

Policy

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES;
SALE, LICENSING AND RENTAL OF PROPERTY

The Board believes that the efficient administration of the District requires the disposition of property and goods no longer necessary for the maintenance of the educational program or the operation of the school district. The Board shall direct the Chief School Administrator to review annually all district property and shall authorize the disposition by sale, licensing, rental or donation of any property not required for school purposes and provide an outcome of the review to the Board. The Chief School Administrator shall apprise the Board of any disposal of items greater than the NJDOE threshold for equipment.

The Chief School Administrator shall develop rules for the disposition of property that ensure that all sales are conducted in a fair and open manner consistent with the public interest, and in compliance with law.

Any district property designated for donation or unsold after such offer may be offered without cost to charitable or nonprofit organizations having a use for such property.

Supplies and equipment for specific programs, purchased with funds granted by the state and federal government, shall be disposed of in strict accordance with applicable law and regulations.

All Plainfield School District property, including but not limited to electronics, supplies, building materials and furniture, that is no longer to be used or in use by the District, shall remain the property of the District until it is disposed of off-premises. Therefore, any employee that attempt to use or convert or actually uses or converts such property for their own or a third party's benefit is acting outside of his or her employment and may be subject to discipline, up to and including termination.

Adopted by Board: November 20, 2007
Amended: April 14, 2009
Amended: January 17, 2012

Key Words

Sale of Property, Licensing, Rental, Donation to Private Organizations, Disposal of Property

Legal References: N.J.S.A. 18A:7F-7(e) Appropriation by school district of undesignated fund balance; amounts allowable
N.J.S.A. 18A:18A-45 Manner and method of sale (personal property)
N.J.S.A. 18A:20-2 Purchase and sale of property in general
N.J.S.A. 18A:20-5 Disposition of property and title of purchaser
N.J.S.A. 18A:20-6 Sale at public sale; exceptions
N.J.S.A. 18A:20-7 Sale at fixed minimum prices; rejection of bids
N.J.S.A. 18A:20-8.1 Transfer of land for vocational school purposes
N.J.S.A. 18A:20-8.2 Lease of land, or part or all of school building not necessary

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES;
SALE, LICENSING AND RENTAL OF PROPERTY (continued)

for school purpose; resolution; procedure

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES;
SALE, LICENSING AND RENTAL OF PROPERTY (continued)

<u>N.J.S.A.</u> 18A:20-9	Conveyance of unneeded real estate for nominal consideration; qualified recipients; reversion
<u>N.J.S.A.</u> 18A:20-9.1	Conveyance of certain sewer lines to a municipality
<u>N.J.S.A.</u> 18A:20-9.2	Sale of school property to nonprofit schools for the handicapped
<u>N.J.S.A.</u> 54:4-3.6	Exemption of property of nonprofit organizations
<u>N.J.A.C.</u> 6A:26-7.4	Approval for the disposal of land

Possible

<u>Cross References:</u>	*3220/3230	State funds; federal funds
	*3280	Gifts, grants and bequests
	*3440	Inventories
	*6171.3	At-risk and Title 1
	*7110	Long-range facilities planning

*Indicates policy is included in the Critical Policy Reference Manual.