



Administrative Regulation 7087

School Closure

Responsible Office: Office of Operations

PURPOSE

This Administrative Regulation describes the process in which the Washoe County School District (District) handles the proposed closure of an existing school, and meeting Nevada Revised Statute requirements associated with school closure. This Administrative Regulation does not prevent the Board of Trustees (Board) from taking immediate action to close a school, in accordance with Nevada Revised Statutes (NRS), to protect the health and safety of students and staff, and other unforeseen circumstances such as a fiscal crisis.

DEFINITIONS

1. "Closure" means permanent closure of a school site.
2. "Consolidation" means merging a school site into another school site.

REGULATION

1. This Administrative Regulation addresses the closure of schools for the following reasons: declining enrollment; age and/or physical condition of the school facility which may impact annual operating costs and/or the cost to bring a school up to current educational building facility standards; changing the use of a school; changing the location of a school. This Administrative Regulation does not address the process for proposing a school's closure solely due to academic performance.
 - a. When closure or consolidation of a school is being considered, the Superintendent shall notify the Board, in writing, of the proposal.
 - i. The proposal shall include information pertaining to the school considered for closure including data supporting the proposal which may include any, or all, of the following:
 - 1) Historical and projected enrollments;
 - 2) Age and physical condition of the school;
 - 3) Fiscal impacts resulting from the closing of the school;

- 4) Any deficiencies of the school in meeting current educational and building standards, and the cost to renovate the existing facility to meet those standards;
 - 5) Ability to accommodate displaced students in other nearby schools;
 - 6) Transportation impacts, including costs and safe walking routes for students to receiving schools;
 - 7) Impacts, including socioeconomic status and racial diversity on all schools that would be affected by the closure;
 - 8) Impact on any special programs;
 - 9) Impact on Federal programs of receiving school;
 - 10) Historical and community/neighborhood importance of the school;
 - 11) Possible alternatives to closure; and/or
 - 12) Future use of the facility.
- b. After notification of the Board the Superintendent, will direct Staff to engage the Zoning Advisory Committee with public consideration of the proposed closure or consolidation.
2. The duties of the Zoning Advisory Committee are to:
- a. Review information pertinent to the proposed school closure from District staff and other sources as the committee deems desirable; this information includes, but is not limited to information presented in the Superintendent's Notice to the Board of Trustees, and transition planning in support of a recommendation on the matter to the Board of Trustees;
 - b. Hold at least two public meetings at the school considered for closure for the express purpose of gathering input on the proposed closure;
 - c. Evaluate alternatives to closing the school. Staff will provide the committee with feasible alternatives that target the reason why the school is proposed for closure; and
 - d. Make a report and recommendation to the Board regarding the proposed closure.

3. Upon receiving the report of the committee, the Superintendent shall schedule with the Board President, in compliance with NRS 393.080(2), at least one public hearing to consider the proposed closure, after first providing 30 days' written notice to the principal and teachers of the affected school and to the parents of the children currently attending the school, and publishing a notice of the public meeting in the local newspaper at least 10 days before the meeting.
4. Pursuant to NRS 393.085, if the Board decides to close the school, any person residing within the District may file a written request with the Superintendent for reconsideration by the Board of their decision. The Superintendent shall schedule with the Board President a hearing within 30 days of receipt of the request for reconsideration, with a notice published at least 10 days in advance of the meeting. Pursuant to NRS 393.085, the decision of the Board after its reconsideration is final.
5. This procedure does not affect the Board's ability to exercise their authority for school closure in accordance with NRS 393.080 through 393.085 if deemed necessary for the health and safety protection of school occupants, to address a budget crises situation or any other condition requiring the expedient closure of a school.

LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS

1. This Administrative Regulation reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District, to include:
 - a. Board Policy 7086, School Closure.
2. This Administrative Regulation complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. Chapter 393, School Property, specifically:
 - i. NRS 393.080 – 393.085, School Buildings and Facilities.

REVISION HISTORY

Date	Revision	Modification
8/3/2023	1.0	Adopted