

DISPOSITION OF SURPLUS TEXTBOOKS AND INSTRUCTIONAL MATERIALS

It shall be the policy of the Lyon County School District that non consumable instructional supplies become surplus to the District for a variety of reasons including the following:

1. Obsolete – to be replaced by undated material.
2. Expiration of adoption period.
3. Torn, soiled or defaced.
4. Needed, but damaged to the extent that the item is not economically repairable.

Principals, in cooperation with the Assistant Superintendent for Instruction, are responsible for directing the disposal of instructional materials classified as no longer needed by the District.

Lyon County School District, in accord with Attorney General Opinion No. 106, December 7, 1972, will make available to nonprofit organizations or to individual students, text materials that are excess to the district's needs. Books disposed of in this manner will contain an appropriate inscription indicating that the book is no longer needed in the Lyon County School District but does have some useful life. It is the responsibility of the building principal to see that each textbook disposed of in this manner has affixed to it the proper inscription.

Further, if no interest is shown after text materials have been offered to private schools and others as indicated above, they may be taken to a waste facility and destroyed.

All such disposals will be cleared with the Assistant Superintendent for Instruction to confirm that the text is no longer to be used for the instructional program.

Reference: Attorney General Opinion No. 106 – December 7, 1972