



AP 562 – LEASE OF BOARD FACILITIES

BACKGROUND

As a publicly funded organization Saskatoon Public Schools is prepared to lease surplus space within its facilities that are not required for the educational needs of Saskatoon Public Schools to partners in education or not for profit organizations provided the lease activity does not negatively impact upon the primary purpose of Saskatoon Public Schools – the education of students.

Favorable lease rates shall be given to partners in education as well as groups providing services to school aged youth attending Saskatoon Public Schools.

Groups whose services are primarily used by adults over the age of eighteen will be charged a lease rate designed to, at a minimum, recover all of Saskatoon Public Schools operating costs associated with the leased space for the duration of the lease unless directed otherwise by the Director of Education or their designate.

Saskatoon Public Schools will not lease space in its school buildings to commercial or profit-oriented entities. Should it be determined that space is available in the Education Centre that could accommodate a commercial enterprise, full market rates for the lease space shall be applied.

DEFINITIONS

1. "Facilities" are buildings owned or leased by Saskatoon Public Schools.
2. A "Partner in Education" is any community minded organization that seeks to further enhance our school systems programming through educational activities that support our students' learning and those of the community that we provide our services to and whose goals and values are aligned with those of Saskatoon Public Schools.
3. Not for profit organizations are those groups that are registered under the Non Profit Corporations Act, 1995 of the Province of Saskatchewan and whose goals and values are aligned with those of Saskatoon Public Schools.

PROCEDURES

1. The Superintendent of Facilities or their designate is responsible for the negotiation of the terms and conditions associated with leases and the administration of leases within Saskatoon Public Schools.
2. The Superintendent of Facilities, in conjunction with Superintendents of Education and school administrators, shall determine on a yearly basis any surplus space within each school that is not required for educational purposes.
3. The Superintendent of Facilities, in conjunction with Superintendents of Education and school administrators, shall arrange to consult with appropriate stakeholders when negotiating long-term lease proposals. Stakeholders, at a minimum, will include school staff and the school community.
4. Representatives of Saskatoon Public Schools and that or the organization leasing the space will sign the lease agreement.
5. Since requests for lease space vary widely in nature, the Superintendent of Facilities or their designate have limited discretionary power in dealing with unusual circumstances where these procedures may not apply.

Reference:

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