



San Elizario ISD  
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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Horacio Hernandez, Executive Director of Technology  
**Subject:** September 2024 Technology Fixed Asset Discard  
**Date:** October 9, 2024

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### 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

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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!

# Alarcon Elementary



# 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	100	Dell Chromebook	2600008105	1	Discard Absolute
2	100	Dell Chromebook	3600005408	1	Discard Absolute
3	100	Dell Chromebook	2600008144	1	Discard Absolute
4	100	Dell Chromebook	3600005363	1	Discard Absolute
5	100	PH Chromebook	2600004612	1	Discard Absolute
6	100	PH Chromebook	2600004559	1	Discard Absolute
7	100	PH Chromebook	2600004580	1	Discard Absolute
8	100	DELL desktop	1403273230	1	Discard Absolute
9	100	Dell Chromebook	3600004261	1	Discard Absolute
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Date: 9/11/2024

Authorized Campus  
Signature \_\_\_\_\_

# San Elizario High School



# 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	Discard	Screen/computer	1105030633	1	Obsolete
2		Comp Tower	1204033343	1	Obsolete
3		Printer	401261558	1	Obsolete
4		Scanner	7404	1	Obsolete
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# 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	Discard	Samsung	2600003617	1	Non functional
2		Lenovo	3600002870	1	Non functional
3		Lenovo	3600001480	1	Non functional
4		Lenovo	2600001119	1	Non functional
5		Dell	2600005323	1	Obsolete
6		Dell	3600003812	1	Obsolete
7		Lenovo	2600002894	1	Obsolete
8		Lenovo	2600003699	1	Obsolete
9		Dell	2600004277	1	Obsolete
10		Dell	2600004296	1	Obsolete
11		Dell	3600002966	1	Obsolete
12		Dell	3600002110	1	Obsolete
13		Dell	3600003811	1	Obsolete
14		Dell	3600002894	1	Obsolete
15		Dell	3600002956	1	Obsolete
16		Dell	3600003213	1	Obsolete
17		Dell	3600003205	1	Obsolete
18		Dell	3600002950	1	Obsolete
19		Dell	2600005314	1	Obsolete
20		Dell	2600005316	1	Obsolete
21		Dell	2600005329	1	Obsolete
22		Dell	1502034850	1	Obsolete
23		Cart	3600000925	1	Obsolete
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# Fixed Asset Discard List

Other: \_\_\_\_\_

Excell

Loya

**Campus** (Please Check Appropriate Campus)

SE High School

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Borrego

Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	Cart	201408294981	1	Obsolete
2		IPAD	1501260053	1	Obsolete
3		IPAD	1501260242	1	Obsolete
4		IPAD	1501262113	1	Obsolete
5		IPAD	1501264848	1	Obsolete
6		IPAD	1501262359	1	Obsolete
7		IPAD	1501261839	1	Obsolete
8		IPAD	1501262637	1	Obsolete
9		IPAD	1501265533	1	Obsolete
10		IPAD	1501261923	1	Obsolete
11		IPAD	1501262213	1	Obsolete
12		IPAD	1501265157	1	Obsolete
13		IPAD	1501261404	1	Obsolete
14		IPAD	1501261553	1	Obsolete
15		IPAD	1501261445	1	Obsolete
16		IPAD	1501262321	1	Obsolete
17		IPAD	1501261658	1	Obsolete
18		IPAD	1501260317	1	Obsolete
19		IPAD	1501265231	1	Obsolete
20		IPAD	1501265000	1	Obsolete
21		IPAD	1501260016	1	Obsolete
22		IPAD	1501261737	1	Obsolete
23		IPAD	1501262609	1	Obsolete
24		IPAD	1501265121	1	Obsolete
25		IPAD	1501261332	1	Obsolete
26		IPAD	1501261016	1	Obsolete
27		IPAD	1501262002	1	Obsolete
28		IPAD	1501264811	1	Obsolete
29		IPAD	1501264634	1	Obsolete
30		IPAD	1501260203	1	Obsolete
31		IPAD	1501265828	1	Obsolete

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**Campus** (Please Check Appropriate Campus)

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Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Discard	Dell 1406061822	1	Obsolete
2		Dell 1406061701	1	Obsolete
3		Dell 1406062755	1	Obsolete
4		Dell 1406061224	1	Obsolete
5		Cart DSMMP2N4	1	Obsolete
6		Samsung 1601080842	1	Obsolete
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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	Dell	1406061346	1	Obsolete
2		Dell	1406061308	1	Obsolete
3		Dell	1406060926	1	Obsolete
4		Dell	1406062315	1	Obsolete
5		Dell	1406063025	1	Obsolete
6		Dell	1406062719	1	Obsolete
7		Dell	1406062048	1	Obsolete
8		Dell	1406063109	1	Obsolete
9		Dell	1406063209	1	Obsolete
10		Dell	1406063250	1	Obsolete
11		Dell	1406062353	1	Obsolete
12		Dell	1406061902	1	Obsolete
13		Dell	1406063336	1	Obsolete
14		Dell	1406061039	1	Obsolete
15		Dell	1406060753	1	Obsolete
16		Dell	1406062629	1	Obsolete
17		Dell	1406062130	1	Obsolete
18		Dell	1406060637	1	Obsolete
19		Dell	1406062904	1	Obsolete
20		Dell	1406061420	1	Obsolete
21		Dell	1406061617	1	Obsolete
22		Dell	1406061453	1	Obsolete
23		Dell	1406061531	1	Obsolete
24		Dell	1406060416	1	Obsolete
25		Dell	1406061742	1	Obsolete
26		Dell	1406063410	1	Obsolete
27		Dell	1406062012	1	Obsolete
28		Dell	1406061040	1	Obsolete
29		Dell	1406060716	1	Obsolete
30		Dell	1406061114	1	Obsolete

