

Request to Place an Item on the AgendaName: MATT LangleyAddress: TCBUETelephone number: 270 265 2436Name of school children attend, if applicable: TCBUEGroup represented: TCBUECheck if request was submitted to: ☒ Superintendent ☒ Board Chairperson

Conferred with following administrators (names): _____

Description of Issue: Workstation surplusSpecific Action Requested: surplus old/aged computersCheck 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
12630	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12956	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12807	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12941	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12853	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12943	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12876	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12816	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12561	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12895	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12850	Desktop	DELL	Opti 755			95X	junk	2/19/2019
12924	Desktop	DELL	Opti 755			95X	junk	2/19/2019

Signature of Principal/Supervisor: _____ Date: _____

Received by Finance Officer: _____ Date: _____

Entered into MUNIS Fixed Asset Software: _____ By: _____