

**BUSINESS AND NON-INSTRUCTIONAL OPERATIONS**

**Concepts and Roles in Business and Non-Instructional Operations**

**Real Property**

It is the responsibility of the Superintendent and Board to provide students and staff a suitable, safe and healthful environment. Therefore, it is the policy of the Superintendent that adequate and appropriate real property be provided to meet the housing needs for the programs and services of the County Office of Education.

The Superintendent assigns responsibility to the Unit Supervisor for Administrative Services to develop and implement procedures that will comply with all laws, codes and regulations. Lease purchases, purchases, or sale agreements shall be subjected to Superintendent's approval. Real property purchases are subject to Board approval.

Title to real property is held in the name of the County Superintendent and is referred to as the El Dorado County Office of Education.

Legal Reference:

**EDUCATION CODE**

- 8469.5 Use of school facilities or grounds for school age child care
- 17213 Approval of site acquisitions
- 17219 Acquisition of property not utilized as school site;  
nonuse payments; exemptions; computations
- 17230 Surplus property
- 17385 Conveyances to and from school districts
- 17387-17391 Advisory committees
- 17406 Right of district to lease property under lease providing for construction  
of building and for building to vest in school district at expiration of term
- 17453 Lease of surplus district property
- 17455-17484 Sale or lease of real property
- 17515-17526 Joint Occupancy
- 17527-17535 Joint use of district facilities
- 38134 Organizations which may use school facilities or grounds; charges;  
damage to school property; liability for injuries

**GOVERNMENT CODE**

- 54222 Offer to sell or lease property
- CA State Constitution Article I, Section 28 (c)