



San Elizario ISD
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MEMORANDUM

To: Members of the Board of Trustees
From: Vicente Rodriguez, Executive Director of Technology
Subject: January 2026 Technology Fixed Asset Discard
Date: February 11, 2026

HISTORY:

Campus and Departments periodically replace obsolete or non-repairable technology items. To aid the campuses and departments in removing these items to maximize space, the Technology Department will submit monthly disposal lists for approval.

RATIONALE:

The District Technology Department has reviewed the items on the attached lists and concurs with campus/department(s) administration to dispose of or sell the listed items.

BUDGET:

There is no budget impact.

ADMINISTRATIVE RECOMMENDATION:

For the Board to declare the fixed assets listed as surplus and authorize the administration to sell or dispose of items by any reasonable means.

For Approval? Yes No

If no, please check one: Presentation Report Information

Please check if applicable: Attachment Included

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.

A Proud Community of Champions – Soaring to Excellence!

San Elizario

High School

14 Rm 605

Fixed Asset Discard List



Campus (Please Check Appropriate Campus)
 SE High School Middle School

Other: _____
 Excell Loya
 Borrego Sambrano



Room#	Description	Serial Number	Barcode	Qty	Comments/Reasons	
1	SEHS Librar	DELL Black Laptop	D6L5LG3	3600006153	1	Discard/ Wear N Tear
2	Technology	DELL Silver Laptop	2BGMKS3	2600008192	1	Discard/ Wear N Tear
3		DELL Black Laptop	79J3PG3	3600005110	1	Discard/ Wear N Tear
4		DELL Black Laptop	GDGS403	3600003197	1	Discard/ Wear N Tear
5		DELL Black Laptop	DG5HML3	3600006843	1	Discard/ Wear N Tear
6		DELL Black Laptop	303HML3	3600006792	1	Discard/ Wear N Tear
7		DELL Black Laptop	HFGS403	3600003262	1	Discard/ Wear N Tear
8		DELL Black Laptop	H8J3PG3	3600005161	1	Discard/ Wear N Tear
9		DELL Black Laptop	603HML3	3600006829	1	Discard/ Wear N Tear
10		DELL Black Laptop	5MK3PG3	3600005217	1	Discard/ Wear N Tear
11		DELL Black Laptop	FRFS403	3600003269	1	Discard/ Wear N Tear
12		DELL Black Laptop	D1J3PG3	3600005174	1	Discard/ Wear N Tear
13		DELL Black Laptop	D6K3PG3	3600005019	1	Discard/ Wear N Tear
14		DELL Black Laptop	2FFR303	3600003339	1	Discard/ Wear N Tear
15		DELL Black Laptop	JOJ3PG3	3600005236	1	Discard/ Wear N Tear
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12/18/2025 Warehouse needs to take out device barcodes from technology system of SEHS Inventory in Frontline.

Date: 1-8-26 *PH*
1/13/20 *V. Chavez*

14 Rm 605



Fixed Asset Discard List

Campus (Please Check Appropriate Campus)
 SE High School Middle School

Other: _____
 Excell Loya
 Borrego Sambrano

Room#	Description	Serial Number	Barcode	Qty	Comments/Reasons	
1	SEHS Librat	DELL Silver Laptop	4WHVY44	3600009005	1	Discard/ Wear N Tear
2	Technology	DELL Silver Laptop	FGFMKS3	2600008458	1	Discard/ Wear N Tear
3		DELL Black Laptop	HLK3PG3	3600005187	1	Discard/ Wear N Tear
4		DELL Black Laptop	8MM3PG3	3600005218	1	Discard/ Wear N Tear
5		DELL Silver Laptop	86BY44	3600009019	1	Discard/ Wear N Tear
6		DELL Chromebook	B5DLZK3	3600006397	1	Discard/ Wear N Tear
7		DELL Black Laptop	GJHML3	3600006836	1	Discard/ Wear N Tear
8		DELL Black Laptop	8BGS403	3600003193	1	Discard/ Wear N Tear
9		DELL Black Laptop	CGGS403	3600003383	1	Discard/ Wear N Tear
10		DELL Chromebook	260BZK3	3600006395	1	Discard/ Wear N Tear
11		DELL Black Laptop	GPJHML3	3600006842	1	Discard/ Wear N Tear
12		DELL Black Laptop	2NF403	3600003298	1	Discard/ Wear N Tear
13		DELL Silver Laptop	DBDMKS3	2600008277	1	Discard/ Wear N Tear
14		DELL Black Laptop	J83PG3	3600005197	1	Discard/ Wear N Tear
15		DELL Chromebook	SLROYBHR	3600001422	1	Discard/ Wear N Tear
16		DELL Black Laptop	32J3PG3	3600005155	1	Discard/ Wear N Tear
17		DELL Black Laptop	31G3403	3600003260	1	Discard/ Wear N Tear
18		DELL Silver Laptop	95GMKS3	2600008455	1	Discard/ Wear N Tear
19		DELL Black Laptop	CSFS403	3600003440	1	Discard/ Wear N Tear
20		DELL Silver Laptop	G8CMKS3	2600008397	1	Discard/ Wear N Tear
21		DELL Silver Laptop	6FBVY44	3600009053	1	Discard/ Wear N Tear
22		DELL Silver Laptop	1HFMK3	2600008227	1	Discard/ Wear N Tear
23		DELL Silver Laptop	3YHVY44	3600009085	1	Discard/ Wear N Tear
24		DELL Silver Laptop	2KGMKS3	2600008440	1	Discard/ Wear N Tear
25		DELL Black Laptop	103HML3	3600006880	1	Discard/ Wear N Tear
26		DELL Black Laptop	DF5HML3	3600006702	1	Discard/ Wear N Tear
27		DELL Black Laptop	59J3PG3	3600005188	1	Discard/ Wear N Tear
28		DELL Black Laptop	CFFR303	3600003344	1	Discard/ Wear N Tear
29		DELL Black Laptop	6BJ3PG3	3600005100	1	Discard/ Wear N Tear
30		DELL Black Laptop	HKM2PG3	3600005080	1	Discard/ Wear N Tear

12/18/2015 Warehouse needs to take out device barcodes from technology system of SEHS Inventory in Frontline

Date: 1/8/16 RWH

1/13/20 V. Chang

Human

Resources



Fixed Asset Discard List

Other: HR

Excell

Loya

Campus (Please Check Appropriate Campus)

SE High School

Middle School

Alarcon

Borrego

Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	HR Canon Camera	1305284350	1	
2	HR Computer	2400005812	1	
3	HR Computer	2400002198	1	
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Date: 1/27/24

Authorized Campus
Signature [Handwritten Signature]

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