



# Santa Ana Unified School District

Administrative Regulation: 3280

EFFECTIVE: 06/25/2021

**SUBJECT: Sale or Lease of District-Owned Real Property**  
**CATEGORY:** Business and Noninstructional Operations  
**RESPONSIBLE OFFICE(S):** Administrative Services, Facilities

## **SCOPE:**

District Advisory Committee

The District Advisory committee on use or disposition of surplus school buildings or space shall consist of between seven to eleven members representative of the following: (Education Code 17389)

1. The District's ethnic, age group and socioeconomic composition.
2. The business community, such as store owners, managers or supervisors.
3. Landowners or renters, with preference to representatives of neighborhood associates
4. Teachers.
5. Administrators.
6. Parents/guardians of students.
7. Persons with expertise in environmental impact, legal contracts, building codes, and land use planning, including, but not limited to, knowledge of the zoning and other land use restrictions of the cities and counties in which the surplus property is located.

This committee shall: (Education Code 17390)

1. Review projected school enrollment and other data to determine the amount of surplus space and real property.
2. Establish and circulate throughout the attendance area a priority list for use of surplus space and real property that will be acceptable to the community.
3. Hold hearings, with community input, on acceptable uses of space and real property, including the sale or lease of surplus real property for child care development purposes.
4. Make a final determination of limits of tolerance of use of space and real property.
5. Send the Governing Board a report recommending uses of surplus space and real property.



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## **PROCEDURES AND GENERAL INFORMATION:**

The district advisory committee shall comply with open meeting requirements of the Brown Act. (Government Code 54952) (cf. 1220 - Citizen Advisory Committees) (cf. 9130 - Board Committees)

## **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

BP 3280 – Sale, Lease, Rental of District-Owned Real Property  
BB 9130 – Board

AR 1220 - Citizen Advisory Committees

## **ADOPTION AND REVISION HISTORY:**

(8-98) 6-21