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# Memo

**To** Board of Education

**From** Kyla Johnson, Superintendent  
Rebecca Littlejohn, Risk Management Officer

**Board Meeting Date** May 22, 2019

**Subject** **Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof - Vehicles**

**Action Requested** Approval by the Board of Education of Resolution No. 1819-0133- Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof - Vehicles.

**Background** Following a routine review of vehicles in the Distribution and Custodial Services Department, some vehicles were found to be surplus, obsolete, and of no further used to the District. It is the recommendation of the Superintendent of Schools that such items be declared obsolete, surplus and/or sold, donated to a charitable organization or disposed of in the local public dump upon compliance with the provisions of Education Code Sections 17545 and 17546, respectively.

**Recommendation** Approval by the Board of Education of Resolution No. 1819-0133- Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof - Vehicles.

**Fiscal Impact** Disposition of the items listed in Exhibit "A" will reduce the cost of District storage maintenance of such items and/or free up storage space in the District Warehouse and/or school sites.

**Attachments**

- Resolution No. 1819-0133
- Exhibit "A" Surplus List

**RESOLUTION OF THE BOARD OF EDUCATION  
OF THE OAKLAND UNIFIED SCHOOL DISTRICT  
NO. 1819-0133**

**Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof - Vehicles**

**WHEREAS**, the Board of Education of the Oakland Unified School District has received from the Superintendent of Schools a list of District personal property –i.e., vehicles listed in Exhibit “A”- deemed no longer required for school purposes, or that should be disposed of for the purpose of replacement, or that is unsatisfactory or not suitable for school use, collected from or at listed sites; and

**WHEREAS**, the Superintendent recommends that the Board declare said District personal property listed in Exhibit “A” to be obsolete, surplus and for items to be disposed of pursuant to applicable law,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Oakland Unified School District hereby declares said District personal property listed in attached Exhibit “A” to no longer be required for school purposes, or should be disposed of for the purpose of replacement, or is unsatisfactory or not suitable for school use; and,

**BE IT FURTHER RESOLVED** that the Board of Education authorizes and directs the Superintendent or designee to dispose of each item of the District’s personal property listed in attached Exhibit “A” and/or by sale, donation to a charitable organization or disposition in the local public dump upon compliance with the provisions of Education Code Sections 17545 and 17546, respectively.

**PASSED AND ADOPTED** by the Board of Education the Oakland Unified School District, this 22<sup>nd</sup> day of May, 2019, by the following vote:

PREFERENTIAL AYE:               None

PREFERENTIAL NAY:           None

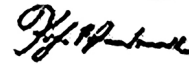
PREFERENTIAL ABSTENTION: None

PREFERENTIAL RECUSAL:      None

AYE:	Jumoke Hinton Hodge, Roseann Torres, James Harris, Vice President Jody London, President Aimee Eng
NAY:	None
ABSTAIN:	None
RECUSED:	None
ABSENT:	Shanthi Gonzales, Gary Yee, Student Director Omosowho, Student Director Chavez

#### **CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of a Resolution adopted, at a Regular Board Meeting of the Governing Board of the Oakland Unified School District held on May 22, 2019.



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Secretary, Board of Education

Attachment: Exhibit "A"

Education Code Sections 17545 and 17546

# Exhibit "A"




[Logout](#) | [Admin](#) | [Asset](#) | [Data Feeds](#) | [Physical Inventory](#) | [Reports](#)

## View Posted Asset

### Basic Asset Information

Asset Tag	262449	Quantity	1
Description	1995-VAN		
<u>Extended Description</u>			
Manufacturer	FORD	Status	Active
Model	E-350	Condition	REPLACE - UNSERVICEABLE
Serial #	1FDKE37G0SHA67972		
Acq. Date	01/01/1995	Received Date	
Acq. Method	P - PURCHASED		<a href="#">Request Asset Action</a>
Class	2600 - LICENSED VEHICLES		<a href="#">Depreciation Schedule</a>

Site	991 - FOOD SERVICE	Attached Asset
Building	991001 - MACHINERY & EQUIPMENT	Vendor
Room	VEHICLE - VEHICLE	Doc. Ref. #

