

REGULATION: DO

SCHOOL PROPERTIES DISPOSAL PROCEDURE

Any material item determined by the Principal or Director of Plant and Business Administrator to be of no value to the School system shall be disposed of as follows:

1. A list of the items to be disposed of shall be posted in each school in SAU 70 for one week prior to date of sale.
2. Persons interested in purchasing any item shall submit sealed bids to the Principal or Director of Plant on or before the date of sale as posted.
3. Successful bidders shall be issued a receipt upon payment of the bid price.
4. Items purchased shall be removed from the School by the purchaser within twenty-four hours of the date of sale or such time thereafter as may be determined by the Principal or Director of Plant.
5. NO REFUNDS WILL BE GRANTED. All sales are "as is" and are final.
6. If no bids are received, items shall be offered to non-profit charitable organizations on a first-come first-served basis.
7. Any item not disposed of after the above procedures have been followed shall be taken to the dump unless the Principal, Director of Plant, or the Business Administrator recommend alternative methods of disposal subject to the approval of the Superintendent of Schools.

EFFECTIVE: 1 November 1972