



Catalina Foothills Unified School District #16
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BOARD AGENDA ITEM

BOARD ITEM NO: 3.12

BOARD MEETING DATE: Tuesday, May 27, 2025

CONSENT AGENDA ITEM: Authorization for District Representative for
Approval of Disposal of Assets for Fiscal
Year 2025-2026

SUBMITTED BY: Lisa Taetle, Director of Finance

PRESENTED BY: Denise Bartlett, Superintendent

The Arizona Administrative Code R7-2-1131 identifies the steps required for disposition of materials.

The Uniform System of Financial Records (USFR) Compliance Questionnaire (CQ), Property Control Section Question PC08, has been updated to require the Governing Board to approve the disposal of all stewardship (\$1,000-\$5,000) and capital assets (depreciable \$5,000 or more).

The District's disposition of property includes trade-ins, public auctions, donations and write-offs. District property is disposed of when the asset is no longer in use, inoperable, lost or has become obsolete.

We are requesting the Governing Board delegate the authority to approve the disposal of stewardship and capital assets for Fiscal Year 2025-2026 to Lisa Taetle, Director of Finance.

RECOMMENDED MOTION: I move the governing board delegate the authority to approve the disposition of district stewardship and capital assets for fiscal year 2025-2026 to Director of Finance Lisa Taetle, as presented.