

SCHOOL CLOSURES

In respect to school closure the Board believes that an orderly and fair process should be in place to provide the Board appropriate information prior to any decision being made. This policy sets out the process leading to the consideration of school or alternative program closure.

The Board recognizes that it may become necessary to consider the permanent or temporary closure of a school or alternative program, for a variety of reasons including:

1. Consistently declining enrollment.
2. No longer meets the needs of students, parents, staff, and/or the community.
3. No longer meets the current requirements of the Education Act.
4. Any other reasons that the Board may consider advisable.

Specifically:

1. All of the subsequent steps referred to in this policy, from the point of recommendation that closure be considered, to the decision for closure, (or no closure) must be completed. The effective date of closure shall, under normal circumstances, be for the following school year.
2. Prior to consideration of closure the Board shall direct the superintendent of schools to provide the following information:
 - 2.1. The current programming, enrollment, enrollment trends and utilization rate for the school being considered for closure;
 - 2.2. The current programming, enrollment and enrollment trends and utilization rates of other schools within the same geographic area;
 - 2.3. The need for and extent of bussing;
 - 2.4. The effect on student activities of an education, social, cultural, or recreational nature;
 - 2.5. Program implications for the students;
 - 2.6. The financial impact on operational costs and the capital implications of closing or not closing the school (personnel, plant operations, transportation, capital, alternative uses);

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- 2.7. The needs of, and impacts on, other schools that may have increased enrollments as a result of the transfer of students arising from school closure;
 - 2.8. Possible alternatives, if any, to school closure;
 - 2.9. Disposition of property in the event of a permanent school closure;
 - 2.10. Non-resident student enrollment and related financial arrangements;
 - 2.11. Age and physical condition of the building;
 - 2.12. Adequacy of site, location, access, surrounding development, traffic patterns, and environmental conditions; and
 3. The Board shall provide an opportunity for the council of the municipality in which the school is located to provide a statement to the board of the impact the closure may have on the community.
 4. If the superintendent recommends closure; the Board, by resolution, may give a notice of motion that at a future specified meeting the question of school closure, will be put to a vote.
 5. In the event that notice of motion is given, the Board shall:
 - 5.1. Set the date, time and place for a public meeting.
 - 5.2. Provide notice of the meeting at least 14 days prior to the date of the public meeting by:
 - 5.2.1. Sending notice home with each student attending the impacted school(s);
 - 5.2.2. Posting on social media within the area or areas of the school(s) affected by the proposed closure
 - 5.3. Specify that the purpose of the meeting is to permit discussion of the contemplated closure and its implications for the students, for the school community and for the school system.
 6. In advance of the public meeting, the superintendent will provide parents/guardians with the following:
 - 6.1. Date, time and location of the public meeting
 - 6.2. The information the superintendent provided to the Board prior to the motion.
 7. Every attempt will be made to have all trustees be present.

8. A summary of the public meeting will be prepared and made available to the public.
9. Any interested person may make written submissions to be received at the Board office not later than three weeks following the public meeting.
10. Any submissions received shall be reviewed by the Board prior to any decision regarding closure.
11. If the Board decides to close any school it shall notify the Minister of Education in writing.

Revised: December 2023
Reference: Education Act