Asset Logs & Photos → [Quantity](#) [Tag](#) [Status](#) [Location](#) [Department](#) [Fund](#) [Photo](#)

Dept/Fund | **Accounting** | Insurance | User Data | Maintenance

Quantity	1	Account	600 - LICENSED VEHICLES	Disposal Date	
Unit Cost	\$14,300.00	Accum. Depr. (Book 1)	\$14,300.00	Disposal Method	
Total Cost	\$14,300.00	Net Book Value (Book 1)	\$0.00	Cost of Sale	\$
Cost Method		Accum. Depr. (Book 2)	\$14,300.00	Proceeds	\$
Useful Life	8	Net Book Value (Book 2)	\$0.00	Gain/Loss (Book 1)	\$
Full Depr. Date	01/01/2003	Salvage Value	\$0.00	Gain/Loss (Book 2)	\$

## View Posted Asset

### Basic Asset Information

Asset Tag	262359	Quantity	1
Description	1998-CHEV. VAN		
<u>Extended Description</u>			
Manufacturer	CHEVROLET	Status	Active
Model		Condition	FAIR - WORN MAINT NEED
Serial #	1GAGG25R5W1106517		
Acq. Date	01/01/1998	Received Date	
Acq. Method	P - PURCHASED		<u>Request Asset Action</u>
Class	2600 - LICENSED VEHICLES		<u>Depreciation Schedule</u>

Site	989 - CUSTODIAL SERVICES	Attached Asset
Building	989001 - MACHINERY & EQUIPMENT	Vendor
Room	VEHICLE - VEHICLE	Doc. Ref. #

Asset Logs & Photos → Quantity Tag Status Location Department Fund Photo

Dept/Fund | **Accounting** | Insurance | User Data | Maintenance

Quantity	1	Account	600 - LICENSED VEHICLES	Disposal Date	
Unit Cost	\$18,200.00	Accum. Depr. (Book 1)	\$18,200.00	Disposal Method	
Total Cost	\$18,200.00	Net Book Value (Book 1)	\$0.00	Cost of Sale	\$
Cost Method		Accum. Depr. (Book 2)	\$18,200.00	Proceeds	\$
Useful Life	8	Net Book Value (Book 2)	\$0.00	Gain/Loss (Book 1)	\$
Full Depr. Date	01/01/2006	Salvage Value	\$0.00	Gain/Loss (Book 2)	\$

### View Posted Asset

#### Basic Asset Information

Asset Tag	262360	Quantity	1
Description	1998-CHEV. VAN		
<u>Extended Description</u>			
Manufacturer	CHEVROLET	Status	Active
Model	ASTRO	Condition	REPLACE - UNSERVICEABLE
Serial #	1GCDL19W3WB185261		
Acq. Date	01/01/1998	Received Date	
Acq. Method	P - PURCHASED		<a href="#">Request Asset Action</a>
Class	2600 - LICENSED VEHICLES		<a href="#">Depreciation Schedule</a>

Site	989 - CUSTODIAL SERVICES	Attached Asset
Building	989001 - MACHINERY & EQUIPMENT	Vendor
Room	VEHICLE - VEHICLE	Doc. Ref. #

Asset Logs & Photos → [Quantity](#) [Tag](#) [Status](#) [Location](#) [Department](#) [Fund](#) [Photo](#)

Dept/Fund | **Accounting** | Insurance | User Data | Maintenance

Quantity	1	Account	600 - LICENSED VEHICLES	Disposal Date	
Unit Cost	\$18,200.00	Accum. Depr. (Book 1)	\$18,200.00	Disposal Method	
Total Cost	\$18,200.00	Net Book Value (Book 1)	\$0.00	Cost of Sale	\$
Cost Method		Accum. Depr. (Book 2)	\$18,200.00	Proceeds	\$
Useful Life	8	Net Book Value (Book 2)	\$0.00	Gain/Loss (Book 1)	\$
Full Depr. Date	01/01/2006	Salvage Value	\$0.00	Gain/Loss (Book 2)	\$

