

IDENTIFICATION CODE
POL07-108

**POLICY FOR THE MAINTAINING OR
CLOSING OF A SCHOOL**

DATE OF COMING INTO FORCE	AUTHORIZATION REQUIRED	FOLLOW-UP RESPONSIBILITY
July 6, 2006	Administrator	Administrator

UPDATING FORM

	DATE	AUTHORIZATION
ADOPTION	July 5, 2006	Ordinance 06-065
LAST UPDATE	August 9, 2007	Ordinance 07-108
NEXT REVISION		

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Purpose

1. To allow the school board to clarify its intentions concerning the maintaining or the closing of a school.

Scope

2. This policy is addressed to parents, governing boards, the parents' committee and the municipal councils.

Definition

3. School

Conforming to article 36 of the Education Act, the term « school » means “an educational institution whose object is to provide to the persons entitled thereto under section 1 the educational services provided for by this Act and prescribed by the basic school regulation established by the Government under section 447 and to contribute to the social and cultural development of the community”.

Content

Policy goals

4. The Littoral School Board adheres to a policy concerning the maintaining or the closing of a school, with the following goals :
 - to allow the school board to clarify its intentions concerning the maintaining or the closing of a school;
 - to ensure the dispensation of quality educational services on the territory served by the school board;
 - to inform the parents on the school board's orientations concerning the maintaining or closing of a school.

Main principles

5. The present policy is based on the following principles :
 - the school must ensure that quality educational services are offered;
 - maintaining a village school must favour equal opportunities for the success and emotional well-being of all children attending this school;
 - the school exercises a social and cultural function in its milieu;
 - the school plays a role in the survival of its respective village.

Policy statements

6. The school board will maintain a school when it is able to do so in a cost-effective manner, while ensuring quality educational services. The cost of this organization must be within the parameters assigned annually by the Ministry of Education, Leisure and Sports.

7. The school board will keep the school open in a village that is not connected by road year round to a larger village only when this school has five or more students registered.
8. The school board will keep the school open in a village that is connected by road year round to a larger village within a distance of twenty-five kilometres when this school has fifteen students or more registered.
9. A situational analysis must be conducted to determine whether to **maintain a school where the student population is less than five (article 7) or less than fifteen (article 8)**. This analysis must take into account the guiding principles stated in this policy. It evaluates :
 - if the continued organization of this school contributes to the students' academic success, emotional well-being and social development;
 - alternatives for students to attend other schools/relocation;
 - if the costs of maintaining such an organization takes into account the school board's financial capacity.

Study committee and consultation

10. In the event that it is necessary to do an analysis or study of a situation, as stipulated in article 9, a working committee will be formed. This committee will be composed of the administrator's delegate, at least two parents named by the governing board, two representatives of the school board, one of whom be the principal concerned and a municipal representative. The study committee will submit its findings and recommendations to the administrator.
11. The municipality concerned must be consulted on any project to close the village school.
12. In conformity with article 40 of the Education Act, the governing board must be consulted on all school closings (revoking the deed of establishment).
13. In conformity with article 193 of the Education Act, the parents' committee must be consulted on the three-year plan for the destination and distribution of buildings, the list of schools and the deed of establishment.
14. All decisions relating to the transfer of students or to the closing of a school must be done by ordinance.

Adoption

15. The present policy was adopted by ordinance #07-108 the 9th of August 2007.