

TEACHERAGE RENTAL

Background

It may be necessary to provide teacherages to teaching staff in specific areas of the Division. Acquisition of such teacherages shall be at the sole discretion of the Board. Provision of a teacherage shall be with the intent of providing temporary housing only and shall not be construed by the employee as a permanent solution for housing arrangements.

Procedures

1. A rental agreement shall be entered in between the Division and the tenant.
2. The Secretary Treasurer shall prepare a rental agreement complete with appropriate terms and conditions.
3. The Secretary Treasurer shall establish and maintain a schedule of rental rates which are consistent with prevailing rates in each community.
4. Housing units are rented unfurnished, with refrigerator and stove.
5. Division use has priority; if not required a housing unit may be rented to the public. Teacherages not needed to accommodate teaching staff may be rented to other employees at the discretion of the administrative staff. Should a teacherage be required for a teacher, the renter shall be required to vacate the teacherage.
6. Allocation of teacherages shall be at the discretion of the Secretary Treasurer.
7. Rental requests shall be directed to the Secretary Treasurer for approval.
8. A pre-occupancy inspection will be conducted by the Facility Services Manager or designate with the tenant, at the time arrangements for custody of the keys are made.
9. Rental agreements shall contain a damage deposit clause and where it is deemed that damages exceed the amount of the deposit, the Division shall pursue legal action as provided for by the Landlord and Tenant Act.
10. Upon termination of the Lease, the tenant shall clean up as required by the lease and arrange for a post occupancy inspection by the Facility Services Manager or designate. Custody of keys shall be transferred back to Facility Services Manager or designate at this time.

Adopted/Revised: JUN 2016/NOV 2019

Reference: Section 33, 52, 53, 196, 205, 222 Education Act