**Board Memo**

**DATE:** 8/29/2022

**AGENDA ITEM DETAILS:**

**School/Department**

Various departments and schools

**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:**

04.8 - Disposal of School Property

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

The following District assets have been deemed as being either end of useful life, broken, obsolete, or of no practical purpose to any of our schools or facilities. I request that the board declare the items surplus and approve the disposal in accordance with Board Policy. Technology items will be recycled per District policy, using an approved technology recycling vendor. All other items will either be sold at surplus auction, sold for scrap, or disposed of in accordance with District protocol. Any proceeds from sale or scrap will be directed to the District finance department.

|  |  |
| --- | --- |
| **Source** | **Description** |
| Food Service | Mixers, stands, warmers, miscellaneous kitchen equipment and utensils |
| Boone County High School | Seats from old auditorium |
| Conner High School | Laptops, iPads, desktop PCs |
| Conner Middle School | Laptops, iPads, desktop PCs, monitors, Chromebooks, TV receiver, DVD player, printer |
| Cooper High School | Chromebooks, PCs, monitors, VBrick controller, projectors |
| Florence Elementary School | Chromebooks |
| Facility Management | HVAC equipment and parts |
| Goodridge Elementary School | DocCameras, projector, Chromebooks, Surface, PC |
| Kelly Elementary School | PCs, iPads, projectors, laptop, |
| Learning Support Services | Forte, reading pens, track ball, MainGo2, iPad, talking calculator, battery adapter, speaker, screen mic |
| New Haven Elementary School | Laptop, projectors, printers, keyboards, headphones, PCs, doc cameras |
| North Pointe Elementary School | iPads, projector, chargers, headphones, computer parts, speakers, subwoofer, PCs |
| Ockerman Middle School | Lawn tractors, plows |
| Stephens Elementary School | Laptops, iPads, Chromebook cart |
| Technology Department | Access points |
| Yealey Elementary School | Doc cameras, Chrombooks, iPad cases |
| Thornwilde Elementary School | Laptops |

**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 items as surplus, and approve the disposal in accordance with Board Policies, as presented.

**CONTACT PERSON: (submitter)**

Roxanne Collins, Purchasing Administrator