



REGISTER OF OFFICIAL DOCUMENTS

POLICY ON MAJOR SCHOOL CHANGE A policy on the distribution of educational services

Category and code:	P – 2.17
Date of Coming into Force:	April 29, 2019
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Origin:	Long- term Planning Committee
Operator and Storage Site:	Secretariat
History:	Adopted by Provisional Council Resolution #03-06-07







LEGAL BASIS

Education Act, sections 39, 40, 79, 193, 211, 212, 217, and 397.

CONSULTATION PROCESS

1. As per section 212 EA, the Council of Commissioners shall adopt a resolution allowing the start of a consultation process prior to:
 - the closure of a school;
 - changes to the level of instruction provided by a school²;
 - changes to cycles or parts of cycles of the level of instruction of a school³;
 - the cessation of kindergarten education services provided by a school⁴.
2. The resolution shall include a brief description of the project, the consultation period, the date(s) for public consultation meeting(s) and the date of the final decision of the Council of Commissioners, in compliance with the timelines provided for in Schedule A or Schedule B, as applicable. The relevant consultation documents will be made available at the same time.
3. A public notice shall be issued:
 - Not later than April 1 of the school year preceding any proposed changes to the level of instruction provided by a school, or to cycles or parts of cycles of the level of instruction, and on the cessation of kindergarten education services provided by a school (refer to Schedule A), or
 - Not later than July 1 of the school year preceding the proposed closure of a school (refer to Schedule B).
4. The public notice⁵ shall state the date and location of the public consultation meeting(s). This public notice will be published as follows:
 - a. in a daily newspaper circulated digitally or in print in the territory of the School Board;
 - b.





June Council meeting

Prior to the Council of Commissioners Meeting scheduled for the same evening, an in-camera meeting will be held with the Chairs of (or delegate): Parents' Committee, Governing Boards, Central Students' Committee, SNAC committee, as well as Administration of the school(s) named in the consultation, to preview the proposed recommendations being considered by Council. A Caucus meeting of Council may take place at the same time.

Administration
Parents' Committee
Governing Boards
Central Students' Committee
SNAC committee
Commissioners' meeting



Schedule B

One-Year Process Timeline (continued operations or closure of a school)

Date	Activity	Participants
By June 30 th	The Council of Commissioners adopts a resolution on a proposed school closure.	Commissioners
By July 1 st	A public notice is issued announcing the start of a consultation process (section 212 EA). Available consultation documentation is posted on website.	Administration
By September 1 st	If applicable, updated documentation posted on the School Board's website at www.lbpsb.qc.ca .	Administration
During the months of September & October	Meetings of Administrators & Commissioners with Governing Boards, Parents' Committee, and other interested parties.	Commissioners Administration Parents' Committee Governing Boards Central Students' Committee Parents Interested public

By the end of the first full



