

Disposal of Surplus Equipment and/or Materials

The procedures for the sale of obsolete and/or surplus equipment, supplies, furniture and other district personal property are as follows:

- A. The principal or department supervisor shall supply a written rationale which supports the obsolescence of the item.
- B. All other departments and/or buildings shall have the opportunity to view the item during a two-week period.
- C. If the item is not claimed during the two-week period, a value shall be placed on the item by two staff members who are familiar with items of a similar nature. The value of textbooks shall be established as follows:

New Books Purchased During Current Term	Full Cost
Books	
2 years old	80%
3 years old	60%
4 years old	40%
over 4 years old	20%

- A. Interested public and private schools shall be advised in writing of a two-day period in which they shall have an opportunity to view and/or purchase the obsolete and/or surplus item.
- B. The remaining item shall be available for purchase by the general public.
- C. The district shall publicize this sale which shall be open to the general public.
- D. The board shall specify the nature and conduct of any sale of property which exceeds the limits specified in policy 6881.

The procedures for the sale of vintage athletic clothing and materials are as follows:

- A. The principal, ASB advisor or Athletic Director shall supply a written rationale which supports the vintage nature of the item.
- B. The principal, ASB advisor or Athletic Director shall determine a nominal value for the vintage athletic clothing and materials and create an inventory.
- C. The Kettle Falls School District Board of Directors will authorize the general sale of the athletic vintage clothing and materials.
- D. All proceeds from the sale will be directed by the associated student body for the use by the associated student body.

Kettle Falls School District No. 212
Adoption Date: November 16, 2004
Revised Dates: 11.18;