



801BP Facilities

ADOPTED: 2013.12.18

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LEGAL REFERENCE:

- *Education Act* Sections 33, 52, 53, 68, 143, 192, 194, 222
- Disposition of Property Regulation 86/2019

CROSS REFERENCE:

- [801.3AP Implementation of Automated External Defibrillators \(AED\)](#)
- [801.4AP Emergency Procedures](#)
- [801.5AP Emergency School Closure](#)
- [801.6AP Vandalism](#)
- [801.7AP Maintenance Work Requests](#)
- [801.8AP Video Surveillance in School Facilities & on School Grounds](#)
- [701.10AP Bus Safety Admin Procedures](#)
- [503.1AP Community Use of Schools](#)

POLICY STATEMENT:

The Board is committed to maintaining a safe working environment for students, staff, volunteers, contractors, and visitors on BTPS property that supports maximized student learning.

GUIDING PRINCIPLES

1. The Board expects that facilities will be properly maintained.
2. The Board expects that division-owned facilities will be used appropriately and will seek restitution for any act of vandalism.
3. The Board believes that jurisdiction materials, equipment and facilities are best used for maximizing student learning. Where appropriate, and with the proper permissions, the

materials, equipment, and facilities may be used on a cost-recovery basis.

4. The Board recognizes the value of video surveillance systems to monitor activity on division property and school buses.

Surplus Land and Buildings

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

1. The Board is to 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.
3. The following criteria will be used to determine whether interest in a school reserve, municipal and school reserve or municipal reserve is surplus to the Board's need;
 - 3.1. Enrolment trends within the area intended to be served by the school reserve, municipal and school reserve or municipal reserve,
 - 3.2. Student accommodation and transportation issues,
 - 3.3. Whether a school on the school reserve, municipal and school reserve or municipal reserve is included in the Board's capital plan,
 - 3.4. Consultation with other Boards with respect to their needs for the school reserve, municipal and school reserve or municipal reserve,
 - 3.5. Consideration outlined in a respective joint use partnership agreement (JUPA), or
 - 3.6. Any other criteria the Board considers necessary.
4. 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.
5. The Alberta Government under legislation would provide direction the ability for the Board of Trustees to proceed with the disposal or if alternate arrangements are to be made.
6. Subject to approval by the Alberta Government and any respective JUPA, where interest in a school reserve, municipal and school reserve or municipal reserve is determined to be surplus, the Board will transfer its interest in the land to the municipality where the reserve land is located, for consideration mutually agreed upon between the Board and the municipality, as prescribed in the section 672 of the *Municipal Government Act*.
7. Notwithstanding Section 192 of the *Education Act*, the Board may, without approval of the Minister under Section 193;
 - 7.1. Lease any real property that is neither a school building nor a portion of a school building,
 - 7.2. Lease a school building or portion of it for less than 12 months, and
 - 7.3. Lease a school building or portion of it for 12 months or more if the lease contains a

termination provision allowing the Board to terminate the lease on 12 months' notice.

8. If the Board intends to sell real property that has a value of more than \$100,000, the Board must conduct the sale in accordance with Section 9 of the *Disposition of Property Regulation, (AR 86/2019)*.
9. If the Board sells real property, the Board must repay all outstanding debt relating to that real property and any proceeds remaining must be distributed as prescribed in Section 10 of the *Disposition of Property Regulation, (AR 86/2019)*.

Naming of Schools

The Board supports the involvement of the school community in the naming of new facilities, in the renaming of existing facilities, or in the renaming of parts of facilities.

1. Facilities that are named after persons shall have the name reconsidered after a maximum of fifteen years and every five years thereafter.
2. To facilitate the naming of new facilities, in the renaming of existing facilities, or in the renaming of parts of facilities the Board shall establish an ad hoc School Naming Committee.
Representation from the following groups shall be included in the committee's membership:
 - 2.1. Parents of students currently in the facility.
 - 2.2. Community members.
 - 2.3. School staff/administration
 - 2.4. Division Administration
 - 2.5. Students (in the case of high schools).
 - 2.6. Trustee representative(s). Trustee representation shall, at minimum, include the trustee(s) from the ward in which the facility is located.
3. The following factors shall be considered in the selection of (a) recommended name(s):
 - 3.1. The name (current or historical) of the community in which the school is located.
 - 3.2. The name of the street on which the school is located.
 - 3.3. Cultural relevance to the community.
 - 3.4. The name of a significant historical figure, event, or place; either local, provincial, national, or international.
 - 3.5. The program focus of the school, particularly in the case of a specialized or alternative school.
 - 3.6. The recommended name(s) shall not duplicate or partially-duplicate the names of other facilities within the Division.
 - 3.7. Any other factor that the School Naming Committee considers relevant.
4. In the case of new or modernized facilities the ad hoc School Naming Committee shall begin its work before opening, and shall bring a recommendation to the Board before the opening of the new or modernized facility.
5. The Committee shall consider possible names for the school in question and shall bring one recommended name to the Board for its consideration.

6. The Board shall decide whether or not to accept the recommendation of the School Naming Committee.
7. Requests by a local school community or external stakeholder (including corporate sponsorship) for the naming or renaming of a particular facility or portion of facility must first be submitted in writing to the Board, together with a supporting rationale.
8. If the Board approves consideration of the request, the above will be followed as a process for consultation.