

Tropical Storm Katrina – Important Information

TO: ALL EMPLOYEES

All Miami-Dade County public schools and offices will be closed Friday, August 26, 2005. All activities and athletic events/practices have also been canceled from Thursday, August 25 through Sunday, August 28, 2005. Employees must **not** report to work unless specifically directed by their supervisor. All principals and site supervisors should be prepared to assess damage to School Board property as soon as hazardous weather conditions have subsided and it is safe for employees to travel.

As a reminder the Emergency Management Procedure Manual, Damage Survey Form (FM-6250), and Disaster Recovery Plan are located on the Miami-Dade County Public Schools website, under the “Employee” tab. All Damage Survey Forms should be faxed to the centralized number 305-995-4343; please fax the form only once to avoid congestion on the receiving fax machines.

For information regarding the opening/closing of Miami-Dade County Public Schools and offices for Monday, August 29, 2005, employees should monitor the following:

- Miami-Dade County Public Schools website
- Hurricane Hotline at 305-995-3000
- WLRN-TV Channel 17 and WLRN-FM 91.3
- Local media

Thank you for your continued dedication and commitment to all students in Miami-Dade County Public Schools.

Freddie Woodson
Associate Superintendent
School Operations