

DISPOSITION OF OBSOLETE EQUIPMENT

School property, such as equipment, furnishings, or supplies (hereinafter equipment), will be disposed of when it is determined to be of no further use to the school district. It is the objective of the school district in disposing of the equipment to achieve the best available price or most economical disposal.

Items deemed of no value will be thrown away. Obsolete equipment having a value of less than \$5,000 will be sold or disposed of in a manner determined by the board. A description of the equipment to be disposed will be advertised and bids submitted. However, the sale of equipment, furnishings or supplies disposed of in this manner will be published in a newspaper of general circulation. The publication of the sale or disposition will be published with at least one insertion each week for two consecutive weeks. Any other disposition may be done in any other manner so with only one insertion in the same newspaper.

A public hearing will be held regarding the disposal of the equipment with a value of \$5,000 or more prior to the board's final decision. The board will adopt a resolution announcing the proposed sale and will publish notice of the time and place of the public hearing and the description of the property will be in the resolution. Notice of the public hearing will be published at least once, but not less than 10 days and not more than 20 days, prior to the hearing date. Upon completion of the public hearing, the board may dispose of the equipment.

Technology equipment determined by the technology director and superintendent to be of minimal value will be disposed of in the most economical way possible.

Equipment determined by the coordinating director and the superintendent to be of minimal value will be disposed of in the most economical way possible. The superintendent will report to the Board of the decision on this disposed equipment.

It is the responsibility of the superintendent to make a recommendation to the board regarding the method for disposing of equipment of no further use to the school district.

Cross Reference: 704 Revenue
 705.1 Purchasing - Bidding
 803 Selling and Leasing

Approved 12/8/97

Reviewed 11/18/19

Revised 11/18/19