

FACILITIES

OPENING/CLOSING/EXPANSION PROGRAM

301

The Pastor, as spiritual leader and chief legal administrator of the parish, should oversee the development and implementation of the planning process involved in studying the parish's educational needs. The Pastor should work in a consultative manner with various committees and organizations. The Pastor shall be responsible for making recommendations to the Catholic Education Ministries Office and the Bishop regarding the opening, closing or expansion of school facilities and/or programs; however, any final decision with respect to the opening, closing or expansion of facilities and/or programs be made by the Bishop after consultation with the Pastor and Catholic Ed. Ministries Office.

The Consultant to Elementary Schools in the Catholic Ed. Ministries Office will assist the Pastor and parish in developing a step-by-step planning process to be used in the study and implementation phase prior to the opening, closing or expanding of Catholic school facilities and/or programs.

General guidelines	Suggested Length of Planning Process
1. Closing a school	12-24 months
2. Closing a grade (s)	6-12 months
3. Opening a school	12-24 months
4. forming or dissolving a school consolidation	12-24
5. Opening a grade (s)	3-6 months

Diocese of St. Cloud
November 1993
May 2004
November, 2005
March, 2007

FACILITIES

302

ACCESSIBILITY

All local Catholic schools must conform to the accessibility codes required by local, state and federal rules and regulations.

November, 1993
November, 2003
November, 2005
March, 2007

FACILITIES

New Construction/Renovation

303

Prior to any construction of new educational facilities, including renovations and/or additions to existing facilities, the Pastor and the Board of Education should obtain a needs assessment, funding proposal or plan, as well as other pertinent information which may bear upon the new construction or renovation.

The Pastor should consult with the bishop prior to making any decisions to renovate or add to the physical plant of the school.

November, 1993

November, 2003

November, 2005

March, 2007