

# Silver Falls School District 4J

Code: **DN**  
Adopted: 5/9/89-E  
Readopted: 9/8/97; 5/11/98

## Disposal of School Property

The superintendent may dispose of all obsolete, surplus, unwanted and/or excessively damaged equipment and supplies owned by the district in accordance with the following procedures:

1. Items estimated by the business manager/maintenance supervisor to have a value of less than \$100 may be disposed of by the business manager/maintenance supervisor through sale at prices estimated to be the market values of the items. All sales by the business manager/maintenance supervisor will be recorded;
2. Property or materials estimated by the business manager/maintenance supervisor to be greater than \$100 may be declared surplus and may be disposed of by the business manager/maintenance supervisor through sale by a bidding procedure. If public sales fail to produce any interested buyers or bidders, such remaining unsold materials may then, at the discretion of the superintendent, be disposed of as scrap or junk or be donated to appropriate charitable or educational agencies.
3. The business manager may choose to use the State Surplus Sales as an alternative to the local sales and bid procedures described in Sections 1 and 2 of this policy.

END OF POLICY

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### Legal Reference(s):

[ORS 279B.055](#)  
[ORS Chapters 279A, 279B and 279C](#)  
[ORS 332.155](#)