

5250	Sale of Property and Surplus Equipment or Supplies
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Sale of School Property

No school property shall be sold without prior approval of the Board of Education. However, the responsibility for such sales may be delegated.

Disposal of Surplus Equipment or Supplies

Equipment

School District equipment that is obsolete, surplus, or unusable by the District shall be disposed of in such a manner that is advantageous to the District.

The Purchasing Agent will be responsible for selling the equipment in such a way so as to maximize the net proceeds of sale which may include a bona fide public sale preceded by adequate public notice. If it is determined that reasonable attempts to dispose of the equipment have been made and such attempts have not produced an adequate return, the Purchasing Agent may dispose of the equipment in any manner which he/she deems appropriate.

Supplies

Supplies such as textbooks and other materials may lose their value due to outdated material and/or are in poor condition.

If such items are no longer useful or usable, the procedures for disposal shall adhere to the following order of preference:

- a. Sale. If reasonable attempts to dispose of surplus supplies and materials fail to produce monetary return to the School District; then
- b. Donation to charitable organizations; or
- c. Disposal for recycling or as trash.

*Education Law Sections 1604(4), 1604(30), 1604(36), 1709(9), 1709(11), 2503, 2511 and 2512
General Municipal Law Sections 51 and 800 et seq.*

Adoption Date: 07/10/2019