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## 15.0 School Closure

### 15.1 School Closure Policy

The charter contract for Watershed Public Charter School includes provisions related to closures these are:

Section 17.0 In the event the Charter School shall determine to voluntarily surrender its Charter and close the school, it shall give written notice [to BCPS] six (6) months in advance. In the event that this Charter is terminated or voluntarily surrendered, then in the manner consistent with the applicable law, after the disposition of any liabilities and obligations of the Charter School, any remaining assets of Charter School shall be distributed in accordance with Maryland law.

Section 17.1 Closure, Surrender or Revocation. If the Charter School ceases to operate or the Charter School surrenders the Charter, the Charter School shall manage all financial records consistent with the requirements of the Dissolution Process outlined in the Application.

Section 17.2 To the extent practicable, closure of the school shall be conducted pursuant to the National Association of Charter Schools Authorizers' Closure Action Plan Guide. Where there is a conflict in the manner of closure, COMAR 13A.02.09 and BCPS Policy and Rule 1290 will control.

In the event that the Board of Watershed Public Charter School ceases to operate the school, due to a decision of the school or due to revocation of the charter, the following process will be followed.

Immediately after the Decision is final, by decision of the Board of Directors or decision of the local school board, the Board of Directors will name a team of one Board member (preferably a parent member) and/or one member of the school's leadership team to coordinate the work related to closure.

This person/team will ensure that no later than 90 days prior to closure, a plan for closure is submitted to the local school system contract representative that addresses:

- Return of unspent public funds
- Transfer of student records

- Transfer of personnel records
- Review of inventory and plan for disposition of assets per any requirements tied to the source of funding.
- Notification of funders
- Notification of supports to be provided to students and families.
- An intentional communication plan to all stakeholders.