



DISPOSAL OF EQUIPMENT

Policy 9.18 – The Plymouth Public Schools authorizes the disposal of obsolete equipment in accordance with Section 15 of Chapter 30B of the General Laws of Massachusetts.

“Obsolete” equipment is that which is:

1. Beyond repair or too costly to repair;
2. Replaced by new equipment because the old equipment no longer serves our educational needs.

Procedure to be followed for DISCARD:

1. All equipment must be declared obsolete by the building Principal and the Program Manager;
2. A list of the equipment, with a description of the condition or reason for declaring it obsolete, will be forwarded to the School Committee;
3. Upon approval by the School Committee, said equipment will be transferred to the control of the Board of Selectmen.

Obsolete Equipment	Model No. /Serial No. <i>(if applicable)</i>	Description of Condition/ Reason for Declaring Equipment Obsolete
42 CBL Calculators	N/A	Obsolete <i>Does not interface</i>
10 CBL Vernier	N/A	Obsolete
Motion Sensors		<i>Does not interface with equipment being used.</i>

Cost Center Name and No.: Plymouth South Middle School 322

Program / Department Name: Science and Technology/Engineering

Program / Dept. Mgr.'s Signature: *[Signature]* Date: 8/19/19

Principal's Signature: *[Signature]* Date: 8/22/19

Business Manager's Signature: *[Signature]* Date: 8/

School Committee Date: 9/9/19 Approved: Yes No Comments: _____