

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

November 18, 2008

Agenda Item: 5.4

Subject: Approval of Declaration of Surplus Property to be Sold at Private Sale and Donation or Disposal of Any Items Not Sold

Background: The District will dispose of personal property that is surplus to the instructional or administrative needs of the District. In this case, the current listing includes obsolete classroom furniture and computer, audio visual and instructional equipment from Chabot College and the District Office. When saleable, items will be sold to the highest bidder(s). All items are sold or donated in "as is" condition. As standard procedure, notices are sent to the eight (8) school districts in our local service area. Any remaining items that cannot be sold or donated will be marked for disposal.

Recommended Action: That the Board of Trustees approve items surplus to the needs of the District and that the Chancellor be authorized to dispose of the same via private sale in accordance with Board Policy 3212 and that the funds derived from the sale be placed in the General Fund of the District. Further, any items that are not sold by private sale be donated to charitable organizations or disposed of by District personnel in accordance with California Education Code Section 81452.

Submitted: Lorenzo Legaspi/Date

Approved: Joel L. Kinnamon/Date

_____ APPROVED

_____ DISAPPROVED

_____ TABLED

