

DATE: October 17, 2019  
TO: Michael Milliken, Superintendent  
SUBJECT: Declaration of Surplus and Obsolete Property

**CONSENT ITEM:**

That the Board of Trustees declares the instructional materials described on the attached list to be surplus, finds that the value of the items to be insufficient to defray the costs of arranging a sale, and authorizes District staff to dispose of such items in accordance with the provisions of Education Code Sections 17545 and 17546 and Board Policy 3270.

**BACKGROUND:**

Education Code Section 17545 provides that “the governing board of any school district may sell for cash any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use.”

Education Code Section 17546(a) provides that “the property, whether one or more items, does not exceed in value the sum of two thousand five hundred dollars (\$2,500), it may be sold at private sale without advertising.”

Education Code Section 17546(c) further provides that if “the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board, or it may be disposed of in the local public dump.”

District Board Policy and Administrative Regulation 3270 (Sale and Disposal of Books, Equipment and Supplies) reflect Education Codes Sections 17545 and 17546, and specify the conditions for and options for sale and disposal of District books, equipment, and supplies.

The instructional materials listed on the attached page are obsolete and no longer usable by the District or any other educational organization. Consequently, they have insufficient value to defray the costs of arranging a sale. The District plans to recycle and/or dispose of the materials.

Educational Services Surplus and Obsolete Property  
Textbook Materials  
October 17, 2019

Fountas & Pinnell Benchmark Assessment System	Quantity:
BAS 2nd Edition box 1	69
BAS 2nd Edition box 2	63