
DISPOSAL OF MATERIALS, EQUIPMENT AND VEHICLES

- POLICY -

The secretary-treasurer shall determine whether the asset has saleable value, and, if it does, a public sale of the asset will be arranged. Public sales shall be advertised and assets will be sold to the highest bidder. Preference may be extended to schools and non-profit organizations, such as churches, community groups, etc.

In all instances, records of disposal shall be maintained, whether the disposal occurs at an individual school or at a district facility.

If the asset does not have saleable value, the secretary-treasurer will ensure that proper disposal procedures are followed. The Board encourages recycling and donations of such assets in order to reduce environmental impacts.

Labels identifying the school district as owner of any materials, equipment, vehicles or school buses shall be removed prior to disposal.