



UNITED INDEPENDENT SCHOOL DISTRICT

MEMORANDUM

TO: United ISD Board of Trustees

FROM: Hector G. Cavazos, Fixed Assets Director *HGC*

THRU: Hector J. Perez, Assistant Superintendent for Technology

DATE: November 15, 2023

RE: Disposal of Salvage Furniture & Equipment

Attached is a list of salvage furniture and equipment that is no longer serviceable by United Independent School District. The listed items were removed from campuses and departments District-wide, and were declared damaged and/or unusable. The Fixed Assets Department will oversee the disposition of the listed items through an approved method as listed in the Board Resolution. Please feel free to contact my office if you have any questions.

RESOLUTION

WHEREAS, the United Independent School District Board of Trustees declares that the property described on the attached list of personal property be declared surplus and not usable to the District,

WHEREAS, The Texas Education Code 11.151 (c) states, "The trustees may, in any appropriate manner, dispose of property that is no longer necessary for the operation of the school district",

WHEREAS, United ISD Policy CI (Local) and administrative procedures prescribe the manner of the sale and disposition of surplus property,

WHEREAS, be it further resolved that the Superintendent or designee is directed to dispose of the said property, using one of the following methods:

1. By public auction (live or virtual);
2. To the Highest bidder, after advertisement in a newspaper of general circulation at least one week before the closing of sealed bids;
3. By direct or third party sale to the public;
4. The Superintendent or designee may reject all bids;
5. Should any of the disposal methods described above fail to result in the disposal of the property, the property may then be disposed of in the following manner, at the discretion of the Superintendent or designee:

(a) In a District-run informal auction, to the highest bidder, without the necessity of a newspaper advertisement, after posting written notice of the date, hour and place of the auction, and the giving of a general description of the property, in a place readily accessible to the general public at all times for at least 72 hours before the scheduled time of the auction;

(b) If the property is not disposed of after the informal auction, the Superintendent or designee is hereby authorized to either (i) keep the property and dispose of it at a later time; or (ii) sell the property that has value, on a first-come-first-serve basis, after notice to the public as aforesaid, and (iii) give away aforesaid, or (iv) scrap the property that has no value to the District in an authorized dumpsite;

(c) Except, however, property described in (a) and (b) above, that has been determined by the Superintendent or designee to have intrinsic value to the District that exceeds the cost to the District of retaining it in storage or elsewhere may not be given away or scrapped. Property that has less value than the cost of retaining it shall be considered for purposes of subsection (b) above as having "no value".

BE IT RESOLVED by a majority vote of the United Independent School District Board of Trustees at a lawfully called meeting of the Board on **November 15, 2023.**

Ramiro Veliz, III
President, Board of Trustees

ATTEST:

Michelle Molina
Secretary, Board of Trustees

<i>Description</i>	SUM of Total Items
AIR HUMIDIFER	1
AMPLIFIER	1
ANTENNA	2
APPLE TV	29
AUDIO MIXER	1
AUDIO/VISUAL- MISC. EQUIPMENT	1
BAGS	46
BASKETBALL RACK	1
BATTERY-TECH	11
BENCHES	19
BICYCLES	1
BLOOD PRESSURE CUFFS	11
BOOK CASE	49
CABINETS	65
CABLES	265
CALCULATORS	87
CALIFONE	5
CAMERA-VIDEO	2
CAMERAS-DIGITAL	5
CAPTURE STATION	14
CART-CUSTODIAL	11
CARTS-TECHNOLOGY	164
CASH REGISTERS	1
CASSETTE PLAYER	13
CD/DVD WRITERS	15
CHAIR	955
CHALK BOARD	1
CISCO-SWITCH	9
COMBOS-DESKS	32
COMPRESSOR	4
COMPUTER	1968
COMPUTER SOFTWARE	2
COMPUTER STANDS	1
CPU	95
DESKS-OFFICE	44
DESKS-STUDENT	198
DOCKING STATIONS	3
DOCUMENT CAMERA	151
DRILL	7
DRYER	4
ELECTRIC BED	1

<i>Description</i>	SUM of Total Items
ELECTRIC STAPLER	4
ELECTRIC TUNER	2
FAX MACHINE	1
FREEZERS	1
HARD DRIVES	4
HEADPHONES	1
HOLE PUNCHER-ELECTRIC	3
HOTSPOT	153
ICE CHEST	5
ICE MACHINE	4
INSTRUMENTS-CELLO	3
INSTRUMENTS-DRUMS	3
INSTRUMENTS-PIANO	1
INSTRUMENTS-STRING BASS	5
INSTRUMENTS-TRUMPET	1
INSTRUMENTS-VIOLINS	1
INTERACTIVE SMART PANEL	9
IPAD CASE	2
IPAD LOCK & CHARGE SAFE	4
KEYBOARDS	194
KEYBOARDS (BOXES)	2
KEYBOARDS-WIRELESS	4
KINDER FURNITURE	7
KRONOS	166
LAMINATOR	4
LAPTOPS	93
LIFTS	1
MAPS	4
MATS-P.E.	9
MICROSCOPES	5
MICROWAVES	4
MIFI	52
MIMIO WIRELESS	7
MIRRORS	1
MISC. HVAC	1
MONITOR-AUDIO/VISUAL	6
MONITOR-COMPUTER	68
MOUNTING RACKS	8
MOUSE	6
OTOSCOPES/STETHOSCOPE	5
PAPER CUTTER	2

<i>Description</i>	SUM of Total Items
PIANO	1
PLASTIC CONTAINERS	4
POPCORN MACHINE	1
POWER SOURCE-COMPUTER	2
PRINTERS	280
PROJECTORS	177
QUICK PADS	19
RACKS-WOODEN	1
RADIO TRANSMITTER	58
READER	8
RECORDER-AUDIO	2
RECORDER-DVD/BLU-RAY	3
RECORDER-VHS	1
REFLECTORS	2
REFRIGERATOR	5
RUGS	6
SCALE	5
SCANNER	24
SCANTRON MACHINE	1
SCRAPS-PAPER	1
SCREENS-CLASSROOM	3
SCRUBBER-CUSTODIAL	8
SERVERS	6
Shelf	9
SHELVES	13
SHIELDS	33
SHREDDER	4
SMART BOARDS	16
SOFA	1
SOUND PANELS	2
SPEAKERS	22
SQUAT MACHINE	1
STANDER-METAL	1
STANDS	8
STEREO EQUIPMENT	3
STORAGE	2
STOVE	1
SWITCH	1
TABLES	241
TABLET	3
TELEVISIONS	104

<i>Description</i>	SUM of Total Items
THERAPY BED	3
THERMO SCAN	13
THERMOSTAT-DIGITAL	7
TILT TABLE & TRAY	1
TIRE BALANCER	1
TONER	80
TV MOUNTS	1
TYPEWRITER	3
VACUUMS	5
VCR/DVD COMBO	2
VCRS	1
VEHICLE-VAN	2
WASHER	4
WATER DISPENSER	1
WHEELCHAIRS	5
WHITE BOARD	108
Grand Total	6471

<i>Description</i>	SUM of Total Items
AIR PUMP	1
BREAD MAKER	5
CABINETS	3
CART-CUSTODIAL	2
CHAIR	7
COFFEE POTS	10
COMPRESSOR	1
CONDIMENT SERVERS	91
ICE CHEST	4
ICE MACHINE	5
LADDERS	1
LAMINATOR	1
MILK COOLER	19
Shelf	6
STOVE	6
TONER	2
WATER HEATER	2
Grand Total	166