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# Richmond Community Schools

35276 Division \* Richmond, Michigan 48062 \* (586) 727-3565 \* www.richmond.k12.mi.us

Brian J. Walmsley, Ed.S.  
Superintendent

**Richmond Early Childhood Learning Center  
& Will L. Lee Elementary School**  
68399 Forest  
Richmond, Michigan 48062  
Heidi Mangune, Principal  
Michael Gibson, Dean of Students

**Richmond Middle School**  
35250 Division  
Richmond, Michigan 48062  
Jennifer Marella, Principal  
Paul Knight, Dean of Students

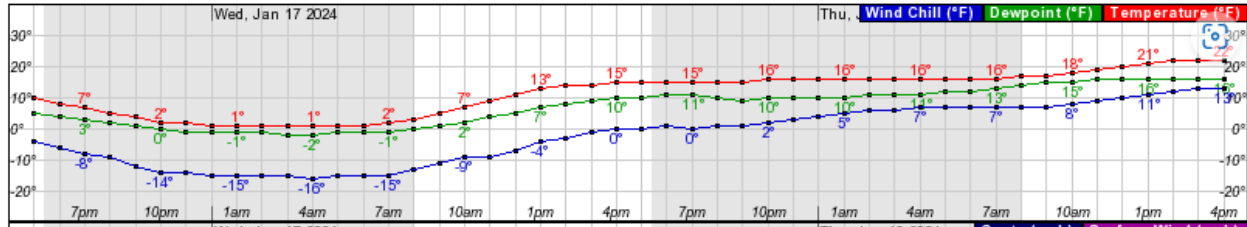
**Richmond High School**  
35320 Division  
Richmond, Michigan 48062  
Andrea Szabo, Principal  
Becky Borwick, Dean of Students

January 16, 2024

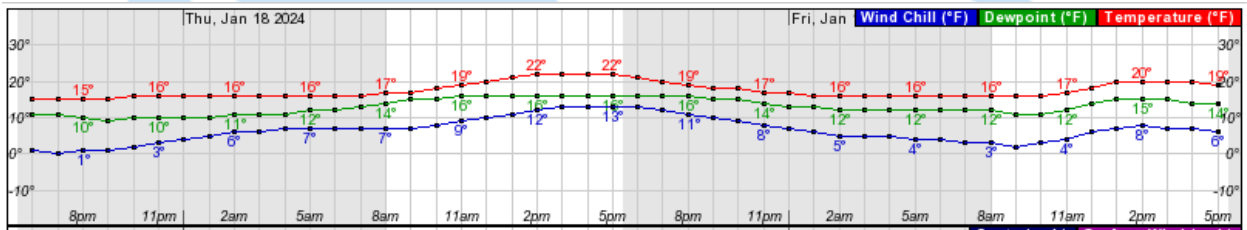
Dear Parents and Guardians,

As previously reported, Richmond Community Schools will be closed on Wednesday, January 17, 2024, for inclement weather. While the District team will continue to monitor conditions and, if necessary, make future closures at a later time. However, based on the current weather forecast from the *National Oceanic and Atmosphere Administration* (NOAA), as outlined below, **I DO NOT EXPECT** the District to be closed on Thursday, January 18<sup>th</sup> or Friday, January 19<sup>th</sup> – though we do live in Michigan and the weather can change quickly – anything is possible.

*Weather Forecast for Wednesday into Thursday (Source: NOAA website)*



*Weather Forecast for Thursday into Friday (Source: NOAA website)*



With the closure of school on Wednesday, January 17, 2024, it resulted in the district adjusting the end of the first semester as well as the exam and bell schedule. Working collaboratively with the leadership of the Richmond Education Association (REA), the district is not changing

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the previously scheduled half-day and full days of school, only the schedule that occurs on those days. We understand the stress it causes families to change their schedules or find childcare arrangements when school is closed or when half-days occur. Below you will find revisions to the calendar and schedules for the next few days:

**RICHMOND EARLY LEARNING CHILDHOOD CENTER**, which includes Tuition-based 3- and 4-year-old Preschool, Great Start Readiness Program (GSRP), and Early Childhood Special Education (ECSE) Classroom

