



Kenion County School District | It's about ALL kids.

# Issue Paper

**DATE:**

09/01/2022

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve the disposition of district equipment as surplus in accordance with the attached spreadsheet; offer the items for sale to the public using a sealed bid process, award items to the highest/best bidder(s), complete the sale and properly dispose of any items not sold through this process.

**APPLICABLE BOARD POLICY:**

Fiscal Management – Disposal of School Property 04.8

**HISTORY/BACKGROUND:**

The district requests that previously purchased equipment, that is no longer needed, be dispositioned as surplus and sold to the public through a sealed bid process.

**FISCAL/BUDGETARY IMPACT:**

None

**RECOMMENDATION:**

Approval to dispose of district equipment as surplus in accordance with the attached spreadsheet; offer the items for sale to the public using a sealed bid process, award items to the highest/best bidder(s), complete the sale and properly dispose of any items not sold through this process.

**CONTACT PERSON:**

Jennifer Weis-Smith

A handwritten signature in blue ink, appearing to read "Jennifer Weis-Smith".

Principal/Administrator

A handwritten signature in blue ink, appearing to read "Rob Hancy".

District Administrator

A large, stylized handwritten signature in blue ink, likely belonging to the Superintendent.

Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.



## SURPLUS REQUEST FORM

Quantity	Category	Asset Tag#	Item Description	Make/Model No.	Serial No.	Condition	School/Building
1	Furniture		Metal 4-drawer Cabinet			Poor	Dixie Heights High School
1	Furniture		Metal 4-tier shelf			Poor	Dixie Heights High School
1	Furniture		Wood 5 tier shelf			Damaged	Dixie Heights High School
1	Maintenance Equipment		MI-T-M 3000 psi Pressure Washer	MI-T-M		Damaged	Dixie Heights High School
9	Furniture		Gray Metal Science Cabinet (Very Large)			Fair	Dixie Heights High School
2	Furniture		Metal Tv Stand, Black			Fair	Dixie Heights High School
1	Furniture		Metal, Small 2-Drawer Sliding Shelf			Poor	Dixie Heights High School
3	Furniture		Metal Double Door Cabinet, Black			Poor	Dixie Heights High School
1	Food Service Equipment		Henny Penny Heated Cabinet	HC900		Damaged	Dixie Heights High School
1	Furniture		Metal Teacher Desk with Topper (Broken Legs)			Damaged	Dixie Heights High School
1	Furniture		Wood Science Table, (Broken Legs)			Damaged	Dixie Heights High School
1	Athletic Equipment	12716	Precor Treadmill	C9S6I		Poor	Dixie Heights High School
1	Athletic Equipment	12714	Arctrainer	Cybex		Poor	Dixie Heights High School
1	Medical Equipment		Wheelchair			Poor	Central Office - North
33	Books		Earth Science (Geology, the Environment, and the Universe), Science Notebook	Glenco	978-0-07-658721-6	Fair	Simon Kenton High School
34	Books		Earth Science (Geology, the Environment, and the Universe), Laboratory Manual	Glenco	978-0-07-661276-7	Fair	Simon Kenton High School
64	Books		Chemistry 5th Edition (The Molecular Nature of Matter and Change)	McGraw-Hill	978-0-07-724101-8	Fair	Simon Kenton High School
24	Books		Chemistry 5th Edition (The Molecular Nature of Matter and Change) Student Guide	McGraw-Hill	978-0-07-304861-1	Fair	Simon Kenton High School
1	Books		Earth Science (Directed Reading Workbook)	Holt, Rinehart & Winston	978-0-03-036353-5	Fair	Simon Kenton High School
14	Books		Physics	Holt, Rinehart & Winston	0-03-056544-8	Fair	Simon Kenton High School
1	Books		Intergrated Science Lab Manual (Teachers Edition)	Prentice Hall	0-13-436370-1	Fair	Simon Kenton High School
32	Books		Biology (The Unity and Diversity of Life) 9th Edition	Brooks/Cole (Thomson Learning)	0-534-57546-3	Fair	Simon Kenton High School
47	Books		Biology (The Unity and Diversity of Life) 11th Edition	Brooks/Cole (Thomson Learning)	0-495-01599-7	Fair	Simon Kenton High School
82	Books		Hole's Human Anatomy & Physiology 11th Edition	McGraw-Hill	(ISBN-13) 978-0-07-325699-3	Fair	Simon Kenton High School
1	Books		Hole's Human Anatomy & Physiology 11th Edition (Student Study Guide)	McGraw-Hill	0-07-29077-0	Fair	Simon Kenton High School
1	Books		Hole's Human Anatomy & Physiology 11th Edition (Lab Manual)	McGraw-Hill	978-0-07-282957-0	Fair	Simon Kenton High School
368	Furniture		Student Chairs			Fair	Piner Elementary
20	Furniture		Student Chairs with Basket			Fair	Piner Elementary
118	Furniture		Student Desks			Fair	Piner Elementary
25	Furniture		Double Student Desks			Fair	Piner Elementary