

SCHOOL FOR INTEGRATED ACADEMICS AND TECHNOLOGIES

The following policy is adopted by the Board of Directors (“Board”) for use in asset management with the disposal of supplies, furniture and equipment deemed to be functionally obsolete, irreparable, unusable, or no longer needed (“surplus”) by School for Integrated Academics and Technologies (“SIATech Academy South”) or its affiliates.

The Director of Information Technology, or designee, shall develop a listing of all surplus technology-related items. The Assistant Superintendent Business Services, or designee, shall develop a listing of all other surplus property.

The Assistant Superintendent Business Services, or designee, shall arrange for the sale or disposal of items that are determined to be surplus. A list of all surplus items sold, donated or disposed of shall be developed and maintained for audit purposes.

The Board authorizes the sale of surplus property by means of a live or electronic public auction. Notices of public auctions shall be shared with SIATech Academy South stakeholders via school website, newsletters, or other appropriate means of communication.

A public sale shall be conducted with surplus items being sold to the highest bidders. Any unsold items, or items previously deemed inappropriate for sale, may be donated to local charities or non-profit agencies, or disposed of in the proper manner. The results of a sale or auction shall be filed for audit purposes.

Any funds received from the sale of surplus property shall be deposited into the general fund account.

DATE OF ADOPTION BY THE BOARD: October 20, 2015