

Required Procedure for Retiring or Demolishing School Facilities or Grade Reconfiguration

Arizona Revised Statutes set out a required procedure that **must** be followed if a school district intends to retire or demolish any of its existing school facilities.

Title 15 – Education

Chapter 3: Local Governance of Schools

Article 3: Powers & Duties of School District Governing Boards

15-341. General powers and duties; immunity; delegation

G. Notwithstanding any other provision of this title, a school district governing board shall not take any action that would result in an immediate reduction or a reduction within three years of pupil square footage that would cause the school district to fall below the minimum adequate gross square footage requirements prescribed in section 15-2011, subsection C, **unless the governing board notifies the school facilities board** (*emphasis added*) established by section 15-2001 **of the proposed action and receives written approval from the school facilities board to take the action.** A reduction includes an increase in administrative space that results in a reduction of pupil square footage or sale of school sites or buildings, or both. A reduction includes a reconfiguration of grades that results in a reduction of pupil square footage of any grade level. This subsection does not apply to temporary reconfiguration of grades to accommodate new school construction if the temporary reconfiguration does not exceed one year. The sale of equipment that results in an immediate reduction or a reduction within three years that falls below the equipment requirements prescribed in section 15-2011, subsection B is subject to commensurate withholding of school district capital outlay revenue limit monies pursuant to the direction of the school facilities board. Except as provided in section 15-342, paragraph 10, proceeds from the sale of school sites, buildings or other equipment shall be deposited in the school plant fund as provided in section 15-1102.

The reason for notification of the SFB prior to the reduction of space is simple. The SFB bears the responsibility for ensuring that all school districts receive State funds to meet minimum adequacy standards for instructional space in their schools to accommodate the number of students projected to attend within a three-year window. Any reduction in the space available for instructional purposes affects the square footage per student ratio set by State law for minimum adequacy. That adequacy ratio triggers the requirement for State funding of additional space.

School district's are reminded of this responsibility to notify the SFB **prior to** any such action resulting in the demolition or retiring of any school facility or grade reconfiguration.