

**Policy 803.01: Disposition of Obsolete Equipment**

**Status:** ADOPTED

**Original Adopted Date:** 06/01/1981 | **Last Revised Date:** 12/01/2021 | **Last Reviewed Date:** 12/01/2021

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

Obsolete equipment or property other than real property having a value of less than \$5000 may be disposed of at the discretion of the superintendent, which may include sealed bid, donation to nonprofit group, auction, on-line access, garage sale, or preset asking price.

The sale of equipment, furnishings, or supplies disposed of in this manner shall be published in a newspaper of general circulation.

A public hearing shall 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 shall approve the proposed sale, auction or disposition and shall publish notice of the time and place of the public hearing and the description of the property shall be in the resolution. Notice of the public hearing shall be published at least once, but not less than 10 days and not more than 20 days, prior to the hearing date unless otherwise required by law. Upon completion of the public hearing, the board may dispose of the equipment.

In all cases in which equipment is sold, the board may set a reserved minimum price and decline to sell the equipment or re-advertise.

Equipment purchased with federal funds, such as Carl Perkins funds, that has a fair market value of \$5000 or more, requires a Disposition of Funds form be completed and retained with the proceeds to be reinvested in Career and Technical Education.

It shall be 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 District.

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