

Administrative Regulation

Instructional Material, Determination of Obsolescence

Instructional materials may be declared obsolete under the following circumstances:

- A. Are more than seven years old
- B. Do not meet state legal compliance standards
- C. Have been deleted from the state or district approved list
- D. Are physically damaged and unusable for educational purposes

Instructional Materials, Disposal Methods of

- A. Donation to county free libraries or other state institutions
- B. Donation to any nonprofit charitable organization
- C. Donation to children or adults in the State of California
- D. Sale for a nominal fee for use within the State of California to any organization which agrees to use such materials solely for educational purposes
- E. Sale of texts on the secondhand market

Instructional material which has been mutilated or is unsuitable for donation, sale, or distribution may be disposed of in the following manner:

- A. Sale for scrap or for use in the manufacture of paper pulp or other substances at the highest price that can be obtained
- B. Destruction in an economical manner

Distribution of Proceeds Received by District

Any money received from the sale of obsolete instructional materials shall be deposited in the general fund of the district.

Ref: EC Sections 60500, 60530

Approved: April 1979

Revised: March 4, 1986

Revised: January 4, 1989

Revised: June 18, 1990

Reviewed: July 1, 2000