

Greater Albany SD 8J
Board Policy

Code: **DNA**
Adopted: 4/13/81
Revised/Readopted: 3/12/01
Orig. Code(s): BP 8240

Usage of Vacated School Buildings

When school facilities are vacated for regular classroom instructional purposes, the Board will consider the following guidelines:

1. Alternative facility usage:
 - a. District usage for such functions as:
 - (1) Specialized educational programs;
 - (2) Instructional support functions;
 - (3) Community school center;
 - (4) Warehouse facilities;
 - (5) Other usage appropriate to building and site.
 - b. Use by lease arrangement to a public agency such as:
 - (1) City, county or recreational district for public recreational or educational purposes;
 - (2) Linn-Benton Community College for educational purposes;
 - (3) Use by a public charter school;
 - (4) Other public bodies for their specified purposes.
 - c. Use by lease arrangement with a private organization such as:
 - (1) A neighborhood community organization;
 - (2) A specialized recreational or social organization;
 - (3) A youth organization;
 - (4) Other private organizations for their specified purposes.
 - d. Sale of building and site:
 - (1) Sale with usage restrictions and/or reversion provision in sale agreement;
 - (2) Sale with no future usage restrictions.
 - e. Steps to be taken by the Board:
 - (1) Public notice that building is to be discontinued as a regular classroom instructional area;
 - (2) Establishment of a time line for public input and the Board determination of the decision on future use;
 - (3) Determination by the Board, if any, of the alternatives listed above are feasible;

- f. If a leasing arrangement is to be considered, appropriate safeguards will be observed. These include, but are not limited to:
 - (1) Usage restrictions;
 - (2) Maintenance and upkeep responsibilities;
 - (3) Liability responsibilities;
 - (4) Scheduling responsibilities;
 - (5) Renewal and termination provisions;
 - (6) Other customary and usual leasing provisions;
 - (7) After one year, the lease will be reviewed and either a more permanent arrangement made or the lease canceled.

- g. If no usage according to the alternatives listed above is determined, the following procedure will be followed:
 - (1) The district will retain control of the facility and provide maintenance on it for one school year after closure of the school;
 - (2) If, during this first year, a viable community organization is formed and makes the arrangements necessary to assume maintenance costs of the facility, lease arrangements will be considered;
 - (3) If during the first year after a school is closed, no viable community organization emerges, the Board will determine the appropriate disposal of the facility and site.

- h. If the property is to be sold, the following questions will be satisfactorily resolved:
 - (1) Prior deed restrictions or other legal obligations;
 - (2) Market value of property;
 - (3) Considerations for future usage;
 - (4) Method of sale to reflect district interest.

- i. As approved by the superintendent, or designee, the school principal(s) involved in the transfer of students, will be responsible, with an opportunity for public input, for the dispersal of the instructional equipment and furnishings of the school.

END OF POLICY

Legal Reference(s):

[ORS 279.015](#)
[ORS 279.025](#)
[ORS 332.155](#)