

<i>Policy</i>	<i>Title</i> DISPOSAL OF SURPLUS	<i>Code</i> DN
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HOLLISTON

The intent of this policy is to aid in the speedy disposal of surplus materials belonging to the Holliston Public Schools and to give the community or other Town Departments a chance to assume ownership.

School property or material, not exceeding a total of \$400 in value that is no longer of use or required may be sold after approval by the Board of Selectmen. Disposal of surplus property with a combined value of \$400 or more is allowed after approval by the Town of Holliston at Town Meeting. Value will be determined through procedures customarily accepted by the appraising profession. Surplus is defined as that which is no longer useful to the Holliston Public School System, but perhaps having resale or salvage value.

Surplus materials may be:

- 1.) SOLD through:
 - a. competitive sealed bid,
 - b. public auction, or
 - c. established markets
- 2.) transferred to other Town Departments with the approval of the School Committee
- 3.) donated to a charitable organization based on value as outlined above

Trade-ins toward the purchase of replacement supplies is encouraged, provided that the trade-in is defined in the bid documents if required by law for the replacement material or property.

Junk or salvage companies may dispose of any remaining materials.

First Reading:	April 6, 2000
Second Reading:	May 6, 2000
Third Reading:	May 18, 2000
Policy Adopted:	May 18, 2000
Policy Amended:	
Legal References:	M.G.L. Chapter 30B Section 15
Policy Cross Reference:	
Procedure Reference:	