

MUSCATINE COMMUNITY SCHOOL DISTRICT BOARD POLICY

803 DISPOSAL OF SCHOOL EQUIPMENT

School property, such as equipment, furnishings, or supplies will be disposed of when it is no longer of use to the school district. It shall be the objective of the district when disposing of equipment to achieve the best available price or most economical disposal.

Obsolete equipment or property other than real property having a value of no more than \$25,000 may be sold or disposed of in a manner determined by the board. Property valued at less than \$25,000 will be disposed of by auction, on-line sale, or by published sale. Property that has little or no value will be disposed of or salvaged. However, the sale of equipment, furnishings or supplies disposed of in this manner will be published in a newspaper of general circulation. The publication of the sale or disposition will be published with at least one insertion each week for two consecutive weeks. Any other disposition may be done in any other manner so with only one insertion in the same newspaper.

A public hearing will be held regarding the disposal of the equipment with a value of \$25,000 or more prior to the board's final decision. The board will adopt a resolution announcing the proposed sale and will publish notice of the time and place of the public hearing and the description of the property will be in the resolution. Notice of the public hearing will be published at least once, but not less than 10 days and not more than 20 days, prior to the hearing date unless otherwise required by law. Upon completion of the public hearing, the board may dispose of the equipment.

It shall be the responsibility of the superintendent to establish administrative procedures regarding the method of disposal for equipment.

Legal Ref: Iowa Code §§ 297.22-.25.