



Charter Schools are exempt from school closure legislation. However, in the event the Charter Board wishes to consider grade reconfiguration at its campuses, it is necessary to have a defined process in place to address the information needs of Society members.

Definition

Closure means to:

- Close a school permanently or for a specified period of time;
- Close entirely three (3) or more consecutive grades in a school; or
- Transfer all students from one (1) school building to one (1) or more other school buildings on a permanent basis.

Specifically

1. In the event of a possible school closure, the Charter Board will communicate the proposed changes to staff, parents, students and other affected stakeholders prior to any decision being made.
2. A notice of motion will be tabled by the Charter Board at a regular meeting outlining the proposed changes and the specific school(s) or grade(s) involved.
3. Following the notice of motion, a letter will be sent to the parent of every child in the school(s) affected, notifying them of the fact and the implications of the notice of motion. The letter must address questions relating to how a specific closure would affect the following:
 - 3.1 Attendance at other schools operated by the Charter Board by students relocated because of the school closure;
 - 3.2 The need for, and extent of busing;
 - 3.3 Program implications for the students;
 - 3.4 Program implications for other schools operated by the Charter Board;
 - 3.5 The educational and financial impact of closing the school, including the effect on operational costs and the capital implications;
 - 3.6 The financial and educational impact of not closing the school;
 - 3.7 The capital needs of other schools that may have increased enrolment; and
 - 3.8 Proposed disposal or use for the school that is to be closed.

4. Following the notice of motion and written notice to parents, a Special General meeting of the Society will be held for the purpose of discussing the proposed resolution, its implications for the students and the organization, its implementation and possible alternatives. This meeting will be advertised allowing two (2) weeks' advance notice of the meeting.
5. A period of three (3) weeks will be provided for Society members to prepare a reaction to the notice of motion including preferred alternatives.
6. A second Special General Meeting of the Society will provide for Society members to present their reactions to the Charter Board, for the Charter Board to comment upon the response and to answer questions.
7. Following the second Special General Meeting, the debate and vote on the motion will take place at a regular meeting of the Charter Board.

Reference:

Education Act s. 11, 53, 54, 62, 192, 193, 194, 222, 248, 249