

**SCHOOL PROPERTIES DISPOSAL PROCEDURE**

The Board authorizes the Superintendent and/or his/her designee to dispose of obsolete items according to the following priority actions:

1. By selling to the highest bidder or whatever other business arrangement is in the best interest of the School District.
2. When practicable, the Board shall donate such items to charitable organizations and schools.
3. By giving such items to local citizens.
4. By disposal in an appropriate manner.

Sale of real estate will be by the vote of the electorate of the School District at an annual or special School District meeting. The Board will be notified prior to disposal.

**DATE:**

**Adopted:**  
**Reviewed:**  
**Revised:** April 5, 2005  
**Cancellation:**