

## PRINCE ALBERT ROMAN CATHOLIC SEPARATE SCHOOL DIVISION NO. 6

<b>POLICY ITEM:</b> School Closure	<b>CODE:</b> FBC
<b>LEGAL STATUS:</b> Education Act, Board Motion 49.08	<b>DATE APPROVED:</b> 28 Feb 00 10 Mar 08

**Background:** The Board of Education is committed to providing quality educational programs in its schools and accepts its duty to be responsible stewards of the financial and human resources provided by the Prince Albert Catholic community and province of Saskatchewan.

**POLICY:** **The Board of Education may close a school where the student population has declined to a point where the consolidation of two or more school attendance areas would result in better educational opportunities for students and/or would reduce operating costs.**

- Guidelines:**
1. In October of each year the Director of Education shall review the enrolment of regular elementary schools with fewer than 120 students for possible consolidation with other attendance areas. If factors other than enrolment require a school to be cited for possible closure, then these factors also shall be reviewed.
  2. By November 30 the Director of Education shall provide the Board of Education with written recommendation and information on a school(s) to be cited for closure. Furthermore, the background information will include:
    - a) school division and school student population trends and projections
    - b) condition of the school building
    - c) capacity and program offerings in adjoining schools
    - d) resulting transportation requirements and potential costs
    - e) school division staffing and fiscal implications
    - f) the transition plans that address student orientation
    - g) other available options
    - h) recommend Board consultation process and timeline with parents and staff
  3. The Director of Education's recommendation to the Board would be that "The Board of Education consider the complete closure of School X effective (date), for the following reason(s)":
    - declining or low enrolment
    - budgetary constraints
    - program needs cannot be satisfied within existing financial constraints
    - the school building needs extensive renovations and/or repairs
    - students can be accommodated in other schools within the division

4. The Board of Education will fully consult with the School Community Council, the school staff, and the Bishop before making a final school closure decision. School Community Councils may pass a motion of support or non-support of the Director of Education's recommendation to close its school.
5. By April of the year of closure, the Board of Education will inform parents and staff of the detailed plans of the closing procedure after passing the following motion at a regular board of education meeting: "That School X be closed, effective (date)."
6. Should the Board of Education resolve to close a school(s), then the Director of Education shall:
  - a) Implement procedures to publicize the Board's decision and make information available to parties directly affected by the closure.
  - b) Implement the transfer of equipment and materials located in the school to other schools.
  - c) Identify options for the Board with respect to the property and grounds.
  - d) Notify appropriate Ministry of Education and City of Prince Albert officials.