



MEMORANDUM

April 15, 2025
Regular Board Meeting

TO Board of Trustees

FROM Lorraine Stewart, Board Chair
Aimee Hennig, Board Vice-Chair

ORIGINATOR Shauna Boyce, Superintendent

RESOURCE Policy Review Committee

GOVERNANCE POLICY Board Policy 2: Role of the Board
Board Policy 7: Board Operations
Board Policy 8: Board Committees and Representation
Board Policy 12: Role of the Superintendent

ADDITIONAL REFERENCE BP 2: Governance and Organization
BP 12: Section 5. Policy
Education Act

SUBJECT **REVISED BOARD POLICY 19: SURPLUS LAND AND BUILDINGS**

PURPOSE

For approval. A recommendation is required.

RECOMMENDATION

That the Board of Trustees approves Revised Board Policy 19: Surplus Land and Buildings, as recommended by the Policy Review Committee and presented at the Regular Meeting of April 15, 2025.

BACKGROUND

The Board of Trustees is responsible for reviewing Board Policies on an ongoing basis to adhere to the requirements necessary to provide excellence in public education and comply with the *Education Act* and provincial, as well as federal, legislation. The following revised policy is in support of this responsibility.

REPORT SUMMARY

On March 5, 2025, the Policy Review Committee met and reviewed Board Policy (BP) 19: Surplus Land and Buildings, and drafted a revised BP 19 with the following key changes:

- Updates to the policy to address changes in the *Education Act*;
- Updates to the policy for consistency with the *Real Property Governance Act*;
- Updates to process for consistency with the *Education Act* and its regulations; and
- Updates to language for consistency with the *Education Act*.

The revised BP was presented to the Board and discussed at the March 25, 2025, Governance and Planning Session (GPS), and will be presented to the Board for approval at the Regular Board Meeting of April 15, 2025.

The Policy Committee would be pleased to respond to any questions.

LS:kz



**Parkland School Division
Policy 19**

SURPLUS LAND AND BUILDINGS

There may be occasions when the Board determines, by resolution, that division owned land and buildings have become surplus to the needs of the division. In such cases, the Board arranges for the effective disposal of these items pursuant to existing government legislation and regulation.

School Reserves, Municipal and School Reserve or Municipal Reserve

1. The Board shall determine whether interest in a school reserve, municipal and school reserve or municipal reserve is surplus to the Board’s needs based on the following criteria:
 - 1.1. Enrolment trends within the area intended to be served by the school reserve, municipal and school reserve or municipal reserve;
 - 1.2. Impacts on student programming and transportation;
 - 1.3. Whether a proposed school on the school reserve, municipal and school reserve or municipal reserve is included in the Board’s capital plan; or
 - 1.4. Any other criteria the Board considers necessary.

Reference:	Real Property Governance Act: 7 Education Act: 62, 189, 192, 193 Municipal Government Act: 670, 673 Disposition of Property Regulation 86/2019	Approved: (signature)
		Date Approved: April 15, 2025
Cross-Reference:	Board Policy: 2 Admin Procedure: 540, 542	Reviewed or Revised: April 2025 March, 2017 September 2011 September, 2010



Parkland School Division Policy 19

SURPLUS LAND AND BUILDINGS

~~The Board believes that when~~ There may be occasions when the Board determines, by resolution, that division owned land and buildings have become surplus to the needs of the division. In such cases, the Board should arrange for the effective disposal of these items:

Guidelines:

- ~~The Board should dispose of land and buildings in the best interest of the students of the Division and the community,~~ pursuant to existing government legislation and regulation.
- ~~Disposing of surplus land and buildings requires the approval of the Board of Trustees.~~

Closed School Buildings

- ~~The Board shall determine whether a school building that has been closed pursuant to the Closure of Schools Regulation and Board Policy 15: School Closures is temporarily or permanently surplus to the Board based on the following criteria:~~
 - ~~Demographic factors, including but not limited to:~~
 - ~~Population and demographic data for the surrounding area;~~
 - ~~Former enrolment of the school, and enrolment trends;~~
 - ~~Location and proximity of other schools, and their potential.~~
 - ~~Other potential public educational uses for the building.~~
 - ~~The cost to operate an educational program at the school.~~
 - ~~The cost to maintain the facility in, or restore the facility to, a usable condition, and other costs of ownership;~~
 - ~~Any other criteria the Board considers necessary.~~
- ~~If the Board determines that there is no present use for the school building, but that there may be a need for the school building in the foreseeable future, the Superintendent may investigate a lease of the school building in accordance with the Disposition of Property Regulation.~~
- ~~If the Board cannot identify a use for a school building in the foreseeable future, the Board may attempt to sell the school building in accordance with the Disposition of Property Regulation, and article 4 and 5 of this Policy (if applicable).~~

