

## **CLOSURE**

The Board of Education recognizes the importance of having a plan in place, in the event a community school experiences financial difficulties or closes. This policy is intended to ensure the sponsored school's closure is consistent with the law, timely, and in line with quality practices.

The District shall adopt closing procedures that include, but are not limited to, the procedures described in the most current version of the Ohio Department of Education's "Community School Suspension and Closing Procedures ("Closing Guidance"). Said procedures shall also state the responsibilities of the District as Sponsor, the School Governing Authority, school staff, the management company, and the School treasurer/fiscal officer.

Closing Guidance, while comprehensive, does not address all laws regarding closure. The Board recognizes its obligation to follow these laws, regardless of whether they are referenced in the Closing Guidance.

Said procedures shall include:

### **Notification of Parents**

The Board directs the Superintendent to notify parents of students enrolled in sponsored schools that are closing of such school's impending closure. The written notice must provide assistance to the parents in finding a new school.

### **School Records**

The Board recognizes its obligation to ensure that all school records are secured and available for completing the school's closing. The Board will follow the Closing Guidance procedures for securing student records.

### **Disposition of School Funds and Assets**

The Board recognizes its duties regarding the disposition of school funds and assets. The Board will follow the Closing Guidance procedures for disposing school funds and assets.

LEGAL REF: O.R.C. §3314.023

Quality Practices Rubric: E.05 – Closure Process

Updated: September 16, 2019

Adopted: February 12, 2018