

Three Rivers School District

Code: DN
Adopted: 1/23/06
Readopted: 10/20/15
Orig. Code: DN

Disposal of District Property

The Board authorizes the superintendent ~~may~~ to sell or dispose of equipment, books and materials that are worn out, all-obsolete, surplus, or otherwise unusable in the schools. ~~unwanted and/or excessively damaged equipment and supplies owned by the district in accordance with the following procedures:~~ The disposal shall be in a manner to the district's best advantage which may include sale of surplus property that has reasonable monetary value. The sale or disposal of surplus property will, whenever possible, utilize the services of county agencies and cooperative efforts with local, non-profit groups, such as booster activity organizations that provide a direct return to the district.

Surplus items in excess of \$2,500.00, if not provided to another public agency, must be auctioned or sold in a manner that gives all members of the public an opportunity to acquire surplus property. The District may follow a process similar to procurement where solicitations of at least three bids are received, and a determination of the best bid is selected.

Any surplus technology property shall be disposed of or sold by the technology department to ensure proper procedures are followed regarding data privacy and disposal of electronic equipment.

1. ~~Items estimated by the business manager to have a value of less than \$100 may be sold by the business manager at prices estimated to be the market values of the items. All sales by the business manager will be recorded by item, price and buyer;~~
2. ~~Property or materials estimated by the business manager to be greater than \$100 may be declared surplus and may be sold by the business manager through a bidding procedure. If public sales fail to produce any interested buyers or bidders, remaining unsold materials may then, at the superintendent's discretion, be disposed of as scrap or junk or be donated to appropriate charitable or educational agencies.~~

If the district property was purchased with state, federal or private grant funds disposal of the property shall be made as outlined in the grant or by state or federal regulations.

END OF POLICY

Legal Reference(s):

[ORS 279B.055](#)

[ORS Chapters 279A, 279B](#) and [279C](#)

[ORS 332.155](#)

EDUCATION, TITLE 34 C.F.R. PART 80 § 80.32(e)