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## DISPOSITION OF LAND OR FACILITIES

### Background

The Board of Education may dispose of property owned and administered by the board including land, buildings and other improvements under the authority of the School Act and related Ministerial Orders.

Where the board determines that any given land and/or facility is surplus to future or current educational needs and should be disposed of the following procedures will be used in order to protect the long-term interests of the school system and to make the best possible use of surplus facilities.

### Procedures

1. Following passage of a motion by the Board of Education to proceed with disposition of district land or facilities, and provided there is no Crown reverter clause in effect for the property, the secretary-treasurer shall obtain an appraisal of the property by an independent professional appraiser to obtain an estimate of the value of the land and/or facility on behalf of the board.
2. The land and/or facility will be listed with a licensed realtor to be advertised for sale or lease at its fair market value, advertised by the board through the Request for Proposal (RFP) process or advertised publicly as intent to dispose of the property.
3. Acceptance or rejection of any offers or proposals will be subject to board consideration.
4. Once the board has determined a successful purchaser/proposer, a Board Bylaw authorizing the disposal will be made pursuant to Section 65(5) of the School Act.
5. Following adoption of a Board Bylaw authorizing disposal, the secretary-treasurer will notify the Minister of Education pursuant to the Disposal of Land or Improvements Order.

Reference: Section 96 School Act  
Ministerial Order M16