

DISPOSAL OF PROPERTY

AR 4160

1. The Superintendent/President shall identify to the Board all property not needed by the District, together with an estimated value of all such items.
2. Sale of personal property may not be made until after posting in at least three (3) public places for not less than two (2) weeks, or by publication for at least once a week for a period of not less than two (2) weeks, in a newspaper published in the county with a general circulation in the District. The Board shall sell the property to the highest bidder or shall reject all bids. (Education Code Section 81450)
3. The Governing Board may choose to conduct any sale of personal property by means of public auction and transfer the personal property to the highest responsible bidder. If the Governing Board determines the value of the property does not exceed \$5,000 (by unanimous vote of members present), the Superintendent/President will be directed to dispose of the property either by private sale or by competitive bid as specified by the Board.
4. If the Board finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization or it may be disposed of according to the appropriate method, including disposal in the local public dump (Education Code Section 81452).
5. Any money received by the Governing Board from the sale of personal property shall be placed to the credit of the fund from which the original purchase was made. (Education Code Section 81453)

Reference: Education Code Sections 81450, 81452 and 814535

Adopted: August 6, 2007