



San Elizario ISD
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San Elizario, TX 79849
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MEMORANDUM

To: Members of the Board of Trustees
From: Vicente Rodriguez, Executive Director of Technology
Subject: December 2025 Technology Fixed Asset Discard
Date: January 14, 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.

Alfonso

Borrego

Elementary



Other: _____



Fixed Asset Discard List

Campus (Please Check Appropriate Campus)

 SE High School Middle School Alarcon Borrego Sambrano Excell Loya

| Room# | Description | Tag Number/Seria | Qty | Comments/Reason | TAKEN |
|-------|-------------|------------------------|------------|-----------------|----------|
| 1 | 200 | HP Chromebook | 2600004368 | 1 | obsolete |
| 2 | 200 | Aver Visual Presentor | 3600004090 | 1 | obsolete |
| 3 | 200 | IPevo Visual Presentor | 2600007674 | 1 | obsolete |
| 4 | 200 | Lenovo Chromebook | 3600004417 | 1 | obsolete |
| 5 | 200 | Lenovo Chromebook | 3600004372 | 1 | obsolete |
| 6 | 200 | Lenovo Chromebook | 3600003934 | 1 | obsolete |
| 7 | 200 | Dell chromebook | 3600007632 | 1 | obsolete |
| 8 | 200 | Lenovo Chromebook | 2600004978 | 1 | obsolete |
| 9 | 200 | Lenovo Chromebook | 2600002596 | 1 | obsolete |
| 10 | 200 | Lenovo Chromebook | 2600002654 | 1 | obsolete |
| 11 | 200 | Dell chromebook | 3600005488 | 1 | obsolete |
| 12 | 200 | Dell chromebook | 3600005449 | 1 | obsolete |
| 13 | 200 | HP Fax Machine | 805073443 | 1 | obsolete |
| 14 | 200 | HP Chromebook | 2600004377 | 1 | obsolete |
| 15 | 200 | Dell chromebook | 3600005465 | 1 | obsolete |
| 16 | 200 | HP Chromebook | 2600004396 | 1 | obsolete |
| 17 | 200 | Dell chromebook | 3600007242 | 1 | obsolete |
| 18 | 200 | Dell chromebook | 3600007629 | 1 | obsolete |
| 19 | 200 | Dell chromebook | 3600007562 | 1 | obsolete |
| 20 | 200 | Lenovo Chromebook | 3600001410 | 1 | obsolete |
| 21 | 200 | HP Chromebook | 2600004346 | 1 | obsolete |
| 22 | 200 | Surface Laptop | 2600006151 | 1 | obsolete |
| 23 | 200 | Dell Laptop | 3600001746 | 1 | obsolete |
| 24 | 200 | Dell chromebook | 3600005451 | 1 | obsolete |
| 25 | 200 | Dell chromebook | 3600005478 | 1 | obsolete |
| 26 | 200 | Lenovo Chromebook | 3600003925 | 1 | obsolete |
| 27 | 200 | Dell chromebook | 3600005429 | 1 | obsolete |
| 28 | 200 | Lenovo Chromebook | 2600005037 | 1 | obsolete |
| 29 | 200 | Lenovo Chromebook | 2600005062 | 1 | obsolete |
| 30 | 200 | Dell Desk Top | 3600000584 | 1 | obsolete |

Date: 9/23/28

Authorized Campus

Signature H. HobleyPage 1 of 3



Fixed Asset Discard List

Campus (Please Check Appropriate Campus)

