POLICY 5.7 **SCHOOL CLOSURE**	Adopted: 2003-01-30 Reviewed: 2008-05-15, 2009-04-30 Revised: 2008-06-10, 2008-09-25, 2008-11-20

The Board of School District No. 20 (Kootenay-Columbia) recognizes its responsibility to ensure the efficient operation of facilities to effectively deliver a diverse program to meet the needs of all learners.

Though there may be many reasons for closing a facility, the Board of School District No. 20 (Kootenay-Columbia) commits, in accordance with current legislative requirements, to a complete public consultation process with all members of the affected communities, prior to any decision that would permanently (for a period exceeding 12 months) remove a school from active use.

The Board of School District No. 20 (Kootenay-Columbia) considers a complete public consultation to be an organized process wherein advice is considered, accepted, modified or rejected; within the context of the best information available. The consultation process will be sensitive to community values concerning education.

The Board of School District No. 20 (Kootenay-Columbia) shall provide written notice to the Minister of Education following the decision to permanently remove a school from active use.

REGULATION 5.7.1-R **SCHOOL CLOSURE**	Adopted: 2003-01-30 Reviewed: 2008-05-15 Revised: 2006-02-08, 2006-09-25, 2008-11-20, 2009-04-30

1. The Board shall allow a period of not less than 60 days for public consultation to take place between the time that a potential closure of a school is announced and the final decision is made.

2. All persons or groups in the community who could be affected by a school closure should be made aware of the Board's proposal to close the school. The Board shall make every reasonable attempt to communicate its proposal to close the school to those in the community who could be affected by such a decision.

3. A public forum will be held to deal with the proposed school closure and shall form part of the public consultation process.

4. Consultation will be meaningful, and fair consideration will be given to all public input prior to the Board making its final decision. Fair consideration includes the concept that the Board's proposal to close a school could be changed or reversed.

5. The closure of a school should not normally take place until the September following the final decision. This will give parents, students and school staff time to make alternative arrangements.

6. The final decision to permanently close a school will be done by Board motion at an open meeting, and in accordance with current legislative requirements.

7. Following a final decision to close a school, the Board will provide, without delay, written notification to the Minister of Education of the decisions and will include the following information:

   7.1 The name of the school.

   7.2 The facility number of the school.

   7.3 The address of the school.

7.4 The date the school will permanently close.

8. The proposal to close a school shall be discussed and decided upon at a public board meeting. Nothing in this provision prevents the board or individual trustees from developing and discussing ~~its~~ ideas about the school closure process, a specific school closure, or clarifying information provided in situations other than public board meetings.

9. The Board shall take the following steps to ensure that an open, meaningful public consultation will take place:

9.1 Make available, in writing, pertinent facts and information considered by the Board with respect to school closure, including, but not limited to:

9.1.1 Reasons for the proposed school closure.

9.1.2 The specific school that is being considered for closure.

9.1.3 How the proposed closure would affect the catchment areas of affected schools.

9.1.4 The general effect on surrounding schools.

9.1.5 The number of students who would be affected, at both the closed school and surrounding schools.

9.1.6 The effect of the proposed closure on district-provided student transportation.

9.1.7 Educational program/course implications for the affected students.

9.1.8 The proposed effective date for the closure.

9.1.9 Financial considerations.

9.1.10 Impact on the Board's capital plan.

9.2 Provide an opportunity for affected persons to submit written responses to the proposed school closure and information and directions on how to submit the written responses to the Board.

9.3 Hold at least one public forum to discuss the proposed closure, summarize written submissions and listen to community concerns and proposed options.

9.4 The time and location of the public forum shall be appropriately advertised (not less than 2 weeks) to ensure adequate advance notification to affected persons or groups in the community. This will mean written notification to students and parents of students currently attending the school, a clearly visible notice in the local newspaper***s*** and electronic posting on the district's website.

9.5 The Board should present the following at the beginning of the public forum:

9.5.1 Implications of the proposed closure.

9.5.2 Implementation plans, including the timing of the proposed closure.

9.5.3 Options that the Board considered as alternatives to the proposed closure, including but not limited to fair consideration of the community's input, consideration of future enrolment growth in the district of persons of school age, persons of less than school age and adults, and consideration of possible alternative community use for all or part of the school.

9.5.4 Contents of written submissions presented to the Board by members of the community.

9.6 Minutes will be kept of the public forum to record concerns or options raised regarding the proposed closure.

9.7 Following the public forum, the Board will give fair consideration to all public input prior to making its final decision with respect to the school closure.

10. The final decision on a school closure will be made by giving first, second and third reading of a bylaw at a public Board meeting. The first reading of the school closure bylaw will commence the school closure process.