

<b>BLOOMSBURG AREA SCHOOL DISTRICT Policy Manual</b>
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Section: FINANCES

Title: SALE OR DISPOSAL OF EQUIPMENT, VEHICLES,  
MATERIALS, AND SUPPLIES

Date Adopted: August 17, 1981

Date Last Revised: October 15, 2007

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**620. SALE OR DISPOSAL OF EQUIPMENT, VEHICLES, MATERIALS, AND  
SUPPLIES**

- .1 The Superintendent shall be authorized to dispose of materials, equipment, supplies, vehicles or other property that has ceased to be cost-effective, or which no longer apply to school district programs or are no longer needed by the school district. The property may be disposed of by the following methods:
  - a. Receipt of sealed or electronic bids. Such bids shall be advertised and solicited according to the provisions of the Public School Code. Given equivalent conditions, the highest bid shall be accepted and the Board reserves the right to reject any and all bids.
  - b. The Superintendent may determine the fair market value of the goods and advertise the sale of the property to the general public. Before the sale, he or she shall inform the Board of the items to be sold, the market price, the means of disposal, and the utilization of the funds from the sale of the items.
  - c. The Board shall determine the method of disposal of all real estate.
- .2 The transfer of such material, equipment, and supplies from one school or program to another shall require neither solicitation of bids nor Board approval.
- .3 Disposal of other materials, equipment, and supplies, which are no longer usable and of no monetary value, shall be authorized by the Superintendent.
- .4 The disposal of materials, equipment, and supplies, by way of the methods above, shall be accounted for according to an inventory system established for district property. The decision to dispose of goods may, in some cases, result from the inventory system's periodic notes on the condition of goods.
- .5 Where provisions of grant awards or law are contrary to the provisions of this policy, such grant award or legal provisions shall supersede this policy.