

**Request to Place an Item on the Agenda**Name: TCMS

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Name of school children attend, if applicable: \_\_\_\_\_

Group represented: \_\_\_\_\_

Check if request was submitted to: ☐ Superintendent ☐ Board Chairperson

Conferred with following administrators (names): \_\_\_\_\_

\_\_\_\_\_

Description of Issue: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Specific Action Requested: Surplus of media items.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Check if you are: ☐ Board Member ☒ District Employee ☐ Community Member

All requests for items to be placed on the agenda must be submitted to the Superintendent prior to the Board meeting as specified in Board Policy 01.45. Items submitted shall require prior approval of the Superintendent.

Review/Revised: 3/13/06

# TODD COUNTY SCHOOL DISTRICT

## Retired Asset Form (RA-1)

Asset Tag #	Description	Make	Model	Serial Number	Value if Sold	Location/Room	Reason Why Retired	Date
<del>111000</del>	LET Trans							
<del>111010</del>	China							
<del>111020</del>	FLY Away Home							
<del>111030</del>	Decisions							
<del>111040</del>	Across 5 Aprils							
<del>111050</del>	Anne Frank							
<del>111060</del>	Independence							
<del>111070</del>	Elements of Design							
<del>111080</del>	Dropping in on Miss C							
<del>111090</del>	Panthers							
<del>111100</del>	Treasure Island							
<del>111110</del>	Song of Art 14							

Signature of Principal/Supervisor: \_\_\_\_\_

*[Signature]*

Date: \_\_\_\_\_

2/26/18

Received by Finance Officer: \_\_\_\_\_

Date: \_\_\_\_\_

Entered into MUNIS Fixed Asset Software: \_\_\_\_\_

By: \_\_\_\_\_

# TODD COUNTY SCHOOL DISTRICT

## Retired Asset Form (RA-1)

Asset Tag #	Description	Make	Model	Serial Number	Value if Sold	Location/Room	Reason Why Retired	Date
<del>114010</del>	Songs of Art ③							
<del>114011</del>	Songs of Art ②							
<del>114012</del>	Songs of Art ①							
<del>114013</del>	Drawing							
<del>114014</del>	A year Down Under							
<del>114015</del>	China							
<del>114016</del>	Composers	Verdi						
<del>114017</del>	Composers	Mozart						
<del>114018</del>	Composers	Handel						
<del>114019</del>	Composers	Wagner						
<del>114020</del>	Composers	Brahms						
<del>114021</del>	Composers	Hydn						

Signature of Principal/Supervisor: \_\_\_\_\_

Date: 2/24/18

Received by Finance Officer: \_\_\_\_\_

Date: \_\_\_\_\_

Entered into MUNIS Fixed Asset Software: \_\_\_\_\_

By: \_\_\_\_\_

# TODD COUNTY SCHOOL DISTRICT

## Retired Asset Form (RA-1)

Asset Tag #	Description	Make	Model	Serial Number	Value if Sold	Location/Room	Reason Why Retired	Date
<del>1118</del>	Composers	Puccini						
<del>1130</del>	Composers	Strauss						
<del>1115</del>	Composers	Schubert						
<del>1112</del>	Composers	Stravinsky						
<del>110987</del>	1st Day Issue of stamp							
<del>111000</del>	1st Day Issue of stamp							
<del>111330</del>	LET Lincoln							
<del>111331</del>	LET Lincoln							
<del>111332</del>	Beethoven							
<del>111333</del>	Best Christmas Pageant Ever							
<del>111334</del>	The Outsiders							
<del>111335</del>	Emperors new clothes							

Signature of Principal/Supervisor:  Date: 2/26/18

Received by Finance Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Entered into MUNIS Fixed Asset Software: \_\_\_\_\_ By: \_\_\_\_\_

# TODD COUNTY SCHOOL DISTRICT

## Retired Asset Form (RA-1)

Asset Tag #	Description	Make	Model	Serial Number	Value if Sold	Location/Room	Reason Why Retired	Date
<del>11719</del>	Divided Union	Vol 1						
<del>11723</del>	Divided Union	Vol 2						
<del>11716</del>	Divided Union	Vol 3						
<del>11807</del>	Video Field Trips	New England						
<del>11403</del>	Jacob Lawrence							
<del>11056</del>	Faith Ringgold							
<del>11200</del>	Beck							
<del>11016</del>	Dig of Anne	DVD						
<del>11717</del>	Thomas Edison							
<del>11708</del>	Bathor future							
<del>11817</del>	Wassau	Sheets						
<del>11010</del>	Box of millennium							

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# TODD COUNTY SCHOOL DISTRICT

## Retired Asset Form (RA-1)

Asset Tag #	Description	Make	Model	Serial Number	Value if Sold	Location/Room	Reason Why Retired	Date
<del>11112</del>	Eyes of Prize	Vol 11						
<del>11113</del>	Eyes of Prize	Vol 12						
<del>11114</del>	Eyes of Prize	Vol 13						
<del>11115</del>	Eyes of Prize	Vol 14						
<del>11116</del>	where America began							
<del>11117</del>	will you live							
<del>11118</del>	MLK or							
<del>11119</del>	Pony Express							
<del>11120</del>	Pail road							
<del>11121</del>	Gethysburg							
<del>11122</del>	Oregon Trail							
<del>11123</del>	Mississippi							
<del>11124</del>	Live							

Signature of Principal/Supervisor: \_\_\_\_\_



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## Retired Asset Form (RA-1)

Asset Tag #	Description	Make	Model	Serial Number	Value if Sold	Location/Room	Reason Why Retired	Date
<del>11812</del>	Jacob Lawrence I loved							
<del>11033</del>	Portrait of Artist							
<del>11015</del>	Nova							
<del>11013</del>	Bio of Millennium							
<del>11012</del>	Bio of Millennium							
<del>11011</del>	Bio of Millennium							
<del>11010</del>	Millennium							
<del>11009</del>	Unknown Time Cassettes							
<del>11008</del>	Regan							
<del>11007</del>	Disk							
<del>088319</del>	Disk							
<del>031959</del>	Disk							
<del>020211</del>	Disk							

Signature of Principal/Supervisor: \_\_\_\_\_

Date: 2/26/18

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Entered into MUNIS Fixed Asset Software: \_\_\_\_\_

By: \_\_\_\_\_

## Retired Asset Form (RA-1)

[illegible]

*[Handwritten signature]*

2/24/15

Date:

By: