

**SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES
(PERSONAL PROPERTY)**

The School Board recognizes that the district may own personal property which is unusable, obsolete, or no longer needed by the district and that the disposal of such property may be in the best interests of the district.

The Superintendent or designee shall identify to the Board all inventoried personal property that has been disposed of during the year, including the reason for disposal, the estimated purchase value and the method of disposition. Disposal of items of a purchase value of \$20,000 or more shall be approved by the Board in advance. The sale or disposal of district personal property shall be done in accordance with the state and federal laws.

(cf. 3440- Inventories)

Revised 9/06

Reviewed 10/2014

Reviewed 2/2021