

SALE AND/OR DISPOSAL OF EQUIPMENT/MATERIALS

Obsolete Equipment:

1. The building administrator will forward a list of obsolete equipment to the other building administrators, the maintenance supervisor and the superintendent.
2. After consulting with the other administrators, the superintendent will determine if there is a need for the equipment to be used in the District.

Note: Potential use of equipment at the school forest shall be considered.

3. A list of equipment, which is no longer needed in the District shall be disposed of or sold in accordance with this policy.

Items having resale value, as determined by the superintendent:

1. Those items estimated to have a fair market value of less than \$500.00 may be disposed of by the superintendent/designee at the most advantageous price by public sale, and without Board approval. Sale of these items should be advertised to make them available to residents of the community.
2. Items estimated to have a fair market value of \$500.00 or more shall be compiled and presented to the Board for approval to obtain bids. Those items that are approved to sell shall be advertised to obtain bids. The Board reserves the right to accept or reject bids.

The intent of this policy is to insure that there is a good faith effort of the school district to inform the citizens of the West Salem School District when items are for sale, and inviting the public to bid on said items.

All revenue received from the sale of equipment/materials and supplies shall be deposited into the general fund.

The board reserves the right to modify this policy when considering extenuating circumstances.

Legal Ref.: Section 120.10 (12) Wisconsin Statutes
Section 120.13 (25)

Approved: February 25, 2003