**Board Memo**

**DATE:** 8/10/2023

**AGENDA ITEM DETAILS:**

**School/Department**

Purchasing/Cooper High School (RCHS)

**Product Vendor or Grant Issuer**

N/A

**Product or Grant Name**

Declaration as Surplus

**Date/Term (Beginning and End Dates/Year)**

N/A

**APPLICABLE BOARD POLICY & STRATEGIC PLAN GOAL:**

04.8 Disposal of School Property

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

Randy Borchers-Athletic Director at RCHS would like to declare old football jerseys from 2016 as surplus. These jerseys are out of date and in poor condition. Mr. Borchers would also like to give former and current players the option to purchase them for $20.00 each. Any proceeds from the sales would be for their football fund.

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

N/A

**Funding Source**

N/A

 **\*If more than one funding source, list below along with amount or percent for each source**

N/A

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

N/A

**RECOMMENDATION:**

I request the Board to declare the football jerseys as surplus and approve the sale of them in accordance with Board Policies, as presented.

**CONTACT PERSON: (submitter)**

Donny Grant, Purchasing Administrator and Kim Best, Assistant Superintendent of Operations