

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 08/26/25



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**Recognition:**   ☐ Students                      ☐ Staff                      ☐ Parents  
**Information:**   ☐ Building Report           ☐ Old Business           ☐ Superintendent's Report  
**Action:**        ☐ Resignations                      ☐ Hiring                      ☐ Contract Service Agreements  
                    ☐ Travel Out-of-State                ☐ Travel In State           ☐ Approvals  
                    ☐ Termination                      ☐ Legal Matters           ☐ Other:  
                    This action request pertains to ☐ Elementary (only)    ☒ High School/District Wide

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**Date:**        08/22/25

**To:**           Rebecca Rappold  
                    Superintendent

**From:**       Sandra Rivas  
**Title:**        Finance Director/District Clerk

**Subject: Declare Property as Surplus**

**Justification:** Request to have the following items surplus:

QTY 2: Kolpak Coolers  
          QTY 1-13'x 9', 1993, condition-fair  
          QTY 1- 5'4" x 9', 1993, condition-fair  
QTY 1: Master Bilt Freezer, 1990, condition-average

These items are no longer useful for the district; therefore, the Board of Trustees may declare them surplus property and dispose of them as per state regulation. Following Board approval to surplus, these items will be advertised in the local paper for two weeks, on the district's website, and on the District's Facebook page. Bids received will be brought before the school board at the board meeting following the two weeks. Minimum bid \$500.00

**Financial Impact:** N/A

**Attachment(s):** Surplus List from various buildings/schools

**Superintendent Action:** ☐ Approved   ☐ Denied   ☐ Deferred    Initial & date: \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**        ☐ N/A (Info)        ☐ Approved        ☐ Denied        ☐ Tabled to: \_\_\_\_\_