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The governance of the district shall be vested in the Board.

Home Rule

The Board shall have authority to conduct district business without specific statutory delegation. The Board may transact all school district business and adopt policies the Board deems appropriate to perform its constitutional duty to maintain, develop, and operate local public schools.

Approved: 10-13-03

The board shall annually establish and review a set of long-range goals and objectives to guide the operation of the district. All personnel in the district shall direct their efforts toward achieving the goals and objectives of the board in order to insure that students are able to function effectively in their environment, employment, and continuing educational efforts.

Approved: 11-11-91

The board shall participate in long-range planning through an annual meeting with the superintendent and administrative staff with input from building leadership teams, to review progress on the implementation of priorities, initiatives, and long-range plans, to determine which goals have been achieved, whether any new effort are needed, and to review major issues that may affect the future of the district. The board also shall consider and act upon objectives and major activities proposed by the superintendent to achieve long-range goals.

The superintendent shall develop necessary procedures, forms, or other measures to implement the goals of this policy using simple, logical, and collegial processes.

The superintendent shall provide opportunities for interested patrons to become knowledgeable about the district's long-range planning process, and provide input regarding the district's long-range plans.

The superintendent shall give the board periodic reports each year on the progress and success of various plans, and shall ensure that similar progress reports are available to the news media and to district patrons.

Approved: 11-11-91

The district shall be organized on a K-6; 7-8; 9-12 plan.

Approved: 08-14-00

The board shall review school attendance areas annually and make such changes as warranted.

Approved: 05-08-00

The superintendent shall, on or before April 1 of each year, prepare a written report for the board concerning the changing of school attendance areas for the succeeding school year and the reasons for such recommendations. The board shall consider the recommendations at the first regular meeting following receipt of the report but shall take no action on the report at that meeting. The changes recommended shall be given to the news media for publication in order that the patrons of the district may be made aware of possible attendance area changes and have an opportunity to appear before the board and express their opinions in regard to the recommended boundary changes. The board shall take no action on the recommended changes until after the patrons of the district have had an opportunity to appear before the board in regard to the recommended changes.

#### Elementary Attendance Areas

USD 428 is divided into five (5) elementary school attendance areas. The current attendance areas (see AD-R-2) were established and approved by the Board of Education on January 10, 2000.

Approved: 5-8-00

A school census may be conducted each year.

Approved: 11-11-91

Sometime during the month of January each year, the superintendent may take an annual census of the persons of the district. Such census shall include the number of persons residing therein under the age of five years, the number between the ages of five and 17, and the number between the ages of 17 and 21. Such census shall also obtain information related to the planning of transportation services and such other information as the superintendent deems to be of assistance to the district. To the extent possible, such information shall be ascertained by means of personal interviews with the families of the persons living in the district, but the superintendent may use such other methods which will produce the information desired.

Approved: 11-11-91

The board shall provide a school year consisting of not less than:

1. The minimum number of statutorily required school days for students K-12, consisting of not less than two and one-half (2 1/2) hours for kindergarten students and six (6) hours for students in grades 1-12; or
2. The minimum number of statutorily required school hours for students in grades K-12.

#### Virtual Schools

If the board sponsors a virtual school, it shall comply with all current regulations of the Kansas State Department of Education, the school district, and applicable state laws.

Approved: 9/08/08

The board shall annually establish a school calendar for the succeeding school year.

Approved: 11-11-91

On or before March 15 of each year, the superintendent shall present to the board a recommendation for the school calendar for the succeeding school year as provided in Article X of the negotiated agreement.

Approved: 11-11-91

Extended School Year

The board may extend the regular academic year. The superintendent shall be responsible for preparing a plan and presenting it to the Board.

The board may extend the regularly scheduled academic year because of the following types of circumstances which are stated by way of illustration and not by way of limitation: adverse weather conditions, building maintenance problems, personnel problems, public health reasons, or budgetary problems.

Extended Learning Opportunities for Students

The Board may require extended learning opportunities for students not meeting minimum academic requirements as defined by the Board. Students may be assigned to extended academic sessions including, but not limited to:

- before and after school;
- Saturday school; or
- summer sessions.

Regulations necessary to govern extended academic sessions shall be recommended by the superintendent for Board approval. Truancy laws, suspension and expulsion policies and law, and all appropriate portions of the student behavior code shall apply during extended academic sessions. (See JBD, JBE, JDD, and JCDA).

Approved: 09-09-02

The board may establish summer school provided sufficient interest in such sessions is demonstrated by students and provided such sessions are within the financial capabilities of the district.

Approved: 11-11-91

The board shall establish the time of beginning and ending the school day and other time schedules.

Approved: 11-11-91

The beginning and ending times for all classes in each attendance center will be published each August in the school calendar.

Approved: 11-11-91

The board shall prescribe the emergency situations for which the schools may be closed.

Approved: 11-11-91

The board delegates to the superintendent the authority to close any school whenever any conditions exist which, in the opinion of the superintendent, warrant the closing of one or more or all schools. In the event of unavailability, the board delegates such authority to the first available administrator in the following chain of command: assistant superintendent and building principal. Closing of school by such an administrator shall be effective until he/she reopens the school or until the superintendent or the board reviews and takes action on the situation. In any case of extreme emergency, the principal of any school may close such school. All school closings shall be immediately reported to the superintendent and the president of the board.

