of the emergency shelter.

C.   The Superintendent may authorize the use of custodians, food service personnel, electricians, maintenance employees, and other School Board employees to assist in the safe operation of the emergency shelter or disaster operation.

II.   Transportation assistance provided by the School Board shall be coordinated with the department of emergency management. The Superintendent may authorize the use of bus drivers and assistants as needed to provide emergency transportation services.

III.   In the event the superintendent officially closes a school, district office, or a combination of work centers to employees, the affected employees shall be paid for their regularly scheduled hours. Should the superintendent reschedule that workday for a later date on which the employee was not scheduled to work, the employee shall be deemed to have been compensated in advance, and will receive no additional compensation. The resulting rescheduling of days missed due to school closure will not have any financial impact on twelve (12) month employees.

IV.   The Board recognizes that exempt and nonexempt employees who serve on the crisis management team and who staff the congregate shelters during a declared emergency will be providing services that exceed their contractual obligations by working on days and at times when other District employees are not required to be on duty. Compensation will be in accordance with the Superintendent's pay policy for the specific event.

A.   Hourly personnel asked to perform emergency-related duties will be paid according to current School Board pay schedules. Overtime will be paid consistent with the federal Fair Labor Standards Act. All hours worked must be pre-approved by their supervisor, shelter manager or Superintendent and/or designee where applicable.

V.   Following the use of District facilities as congregate shelters, the Superintendent shall calculate the amount spent during the period the facilities were used for congregate shelters that is above and beyond the usual and customary expenses to operate the facilities during that time period for the following:

A.   Utilities (e.g., power, water, and telephone),
B.   Generator usage (rental costs and/or fuel required),
C.   Shelter safety and security, and
D.   Costs related to use of buses and other vehicles, excluding operator costs.

VI.   The Superintendent is authorized to submit the itemized total expended by the District for extra compensation for exempt and nonexempt staff, as well as the additional amount expended for the operation of the District facilities used as congregate shelters, to the Federal Emergency Management Agency (FEMA) and/or appropriate agency for reimbursement. The Board shall be informed of the amount of reimbursement requested from FEMA once completed at a regularly-scheduled Board meeting.

STATUTORY AUTHORITY: **1001.41, 1001.42, F.S.**

LAW(S) IMPLEMENTED: **1001.43, 1012.23, 1013.372, F.S.**

HISTORY: **ADOPTED: 06/07/22**

                                                  REVISION DATE(S):