

**WHITE RIVER SCHOOL DISTRICT #416  
BOARD POLICY**

**No. 6881**

6000      MANAGEMENT SUPPORT

School Property

**6881 – Disposal of Surplus Equipment and/or Materials**

The board has the authority to declare equipment, supplies, furniture and other district personal property obsolete and/or surplus. The superintendent shall establish procedures for their sale, trade or disposal of such surplus items.

Surplus items shall be disposed of as follows:

- A. Surplused items shall be sold to any public school district or approved private school at the depreciated cost or fair market value, whichever is greater, following publication of notice in a newspaper with a general circulation in the district.
  
- B. If no offers are submitted by a public school or approved private school, surplused items may be sold to the public or private entity at the highest negotiated price; or
  
- C. If the surplused items are determined to have no residual value or if no purchaser is found, the surplused items may be recycled or destroyed.

Prior to disposing of any surplus texts, other books, equipment, materials or relocatable facilities, the District shall serve written notice in a newspaper of general circulation in the school district and to any public school district or private school in Washington state annually requesting such notice. All schools on the list shall be notified in writing of the materials and equipment that is available. The material or equipment shall be sold to any interested public or private school at its depreciated cost or fair market value, whichever is greater. Students shall have priority in the purchase of texts. Disposition of such surplus property to parties other than public or private schools may take place thirty (30) days after written notice is served.

In lieu of the disposal processes outlined above, the District may elect to grant surplus personal property to a federal, state or local government entity, or to indigent persons at no cost, provided the property is used for preschool through twelfth grade educational purposes. Or the district may elect to loan surplus personal property to a nonreligious, nonsectarian private entity on the condition that the property is used for preschool through twelfth grade educational purposes.

The preceding notice requirements do not apply to the loan, lease, sale or transfer of assistive devices for the use or benefit of children with disabilities, their parents, or any public or private nonprofit agency providing education, health or rehabilitation services to individuals with disabilities. Such devices do not need to be declared surplus. The sale or transfer of such devices shall be recorded and based on the item’s depreciated value. The district shall establish and maintain an inventory of assistive technology devices.

“Assistive device” means any item, piece of equipment, or product system, whether acquired commercially off-the-shelf, modified or customized, that is used to increase, maintain, or improve functional capabilities of children with disabilities.

Funds derived from the rental, sale or lease of student transportation equipment shall be placed into the Transportation Vehicle Fund. Funds derived from the sale of personal property shall be placed into the General Fund.

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Legal References:	RCW 28A.155.160	Assistive devices — Transfer for benefit of children with disabilities — Record inventory
	RCW 28A.335.060	Surplus school property, rental, lease or use of — Disposition of moneys received from
	RCW 28A.335.090	Conveyance and acquisition of property — Management
	RCW 28A.335.180	Surplus texts and other educational aids, notice of availability — Student priority as to texts
	RCW 28A.335.205	Assistive devices — Transfer for benefit of children with disabilities — Record, inventory
	RCW 39.33.070	School districts and libraries — Disposal of obsolete or surplus reading materials — Procedures
	WAC 392-143-050	Resold School Buses