

Policy Title:

*Disposition of Obsolete Equipment*

Code No. **803.3**

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 school district. It shall be the objective of the school district in disposing of the equipment to achieve the best available price or most economical disposal.

Obsolete equipment shall be disposed of in a manner determined by the board. A public hearing shall be held regarding the disposal of the equipment with a value of \$25,000 or more prior to the board's final decision.

In case of a sale, advertisements for bids shall be taken. If the bids received by the board are deemed inadequate, the board may decline to sell the property and re-advertise.

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 school district.

Property having a value of not more than five thousand dollars, other than real property, may be disposed of by any procedure which is adopted by the board and each sale shall be published by at least one insertion in a newspaper having general circulation in the district.

Acceptable methods approved by the board are sealed bids and public auction.

**Date of Adoption:** November 22, 1999

**Dates of Revision:** April 28, 2003  
April 9, 2007  
May 14, 2012  
June 9, 2014  
July 8, 2019