

World Learner School



Policy: **512 DISPOSAL OF MATERIALS AND EQUIPMENT POLICY**

Effective Date: 6.20.13

Revised Date: 2.26.18

I. *Purpose:*

The purpose of this policy is to assure that all equipment and material disposals are made in the best interest of the School.

II. *General Statement:*

The Director shall set procedures for obsolete books, equipment and supplies. All sales of obsolete equipment and supplies shall be reported to the Board. No private sale shall be made of District property. The highest price possible will be sought. Sales will be published in advance of the sale date.

III. *Requirements:*

The Director shall employ disposal procedures which comply with all applicable laws and rules of the state.