





Brookfield Public Schools
OFFICE OF THE SUPERINTENDENT



To: Brookfield Board of Education

October 13, 2022

From: Dr. John Barile, Superintendent 
Ken Post, Director of Business Operations 

Subject: HHES furniture and equipment disposal plan

In accordance with BOE Policy 3260 *Sales and Disposal of Obsolete Books, Equipment, and Supplies*, the Superintendent is authorized to dispose of any items having a value of less than \$5,000. Adhering to the guidelines stated in the policy, the following is our plan to address furniture and equipment that will not be transferred to Candlewood Lake Elementary School.

- All computers/technology equipment of any value will be inventoried for spares or parts.
- BHS/WMS/TSO will have first choice on furniture and equipment.
- Town agencies will be notified and can take furniture and equipment free of charge.
- Surplus furniture and equipment, not taken by the schools or town agencies, can be sold or donated to the public or disposed of if there is no value.
- Community groups and organizations have preference over individuals.
- Employees have an equal but not preferential opportunity to purchase the furniture and equipment.

The sole reason for the existence of our profession is the student