

Policy 22
School Closures
BOARD POLICY #22

POLICY TITLE	School Reconfiguration or Closures
POLICY HOLDER	Board of Trustees Palliser Regional Schools
ORIGINAL DATE	July 2017
REVIEW DATE	June 15, 2021
REVISED DATE	
NEXT REVIEW	

Policy Statement:

The Board supports the continuance of small schools and recognizes the value of local schools to their community. However, from time to time, it may be required to close existing schools to ensure the efficient and effective operation of the division. The process for the closure of schools is outlined in the Education Act, Section 62.

Board Action:

1. The Board will follow legislation when considering a grade reconfiguration or school closures. One (1) or more of the following consideration factors may lead the Superintendent to submit a School Closure/Reconfiguration Proposal to the Board:
 - 1.1. Increasing enrolments;
 - 1.2. Decreasing enrolments;
 - 1.3. Continuing low enrolments in a school or within grades in a school;
 - 1.4. Enhancing the effectiveness of program delivery;
 - 1.5. Improving school facility utilization;
 - 1.6. Improving cost effectiveness;
 - 1.7. Threats to health and/or safety.
 - 1.8. A proposal for school closure or reconfiguration may also be initiated at the request of the Board.
 - 1.9. When a program, such as an outreach program, can be successfully moved into an existing Palliser building.
2. There will be effective communication to parent(s) of students attending the school and the electors in the attendance area of a school being considered for closure.
 - 2.1. The Board shall communicate information and implications of the possible school closure, in writing, to the parent(s) of every child and student enrolled in the school who, in the opinion of the Board, will be significantly affected by the closure of the school. Such communication shall set out the following:
 - 2.1.1. How the closure would affect the attendance area defined for that school;
 - 2.1.2. How the closure would affect the attendance at other schools;

- 2.1.3. Information on the Board's long-range capital plan;
 - 2.1.4. The number of students who would need to be relocated as a result of the closure;
 - 2.1.5. The need for, and extent of, busing;
 - 2.1.6. Program implications for other schools and for the students when they are attending other schools;
 - 2.1.7. The educational and financial impact of closing the school, including the effect on operational costs and capital implications;
 - 2.1.8. The educational and financial impact if the school were to remain open;
 - 2.1.9. The capital needs of the schools that may have increased enrolment as a result of the closure;
 - 2.1.10. The possible uses of the school building or space in the school building if:
 - 2.1.10.1. The entire school is being closed; or
 - 2.1.10.2. Three (3) or more consecutive grades in the school are being closed entirely;
 - 2.1.11. The time and location of the public meeting referred to in clause 2.2.2.
- 2.2. Where the Board is considering the closure of a school, the Board:
- 2.2.1. Shall make a motion at a regular meeting of the Board, proposing that specific schools, a school or a portion of a school, be closed.
 - 2.2.2. Shall organize and convene a public meeting for the purpose of discussing:
 - 2.2.2.1. The closure and the implications of the closure for the students, for the community and for the school system;
 - 2.2.2.2. Implementation plans for the closure; and
 - 2.2.2.3. Alternatives to the closure.
 - 2.2.3. 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, and
 - 2.2.4. May hold other meetings with respect to the closure at times and places as the Board may determine.
- 2.3. The date and time of the public meeting referred to in clause 2.2.2. shall be:
- 2.3.1. Posted in five (5) or more conspicuous places in the area or areas of the school or schools affected by the closure, for a period of at least fourteen (14) days before the date of the public meeting; and

- 2.3.2. Advertised on both the affected school(s) and the Boards website and any official social media platforms that are maintained by either the school(s) and the Board of the school or schools affected by the proposed closure, for a minimum of fourteen 14 (days) prior to the date of the meeting.
 - 2.4. At least two (2) trustees of the Board shall attend the public meeting referred to in clause 2.2.2.
 - 2.5. The Board will ensure that minutes of all public meetings held under this section are prepared.
 - 2.6. Following the meeting referred to in clause 2.2.2, there shall be a minimum of three (3) weeks for electors to present to the Board further responses, including preferred alternatives, to the possible closure.
 - 2.7. The Board shall give due consideration to any submissions on the proposed closure that it receives after the public meeting referred to in clause 2.2.2.
 - 2.8. The final debate by the Board and the vote upon the resolution shall occur only after clauses 2.2 through 2.8 have been completed.
3. The Board may extend the school closure procedures beyond one school year.
4. If the decision of the Board is to close the school:
 - 4.1. The Board shall forthwith notify the Minister in writing of the decision.
 - 4.2. The Board shall identify alternative uses for the school or dispose of the property in accordance with Section 192 of the Education Act.

Information and Monitoring Requirements:

The Board shall keep a record of the proceedings as required by law.

Legal Reference: Education Act
Disposition of Property Regulation