

The Presentation.

As Encore has been replacing obsolete laptops, I am getting requests to purchase the old equipment for personal use. These are essentially items that we have no use for, and they have no value to us.

Through the years we have repaired what we could and used broken equipment for donor parts to fix others. To otherwise dispose of them we must recycle them through a certified electronic recycler.

Even doing that, many of the pieces will still end up in a landfill.

We currently have 3 or 4 models of Toshiba laptops, totaling about 50, that have been replaced due to age. They lack the processing power needed to keep up with the teacher's needs.

Some are in better shape than others and some have better batteries or more storage, RAM, DVD players etc...

All information would be removed from the laptops and the Windows install refreshed. These have a street value of about \$25 to \$50 depending on age and condition.

Any items sold would be without warranty, and with the understanding that we will not support them. Payment would be collected through Encore's normal payment procedures.

We have about 40 CradlePoint Cellular Access Points. If we keep 10 it would be too many.

We have replaced all of the 42-inch TVs with 55-inch TVs and now have a surplus of 42-inch TVs. We are not ready to part with those yet, but that day will come soon.

We have used approximately 500 broken Chromebooks for parts. We have more Chromebook parts than we will ever use, and we have some Chromebooks that are too beat up to hand out for student use. We could sell these for personal use.

In the interest of transparency and consistency I am asking for policy approval to authorize pricing and selling old technology to Encore staff, their friends and family, and students. Pricing would be separated into working and not working. All like items would have like pricing. Prices would be set before offered for sale to avoid the perception of favoritism.

I am also asking for a policy on selling E-waste items through an auction site. The auction items would be listed as lots when possible. Sold as is and without warranty. We would only sell items that would otherwise end up getting recycled. Both working and nonworking items that we cannot throw away.

I have included staff recommended statements.

Thank you, I am available for questions.

1. On behalf of Encore Education Corporation the IT department will price and make available for purchase to Encore staff, staff friends and family, any working or nonworking equipment that no longer has any production value to Encore Education Corporation. This would be determined by department chairs and approved by Executive staff.

Prices will be determined by age and condition.

All like items will be priced alike.

Prices will be set prior to offer of sale.

Pricing will be approved by an Executive Staff member prior to offer.

Items will be sold "as is, where is" without warranty.

Encore Education Corporation will not repair, replace or otherwise support sold equipment.

A sales receipt and proper documentation will be completed to show approved disposal.

Sold equipment will be removed from the property and not used on campus.

IT Department staff will not be eligible to purchase.

2. On behalf of Encore Education Corporation the IT Department will post to auction, any working or nonworking equipment that would be otherwise disposed of through an E-Waste recycler.

Items will be sold in lots where appropriate.

Minimum bidding will \$5.

All items will be sold, "as is, where is" without warranty.

Encore Education Corporation will not pay shipping.

Encore Education Corporation will not repair, replace or otherwise support sold equipment.

Encore Education Corporation will not load or secure sold items.

A sales receipt and documentation will be provided by the auction company to provide a record of proper disposal.