

## MENOMINEE INDIAN SCHOOL DISTRICT

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### DISPOSITION OF DISTRICT PROPERTY

#### Sale or Other Disposition of District Real Estate, Buildings, or Property Interests

The School Board retains sole and exclusive authority to approve the sale or other disposition of any land, buildings, or other improvements to land that are owned by the District and no longer needed by the District. The Board shall also directly and expressly approve any sale, release, or modification of any District-owned or District-controlled interest in real property (e.g., an easement or covenant).

#### Sale of Other Disposition of Other District Property

The Board also has authority to dispose of other District property not addressed in the previous section of this policy, including equipment, materials, or supplies found to be surplus, replaced, broken, damaged, in unusable condition, or obsolete.

The following positions are designated as authorized property managers under this policy:

1. The District Administrator and Facilities Manager shall oversee the allocation, review, and disposition of all equipment, materials, or supplies that (a) have been capitalized and depreciated for financial reporting purposes, (b) are assigned to the central office function, or (c) are subject to federal disposition requirements under the federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).
2. Building principals and individual department directors, working in conjunction with the District Administrator and Facilities Manager as needed, have responsibility to oversee the allocation, review, and disposition of equipment, materials, or supplies that have been assigned to their building or department and that, pursuant to this policy or to any applicable administrative rule, are not under the specific authority of the District Administrator or Facilities Manager.

Whenever an authorized business manager or his or her designee determines that District property is no longer going to be used in its current function or location, the property manager shall ensure that reasonable efforts are made to determine whether the property can be appropriately used in another district function or location. If so, the property manager shall arrange for the internal transfer/re-designation of the property.

For any property that an authorized business manager, or his or her designee, has determined have minimal or no resale value may, without further Board approval, be (a) offered without cost to a charitable or civic organization or other governmental entity, or (b) discarded or otherwise disposed of using an efficient method.

1. Any per-item estimated resale value in excess of \$100.00 shall not be considered minimal, except that any property that does not require further Board approval prior to disposal and that remains unsold after having been offered for sale may be deemed to have minimal resale value.
2. Items (whether individually or grouped for a single transaction) that an authorized property manager determines can be economically sold (or traded in) for value and that have an estimated resale/fair-market value below \$100.00 may be sold (or traded in) using a process approved and coordinated by the District Administrator or Business Manager without further Board approval. Public processes intended to inform/solicit multiple potential buyers (e.g., the use of online public advertising or auctions) shall be the preferred means of attempting to sell such property, except where the District Administrator or Business Manager determines that another method of disposition is in the best interest of the District considering all relevant circumstances.
3. Items (whether individually or grouped for a single transaction) that an authorized property manager estimates to have a resale or other fair-market value of \$100.00 or more may be disposed of only if the Board has expressly approved the specific disposition or expressly authorized the administration to dispose of the specific piece(s) of property under approved parameters.

The disposition of District property under this policy shall be conducted in the public interest for the benefit of the District. Unless otherwise required by law or by some other special and enforceable condition, all money received from the sale or other disposition of District property shall be directed to the District's general fund.

Legal Reference:       Section 77.54(4)       Wisconsin Statutes  
                          Section 118.12(1)(b)  
                          Section 120.12(21)  
                          Section 120.13(19m)  
                          Section 120.13(25)  
                          Section 175.10  
                          Chapter 287  
                          Chapter 291

Wisconsin Administrative Code  
NR 660 to NR 679

Federal Law  
2 C.F.R. §200.33  
2 C.F.R. §200.94  
2 C.F.R. part 200 subpt. D  
2 C.F.R. §200.311  
2 C.F.R. §200.313  
2 C.F.R. §200.314  
2 C.F.R. §200.315  
2 C.F.R. §200.322

APPROVED: March 1982

REVISED: November 1990  
          February 1991  
          April 3, 2006  
          August 17, 2015