

Memorandum

To: Sherry Arrington/Debbie Monschke

From: Gina Burgess-Warehouse Supervisor

Date: 2-24-2014

Re: Surplus

Please include the following items for the Board to deem as surplus to be auctioned, recycled or disposed of:

AUCTION

AV Equipment: *damaged/no longer used*- overhead projectors, cassette players, dvd/cassette players, vhs/dvd players, boom boxes, headsets, listening center, headsets, document cameras, speakers, Alpha Smart carts, vcr's, cd players, TV's, typewriters, projector screens

Misc.: *damaged/no longer used*- carts, TV's, student desks, tables, chairs, file cabinets, teacher desks, window blinds, CPR mannequins, weight scale

RECYCLE

Computers, etc.: *damaged/no longer supported/replaced*-cpus, monitors, printers, keyboards, cables, cords, mice, power bricks, laptops, document cameras, boxes of misc. parts, scanners, speakers, fans, tuner boxes