M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

**Karen Byrd, Chairperson**

 **Board Members**

**FROM: Jehan Ghouse, Purchasing Administrator**

**DATE: January 23, 2019**

**RE: Declaration as Surplus: Text Books**

**Conner High School has requested that the text books show on the attached pages be declared as surplus:**

**The books are out of date (copyrights between 2001 and 2012) and no longer in use at Conner High School.**

**The books will be recycled, disposed as scrap, or sold via auction per Board policies**

**All Items being disposed are documented and kept on file in the Finance Office for review.**

**I request that the Board declare the items as surplus and approve the disposal in accordance with Board Policy, as presented.**

1. *Writing Coach*

9th Grade

|  |  |  |
| --- | --- | --- |
| Text | ISBN | Quantity |
| Student Text | 0-13-253143-7 | 1 |
| Teacher’s Edition | 0-13-253723-0 | 1 |
| 9th Grade Sampler |  |  |
| Exam View | 0-13-253221-2 | 1 |
| Common Core State Standards | 0-13-319050-1 |  |
| Common Core Companion |  |  |

10th Grade

|  |  |  |
| --- | --- | --- |
| Text | ISBN | Quantity |
| Student Text | 0-13-253144-5 | 87 |
| Teacher’s Edition | 0-13-253724-9 | 4 |
| 10th Grade Sampler | 0-13319414-0 | 1 |
| Exam View | 0-13-253222-0 | 4 |
| Common Core State Standards | 0-13-319051-x | 1 |
| Common Core Companion | 0-13-319067-6 | 1 |

11th Grade

|  |  |  |
| --- | --- | --- |
| Text | ISBN | Quantity |
| Student Text | 0-13-253145-3 | 201 |
| Teacher’s Edition | 0-13-253726-5 | 2 |
| 11th Grade Sampler | 0-13-319415-9 | 2 |
| Exam View | 0-13-253223-9 | 5 |
| Common Core State Standards | 0-13-319052-8 | 3 |
| Common Core Companion | 0-13-319068-4 | 1 |

12th Grade

|  |  |  |
| --- | --- | --- |
| Text | ISBN | Quantity |
| Student Text | 0-13-253146-1 | 151 |
| Teacher’s Edition | 0-13-253727-3 | 2 |
| 12th Grade Sampler | 0-13-319416-7 | 1 |
| Exam View | 0-13-253224-7 | 3 |
| Common Core State Standards | 0-13-319053-6 | 1 |
| Common Core Companion | 0-13-319069-2 | 1 |

1. McDougal Littell’s *The Language of Literature* (76)—0-395-93182-7

Teacher’s Edition (2)—0-395-93189-4

Audio Library (1)—0-395-97144-6

1. *Literature: Reading, Reacting, Writing* by Kirzner and Mandell (95)—1-4130-1938-2