

**South Wasco County
School District 1**

Code: **DN**
Adopted: 12/10/96
Revised/Readopted: 12/11/13; 5/13/15
Orig. Code(s): DN

Disposal of District Property

The Board may, at its discretion, direct the superintendent to dispose of all outmoded, obsolete, surplus, unwanted and/or excessively damaged equipment and supplies owned by the district through public sale or appropriate means in accordance with the following procedures:

1. Items estimated by the superintendent to have a value less than \$100 may be disposed of by the superintendent through sale at prices estimated by the superintendent and deputy clerk to be the market value of the item. All sales shall be recorded by item, price and buyer.
2. Property or materials estimated by the superintendent and deputy clerk to have a value of greater than \$100 may be declared surplus and may be disposed of by the superintendent through sale by a bidding procedure, notification of sale to appear at least once in newspaper of record. If public sales fail to produce any interested buyers or bidders, such remaining unsold materials may then, at the discretion of the superintendent and deputy clerk, be disposed of as scrap or junk, or be donated to appropriate, charitable or educational agencies.
3. Books which are deemed by the superintendent to no longer be of value to the educational process may be disposed of using steps which include sale to students and general public, free dispersal to students and general public and, following completion of the previous steps, may be marked "Discard" and deposited to the refuse area.

If the district property was purchased with state, federal or private grant funds disposal of the property shall be made as outlined in the grant or by state and federal regulations.

END OF POLICY

Legal Reference(s):

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

EDUCATION, TITLE 34 C.F.R. PART 80 § 80.32(e)

Cross Reference(s):

DID - Property Inventories