

Hortonville Area School District

Title: School Properties
Disposal Procedure

Date Adopted: 10/11/82
Date Revised: 1/27/03

Policy No. 8002
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Policy Statement:

Obsolete or surplus equipment/supplies shall be disposed of on a timely basis to avoid storage and safety issues.

Rationale:

Surplus equipment and/or supplies should not be allowed to accumulate in District storage areas.

Scope: District-wide

Responsibility: District Administrator

Implementation:

1. Items having a fair market value of \$1000 or less may be sold by private sale by the Superintendent.
2. Items for sale having fair market value greater than \$1000 shall be advertised at least once in local newspapers, and sold to the highest bidder. The Board of Education reserves the right to reject all bids.
3. All equipment will be sold on an "as is" basis and will be removed by the purchaser.
4. All money received from the sale of equipment or supplies shall be deposited in the General Fund of the Hortonville Area School District.

Associated Information:

President _____ Date _____

Clerk _____ Date _____