



# UNITED INDEPENDENT SCHOOL DISTRICT

## AGENDA ACTION ITEM

**TOPIC:** Approval of Disposition of Technology Equipment

**SUBMITTED BY:** Hector G. Cavazos **OF:** Fixed Assets Department

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** July 17, 2019

### **RECOMMENDATION:**

It is the recommendation that the Board of Trustees approve the resolution to authorize Administration to dispose listed item(s).

### **RATIONALE:**

Attached you will find documentation detailing the item(s) to be disposed.

### **BUDGETARY INFORMATION:**

The current budget will not be impacted.

### **BOARD POLICY REFERENCE AND COMPLIANCE:**

CI (Legal) – School Properties Disposal

CI (Local) – School Properties Disposal

CDB (Legal) – Other Revenues-Sale, Lease, or Exchange of School-Owned Property



# UNITED INDEPENDENT SCHOOL DISTRICT

Roberto J. Santos  
Superintendent

## MEMORANDUM

TO: United ISD Board of Trustees

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

THRU: Mike Garza, Assistant Superintendent for Administration/Support Services

DATE: July 17, 2019

RE: Transfer of Mobile Learning Device to United ISD Student A.A.

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Attached is a Uniform Transfer Agreement detailing the recommended transfer of listed mobile learning device to student A.A. This item is currently used by the student. Please feel free to contact my office should you have any questions.



# UNITED INDEPENDENT SCHOOL DISTRICT

David H. Gonzalez  
Associate Superintendent of Curriculum & Instruction

**TO:** Roberto J. Santos, Superintendent of Schools

**FROM:** David H. Gonzalez, Associate Superintendent of Curriculum & Instruction 

**DATE:** May 21, 2019

**SUBJECT:** Uniform Transfer Agreement of iPad to Cherish Student A.A.

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Student Armando Almaguer from the Cherish Center will be graduating in May 2019. A Uniform Transfer Agreement form has been generated to transfer AT mobile communication device with Lamp application to parent Olivia Montemayor for student Armando Almaguer.

Mobile Device Information is as follows:

The mobile device is a 4<sup>th</sup> Generation iPad and was purchased 6 years ago on March 22, 2016 (PO No. 13010260). The serial number is DMPK27PEF183 and the UISD Tag number is A023972F.

It is my recommendation to sell AT device with Lamp application for \$1.00.

Attached is the Uniform Transfer Agreement.

# UNIFORM TRANSFER AGREEMENT

(For the Sale of an Assistive Technology Device Pursuant to Texas Education Code §30.0015)

Transferor: United Independent School District

Date: 5/1/2018

Transferee: Olivia Montemayor

Description of Assistive Technology Device (ATD):

APPLE IPAD: iPad 4th Generation

Order: MD510LL/A

Model: A1458 (EMC 2504\*)

SERIAL NUMBER: DMPK27PEF183

TAG NUMBER: A023972F

Purchase Date: 3-22-2013

Purchase Amount: 658.00

PO# - 13010260

Terms of Transfer (including the transfer of warranties, if applicable):

**ALL WARRANTIES AND RESPONSIBILITIES, IF APPLICABLE, TRANSFER OVER TO TRANSFEE**

**Determination of Fair Market Value\***: The parties agree that the sale price specified herein is consistent with the fair market value of the ATD, determined in accordance with 19 TAC §89.1056(b)(1) and generally accepted accounting principles.

**Cost to Parent = \$1.00**

Executed this \_\_\_\_\_

day of \_\_\_\_\_

Transferor: UISD - Special Education

Transferee: \_\_\_\_\_

By: David Gonzalez 

By: Olivia Montemayor

Title: Associate Superintendent Curriculum & Instr.

Title: Parent

By: Belinda Manning 

Title: Instructional Coordinator - AT

Yes No I have been fully informed and understand the school's request for my consent as described above.

Yes No I agree to the transfer of assistive technology as described above.

Yes No I understand that my consent is voluntary and may be revoked.

\_\_\_\_\_  
Signature of Parent/Adult Student

\_\_\_\_\_  
Date

\* After fair market value is determined under 19 TAC §89.1056(b)(1), a local education agency that has purchased an ATD with federal funds shall determine whether a financial obligation to the Texas Education Agency exists under 34 CFR §80.32(e).

Texas Education Agency April 2002

## **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 is directed to dispose of the said property, using one of the following methods:

1. To the Highest bidder, after advertisement for Request For Bids/Proposals in a newspaper of general circulation at least one week before the closing of sealed bids;
2. By public auction after publication as described above;
3. The Superintendent or designee may reject all bids/proposals;
4. 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:

(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 July 17, 2019.

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Ramiro Veliz, III  
President, Board of Trustees

ATTEST:

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Ricardo "Rick" Rodriguez  
Secretary, Board of Trustees