

## **RETIREMENT OF FACILITIES**

The question of school closings will be considered in the development of long- and short-range plans for buildings and facilities use and modernization.

The following conditions will be examined when the School Committee is considering the possible closing of a school:

- A. Age and physical condition of facility, operating systems and costs, adequacy for the educational program;
- B. Current use and enrollment; adequacy of site, location, access, surrounding development, traffic patterns, and other environmental conditions;
- C. Possibilities for appropriate and convenient reassignment of students and staff to other school(s); impact on racial balance;
- D. Student transportation factors, including time, distance, safety;
- E. Effect on continuity of students' educational program;
- F. Future use of buildings; disposal possibilities; and
- G. Cost/savings of closing in terms of: personnel, plant operations, transportation, capital investment, alternative uses.

In presenting recommendations to the School Committee for school closings, the authorized administrators/committees examining building use will present alternative approaches when possible, detailing advantages / disadvantages of each in terms of the considerations above.

Suggestions for future use of any school proposed for closing will be included in recommendations. Efforts will be made in planning stages to discuss with other local agencies whether other uses for the school would enhance the quality of life in the community.

Before acting on recommendations, the School Committee will hear and consider the viewpoints of parents, students, staff, and community groups.

If the School Committee determines it is necessary to close a school, these steps will be followed:

- A. The School Committee will instruct the Superintendent to notify by letter the parents of students attending the school in question, informing them of the action being considered and the reasons, therefore, and of the arrangements proposed for the education of their children.

The Superintendent will also inform the affected teachers and administrators, and will arrange meetings to apprise them of their job rights and assist them in every feasible way to obtain

a mutually satisfactory assignment.

The initial notification of affected parents and staff should be accomplished as soon after the School Committee's determination as possible, and, in any case, within two weeks. Further, more detailed information will be provided to parents and staff promptly as related School Committee and administrative decisions are made.

- B. To ensure the smoothest possible transition, the School Committee will direct that schools be closed as of the end of a regular school year, unless emergency conditions dictate otherwise.

Legal Reference: Title 20 MRSA Section 4101 et. seq.

Adopted: 1988