MADISON PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT

REMOVAL OF USED BOOKS AND EQUIPMENT

School: DHHS

Reviewed by Building Administrator: [signature]

Department:

Date Approved by BOE:

Date: 1/23/24

Submitted by: Chris Farrell, AD

Quantity	Item	Serial #	Tag #	Asset #	Copyright Date	ISBN #	Reason for Removal
1	DESK						old - not in good condition

Original – Central Office Inventory Control

Copy – Building Inventory Control

Copy – Building Administrator