**View Posted Asset****Basic Asset Information**

<b>Asset Tag</b>	262448	<b>Quantity</b>	1
<b>Description</b>	2003-SWEEPER		
<b>Extended Description</b>			
<b>Manufacturer</b>	TOYOTA	<b>Status</b>	Active
<b>Model</b>	TUNDRA	<b>Condition</b>	GOOD - NORMAL WEAR/TEAR
<b>Serial #</b>	5TBJN32103S426262		
<b>Acq. Date</b>	04/17/2009	<b>Received Date</b>	
<b>Acq. Method</b>	P - PURCHASED	<a href="#">Request Asset Action</a>	
<b>Class</b>	2600 - LICENSED VEHICLES	<a href="#">Depreciation Schedule</a>	

<b>Site</b>	989 - CUSTODIAL SERVICES	<b>Attached Asset</b>	
<b>Building</b>	989001 - MACHINERY & EQUIPMENT	<b>Vendor</b>	
<b>Room</b>	VEHICLE - VEHICLE	<b>Doc. Ref. #</b>	P0909760

**Asset Logs & Photos** → [Quantity](#) | [Tag](#) | [Status](#) | [Location](#) | [Department](#) | [Fund](#) | [Photo](#)

 Dept/Fund | **Accounting** | Insurance | User Data | Maintenance

<b>Quantity</b>	1	<b>Account</b>	600 - LICENSED VEHICLES	<b>Disposal Date</b>	
<b>Unit Cost</b>	\$53,134.00	<b>Accum. Depr. (Book 1)</b>	\$53,134.00	<b>Disposal Method</b>	
<b>Total Cost</b>	\$53,134.00	<b>Net Book Value (Book 1)</b>	\$0.00	<b>Cost of Sale</b>	\$
<b>Cost Method</b>		<b>Accum. Depr. (Book 2)</b>	\$53,134.00	<b>Proceeds</b>	\$
<b>Useful Life</b>	8	<b>Net Book Value (Book 2)</b>	\$0.00	<b>Gain/Loss (Book 1)</b>	\$
<b>Full Depr. Date</b>	04/17/2017	<b>Salvage Value</b>	\$0.00	<b>Gain/Loss (Book 2)</b>	\$



# California

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### EDUCATION CODE - EDC

**TITLE 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32500]** ( Title 1 enacted by Stats. 1976, Ch. 1010. )

**DIVISION 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32500]** ( Division 1 enacted by Stats. 1976, Ch. 1010. )

**PART 10.5. SCHOOL FACILITIES [17210 - 17653]** ( Part 10.5 repealed (by Sec. 4) and added by Stats. 1996, Ch. 277, Sec. 3. )

**CHAPTER 4. Property: Sale, Lease, Exchange [17385 - 17561]** ( Chapter 4 added by Stats. 1996, Ch. 277, Sec. 3. )

### ARTICLE 14. Sale of Personal Property [17545 - 17555] ( Article 14 added by Stats. 1996, Ch. 277, Sec. 3. )

**17545.** (a) The governing board of any school district may sell for cash any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. There shall be no sale until notice has been given by posting in at least three public places in the district for not less than two weeks, or by publication for at least once a week for a period of not less than two weeks in a newspaper published in the district and having a general circulation there. If there is no such newspaper, then in a newspaper having a general circulation in the district; or if there is no newspaper, then in a newspaper having a general circulation in a county in which the district or any part thereof is situated. The board shall sell the property to the highest responsible bidder, or shall reject all bids.

(b) The governing board may choose to conduct any sale of personal property authorized under this section by means of a public auction conducted by employees of the district or other public agencies, or by contract with a private auction firm. The board may delegate to the district employee responsible for conducting the auction the authority to transfer the personal property to the highest responsible bidder upon completion of the auction and after payment has been received by the district.

(Added by Stats. 1996, Ch. 277, Sec. 3. Effective January 1, 1997. Operative January 1, 1998.)





# California

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**17546.** (a) If the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of two thousand five hundred dollars (\$2,500), it may be sold at private sale without advertising, by any employee of the district empowered for that purpose by the board.

(b) Any item or items of property having previously been offered for sale pursuant to Section 17545, but for which no qualified bid was received, may be sold at private sale without advertising by any employee of the district empowered for that purpose by the board.

(c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

(Added by Stats. 1996, Ch. 277, Sec. 3. Effective January 1, 1997. Operative January 1, 1998.)