<b>WEDNESDAY, JANUARY 17, 2024</b>	<b>CURRENT: NO PRESCHOOL, GSRP, OR ECSE CLASSES</b> <b>NO SCHOOL – INCLEMENT WEATHER</b>
<b>THURSDAY, JANUARY 18, 2024</b>	<b>CURRENT: NO PRESCHOOL, GSRP, OR ECSE CLASSES</b> <b>REVISED: NO CHANGE</b>
<b>FRIDAY, JANUARY 19, 2024</b>	<b>CURRENT: NO PRESCHOOL, GSRP, OR ECSE CLASSES</b> <b>REVISED: NO CHANGE</b>
<b>MONDAY, JANUARY 22, 2024</b>	<b>CURRENT: REGULAR SCHEDULE</b> <b>REVISED: NO CHANGE</b>
<b>TUESDAY, JANUARY 23, 2204</b>	<b>CURRENT: REGULAR SCHEDULE</b> <b>REVISED: NO CHANGE</b>

**WILL L. LEE ELEMENTARY SCHOOL (Grades K-3) & RICHMOND MIDDLE SCHOOL (Grades 4-5)**

<b>WEDNESDAY, JANUARY 17, 2024</b>	<b>CURRENT: HALF DAY OF SCHOOL.</b> <b>DISMISSAL AT 11:05AM (GR. 4-5) &amp; 11:15 AM (GR. K-3)</b> <b>NO SCHOOL – INCLEMENT WEATHER</b>
<b>THURSDAY, JANUARY 18, 2024</b>	<b>CURRENT: HALF DAY OF SCHOOL.</b> <b>DISMISSAL AT 11:05AM (GR. 4-5) &amp; 11:15 AM (GR. K-3)</b> <b>REVISED: NO CHANGE. HALF DAY OF SCHOOL</b>
<b>FRIDAY, JANUARY 19, 2024</b>	<b>CURRENT: HALF DAY OF SCHOOL.</b> <b>DISMISSAL AT 11:05AM (GR. 4-5) &amp; 11:15 AM (GR. K-3)</b> <b>REVISED: NO CHANGE. HALF DAY OF SCHOOL</b>

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**CURRENT: FULL DAY OF SCHOOL.**

**DISMISSAL AT 2:40 PM (GR. 4-5) & 2:50 PM (GR. K-3)**

**START OF SECOND SEMETER**

**MONDAY, JANUARY 22, 2024**

**REVISED: 2<sup>ND</sup> SEMESTER WILL START ON WEDNESDAY, JANUARY 24, 2024. FULL DAY OF SCHOOL.**

**CURRENT: FULL DAY OF SCHOOL.**

**DISMISSAL AT 2:40 PM (GR. 4-5) & 2:50 PM (GR. K-3)**

**REVISED: NO CHANGE. FULL DAY OF SCHOOL**

**TUESDAY, JANUARY 23, 2204**

**WEDNESDAY, JANUARY 24, 2024**

**START OF SECOND SEMSTER**

**RICHMOND MIDDLE SCHOOL (GRADES 6-8) & RICHMOND HIGH SCHOOL (GRADES 9-12)**

<b>TUESDAY, JANUARY 16, 2024</b>			
<b>CURRENT: FULL DAY OF SCHOOL. 1<sup>ST</sup> HOUR EXAM.</b>			<b>NO CHANGE</b>
<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	
1	7:40 - 9:20	100 (Exam)	
2	9:25 - 10:05	40	
3	10:10 - 10:50	40	
4	10:55 - 12:25	55 (Lunch)	
5	12:30 - 1:10	40	
6	1:15 - 1:55	40	
7	2:00 - 2:40	40	
2:40 PM Dismissal			
<b>WEDNESDAY, JANUARY 17, 2024</b>			
<b>CURRENT: HALF DAY OF SCHOOL. 2<sup>ND</sup> &amp; 3<sup>RD</sup> HOUR EXAMS</b>			<b>NO SCHOOL – INCLEMENT WEATHER</b>
<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	
2	7:40 - 9:20	100 (Exam)	
3	9:25 - 11:05	100 (Exam)	
11:05 AM Dismissal			

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**THURSDAY, JANUARY 18, 2024**

<b>CURRENT: HALF DAY OF SCHOOL. 4<sup>TH</sup> &amp; 5<sup>TH</sup> HOUR EXAMS</b>				<b>NO CHANGE</b>			
<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>		<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	
4	7:40 - 9:20	100 (Exam)		4	7:40 - 9:20	100 (Exam)	
5	9:25 - 11:05	100 (Exam)		5	9:25 - 11:05	100 (Exam)	
11:05 AM Dismissal				11:05 AM Dismissal			

**FRIDAY, JANUARY 19, 2024**

<b>CURRENT: HALF DAY OF SCHOOL. 6<sup>TH</sup> &amp; 7<sup>TH</sup> HOUR EXAMS</b>				<b>NO CHANGE</b>			
<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>		<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	
6	7:40 - 9:20	100 (Exam)		6	7:40 - 9:20	100 (Exam)	
7	9:25 - 11:05	100 (Exam)		7	9:25 - 11:05	100 (Exam)	
11:05 AM Dismissal				11:05 AM Dismissal			

