



## **3225: PROPERTY - SALES AND DISPOSAL**

**The superintendent (or designee) shall be authorized to sell or otherwise dispose of any surplus property or equipment in the District. Prior to such sale, the surplus property or equipment shall be presented to the Board in the District Treasurer's Report.**

**The superintendent (or designee) shall select a method of sale that is likely to produce the greatest return for the district. Such method may include, but is not necessarily limited to, local public auctions, online electronic auctions, negotiations, sales to employees for not less than fair market value, or trade-ins. If, after due diligence, it is determined that an item has no monetary value, the item may be recycled or otherwise disposed of.**

**The proceeds from the sale of property shall be applied first to the costs associated with the sale. The remaining balance, if any, shall be receipted into District funds as directed by the superintendent (or designee).**

**The superintendent (or designee) may promulgate administrative procedures to further the implementation of this policy.**

### **Date of Adoption**

**April 7, 1975**

### **Date of Revision**

**March 7, 1994**

**April 18, 2011**

**April 16, 2018**

### **Reaffirmed**

**March 5, 2018**

### **Legal Reference**

