



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

ADMINISTRATIVE REGULATIONS

Section: Business and Administrative Services

• Property and Facilities Services

Regulation: SURPLUS BOARD REAL ESTATE

– RENTAL

Regulation Code: BA-6.5.2

Policy Code Reference: BA-6.5

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This administrative regulation is written in accordance with the guiding principles in Board Policy No. BA-6.5, Surplus Board Real Estate – Disposal/Rental.

1. When Board real estate is no longer needed for school or related purposes, but may have a future use for which the Board would like to retain it, the Board may rent the site. A standard form of lease, developed by administration, will be used for rentals and the terms of the lease are to be approved by the Superintendent of Business and Corporate Services, or designate.
2. Rental of surplus real estate should be compatible with the Board's program and with the values of the Board, are in the best interests of the students and the Board's educational programs, and are not to be used for profit.
3. Fair market value will be considered, however rentals will not be subsidized by the Board's annual budget and fees charged must, at least, cover the Board's costs.
4. Real estate designated for rent shall be advertised in the local media. Should more than one party be interested in the real estate, the party shall be given equal opportunity to offer rental terms and conditions based on administration's fair market value and Board costs so that the Board obtains the most advantageous rental agreement.
5. A standard form of lease, developed by administration, shall be used. Rental agreements shall normally be for a minimum of one year and a maximum of two years renewable by mutual agreement of administration and the lessee.
6. The agreement shall provide that the lessee will not modify the buildings without Board approval. If such approval is given, the cost of reasonable modifications will be borne by the lessee.
7. Such real estate will not be available for nightly or daily rentals to groups.
8. Caretaking, electricity and heating costs shall be the responsibility of the lessee.
9. Buildings available for leasing shall be reviewed annually.