

Storey County School District
Policy Manual

Adopted: 6 October 1982

Revised: 10-23-02

Section: Fiscal Management

Previous Policy Number: DN

Title: Disposal of School Property

Presented as below to School Board for Review on 10-24-01, 11-14-01

DISPOSAL OF SCHOOL PROPERTY

When the Board of Trustees determines that the sale of school district real property of less than \$5,000 is necessary, the Board of Trustees and the necessary and delegated members of the administrative staff shall:

1. Assess the value of the real property, setting a cash market value of said property.
2. A resolution shall be drawn for adoption by the Board of Trustees calling for the sale of such property. The resolution shall contain at least the following information:
 - a. A legal description of the property to be sold.
 - b. The minimum price and terms upon which the property will be sold.
 - c. The date, place and time of bid opening.
3. Copies of the resolution concerning the sale of school property shall be posted in three (3) public places not less than fifteen (15) days before the date of the opening of the bid.
4. The resolution shall also be published in a newspaper of general circulation not less than once a week for two (2) successive weeks before the bid opening.