

Business and Non-Instructional Operations

SALE & DISPOSAL OF BOOKS, EQUIPMENT & SUPPLIES

When equipment, books, and other materials become worn out, obsolete, surplus, or otherwise unusable in the schools, the Superintendent may authorize their disposal in the following manner:

1. Defective, severely damaged, unsafe or completely valueless items will be discarded as waste or recycled as appropriate.
2. Textbooks may be sold to used book dealers or sold/donated to other schools, non-profit organizations, or to elementary or secondary students within the school district who attend nonpublic schools.
3. The Superintendent or designee shall notify the Region's towns of items that may be useful to them. The towns will be given an opportunity to accept said items free of charge. If more than one town expresses interest in an item, the Superintendent shall make the choice with consideration given to the proportionate contributions of each town to the school district as well as the best use of the items.
4. Remaining items may be sold at a public sale. The public sale shall be administered in a manner that gives preference to the Region's towns community groups and residents. Items will not be sold to an employee of the school district unless it has been offered for sale to the general public. At the public sale, employees shall receive an equal, but not preferential, opportunity to purchase items.
5. All proceeds from the sale of items shall be deposited in the Regional School District #10 general fund.
6. Any remaining items after the public sale will be discarded as waste or recycled as appropriate.
7. The disposal of any item bearing inventory designations shall be recorded appropriately.

Legal References: Connecticut General Statutes:
 10-47 Powers of regional board.
 10-220 Duties of boards of education.
 10-228 Free textbooks, supplies, materials and equipment
 10-229 Free textbook loans to pupils attending nonpublic schools

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