

# SENECA VALLEY SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: OBSOLETE EQUIPMENT/  
FURNITURE

ADOPTED: February 12, 2001

REVISED:

706.1. OBSOLETE EQUIPMENT/FURNITURE	
1. Purpose	<p>Unneeded unusable and/or obsolete property can consume valuable storage space. This policy is intended to guide in the quick and efficient disposal of such property. School owned equipment and furniture which is unusable, obsolete, has been replaced, or is otherwise so longer of value to the district will be presented to the School Board by the Assistant for Financial Affairs for deposition.</p>
2. Authority	<p>School district equipment and furniture which is proposed for disposal because it is no longer of value to the district, but has some apparent resale value, will be fisted and presented to the Board with a, recommendation that it be sold. Items approved for sale will be sold by public sale, or by soliciting and receiving sealed bids. The sale must be posted in each school building and/or advertised in the local newspaper three (3) weeks prior to sale. Items fisted for sale, but not receiving bids, .am considered to have no apparent resale value.</p> <p>School district equipment and furniture which is proposed for disposal because it is no longer of value to the district and has so apparent resale value will be listed and presented to the, Board with disposal. Items approved by the Board will be junked or destroyed, also applies to items listed above but for which no bids were received.</p> <p>Equipment being replaced may be traded in on new equipment as part of the purchase procedure.</p> <p>Seneca Valley School District personnel may not receive or accept abandoned or disposed of property except through the public bidding process</p>