

# SAN CARLOS UNIFIED SCHOOL DISTRICT NO. 20



September 30, 2012

Governing Board  
San Carlos Unified School District # 20  
PO Box 207  
San Carlos, AZ 85550

Dear Governing Board Members

We are requesting the Governing Board authorize the disposal of old Emac computers from the Alternative School. With the authorization of the disposal we are requesting the same units be used as incentive awards for those students who have excelled in academics and/or attendance. A computer would be given to each student who maintains a 95% or higher attendance rate or to a student who has completed and received 5 or more credits toward their graduation requirement per semester.

Your approval of this request is greatly appreciated.

A handwritten signature in cursive script that reads "Donald Hancock".

Donald Hancock  
Director Special Education/Alternative Education

## REQUEST FOR AUTHORIZATION TO DISPOSE OF EQUIPMENT

From: School or Department AlternativeLocation Computer Lab

To: \_\_\_\_\_

Tag No	Description (include Model #)	Serial No.	Value/Acquired
1	Emac (2005)	YM53400BTVZ	
2	Emac (2005)	YM317Z7FNTZ	
3	Emac (2005)	YM317Z7TNTZ	
4	Emac (2005)	YM53402PTVZ	
5	Emac (2005)	YM17Z7YNTZ	
6	Emac (2005)	YM53405PTVZ	
7	Emac (2005)	YM317ZE BNTZ	
8	Emac (2005)	YM317ZECNTZ	
9	Emac (2005)	YM317Z79NTZ	
10	Emac (2005)	YM317Z76NTZ	
11	Emac (2005)	YM317ZEZNTZ	
12	Emac (2005)	YM317Z75NTZ	
13	Emac (2005)	YM317Z7RNTZ	
14	Emac (2005)	YM317Z EQNTZ	
15	Emac (2005)	Missing Manufacture plates	
16	Emac (2005)	Missing Manufacture plates	
17	Emac (2005)	Missing Manufacture plates	
18	Emac (2005)	Missing Manufacture plates	


  
 Departmt Hd/Principal Signature

10-2-12
  
 Date

 \_\_\_\_\_
   
 Board/Authorized Agent

 \_\_\_\_\_
   
 Date