Emergency closing situations are: adverse weather conditions, building maintenance problems, public health reasons, personnel problems, budgetary problems, and/or any other situations which might include those that jeopardize the health and safety of students and staff.

Approved: 11-11-91

The administration is responsible for assessing the utilization of school facilities and other resources and for identifying schools that may be discontinued as attendance centers. The superintendent will seek direction from the board prior to making recommendations relative to a district-wide facilities assessment or the closing of specific attendance center(s). Once schools that may be closed are identified, an appropriate recommendation will be made to the board for study.

Approved: 11-11-91

### Procedures

Initially the administration will identify to the board a school that may be discontinued as an attendance center.

Prior to closing a school, alternatives to be considered by the administration shall include: changing of boundaries, with consideration given to the effect upon enrollments in schools affected by changes; shifting of programs from one building to another; and housing of new program(s) in the building under consideration.

Factors to be examined when considering a school for closing include the following:

- I. Enrollment and Program
  - A. Number of students currently in attendance.
  - B. Enrollment in relation to that needed to provide quality educational programs and services and allow efficient building utilization.
  - C. Student enrollment in relationship to unique program offerings and community needs.

- D. Student enrollment projections indicative of continued decreasing student population, taking into account both neighborhood students and others.
- E. Effect upon programs for students in all schools affected by the closing.
- F. Relationship to integration efforts.
- G. Proximity of the school to community resources.
- H. Relationship to long-range plans for special education and regular attendance centers.
- I. Consistency with district commitment to provide special education, integrated education, vocational education, and alternative education programs.

II. Community Considerations

- A. Attitudes toward reducing the number of attendance centers and reducing costs.
- B. Hardships and/or benefits to parents and/or students resulting from closing a school, including distance from where students reside to schools where assignments may be made.
- C. Reactions on the part of parents and other school patrons.
- D. Capacity of buildings in adjacent attendance centers; space to house additional students.

III. Environmental Factors

- A. Adequacy of the building in terms of health and safety.
- B. Frequency of vandalism and amount of damage.
- C. Location and size of site.
- D. Traffic hazards and/or serious deterrents to learning in the surrounding community.

IV. Financial Considerations

- A. Staffing requirements.

- B. Food service and student transportation requirements and expenses incurred from closing a school.
  - C. Comparative per-student operating costs related to the status quo.
  - D. Value of property for other use.
  - E. Savings which might accrue by reducing the number of attendance centers.
- V. Relationship to Long-Range Planning Efforts
- A. Comprehensive planning by the district, by other governmental bodies and planning agencies, and by private interests.
  - B. Need to utilize property for other purposes.
  - C. Current and projected land use resulting in changes in residential and commercial patterns.

The superintendent will seek guidance from members of the board prior to making recommendations relative to the possible closing of attendance centers.

After a school is identified for possible closing and the board has given approval to study the particular situation, parents and other school patrons of the attendance area will be involved in discussions pertaining to the possible closing. Other governmental agencies may be involved in the study to assure consistency and coordination in matters of community planning and development. Outside consultants may be utilized to assist in the study of a possible school closing.

An orderly procedure, including the provision of information to all who will be affected, will be utilized when giving serious consideration to closing a school. The administrative process to obtain board approval to close one or more schools will consist of the following:

- I. After the official enrollment has been determined during the first month of school, the superintendent will present any recommendation to the board for a study of the possible closing of a school for the following school year.

- II. If the recommendation of the superintendent for consideration and study is approved by the board, appropriate staff members will be delegated the responsibility of participating in the study.
- III. A community advisory committee or committees consisting of appropriate representation may be utilized by the superintendent to study all relevant data and to submit suggestions.
- IV. By the end of the first semester in which the study was proposed, the superintendent will submit to the board relevant data for its consideration. Such data may include suggestions from the advisory committee(s) and information from the administration regarding closing of a school.
- V. The superintendent, working with the president of the board, will schedule meetings of the board to review and discuss the preliminary recommendations of the administration regarding school closings. Information regarding recommendations and meeting dates will be published in a newspaper of general circulation to the area concerned.
- VI. By the middle of the second semester, the superintendent will submit final recommendations regarding the school closing(s) under study. The recommendations will be presented early enough to assure time for sufficient public review by the board at a regular or special meeting prior to final action.
- VII. The board will act on the recommendation of the superintendent no later than the second regular board meeting in April of the school year in which the study has been conducted.
- VIII. If the board fails to act on the recommendations of the superintendent by the second meeting in April of the school year, the school in question will remain open for the following school year.
- IX. The board may close a school any time during the school year without following the procedures described above if the board believes it is an emergency situation and closing is warranted.

If the board has approved the closing of a school, the administration will use reasonable means to inform parents of students affected by the closing about their new school assignment.

Necessary alignment of boundaries will be made when a school is to be closed, taking into account distances from other schools, traffic patterns, building capacities, enrollments, and programs.

Administrative planning for reassignment of students and staff members, disposition of equipment and furniture, etc., normally will be completed prior to the end of the school year.

Alternate uses of the building or disposition of the property will be considered in light of current projected needs.

Approved: 11-11-91