**MONDAY, JANUARY 22, 2024**

Current: Full Day of School. Normal bell schedule. Start of 2 <sup>nd</sup> Semester				<b>REVISED: FULL-DAY EXAM BELL SCHEDULE. START OF 2<sup>ND</sup> SEMESTER DELAYED UNTIL WED.</b>			
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<b>RICHMOND HIGH SCHOOL</b>							
<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>		<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	
1	7:40 - 8:30	50		2	7:40 - 9:20	100 (Exam)	
2	8:35 - 9:25	50		1	9:25 - 10:05	40	
3	9:30 - 10:20	50		3	10:10 - 10:50	40	
4	10:25 - 11:55	55 (9-12 Lunch)		4	10:55 - 12:25	55 (9-12 Lunch)	
5	12:00 - 12:50	50		5	12:30 - 1:10	40	
6	12:55 - 1:45	50		6	1:15 - 1:55	40	
7	1:50 - 2:40	50		7	2:00 - 2:40	40	
2:40 PM Dismissal				2:40 PM Dismissal			

<b>RICHMOND MIDDLE SCHOOL</b>							
<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>		<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	
1	7:40 - 8:30	50		2	7:40 - 9:20	100 (Exam)	
2	8:35 - 9:25	50		1	9:25 - 10:05	40	
3	9:30 - 10:20	50		3	10:10 - 10:50	40	
4	10:25 - 11:55	55 (6-8 Lunch)		4	10:55 - 12:25	55 (6-8 Lunch)	
5	12:00 - 12:50	50		5	12:30 - 1:10	40	
6	12:55 - 1:45	50		6	1:15 - 1:55	40	
7	1:50 - 2:40	50		7	2:00 - 2:40	40	
2:40 PM Dismissal				2:40 PM Dismissal			

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**TUESDAY, JANUARY 23, 2024**

Current: Full Day of School. Normal bell schedule.

**REVISED: FULL-DAY EXAM BELL SCHEDULE.  
START OF 2<sup>ND</sup> SEMESTER DELAYED UNTIL WED.**

**RICHMOND HIGH SCHOOL**

<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>
1	7:40 - 8:30	50	3	7:40 - 9:20	100 (Exam)
2	8:35 - 9:25	50	1	9:25 - 10:05	40
3	9:30 - 10:20	50	2	10:10 - 10:50	40
4	10:25 - 11:55	55 (9-12 Lunch)	4	10:55 - 12:25	55 (9-12 Lunch)
5	12:00 - 12:50	50	5	12:30 - 1:10	40
6	12:55 - 1:45	50	6	1:15 - 1:55	40
7	1:50 - 2:40	50	7	2:00 - 2:40	40
2:40 PM Dismissal			2:40 PM Dismissal		

**RICHMOND MIDDLE SCHOOL**

<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>	<u>HOUR</u>	<u>TIME</u>	<u>MINUTES</u>
1	7:40 - 8:30	50	3	7:40 - 9:20	100 (Exam)
2	8:35 - 9:25	50	1	9:25 - 10:05	40
3	9:30 - 10:20	50	2	10:10 - 10:50	40
4	10:25 - 11:55	55 (6-8 Lunch)	4	10:55 - 12:25	55 (6-8 Lunch)
5	12:00 - 12:50	50	5	12:30 - 1:10	40
6	12:55 - 1:45	50	6	1:15 - 1:55	40
7	1:50 - 2:40	50	7	2:00 - 2:40	40
2:40 PM Dismissal			2:40 PM Dismissal		

**WEDNESDAY, JANUARY 24, 2024**

Current: Full Day of School. Normal bell schedule.

**REVISED: 2<sup>ND</sup> SEMESTER STARTS**

Today, the administrators at the middle school and high school were asked to make an announcement to students in grades 6-12 to take home the appropriate materials to study for their exams scheduled for Thursday, when we expect to return.

