



Section Six: School District Facilities

**631R – SCHOOL CLOSURES/CONSOLIDATION
(REGULATIONS)**

1. Prior to the end of November each year, the Superintendent will determine which schools will be evaluated for closure or consolidation, considering the following criteria:
 - 1.1 educational effectiveness
 - 1.2 class composition
 - 1.3 capacity/usage of the building
 - 1.4 the present and three-to-five year enrolment projection
 - 1.5 how the proposed closure would affect the catchment areas of affected schools and the general effect on surrounding schools
 - 1.6 the number of children in the catchment area that do not attend the school
 - 1.7 the number of children attending the school from outside the catchment area
 - 1.8 impact on transportation
 - 1.9 the condition of the facility and the need for capital expenditures to keep the building operational
 - 1.10 financial considerations
 - 1.11 impact on school boundaries
 - 1.12 alternative configuration options
 - 1.13 community impact
2. By the last Board of Education meeting in November, the Superintendent will present an analysis to the Board of the above-noted criteria, or will inform the Board that no closure or consolidation is recommended for the next school year.
3. The Board will review the information provided by the Superintendent and either instruct staff to:
 - 3.1 take no further action;
 - 3.2 begin the consultation process.

Consultation Process

1. The Superintendent will notify the school principal, the School Planning Council and the PAC Executive in writing that the school has been identified for possible closure/consolidation.
2. Local governments and First Nations will be specifically notified in writing and invited to provide input through the public consultation.



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3. The Superintendent will meet with the principal and representatives from the school community, including the School Planning Council, PAC, teaching staff and support staff, to review the analysis and supporting documentation that will later be presented at a public meeting.
4. The public meeting will be advertised in local news media.
5. The public consultation meeting will include the following information:
 - 5.1 educational effectiveness
 - 5.2 class composition
 - 5.3 capacity/usage of the building
 - 5.4 the present and three-to-five year enrolment projection
 - 5.5 how the proposed closure would affect the catchment areas of affected schools and the general effect on surrounding schools
 - 5.6 the number of children in the catchment area that do not attend the school
 - 5.7 the number of children attending the school from outside the catchment area
 - 5.8 impact on transportation
 - 5.9 the condition of the facility and the need for capital expenditures to keep the building operational
 - 5.10 financial considerations
 - 5.11 impact on school boundaries
 - 5.12 alternative configuration options
6. At the first Board meeting in March, the Board will consider the feasibility and acceptability of the proposed closure/consolidation as part of the Board’s budget deliberations.
7. Prior to June 30th, a bylaw shall be adopted should the Board approve the closure of a school.