School Reserves, Municipal and School Reserve or Municipal Reserve

- 4.1. The Board shall determine whether interest in a school reserve, municipal and school reserve or municipal reserve is surplus to the Board's needs based on the following criteria:
 - 4.1.1.1. Enrolment trends within the area intended to be served by the school reserve, municipal and school reserve or municipal reserve;

~~4.2.1.2. Student Impacts on student accommodation programming and transportation issues;~~

~~4.3.1.3. Whether a proposed school on the school reserve, municipal and school reserve or municipal reserve is included in the Board's capital plan; or~~

~~4.4. Consultation with other Boards with respect to their needs for the school reserve, municipal and school reserve or municipal reserve, or~~

~~4.5.1.4. Any other criteria the Board considers necessary.~~

~~5. If the Board is of the opinion that a school reserve, municipal and school reserve or municipal reserve in which the board has an interest is surplus to the Board's needs, the Board must provide the Minister with a declaration to that effect.~~

Reference:	School Act: 200-201 Real Property Governance Act: 7 Education Act: 62, 189, 192, 193 Municipal Government Act: 670, 673 Disposition of Property Regulation 86/2019	Approved: (signature)
		Date Approved: April 15, 2025
Cross-Reference:	Board Policy: 2 Admin Procedure: 107, 541-540, 542	Reviewed or Revised: April 2025 March, 2017 September 2011 September, 2010



Parkland School Division Policy 19

SURPLUS LAND AND BUILDINGS

The Board believes that when land and buildings become surplus to needs, the Board should arrange for the effective disposal of these items.

Guidelines:

1. The Board should dispose of land and buildings in the best interest of the students of the Division and the community, pursuant to existing government legislation and regulation.
2. Disposing of surplus land and buildings requires the approval of the Board of Trustees.

Closed School Buildings

1. The Board shall determine whether a school building that has been closed pursuant to the *Closure of Schools Regulation* and *Board Policy 15: School Closures* is temporarily or permanently surplus to the Board based on the following criteria:
 - 1.1. Demographic factors, including but not limited to:
 - 1.1.1. Population and demographic data for the surrounding area;
 - 1.1.2. Former enrolment of the school, and enrolment trends;
 - 1.1.3. Location and proximity of other schools, and their potential.
 - 1.2. Other potential public educational uses for the building.
 - 1.3. The cost to operate an educational program at the school.
 - 1.4. The cost to maintain the facility in, or restore the facility to, a usable condition, and other costs of ownership;
 - 1.5. Any other criteria the Board considers necessary.
2. If the Board determines that there is no present use for the school building, but that there may be a need for the school building in the foreseeable future, the Superintendent may investigate a lease of the school building in accordance with the Disposition of Property Regulation.
3. If the Board cannot identify a use for a school building in the foreseeable future, the Board may attempt to sell the school building in accordance with the Disposition of Property Regulation, and article 4 and 5 of this Policy (if applicable).

School Reserves, Municipal and School Reserve or Municipal Reserve

4. The Board shall determine whether interest in a school reserve, municipal and school reserve or municipal reserve is surplus to the Board's needs based on the following criteria:
 - 4.1. Enrolment trends within the area intended to be served by the school reserve, municipal and school reserve or municipal reserve;
 - 4.2. Student accommodation and transportation issues;

- 4.3. Whether a school on the school reserve, municipal and school reserve or municipal reserve is included in the Board's capital plan;
 - 4.4. Consultation with other Boards with respect to their needs for the school reserve, municipal and school reserve or municipal reserve, or
 - 4.5. Any other criteria the Board considers necessary.
5. If the Board is of the opinion that a school reserve, municipal and school reserve or municipal reserve in which the board has an interest is surplus to the Board's needs, the Board must provide the Minister with a declaration to that effect.

Reference:	School Act: 200-201 Disposition of Property Regulation	Approved:	(signature)
		Date Approved:	UNAPPROVED – Indicate Board Meeting Date
Cross-Reference:	Board Policy: 2 Admin Procedure: 107, 541-542	Reviewed or Revised:	March, 2017 September 2011 September, 2010