

Request to Place an Item on the AgendaName: Tammy Mason, South ToddAddress: 4115 Guthrie Rd Guthrie KYTelephone number: 265-5785Name of school children attend, if applicable: -Group represented: South ToddCheck if request was submitted to: ☒ Superintendent ☐ Board Chairperson

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

Description of Issue: Items for surplus -- outdated / broken /  
unsafe items are no longer neededSpecific Action Requested: Approve Surplus of items on attached  
listCheck 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

## **List of Surplus Items**

**South Todd**

**77 Old Student Chairs**

**Wooden Teacher Desk**

**Outdated Curriculum/Books and Resources (10 Years and older)**

**Loft and Loft Accessories from Preschool Room**

**Old Wooden Risers**

**Bent and broken File Cabinets**