

Henderson County Board of Education
1805 2nd Street
Henderson, KY 42420

Subject: Request for Approval to Declare Athletic Supplies as Surplus

Dear Members of the Board of Education,

This letter is submitted on behalf of Henderson County High School to request formal approval to declare certain athletic supplies as surplus property. These items are no longer needed by Henderson County High due to replacement with new equipment or damage beyond repair.

We believe that declaring these items as surplus will enable their proper disposal and possibly free up valuable storage space. A detailed list of the items proposed for surplus is attached for your review. This list includes jerseys, soccer balls, cheer signs, and archery supplies.

We understand and will adhere to the Board's policies and procedures regarding the disposal of surplus property. We are prepared to offer for sale to the public, to return proceeds to athletic activity accounts, or dispose of as waste once approval is granted. We are also happy to provide any additional information or clarification you may require.

Thank you for your time and consideration of this request. We look forward to your approval to proceed with the surplus declaration and subsequent disposal of these athletic supplies.

Sincerely,

Nathan Grace, RAA
Director of Athletics & Activities
Henderson County High School

Attachment: Proposed List of Athletic Supplies for Surplus

Proposed List of Athletic Supplies for Surplus – Henderson County High School

Date: 6/16/2025

Item Description	Quantity	Condition	Reason for Surplus	Proposed Disposal Method
Soccer balls (defunct)	15	Poor	Worn out, do not hold air	Dispose of as waste
Football Jersey (old design)	2 sets from before 2020	Fair	Replaced with a new design	Offer for sale/Dispose as waste
Soccer Uniforms (old design boys)	2 sets	Fair	Replaced with a new design	Donate to the senior graduating athletes
Cheer Signs (old design)	3 sets	Good	New year signs	Donate to Youth/Dispose as waste
Archery Arrows (not balanced)	1000	Poor	Replaced with new arrows	Offer for sale/Dispose as waste
Archery Targets (used beyond school use)	34	Poor	Replaced with new targets	Offer for sale/Dispose as waste
