

Disposal of District Property

The Board may at its discretion direct the Superintendent to dispose of all outmoded, obsolete, surplus, unwanted, and/or excessively damaged equipment and supplies owned by the District through public sale or appropriate means in accordance with the following procedures.

1. Items estimated by the Superintendent to have a value less than \$100 may be disposed of by the Superintendent through sale at prices estimated by the Superintendent and Deputy Clerk to be the market value of the item. All sales shall be recorded by item, price and buyer.
2. Property or materials estimated by the Superintendent and Deputy Clerk to have a value of greater than \$100 may be declared surplus and may be disposed of by the Superintendent through sale by a bidding procedure, notification of sale to appear at least once in newspaper of record. If public sales fail to produce any interested buyers or bidders, such remaining unsold materials may then, at the discretion of the Superintendent and Deputy Clerk, be disposed of as scrap or junk, or be donated to appropriate charitable or educational agencies.
3. Books which are deemed by the Superintendent to no longer be of value to the educational process may be disposed of using steps which include sale to student and general public, free dispersal to student and general public, and following completion of the previous steps may be marked "Discard" and deposited in the refuse area.

END OF POLICY

Legal reference(s):

OAR 125-350-0025