SE High School Middle School Alarcon Borrego Sambrano

Other: _____

Excell Loya

Loya

| Room# | Description | Tag Number/Serial | Qty | Comments/Reason | TAKEN |
|-------|-------------|-------------------|------------|-----------------|----------|
| 1 | 200 | Dell Desk Top | 3600000581 | 1 | obsolete |
| 2 | 200 | Dell Desk Top | 3600000580 | 1 | obsolete |
| 3 | 200 | Dell Desk Top | 3600000585 | 1 | obsolete |
| 4 | 200 | Dell Desk Top | 3600000582 | 1 | obsolete |
| 5 | 200 | Dell Desk Top | 1403274828 | 1 | obsolete |
| 6 | 200 | Lenovo Chromebook | 3600002511 | 1 | obsolete |
| 7 | 200 | Lenovo Chromebook | 3600002766 | 1 | obsolete |
| 8 | 200 | Lenovo Chromebook | 2600005081 | 1 | obsolete |
| 9 | 200 | Dell Chromebook | 3600007576 | 1 | obsolete |
| 10 | 200 | Lenovo Chromebook | 2600005116 | 1 | obsolete |
| 11 | 200 | Lenovo Chromebook | 3600002577 | 1 | obsolete |
| 12 | 200 | Dell Chromebook | 3600005512 | 1 | obsolete |
| 13 | 200 | Dell Chromebook | 3600007686 | 1 | obsolete |
| 14 | 200 | HP Chromebook | 2600004359 | 1 | obsolete |
| 15 | 200 | HP Chromebook | 2600004366 | 1 | obsolete |
| 16 | 200 | Lenovo Chromebook | 3600004445 | 1 | obsolete |
| 17 | 200 | Dell Chromebook | 3600007628 | 1 | obsolete |
| 18 | 200 | Lenovo Chromebook | 2600005034 | 1 | obsolete |
| 19 | 200 | Lenovo Chromebook | 2600002564 | 1 | obsolete |
| 20 | 200 | Lenovo Chromebook | 2600004965 | 1 | obsolete |
| 21 | 200 | Lenovo Chromebook | 3600002623 | 1 | obsolete |
| 22 | 200 | Dell Laptop | 3600004683 | 1 | obsolete |
| 23 | 200 | Dell Chromebook | 3600007610 | 1 | obsolete |
| 24 | 200 | Dell Laptop | 2600002085 | 1 | obsolete |
| 25 | 200 | Dell Chromebook | 3600007622 | 1 | obsolete |
| 26 | 200 | Lenovo Chromebook | 3600003930 | 1 | obsolete |
| 27 | 200 | Dell Chromebook | 3600005448 | 1 | obsolete |
| 28 | 200 | Dell Chromebook | 3600007588 | 1 | obsolete |
| 29 | 200 | Lenovo Chromebook | 3600002540 | 1 | obsolete |
| 30 | 200 | Lenovo Chromebook | 3600002761 | 1 | obsolete |

Date: 9/23/25

Authorized Campus

Signature



Fixed Asset Discard List

Other: _____

Excell

Loya

Campus (Please Check Appropriate Campus)

SE High School

Middle School

Alarcon

Borrego

Sambrano

| Room# | Description | Tag Number/Serial | Qty | Comments/Reasons | TAKEN |
|--------|----------------------|-------------------|-----|------------------|-------|
| 1 200 | Dell Chromebook | 3600005494 | 1 | obsolete | |
| 2 200 | HP Chromebook | 2600004386 | 1 | obsolete | |
| 3 200 | Dell Chromebook | 3600005475 | 1 | obsolete | |
| 4 200 | Lenovo Chromebook | 2600005091 | 1 | obsolete | |
| 5 200 | Elmo Document Camera | 803315738 | 1 | obsolete | |
| 6 200 | Dell Chromebook | 3600007660 | 1 | obsolete | |
| 7 200 | Dell Chromebook | 3600007642 | 1 | obsolete | |
| 8 200 | Lenovo Chromebook | 3600003985 | 1 | obsolete | |
| 9 200 | Dell Chromebook | 3600007636 | 1 | obsolete | |
| 10 200 | Dell Chromebook | 3600005504 | 1 | obsolete | |
| 11 200 | Dell Chromebook | 3600005435 | 1 | obsolete | |
| 12 200 | Dell Chromebook | 3600007643 | 1 | obsolete | |
| 13 200 | Dell Laptop | 3600004681 | 1 | obsolete | |
| 14 200 | Dell Chromebook | 3600007666 | 1 | obsolete | |
| 15 200 | HP Chromebook | 2600004364 | 1 | obsolete | |
| 16 200 | Lenovo Chromebook | 3600004011 | 1 | obsolete | |
| 17 200 | Dell Chromebook | 3600007669 | 1 | obsolete | |
| 18 200 | Lenovo Chromebook | 2600002623 | 1 | obsolete | |
| 19 200 | Lenovo Chromebook | 3600003971 | 1 | obsolete | |
| 20 200 | Dell Chromebook | 3600005427 | 1 | obsolete | |
| 21 200 | Dell Chromebook | 3600005505 | 1 | obsolete | |
| 22 200 | Apple IPad | 2600002014 | 1 | obsolete | |
| 23 200 | Apple IPad | 2600002013 | 1 | obsolete | |
| 24 200 | Apple IPad | 2600001244 | 1 | obsolete | |
| 25 200 | Apple IPad | 1410072733 | 1 | obsolete | |
| 26 200 | Apple IPad | 1602083235 | 1 | obsolete | |
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Date: 9/23/25

Authorized Campus

Signature 

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Finance



Other: FINANCE

Excell

Loya

Fixed Asset Discard List

Campus (Please Check Appropriate Campus)
 SE High School

Middle School

Alarcon

Borrego

Sambrano

| Room# | Description | Tag Number/Serial | Qty | Comments / Reasons |
|-------|-------------|-------------------|------------|--------------------|
| 1 | RM H123 | HP Printer P4515X | 0902181639 | 1 |
| 2 | RM H123 | AIO | 2600003053 | 1 |
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Date: 12/10/2025

Authorized Dept.

Signature Ruben C Hermosillo Jr

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