

BUILDINGS & SITES

Series 800

Policy Title Disposition of Obsolete Equipment

Code No. 803.01

School property, such as equipment, furnishings, or supplies (hereinafter equipment), will be disposed of when it is determined to be of no further use to the school district. It is the objective of the school 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. The board will offer for sale such obsolete equipment at public auction or by requesting bids in sealed envelopes. However, the sale of equipment, furnishings or supplies disposed of in this manner will be published in a newspaper of general circulation. The publication of the sale will be published with at least one insertion each week for two consecutive weeks.

A public hearing will 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 will adopt a resolution announcing the proposed sale and will publish notice of the time and place of the public hearing and the description of the property will be in the resolution. Notice of the public hearing will be published at least once, but not less than 10 days and not more than 20 days prior to the hearing date. Upon completion of the public hearing, the board may dispose of the equipment.

It is 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 school district.

Legal Reference:

Iowa Code §§ 297.22-.25 (2011).

Cross Reference:

- 704.00 Revenue
- 705.01 Purchasing - Bidding
- 803.00 Selling and Leasing

Date of Adoption: June 10, 2013 (Revised)

Related Administrative Rules and Regulations: _____