



**DATE:** October 18, 2023  
**TO:** Board of Education  
**FROM:** Mrs. Kerstin Kramer, Superintendent Chief Learning Officer  
**SUBJECT:** Approve Disposal of Obsolete Instructional Materials  
**PRESENTED BY:** Logan Mallonee, Assistant Superintendent of Educational Services

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**ACTION REQUESTED**

Approve the disposal of obsolete instructional materials.

**BACKGROUND INFORMATION**

Over the years, old and outdated instructional materials have accumulated at the sites and the district and are no longer being used. These items are not current Board-adopted materials, and we would like to dispose of these items by following California Education Code Section 60530. As required by Education Code Section 60530(b), a list of materials to be disposed of will be provided to any party requesting a list within 30 days of Board approval.

As we continue to move forward with newly adopted materials, we are left with many materials that need to be removed from sites to make room for the new ones. The process of processing through these obsolete materials is completed when sites deem it necessary. We will sell as many old materials as possible in exchange for textbook credits. In addition, we will offer any remaining books to local hospices or donation centers.

**RESOURCES REQUIRED:** None

**PREPARED BY:** Mindi Brenner, Administrative Assistant for Logan Mallonee, Assistant Superintendent of Educational Services

Attachment: Obsolete Adopted Materials