

**SCHOOL CLOSINGS, ATTENDANCE AREA ADJUSTMENTS,
AND PROGRAM REALIGNMENTS
GENERAL GUIDELINES FOR TIME LINE AND PROCESS**

The boundary or program adjustment and/or school closing process may include community engagement activities, such as community dialogues and surveys. Community dialogues may follow a participatory format as described below, with content and support modifications (e.g., language translators, etc.) appropriate to the community and tasks planned for each meeting.

Procedure

Community engagement activities may include:

- Presentation on the purpose of the meeting, background information, summary of previous Board action, and boundary realignment scenario(s), including possible school closings.
- Participant-facilitated groups whereby participants break out into guided discussion groups.
- Community dialogue comments may be considered for developing optional scenarios and may aid in developing the staff recommendation.
- If appropriate, a follow-up survey may be sent to dialogue participants and the wider community to gather feedback on revised scenarios.

Community engagement outcomes may include:

- Identifying important factors to consider when determining school(s) to be closed and/or new school or program attendance assignments and suggest neighborhoods that might be included in new alignment.
- Evaluating attendance assignment option(s) and advantages and disadvantages.
- Soliciting additional comments or options for consideration.
- Public posting on FCPS web site of summary of community dialogue comments and survey results.

Process

Task 1:

The Facilities Planning Advisory Council, Facilities Planning Services, and appropriate program staff members review enrollment projections, program requirements, and school and program capacities to identify areas in which school closings, attendance area, and/or program realignments should be considered. The names of those schools that could be affected by such changes are reviewed with the affected School Board members. A scope of study is presented to the School Board for approval.

Task 2: Facilities Planning Services, Office of Communication and Community Relations, region representatives, and appropriate program staff brief PTA and PTO leadership of potentially affected schools. Community engagement activities with affected communities are held. This task may also be a function of School Board established ad hoc committees or the Facilities Planning Advisory Council and may be undertaken in advance of Task 1.

Task 3: Facilities Planning Services staff members present recommended school closings, school attendance area, and/or program realignments for School Board consideration.

Task 4: School Board holds work session(s) and public hearing(s).

Task 5: School Board action on realignment recommendations.