

RSU 16 (Mechanic Falls, Minot, Poland)_{msm}*

Policy Code: DN

Adopted: December 2009

Revised: ~~November 2017~~ May 2022

SCHOOL PROPERTIES DISPOSITION

In accordance with current statutes (Title 20-A MRSA, section 7), the RSU 16 School Board establishes this policy. It is a matter of State Law that school properties, that are obsolete or no longer of use to the school department, be declared surplus and disposed of under the guidelines of this policy. This policy refers to personal property (supplies, materials, equipment) and not real property.

The Superintendent is authorized to determine, through procedures developed, when personal property (supplies, materials, equipment), as distinguished from real property, is obsolete or no longer of use to the school unit and to declare it surplus.

The RSU 16 School Board is to be informed of any property declared surplus by the Superintendent prior to its disposal. Procedures for disposal of all surplus personal property shall be in accordance with the following:

- A. Other municipal departments are to be informed in writing of property declared surplus and are to have the first option to purchase. The charges for municipal purchases shall be determined by the Superintendent after consultation with the RSU 16 School Board.
- B. Surplus property, including books, to be offered for sale shall be disposed of by sealed bid, public auction, or public sale. Public notice of any sale of surplus property shall be given at least one week in advance of an auction, sale or opening of sealed bids.
- C. Library books, textbooks and instructional materials are to be disposed of by a means most likely to offer a promise of continuing educational benefit, first to citizens of the school unit, then to others.
- D. Any surplus property which is offered for public sale and is not sold may be disposed of in a manner deemed advisable by the Superintendent, including donation to non-profit agencies.
- E. Any property determined to be worthless, or for any reason is considered to be inappropriate for sale, shall be disposed of in a manner the Superintendent deems appropriate after informing the RSU 16 School Board, with recycling as a priority where feasible.
- F. Any school unit identification that has been applied to the surplus property shall be removed or, if not possible to remove, be further identified to indicate the intended disposition and surplus nature (i.e., "SOLD BY", "SURPLUS").

All revenues which result from the sale of surplus property shall be credited as miscellaneous income to the School General Fund, except in any instance where law requires that it be credited to a specific account.

LEGAL REFERENCES:

20-A MRSA § 7

SIGNATURE BLOCK:

RSU 16 School Board



Mary Martin, Chair

5-9-22

DATE

Joe Parent, Vice Chair

DATE

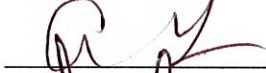
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Alyssa Morrison



DATE

5-9-22

Amber Lyman



DATE

5.9.22

Angela Swenson



DATE

05/09/2022

Christine Downs



DATE

5-9-22

Ed Rabasco, Jr.

DATE

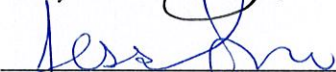
Elizabeth Martin



DATE

5/9/22

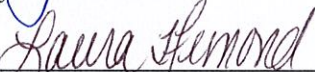
Emily Rinchick



DATE

5.9.2022

Jessica Smith



DATE

5-9-22

Laura Hemond

DATE



05-09-2022

Melanie Harvey



DATE

9 May 22

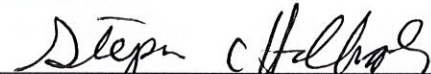
Mike Downing



DATE

5/9/22

Patrick Irish



DATE

5-9-22

Steve Holbrook

DATE