

**Disposal of School Property
Board of Education
Wrightstown Community School District**

Wrightstown Community School District proudly maintains equipment, materials, and supplies which support the District's primary mission of educating students. Occasionally, the Board of Education must dispose of surplus or obsolete equipment, materials, or supplies no longer required to accomplish the mission of the school system. Action to dispose shall be taken when equipment, materials, or supplies meet one or more of the following criteria:

- Designated obsolete by the District Administrator
- Found to be in violation of ordinance or statute
- Exist in quantities exceeding the possibility of effective educational use by the district
- Are educationally unsound, out-of-date, inaccurate, or in unusable condition

Equipment, materials, and supplies determined to be no longer needed by the District Administrator shall be classified and disposed of as follows:

- No Resale Value. These items may be offered without cost to charitable or civic organizations or school clubs or disposed of by the most expedient and efficient method without Board approval.
- Resale Items with Value of Less Than \$1,000 Per Item. These items shall be advertised for sale on social media sale sites, online supply auctions, and on the District website and sold by conducting a direct or indirect sale. All items will be sold on a first-come-first served basis.
- Resale Items with Value of \$10,000 or More Per Item. These items shall be advertised for sale on social media sale sites, online supply auctions, and on the District website and sold to the highest bidder. Bidders must submit a sealed bid by the designated date on the posting. The Board reserves the right to reject any or all bids.

The sale of property no longer needed by the district shall be authorized by the voters at the annual meeting as required by statute. All money received from the sale of surplus, obsolete equipment, materials, or supplies shall be deposited in the general fund of the school district.

Adopted: 4/18/2012

Reviewed: 10/18/2017

Revised: