

# Series 900 – Building & Sites

Policy Title: LEASE OR SALE/DISPOSAL OF SCHOOL BUILDING/PROPERTY

Policy Code No. 903.1

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Decisions regarding the lease, sale, or disposal of school district real property shall be made by the Board of Directors. In making its decision the Board of Directors will consider the needs of the educational program and the efficient use of public funds.

Prior to its lease, sale or disposal, real property, unless otherwise exempted, shall be appraised. Prior to the Board of Director's final decision regarding real property with a value of \$5,000 or more, a public hearing shall be held. The Board of Directors shall adopt a resolution announcing the proposed sale which shall contain notice of the time and place of the public hearing and the description of the property or locally known address. Notice of the time and place of the public hearing shall be published at least once, but not less than 10 days and not more than 20 days, prior to the hearing date. Upon completion of the public hearing, the Board of Directors may dispose of the property.

In the case of a sale or lease of school district real property not being used for the educational program, unless otherwise exempted, advertisements for bids shall be taken. If the bids received by the Board of Directors are deemed inadequate, the Board of Directors may decline to sell or lease the property and re-advertise.

In the case of the razing of a school district facility, at a cost of \$25,000 or more, the Board of Directors will advertise and take bids for the purpose of awarding the contract for the project.

The superintendent shall be responsible for coordinating the action necessary for the Board of Directors to accomplish the lease, sale, or disposal of school district real property, including student-constructed buildings. It shall also be the responsibility of the superintendent to make a recommendation to the Board of Directors regarding the use of school district real property not being utilized for the educational program.

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Legal Ref.: Iowa Code 297.22 - .25 1986 Op. Att'y Gen. 19.

Cross Ref.: Board Policy  
802.1 Local, State, and Federal Revenue  
902.4 School Properties Disposal Procedure