

## ***Memorandum***

To: Ed Massey, Chairman  
Boone County Schools Board of Education

Cc: Randy Poe, Superintendent  
Eric McArtor, COO/ Deputy Superintendent  
Karen Cheser, CAO/ Deputy Superintendent  
Jim Detwiler, Assistant Superintendent  
Kathy Reutman, Exec. Director of Student Services

From: Mike Ford, Director of Pupil Personnel

Date: March 2, 2017

Re: **Request for a Emergency Day for Kelly ES**

In accordance with KRS 158.070 and 702 KAR 7:140, a request for an Emergency Day on March 2, 2017 for Kelly Elementary School must be submitted to the Commissioner of Education for consideration. This request must be supported by a Boone County Board of Education Order. If granted, Kelly Elementary School will not be required to make up the day. Please review the attached letter to be forwarded to the Commissioner with the Board of Education Order, and I am recommending approval of the March 2, 2017 Emergency Day for Kelly Elementary School.