

MEMORANDUM

TO: Superintendent, Spencer County Public Schools
FROM: MARTHA CRENSHAW

DATE: 08/10/2012 mm/dd/yyyy

SUBJECT: Request to Surplus Property

Please Read: The District does not have a storage facility or space; therefore, storage of surplus equipment is a school responsibility. The District will advertise available surplus at www.spencer.k12.kv.us/co/finance/surplus_items.htm so other schools can check for needed equipment before ordering new. Occasionally surplus property will be advertised for sealed bid or auctioned.

Please accept this recommendation to surplus the following property:

LOCATION	QTY	DESCRIPTION	SERIAL#	ASSET TAG#	CONDITION
SCMS	200	SCIENCE TEXTBOOKS	ISBN0078282381		Usable - Poor
SCMS	250	SCIENCE TEXTBOOKS	ISBN0030647770		Usable - Poor
SCMS	126	SCIENCE TEXTBOOKS	ISBN0030647940		Usable - Poor
SCMS	250	SCIENCE TEXTBOOKS	ISBN0130540579		Usable - Poor
SCMS	33	MATH TEXTBOOKS	ISBN1586209124		Usable - Poor
SCMS	34	MATH TEXTBOOKS	ISBN1586209140		Usable - Poor
SCMS	38	MATH TEXTBOOKS	ISBN158609132		Usable - Poor
SCMS	32	COACH MATH BOOKS	ISBN1586203150		Usable - Poor
SCMS	19	COACH MATH BOOKS	ISBN1598232806		Usable - Poor
SCMS	50	READING SKILL BUILDER	ISBN0676397115		Usable - Poor



Print Now - Send to your building principal and
Michele Barlow at Central Office

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Please accept this recommendation to surplus the following property:

LOCATION	QTY	DESCRIPTION	SERIAL#	ASSET TAG#	CONDITION
SCMS	23	WORLD BOOK ELECTION 2000	ISBN0716612925		Usable - Fair
SCMS	21	AMERICAN HERITAGE ILLUSTRATED	ISBN0382098781		Usable - Fair
SCMS	70	SCIENCE TEXTBOOKS	ISBN0030519578		Usable - Poor
SCMS	29	ELEMENTS OF WRITING	ISBN0030471427		Usable - Poor
SCMS	200	QUEST LITERATURE TEXTBOOKS	ISBN0395914884		Usable - Poor
SCMS	200	PEOPLE PLACES & CHANGE TXTBOO	ISBN0030524598		Usable - Poor
SCMS	200	SCIENCE TEXTBOOKS	ISBN013054641		Usable - Poor
SCMS	1	HP LASERJET 1300	CNBB540948		Not Usable
<choose one>					<choose one>
<choose one>					<choose one>



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