

Disposition of Books, Supplies, and Equipment

When any district-owned instructional materials, supplies, and equipment or other property becomes unusable, obsolete, or no longer needed, the Superintendent or designee shall notify the school board, provide an estimated value and recommendation for disposal based on the following guidelines.

1. A reasonable value for an item (individually or in the aggregate) shall be determined by the Principal and Assistant Superintendent based on research and current market values.
2. A list of all proposed disposals will be provided to the school board at the end of each school year.
3. The board will take action on an item (individually or in the aggregate) if the value is determined to be \$500 or more.
4. When practical the items shall be donated to Ashland town departments or charitable organizations.

Fixed asset inventories shall be amended to reflect changes in values through disposal. In the event the equipment was purchased with monies from a federal grant, the Code of Federal Regulations will govern the disposal of such equipment.

Sale of real estate will be by the vote of the electorate of the School District at an annual or special School District meeting, and the revenue derived there from shall be returned to the general fund to defray costs of current expenses.

Legal Reference:

Code of Federal Regulations 34 Section 80.32 Education: Equipment

To PRC: 05/06/14
1st Rdg: 06/03/14
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