

LL 118049

DFCA
DFCA-E-1

ADMINISTRATION OF SCHOOL PARKING LOTS FROM 8:00 A.M. - 6:00 P.M.

1. Authorized Parking:

- a) Application forms for parking spaces with and without plugs will be distributed in the first week of September to the Division Staff. The regulations and conditions pertaining to the parking space are outlined on the attached application forms. The parking fee for parking spaces with electrical facilities is to be paid by ten monthly payroll deductions or paid in full by cash in September. Parking spaces without electrical facilities shall be paid in full by cash in September.
- b) Staff members who have rented a parking space will be assigned a space by the Principal of the school. A parking schedule must be maintained at the school.
- c) High school students who plan to park a car on the student parking lot will be required to apply for a parking space. The regulations and conditions for the parking space are outlined on the attached student application form. The limited number of parking spaces will be assigned to the students on the basis of the submission date of the application. A parking schedule must be maintained at the school. Students in high school may also apply for any remaining parking spots with a plug after staff needs have been met.
- d) School visitors and substitute teachers who plan to park a car on a school lot where there is no designated visitor parking area should obtain a daily parking pass from the Principal of the school. This daily parking pass can only be used on the day that it has been issued.

2. Supervision of Lots:

- a) It will be the responsibility of the day custodians in each school to check all the cars on the parking lot on a daily basis (high schools twice daily) for unauthorized cars. If the custodian is personally satisfied that a person is violating the prohibition on the lot and does not have authorization to park

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the car, the custodian will issue a warning sticker and note down the car license number.

Should there be a repeated violation the custodian will report to the Principal who may then have the car towed away to the nearest car pound.

- b) All lots will be properly posted according to City of Winnipeg By-Law No. 6549/95. This by-law authorizes the removal of vehicles which do not have authorization to be parked on the lot.
- c) On the basis of this by-law the School Board authorizes the vehicle poundkeeper who is stipulated in the Director's Bulletin as being authorized to perform this service, upon notification of the Principal of a school at the expense of the owner of the car.
- d) Where cars are parked illegally in contravention of properly posted "No Parking" signs, the Principal of a school may then contact the City of Winnipeg Police and request that they ticket the offending vehicle(s).

APPROVED 77-01-25

AMENDED 89-05-23 (#4 added)

3. Regulations and Conditions of Parking

The St. James-Assiniboia School Division is not responsible for any articles lost or stolen from a vehicle while parked on school division property, nor is the Division responsible for any damage to the vehicle by accident or natural disaster.

4. Parking fees

Different parking rates will be levied for the following services:

- a) Parking space without electrical facilities,
- b) Parking space with control cycled electrical facilities,
- c) Parking space with non-cycled electrical facilities.

APPROVED 79-11-13

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5. **Parking Rates - School Year 2023-2024:**

The parking fees for the 2023/2024 school year shall be as follows:

Parking space without electrical facilities.....	\$100.00/year
Parking space with control cycled electrical.....	\$182.00/year

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