



POLICY STATEMENT

POLICY NUMBER:

7.15.00

BURNABY
SCHOOL DISTRICT 41

*developed by the Board of School Trustees of School District 41 – Burnaby
in accordance with established procedures for policy development.*

POLICY TITLE: UTILIZATION OF SPACE AND FACILITIES

Date Adopted: 1979-09

CROSS REFERENCE(S)

Date(s) Revised:

Statutory : S.A. 93, 103 (2) (c) (iv) (A)

Other:

PREAMBLE

The buildings and facilities of the District are provided and maintained under the provisions of the School Act and School Regulations. The Board is guided in its trusteeship of the capital assets, buildings, and facilities by the basic assumption that its primary mandate is to provide educational services to its various publics. In addition, the Board subscribes to the basic premise that the community’s access to public school facilities should be consistent with policies, regulations, and administrative procedures complying with prior and preemptory consideration for the welfare of students and public school educational programs. To this end, communication with the community indicating the availability of space and a needs assessment for other than Board programs will be conducted among the residents of each catchment area prior to the allocation of any available space.

POLICY

WITHIN THE PROVISIONS OF THE SCHOOL ACT, THE BOARD SHALL MAINTAIN AND UTILIZE THE BUILDINGS AND FACILITIES OF THE DISTRICT IN ACCORDANCE WITH THE PRINCIPLE THAT THE ROLE OF THE BOARD IS PRIMARILY ONE OF STEWARDSHIP OF PUBLIC LANDS AND FACILITIES TO BE HELD IN TRUST RATHER THAN TO BE SOLD.

OBJECTIVES

Whenever community needs do not conflict with the program of public education, to provide access to school buildings and facilities according to the following scale of priorities:

I. Basic School Programs

Instructional and educational support programs serving District students.

2. Community Education Programs

Educational programs such as adult education, continuing education, and early childhood education operated by the Board's Community Education Department.

3. Other Educational Programs

Educational programs serving preschool, senior citizens, and community college groups.

4. Local Tax-supported Bodies

Local and municipal tax-supported organizations and service institutions such as the Burnaby Parks and Recreation Department and the Library Board.

5. Public Institutions

Programs operated by public associations or organizations, other than the Board, which serve community needs on a non-profit basis shall have access to facilities on an "incurred operating cost" basis (within guidelines and cost formulae developed and administered by the Secretary-Treasurer).

6. Community Service Agencies

Incorporated service societies, institutions, or organizations which are open to the public will be given access on a "term lease" at a rate based upon incurred operating cost (within guidelines and cost formulae developed and administered by the Secretary-Treasurer).

7. Individuals or Groups of an Independent or Commercial Nature

Any interest or groups engaged in a service or commercial enterprise will be given access following a recommendation of the Buildings and Grounds Committee. The lease or rental rate will be based upon commercial rates. In considering such requests the Board will give attention to (1) the effect of the proposed use upon the facility and its environs; and (2) the long-term economic and social implications of the proposed use upon the Board and the community.



ADMINISTRATIVE REGULATIONS & PROCEDURES

REFERENCE POLICY NUMBER:

7.15.01

BURNABY
SCHOOL DISTRICT 41

established and revised by the Superintendent of Schools in Burnaby to ensure district implementation of Burnaby School Board policies and directives.

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ADMINISTRATIVE PROCEDURES

1. Applications for use falling in Priorities 1, 2, 3, 4, and 5 shall be submitted to the Secretary-Treasurer who may, upon the recommendation of the Superintendent, approve access. The request shall then be reported to the Board.
2. Applications for use in Priority 6 shall be submitted to the Secretary-Treasurer for consideration in consultation with the Buildings and Grounds Committee. With the concurrence of this Committee, the Secretary-Treasurer may approve the request, which shall be reported to the Board.
3. All requests falling into Priority 7 shall be presented to the Board for "approval in principle", after which the lease contract including rates and all conditions shall be developed by the Secretary-Treasurer and the applicant for final approval by the Board.