

Board Policy Document

BUILDINGS AND SITES

Series 900

Policy Title: Disposition of Obsolete Equipment

Code Number: 902.5

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 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 having a value of less than \$5,000 shall be disposed of in a manner determined by the Board. Annually, the District shall hold a public auction to dispose of property valued at less than \$5,000. Property considered to be of no value may be disposed of at the public land fill. An adjustment will be made at the time of disposal to the fixed asset account. However, the sale of equipment, furnishings or supplies disposed of in this manner shall 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 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 adopt a resolution announcing the proposed sale 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 ten days and not more than twenty 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 District.

First Adoption: August 27, 1985
Revision Adoption: September 28, 1999
Legal Reference: Code of Iowa, Chapter 297.22-.25 (1997)