

<b>TITLE: Sale and Disposal of Books, Equipment and Supplies</b>	
<p>Approved by: <u>          <i>Rob Gregor</i>          </u>  <i>Rob Gregor, Superintendent of Schools</i></p> <p>Approved by: <u>          <i>Marjorie Renicker</i>          </u>  <i>Marjorie Renicker, Board President</i></p>	<p>Series: <b>Business</b>  Version: <b>3</b>  Effective Date: <b>10/11/2023</b>  Previous Policy Date: <b>11/25/2014</b>  Revised By: <b>Committee</b>  Policy Number: <b>SP 3270</b></p>

The County Superintendent and Yuba County Board of Education (the Board) recognize their fiscal responsibility to maximize the use of Yuba County Office of Education (YCOE/LEA) equipment, supplies, instructional materials, and other personal property while providing up-to-date resources that facilitate student learning and effective operations. When the Board, upon recommendation of the County Superintendent or designee, declares any YCOE-owned personal property unusable, obsolete, or no longer needed, the County Superintendent or designee, shall determine the estimated value of the property and shall decide whether the property will be donated, sold, or otherwise disposed of as prescribed by law and administrative regulation.

The Yuba County Board of Education shall approve the price and terms of any sale or lease of personal property of YCOE.

If the Board members who are in attendance at a meeting unanimously agree that the property, whether one or more items, does not exceed \$2,500 in value, the property may be sold without advertising for bids.

If the Board members who are in attendance at a meeting unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of in the local public dump. Instructional materials shall be considered obsolete or unusable by the County Superintendent or designee, if they have been replaced by more recent editions or new materials selected by the Yuba County Board of Education, are not aligned with the LEA’s academic standards or course of study and have no foreseeable value in other instructional areas. Such materials may be sold or donated if they continue to serve educational purposes that would benefit others outside YCOE. Instructional materials are not appropriate for sale or donation if they meet any of the following criteria:

1. Contain information rendered inaccurate or incomplete by new research or technologies
2. Contain demeaning, stereotyping, or patronizing references to any group of persons protected against discrimination by law or Board policy

- 3. Are damaged beyond use or repair

The County Superintendent or designee shall establish procedures to be used whenever the LEA sells equipment or supplies originally acquired under a federal grant or subgrant. Such procedures shall be designed to ensure the highest possible return.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>Federal</b>	<b>Description</b>
2 CFR 200.0-200.521	Federal uniform grant guidance
40 USC 549	Surplus property
<b>State</b>	<b>Description</b>
5 CCR 3944	Consolidated categorical programs, district title to equipment
5 CCR 3946	Control, safeguards, disposal of equipment purchased with consolidated application funds
Ed. Code 17540-17542	Sale or lease of personal property by one district to another
Ed. Code 17545-17555	Sale of personal property
Ed. Code 35168	Inventory of equipment
Ed. Code 60510-60530	Sale, donation, or disposal of instructional materials
Gov. Code 25505	District property; disposition; proceeds