



DISPOSAL OF EQUIPMENT

Policy 9.18 – The Plymouth Public Schools authorizes the disposal of obsolete equipment in accordance with Section 15 of Chapter 30B of the General Laws of Massachusetts.

“Obsolete” equipment is that which is:

1. Beyond repair or too costly to repair;
2. Replaced by new equipment because the old equipment no longer serves our educational needs.

Procedure to be followed for DISCARD:

1. All equipment must be declared obsolete by the building Principal and the Program Manager;
2. A list of the equipment, with a description of the condition or reason for declaring it obsolete, will be forwarded to the School Committee;
3. Upon approval by the School Committee, said equipment will be transferred to the control of the Board of Selectmen.

Obsolete Equipment	Model No. /Serial No. <i>(if applicable)</i>	Description of Condition/ Reason for Declaring Equipment Obsolete
75 Styrofoam heat transfer cups and lids.		Broken, missing pieces. Outdated manipulatives. Foam cups will be disposed of in the general waste stream.
50 metal heat transfer setups (silver and black metal cups with foam lids).		Broken, missing pieces. Outdated manipulatives. Metal will be disposed of with metal waste.
3 setups of dissection related skeletal bones of cats.		Broken, missing pieces. Outdated manipulatives. Cat bones will be disposed of with the general waste stream.

Cost Center Name and No.: 331 Plymouth North High School

Program / Department Name: Dept 013 Science

Program / Dept. Mgr.'s Signature:  Date: January 17, 2024
Signed with Docubee — d1a3afb9837c

Principal's Signature:  Date: January 17, 2024
Signed with Docubee — 78bdd1dc098b

Business Manager's Signature:  Date: January 17, 2024
Signed with Docubee — 9f2909493db8

School Committee Date: _____ Approved: Yes No Comments: _____



Signature Process Reference: 7050e409-8a5f-43ff-b5d3-990046b96d9f

PARTICIPANT

DETAILS

	Process started 17-Jan-2024 9:55 AM EST
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