

Ordinance 2025/26-12

Section 4-13.2. Superintendent to declare surplus personal property; When attempt to dispose of property is unsuccessful; certification required by officers and employees of school division; obsolete educational technology; deposit of funds; report to School Board. —

A. Equipment, supplies and materials, including school buses, determined by the superintendent to be of no further benefit to Suffolk Public Schools shall be declared surplus property. The superintendent shall then determine the most efficient method of disposal, which could include: (1) held for sale at public auction; (2) sold by sealed bid; (3) donated by gift as set forth in regulations governing the donation of surplus personal property; or (4) destroyed (no value).

B. If reasonable attempts through the bidding or direct sales process to dispose of the items are unsuccessful, then the superintendent is authorized to arrange for disposal of the items in a manner as determined by the school superintendent.

C. B. If surplus school property is held for sale at public auction or sold by sealed bid, the bidder or purchaser shall certify whether ~~he/she~~ the purchaser is an officer or employee of the school division or is a member of the immediate family ~~of~~ is an officer or employee of the school division. Officers and employees of the school division, and members of their immediate families, may purchase surplus property from the school division but only if (i) the property is being sold at uniform prices available to the public or (ii) if the goods are sold for less than \$500.00.

D. C. Obsolete educational technology hardware and software that is being replaced pursuant to Va. Code § 22.1-199.1(B)(4) may be donated to other school divisions, to students, as provided in Board of Education guidelines, and to preschool programs in the Commonwealth.

E. D. All money received as a result of disposal will be deposited in the appropriate School Board revenue account.

F. E. The school superintendent, after declaring personal property surplus property and determining the most efficient method for disposal, shall immediately report his actions to the School Board. (Adopted July 13, 1995; Revised October 10, 1996; Revised and Adopted: March 8, 2007; Ordinance #06/07-12; Effective: March 8, 2007; Revised: October 9, 2008; Ordinance Number 08/09-18; Effective: October 10, 2008)

Legal Authority - Virginia Code §§ 2.2-3108, 2.2-3109, 2.2-3110, 22.1-68, 22.1-78, 22.1-71, 22.1-129, 22.1-199.1.