

Series 800 – Building & Sites

Policy Title: DISPOSITION OF OBSOLETE EQUIPMENT

Policy Code No. 803.1

School property, such as equipment, furnishings, 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 having a value of less than \$5,000 will be sold or disposed of in a manner determined by the board. Technology items may be recycled or sold to a company for a refund in an economic and environmental way. However, the sale of equipment, furnishings, or supplies disposed of may be published in a newspaper of general circulation. The publication of the sale shall be published with at least one insertion each week for two consecutive weeks.

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.

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.

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Legal Ref.: Iowa Code §§ 297.22-.25.

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