

6.10.030-P School Initiation and Closure

School Initiation and Closure Policy

The district will initiate and close schools in a manner that promotes equity, encourages access to a high quality neighborhood school and encourages an appropriate learning environment for all students, including those with special needs.

Efficient use of resources, fiscal responsibility and changing enrollment demand a process for analyzing which schools should be replicated, supported with innovative approaches, consolidated, or possibly closed based on a variety of factors. Those factors include financial impact, projected enrollment, quality of the facility, community impact, and expanded choice.

I. School Initiation Report

- (1) The Board shall determine whether schools will be initiated.
- (2) Board determination on school initiation shall be made only upon a recommendation by the Superintendent accompanied by a School Initiation Report which shall contain a full and adequate analysis of the following:
 - (a) How the proposed school enhances the district's overall educational program and student achievement policy, by addressing an unmet need or expanding a proven educational approach
 - (b) Financial impact
 - (A) Projected cost per student.
 - (B) Projected overall cost or savings to the district including impact on other schools
 - (c) Projected enrollment of the school over the next five years and how a school based on that projected enrollment does or does not meet the needs of the students in that community and/or the district.
 - (d) Facility in which the school will exist, including building capacity, current and potential use of available space, cost of operations, ADA accessibility, physical condition, environmental concerns, and capital needs.
 - (e) Community/cluster analysis:

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- (A) how the proposed school location will provide students with greater equity of access to schools offering high quality educational choices
 - (B) how the initiation will affect other schools within the cluster, and, if applicable, schools outside the cluster, both in the quality of their educational programs and in the number of students attending them.
 - (C) support for the initiation, as indicated by demonstrated interest in attending the school and/or involvement in its development and commitment to its maintenance.
 - (D) proposed community partnerships.
 - (e) Operational plan for implementing the recommendation.
- (3) The Superintendent shall create a public process for reviewing school initiation recommendations with the community.

II. School Closure Report

- (1) The Board shall determine whether schools will be closed.
- (2) Board determination on school closure shall be made only upon a recommendation by the Superintendent accompanied by a School Closure Report which shall contain a full and adequate analysis of the following:
 - (a) Financial impact
 - (A) Actual cost per student.
 - (B) Projected overall cost or savings to the district including impact on other schools and potential transportation costs.
 - (b) Projected enrollment of the school over the next five years and how a school based on that projected enrollment does or does not meet the needs of the students in that community.
 - (c) Facility in which the school exists, including building capacity, current and potential use of the facility, cost of operations, ADA accessibility, physical condition, environmental concerns, and capital needs.
 - (d) Community/cluster analysis:

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- (A) how the proposed closure will maintain or improve equity of access to schools offering high quality educational choices
 - (B) how the school closure and redistribution of students will affect other schools within the cluster and, if applicable, schools outside the cluster, both in the quality of the cluster's educational programs and in the number of students attending each school. Analysis of the location of the school in relation to other schools, community resources, and transportation options and barriers.
 - (C) history of requested and actual transfers into the school or out of the school's attendance area to other schools.
 - (D) current community partnerships and possible community impact.
 - (E) Operational plan for implementing the recommendation, including a map showing the new boundaries.
- (3) The Superintendent shall create a public process for the Board and Superintendent to review school closure recommendations with the community.
- (4) The Superintendent has the authority to close a school for up to one year in response to emergencies, including major facility or environmentally related problems. The Superintendent will keep the Board informed of the rationale for and expected length of any emergency closure.
- (5) The Superintendent shall develop administrative directives for implementing this policy, including the operation of a cluster based planning process, timelines that provide adequate notice to enable impacted parents and students to exercise choice, and management protocols for closing a school.

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Legal References:

History: Adopted 6/16/2003

Related policies and implementing ADs: Educational Options 6.10.022-P; Student Enrollment and Transfers 4.10.051-P

