



SCHOOL DISTRICT NO. 64

PROCEDURE 635 Permanent School Closure

*"Inspire learners, Integrate sustainability,
Involve community"*

Section: Facilities and Finance

Dates of Revisions:

Date of Adoption and

Resolution Number: June 13, 2018- 76/18

1. Where a school is being considered for closure, the following procedure will be followed:
 - a. The Board of Education will bring forward at a regular public meeting of the board any consideration for closure of a school.
 - b. Prior to any final decision on school closure the board will enter into a publicized 60-day consultation process with district and school staff, local government, community groups and the general public.
 - c. Staff Consultation
 - i. Notice to representatives of staff at the school to be closed and other schools to be impacted.
 - ii. Meeting with the board representatives and staff of school to be closed.
 - iii. Meeting with board representatives and staff of schools to be impacted.
 - iv. Opportunity for written input.
 - d. Public Consultation
 - i. Notice to District Parents' Advisory Council, the Parent Advisory Council and parents of the school considered for closure, and other schools to be impacted.
 - ii. Notice in media to communities affected by the school closure and the consequential changes to other schools.
 - iii. At least one (1) public meeting held at the school being considered for closure.
 - iv. Opportunity for written response.
2. At a subsequent board meeting, the Board of Education will make its final decision on the proposed school closure after taking into fair consideration the input received through the consultation process.
3. Following a board decision to permanently close a school, the Secretary Treasurer will promptly notify the Minister of Education, including the school name, facility number, address and date of closure.

References:

- School Act sections 73, 168(2) (p) (t) and 96(3)
- Policy and Procedure 620
- Ministerial Order 194/08: The School Opening and Closure Order
- Ministerial Order M193/08: Disposal of Lands or Improvements
- BC School Trustees Association, School Closures in British Columbia: Past, Present and Future (<http://sd57dpac.ca/wordpress/wp-content/uploads/2010/05/School-Closures-in-BC.pdf>)