

BOARD OF EDUCATION

Cherry Hill, New Jersey

POLICY 3260

DISCARD OF TEXTBOOKS/LIBRARY BOOKS

1. Textbooks no longer suitable for use in the instructional program are to be identified by the building principals via a memorandum stating the title, copyright date and quantity, and statement as to the reason for discard.
2. Only textbooks with copyright dates over five (5) years old may be considered for discard.
3. All textbooks/library books identified as no longer useable may be discarded by any of the following methods as determined by the chief school administrator or his/her designee.
 - (a) Sale on open market to highest bidder representing used textbook vendors, Cherry Hill non-public schools, and other public and non-public schools.
 - (b) Sold at private sale without advertising for bids, in accordance with 18A:18A-45.f-Sale of Personal Property.
 - (c) Sale for recycling.
 - (d) Disposal by burial in township landfill sites.
 - (e) Upon approval of the superintendent or designee textbooks and library books may be donated for non-profit educational purposes.

Legal References:

<i>N.J.S.A. 18A:18A-45</i>	<i>Manner and method of sale (personal property)</i>
<i>N.J.S.A. 18A:20-2</i>	<i>Purchase and sale of property in general</i>
<i>N.J.S.A. 18A:20-5</i>	<i>Disposition of property and title of purchaser</i>
<i>N.J.S.A. 18A:20-6</i>	<i>Sale at public sale; exceptions</i>
<i>N.J.S.A. 18A:20-7</i>	<i>Sale at fixed minimum prices; rejection of bids</i>
<i>N.J.S.A. 18A:20-8.1</i>	<i>Transfer of land for vocational school purposes</i>
<i>N.J.S.A. 18A:20-8.2</i>	<i>Lease of land, or part or all of school building not necessary for school purposes; resolution; procedure</i>
<i>N.J.S.A. 18A:20-9</i>	<i>Conveyance of unneeded real estate for nominal consideration; qualified recipients, reversion</i>
<i>N.J.S.A. 54:4-3.6</i>	<i>Exemption of property of nonprofit organizations</i>
<i>N.J.A.C. 6:22-2.2</i>	<i>Approval for the disposal of land for school sites</i>

Adopted: 9/18/78

Revised: 11/91; 1/20/98, 9/26/00