

DISPOSITION OF EQUIPMENT  
Code No. 803.1

School personal property, such as equipment, furnishings, or supplies (hereafter equipment), will be sold or disposed of when it is determined by the Board to be of no further use to the school district. It is the objective of the school district in selling or disposing of the equipment to achieve the best available price or most economical disposal.

Equipment having a value of less than \$25,000 may be sold or disposed of by any procedure adopted by the Board. Each such sale or disposal shall be published in a newspaper having general circulation in the district. This will include a process for taking sealed bids or by online auction through GovDeals. The Board will require a sealed bid for equipment having a value over \$5,000. The Board reserves the right to accept or reject any bid offer. Equipment with the value under \$200 will be disposed of using the superintendent's discretion.

A public hearing will be held regarding selling or disposing of any school equipment with a value of \$25,000 or more prior to the Board's final determination. 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 or local address. The Board shall publish notice of the public hearing at least once, not less than 10 days and not more than 20 days prior to the hearing date. Upon completion of the public hearing, the Board may make a final determination regarding the equipment.

It is the responsibility of the superintendent to make a recommendation to the Board regarding the method for disposing of equipment of no further use to the school district.

Legal Reference: Iowa Code §§ 297, 24.9

Cross Reference  
705.1 Purchasing – Bidding

Adopted: 12/17/2001  
Revised: 02/20/2023  
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