

**FILE: DN**

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

**DATE ADOPTED: January 22, 1980    FILE SECTOR: FISCAL MANAGEMENT**  
**DATE REVISED: October 8, 1991    POLICY TITLE: SCHOOL PROPERTIES**  
**DATE REVISED: February 19, 1998    DISPOSAL**  
**DATE REVISED: December 18, 2003**  
**DATE REVISED: August 17, 2017**  
**DATE REVISED: August 28, 2023**

Property belonging to, and not needed by, the Medford Area Public School District may be disposed of as directed by the board of education (BOE).

The BOE shall approve the disposition of property no longer considered usable in the school's instructional or operational program in one of the following ways:

- By sale, transfer, exchange or other specific action.
- By approval of purchases or contracts which include trade-ins.
- By donation or discard of old, obsolete, out-of-date, and/or worn-out materials which have no significant use to the instructional or operational program and/or no resale value.
- By public auction of items with resale value such as but not limited to obsolete furniture and equipment.

**CROSS REFERENCE:**

**LEGAL REFERENCE: Sections 120.13(19m) Wis. Stats.**