

## **CLOSURE**

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

Mid-Ohio ESC shall adopt closing procedures that include, but are not limited to, the procedures described in the Ohio Department of Education's "Community School Suspension and Closing Procedures, effective date: July 1, 2010, updated: May 2018, and any successors to said document ("Closing Guidance"). The Closing Guidance and the Sponsor Supplemental Closing Procedures shall also state the responsibilities of Mid-Ohio ESC as Sponsor, the Governing Authority, staff, the management company, and the treasurer/fiscal officer.

Closing Guidance, while comprehensive, does not address all laws or recommended procedures regarding closure. The Board recognizes its obligation to follow these laws, regardless of whether they are referenced in the Closing Guidance and its responsibility to monitor, oversee and provide technical assistance to a sponsored school that is closing and to complete quarterly reports for the Ohio Department of Education and ensure the submission of Closing Assurances.

Procedures shall include:

### **Notification of Parents**

The Board directs the Superintendent to notify parents of students enrolled in sponsored schools a school's impending closure. The written notice must provide assistance to the parents in finding a new school and be sent within two weeks of the final decision to close.

### **School Records**

The Board recognizes its oversight obligations and responsibilities regarding school records being secured and available for completing the school's closing. The Board will follow the Closing Guidance and Sponsor Supplemental Closing Procedures for securing student records.

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

The Board recognizes its responsibilities to oversee and monitor the disposition of school funds and assets. The Board will follow the Closing Guidance and Sponsor Supplemental procedures for disposing school funds and assets.

LEGAL REF: O.R.C. §3314.023

Quality Practices Rubric: E.05 – Closure Process

Adopted: April 19, 2017

Revised: April 17, 2018

Revised: February 27, 2019

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