

## **SCHOOL DISTRICT NO. 92 (NISGA'A)**

**Policy Subject:** SCHOOL CLOSURE

**Date Passed:** April 19, 2010

**Date Amended:** May 10, 2019

**Description:**  
SCHOOL CLOSURE

### **Policy No. 402-P**

The following regulation applies in cases of permanent school closures where, consistent with Ministerial Order 320/02, permanent means that for a period of more than 12 months, the building will not be used to provide educational programs to students. This regulation does not apply where the Board intends to reopen the school following renovations, repairs or additions.

- 1.0 When considering the closure of any school, the Board will consider information including:
  - impact on students
  - number of students affected
  - impact on staff and parents
  - financial and operational impact of the closure
  - physical condition of the school
  - available alternative accommodations
  - education/course/program implication for affected students
  - safety
  - enrolment projections
  - the effect of the closure on other schools
  - any other factors relevant to the closure
- 2.0 Any proposed closure of a school will be raised at a regular open meeting of the Board.
- 3.0 Public Consultation
  - 3.1 The process of consultation for school closure shall require at least 60 days commencing from the time when the Board provides public notice as to which specific schools(s) are being proposed for closure.
  - 3.2 The process of consultation should provide an opportunity for those who will be affected by a proposed closure to participate in the process. Such participation

should include trustees, parents, students, community members, district staff, and school staff.

- 3.3 Public consultation will be undertaken by the Board prior to making a final decision on any proposed closure of a school.
- 3.4 The Board will take the following steps to ensure that public consultation has taken place:
  - (a) make available, in writing, a full disclosure of all facts and information considered by the school board with respect to any proposed school closure, including:
    - i) detailed reasons for the proposed school closure;
    - ii) which specific school(s) are being considered for closure;
    - iii) how the proposed closure would affect the current catchment area for each school;
    - iv) the general effect on surrounding schools;
    - v) the number of students who would be affected at both the closed school(s) and surrounding schools;
    - vi) the effect of proposed closures on board-provided student transportation;
    - vii) education program/course implications for the affected students;
    - viii) the proposed effective date of the closure(s);
    - ix) financial considerations;
    - x) impact on the board's five year capital plan;
    - xi) proposed use of the closed school(s) including potential lease or sale;
  - (b) provide an adequate opportunity for affected persons to submit a written response to any proposed school closure and information and directions on how to submit a written response to the Board. The information and directions should advise potential correspondents that their written response may be referred to at subsequent public forums respecting the closure, unless the correspondent specifically states in their written response that the correspondent wishes his or her name and address to remain confidential.
  - (c) hold at least one public meeting to discuss the proposed closure, summarize written submissions, and listen to community concerns and proposed options;
  - (d) maintain records of all consultation, including agenda, minutes, dates of consultation working group and public community consultation meetings, copies of information provided at these meetings; names of trustee/district staff who attended these meetings, a record of individuals attending public community consultation meetings, record of questions asked, and a record of transition plans/activities identified for parent/staff/students at both the school considered for closure and the school to which the students would be moved.

#### 4.0 Public Meeting

The time and place of the public meeting will be advertised to ensure adequate advance notification to affected persons in the community. Generally, this will mean a letter to students and parents of students currently attending the school, notice on District and Nation web pages and in Nation and Village Newsletters, and a clearly visible notice in post offices and the local newspaper.

Discussions should include the following:

- a. implications of the closure;
- b. implementation plans, including timing of the closure;
- c. options that the Board considered as alternatives to closure;
- d. possible future community growth in the area of the school;
- e. contents of written submissions presented to the Board by members of the community.

The Board will keep minutes of the public meeting, which include a record of concerns or options raised to the proposal.

Following the public meeting, the Board will give fair consideration to the public input prior to making its final decision.

