



DATE: April 7, 2021
TO: Board of Education
FROM: Mrs. Carmen Ghysels, Superintendent Chief Learning Officer
SUBJECT: Declare List of Furniture and Equipment to be Surplus and Estimated Values

PRESENTED BY: Jorge Rojas, Director of Facilities, Maintenance & Operations

ACTION REQUESTED

Approve declare list of furniture and equipment to be surplus and estimated values

BACKGROUND INFORMATION

School sites district wide have received updated furniture as part of the 21st Century Flexible Furniture package. The new furniture has created a furniture surplus inventory. All surplus furniture items will be evaluated for reuse where possible. Remaining items that are outdated or obsolete will be disposed of through the surplus process.

Education Code 17545 allows the governing board of any school district to sell for cash any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. Additionally Education Code 17546 (a) states that “If the governing board, by an unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of two thousand five hundred dollars (\$2,500.00), it may be sold at private sale without advertising, by any employee of the district empowered for that purpose by the board.”

In order to dispose of this furniture and equipment, the Board must first declare it surplus. By declaring these items surplus, we are able to offer these items for sale to the public through published notice in accordance with California Educational Code Section 17545. Staff has evaluated all surplus items listed and has determined that there are no individual items that have a sum that exceeds the value of \$2,500.00. The total estimated values for each item are listed in the attachment. Staff is recommending that the Board declare the listed items as surplus and approve the estimated values included in the surplus list.

RESOURCES REQUIRED: N/A

PREPARED BY: Rose Green, Administrative Assistant – Facilities

Attachment: Surplus List