



San Elizario ISD
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MEMORANDUM

To: Members of the Board of Trustees
From: Horacio Hernandez, Executive Director of Technology
Subject: February 2025 Technology Fixed Asset Discard
Date: March 5, 2025

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 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!

Special
Education
Department



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
1	203	Dana Alpha Smart	506141445	1	Outdated
2	203	Neo Alpha Smart	707121928	1	Outdated
3	203	iPad	1009143838	1	Outdated
4	203	Dell Lap Top	1511035747	1	Outdated
5	203	Dell Lap Top	5084945	1	Outdated
6	203	Dell Lap Top	1109261658	1	Outdated
7	203	Homebound Lap Top	1505261031	1	Outdated
8	203	Dell	2600000199	1	Outdated
9	203	iPad	10310172453	1	Outdated
10	203	iPad	2600000872	1	Outdated
11	203	iPad	1410072554	1	Outdated
12	203	Chromebook	3600002638	1	Outdated
13	203	Dell Lap Top	2600003765	1	Outdated
14	203	HP Lap Top	1504303343	1	Outdated
15	203	Dell Lap Top	2600002134	1	Outdated
16	203	Intell Lap Top	2600002092	1	Outdated
17	203	Dell Lap Top	2600001628	1	Outdated
18	203	Dell Lap Top	2600002137	1	Outdated
19	203	Dell Lap Top	2600002200	1	Outdated
20	203	iPad	1511025431	1	Outdated
21	203	Dell Lap Top	1511035928	1	Outdated
22	203	Dell Lap Top	1503173400	1	Outdated
23	203	Radio	805054750	1	Outdated
24	203	View Sonic	1302282723	1	Outdated
25	203	Panasonic		1	Outdated
26	203	Lamination Machine	1403110258	1	Outdated
27	203	Radio	1103073514		Outdated
28					
29					
30					

Date: 2/7/25

Authorized Campus
Signature April Marionni

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