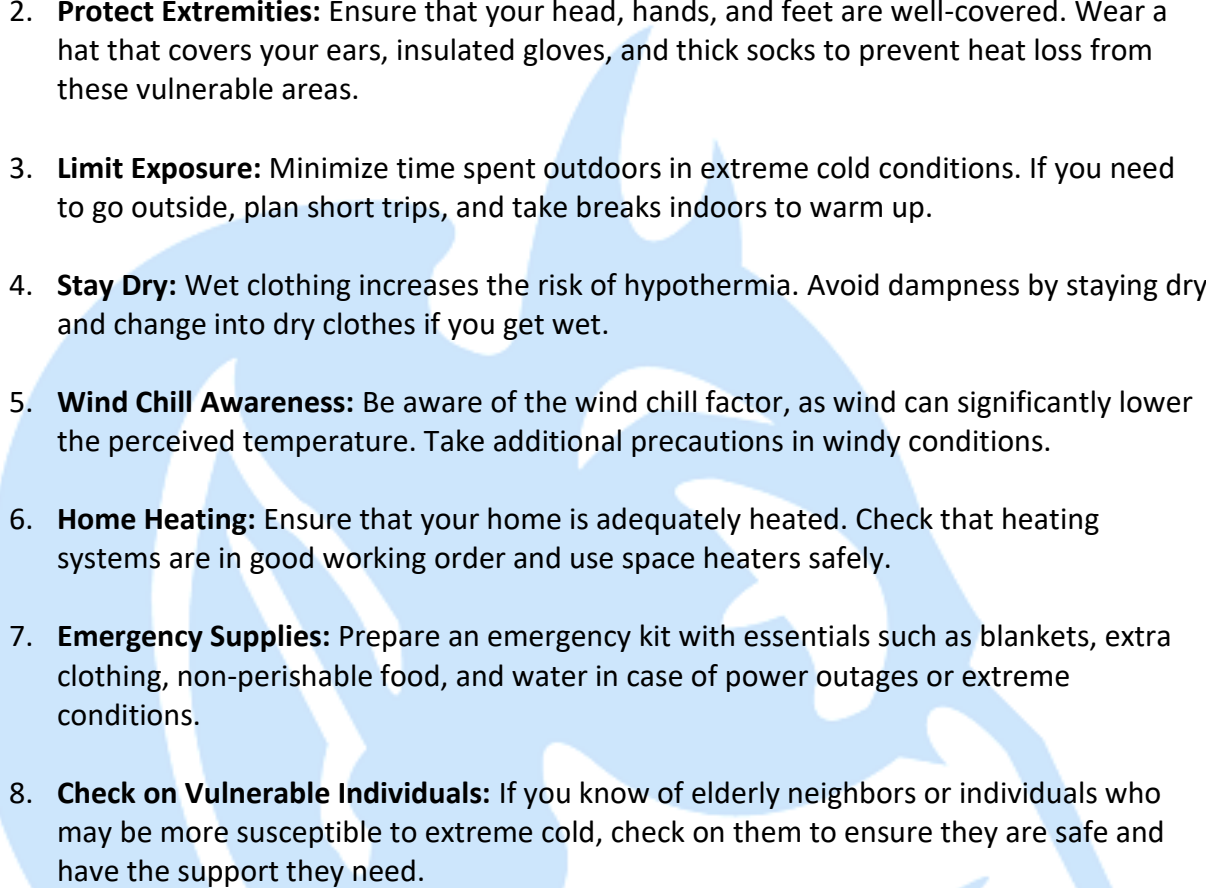
As we face a period of exceptionally cold temperatures, it's crucial to prioritize your safety and well-being. Exposure to extreme cold can pose serious risks, and it's important to take precautions to stay warm and protected.

Here are some key tips to keep in mind:

- 1. Layer Up:** Dress in layers to trap heat close to your body. Start with a moisture-wicking base layer, add an insulating layer, and top it off with a windproof and waterproof outer layer.

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2. **Protect Extremities:** Ensure that your head, hands, and feet are well-covered. Wear a hat that covers your ears, insulated gloves, and thick socks to prevent heat loss from these vulnerable areas.
  3. **Limit Exposure:** Minimize time spent outdoors in extreme cold conditions. If you need to go outside, plan short trips, and take breaks indoors to warm up.
  4. **Stay Dry:** Wet clothing increases the risk of hypothermia. Avoid dampness by staying dry and change into dry clothes if you get wet.
  5. **Wind Chill Awareness:** Be aware of the wind chill factor, as wind can significantly lower the perceived temperature. Take additional precautions in windy conditions.
  6. **Home Heating:** Ensure that your home is adequately heated. Check that heating systems are in good working order and use space heaters safely.
  7. **Emergency Supplies:** Prepare an emergency kit with essentials such as blankets, extra clothing, non-perishable food, and water in case of power outages or extreme conditions.
  8. **Check on Vulnerable Individuals:** If you know of elderly neighbors or individuals who may be more susceptible to extreme cold, check on them to ensure they are safe and have the support they need.

Remember that extreme cold can have serious health implications, and taking proactive measures is essential. If you experience any signs of frostbite or hypothermia, seek medical attention immediately.

Stay warm and safe during this cold spell.

Sincerely,

Brian J. Walmsley, Ed.S.  
Superintendent

CC: Board of Education and Staff

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