



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

DISPOSAL OF SURPLUS OR OBSOLETE FURNITURE, FIXTURES, AND EQUIPMENT

I am going to bring it recovery and healing; I will heal them and reveal to them abundance of prosperity and security. Jeremiah 33:6

Table with 2 columns: Drafted (November 19, 2024) and Meeting Date (February 4, 2025). Includes names: Jacqueline Charles, Derek Luk, Ryan Putnam.

RECOMMENDATION REPORT

Vision: IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.

Mission: Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.



MULTI-YEAR STRATEGIC PLAN 2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne
Director of Education

Adrian Della Mora
Associate Director of Academic Affairs & Chief Operating Officer

Derek Boyce
Associate Director of Corporate Services and Chief Commercial Officer

Ryan Putnam
Chief Financial Officer and Treasurer

## **A. EXECUTIVE SUMMARY**

To provide the Governance and Policy Committee (GAP) with a proposed updated Disposal of Surplus or Obsolete Furniture, Fixtures And Equipment, formerly F.P.07, (Appendix A - Tracked and Appendix B – Clean).

**The cumulative staff time required to prepare this report was 3 hours**

## **B. PURPOSE**

The proposed updated policy addresses GAP's direction to review Financial policies.

## **C. BACKGROUND**

1. The Disposal of Surplus or Obsolete Furniture, Fixtures and Equipment Policy was last reviewed in March 2010.
2. On October 1, 2024, GAP approved the review of the Disposal of Surplus or Obsolete Furniture, Fixtures and Equipment Policy in the 2024-2025 school year.
3. The TCDSB's averages approximately \$20,000.00 per year in revenue from the sale of surplus assets with, vehicles (trucks and vans) contributing almost 50% of total sales.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

1. The policy has been updated to simplify language, and formatted into the new policy template.

## **E. METRICS AND ACCOUNTABILITY**

1. The policy will be reviewed every five years.
2. Staff with approval authority will monitor the disposal of Board equipment and the Finance Department will provide regular review and oversight.

## **F. STAFF RECOMMENDATION**

1. Staff recommends that the proposed Disposal of Surplus or Obsolete Furniture, Fixtures and Equipment Policy provided in Appendix A (tracked) and Appendix B (clean), be approved.