

SCHOOL DISTRICT OF THE MENOMONIE AREA

690

SCHOOL PROPERTIES DISPOSAL

The business manager is authorized to dispose of obsolete and unused property in the following manner:

1. The building principals and director of buildings and grounds shall submit a list of obsolete and unused equipment and supplies to the business manager.
2. The business manager shall list all items and distribute such list to all administrators and invite maximum use of such equipment or supplies before offering the items for sale.
3. Items not wanted for school use shall be sold at public auction, sealed bid auction to the highest bidder, online via district website, other online selling services, or through online postings on a continual basis with results reported to the board. Notice will be posted in the newspaper 30 days prior to sale as to which services are being utilized.
4. Materials not sold shall be discarded and/or given to non-profit organizations.
5. All money received from above sales shall be deposited in appropriate funds of the district.
6. When original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, except as otherwise provided in federal statutes, regulations, or federal awarding agency disposition instructions, the school district must request disposition instructions from DPI, if required by the terms and conditions of the federal award. Disposition of the equipment will be made as follows, in accordance with the federal awarding agency disposition instructions:
 - Items of equipment with a current per unit fair market value of \$4,999 or less may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.
 - If the DPI fails to provide requested disposition instructions within 120 days, items of equipment with a current per-unit fair-market value in excess of \$5,000 may be retained by the school district or sold. The federal awarding agency is entitled to an amount calculated by multiplying the current market value or proceeds from sale by the federal awarding agency's percentage of participation in the cost of the original purchase. If the equipment is sold, the federal awarding agency may permit the school district to deduct and retain from the federal share \$500 or ten percent of the proceeds, whichever is less, for its selling and handling expenses.

The sale of real property belonging to and not needed by the district must be authorized by the annual meeting.

LEGAL REF.: Section 120.10(12) Wisconsin Statutes

APPROVED: September 13, 1999

REVISED: November 14, 2005
April 10, 2017

/s/Tammy Schneider
Clerk