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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Discard	Dell 3600002981	1	Obsolete
2		Dell g14xrj2	1	Obsolete
3		Dell 3600003003	1	Obsolete
4		Dell 3600001106	1	Obsolete
5		Dell 3600002999	1	Obsolete
6		Dell 3600004391	1	Obsolete
7		Dell 3600003413	1	Obsolete
8		Dell 3600002899	1	Obsolete
9		Dell 3600000913	1	Obsolete
10		Dell 3600003251	1	Obsolete
11		Dell 3600003240	1	Obsolete
12		Dell 3600003455	1	Obsolete
13		Dell 3600002994	1	Obsolete
14		Lenovo 3600001623	1	Obsolete
15		Lenovo 3600001462	1	Obsolete
16		Dell 3600004108	1	Obsolete
17		Lenovo 3600001479	1	Obsolete
18		Dell 3600002958	1	Obsolete
19		Dell 3600003274	1	Obsolete
20		Dell 3600003194	1	Obsolete
21		Dell 3600003397	1	Obsolete
22		Dell 3600002907	1	Obsolete
23		Dell 3600002904	1	Obsolete
24		Dell 3600002967	1	Obsolete
25		Dell 3600002989	1	Obsolete
26		Dell 3600002973	1	Obsolete
27		Dell 3600004381	1	Obsolete
28		Dell 3600003244	1	Obsolete
29		Dell 3600002909	1	Obsolete
30		Dell 3600004389	1	Obsolete

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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	IPAD	360000659	1	Obsolete
2		IPAD	360000660	1	Obsolete
3		IPAD	360000661	1	Obsolete
4		IPAD	360000663	1	Obsolete
5		IPAD	360000666	1	Obsolete
6		IPAD	360000677	1	Obsolete
7		IPAD	360000678	1	Obsolete
8		IPAD	360000681	1	Obsolete
9		IPAD	360000682	1	Obsolete
10		IPAD	360000683	1	Obsolete
11		IPAD	360000684	1	Obsolete
12		IPAD	360000689	1	Obsolete
13		IPAD	360000690	1	Obsolete
14		IPAD	360000691	1	Obsolete
15		IPAD	360000691	1	Obsolete
16		IPAD	360000692	1	Obsolete
17		IPAD	360000693	1	Obsolete
18		IPAD	360000694	1	Obsolete
19		IPAD	360000696	1	Obsolete
20		IPAD	360000697	1	Obsolete
21		IPAD	360000699	1	Obsolete
22		IPAD	360000700	1	Obsolete
23		IPAD	360000701	1	Obsolete
24		IPAD	360000702	1	Obsolete
25		IPAD	360000703	1	Obsolete
26		IPAD	360000705	1	Obsolete
27		IPAD	360000707	1	Obsolete
28		IPAD	360000710	1	Obsolete
29		IPAD	360000711	1	Obsolete
30		Cart	360000888	1	Obsolete

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Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	IPAD	3600000862	1	Obsolete
2		IPAD	3600000761	1	Obsolete
3		IPAD	3600000857	1	Obsolete
4		IPAD	3600000879	1	Obsolete
5		IPAD	3600000860	1	Obsolete
6		IPAD	3600000815	1	Obsolete
7		IPAD	3600000806	1	Obsolete
8		IPAD	3600000765	1	Obsolete
9		IPAD	3600000870	1	Obsolete
10		IPAD	3600000872	1	Obsolete
11		IPAD	3600000856	1	Obsolete
12		IPAD	3600000796	1	Obsolete
13		IPAD	3600000787	1	Obsolete
14		IPAD	3600000783	1	Obsolete
15		IPAD	3600000778	1	Obsolete
16		IPAD	gctw452ghlf9	1	Obsolete
17		IPAD	3600000814	1	Obsolete
18		IPAD	3600000779	1	Obsolete
19		IPAD	3600000874	1	Obsolete
20		IPAD	3600000881	1	Obsolete
21		IPAD	3600000795	1	Obsolete
22		IPAD	3600000790	1	Obsolete
23		IPAD	3600000760	1	Obsolete
24		IPAD	3600000877	1	Obsolete
25		IPAD	3600000861	1	Obsolete
26		Cart	3600000886	1	Obsolete
27					
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**Campus** (Please Check Appropriate Campus)

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Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	IPAD	1502201318	1	Obsolete
2		IPAD	1502201952	1	Obsolete
3		IPAD	1502200915	1	Obsolete
4		IPAD	1502201146	1	Obsolete
5		IPAD	1502202603	1	Obsolete
6		IPAD	1502201241	1	Obsolete
7		IPAD	1502200820	1	Obsolete
8		IPAD	1502201014	1	Obsolete
9		IPAD	1502202031	1	Obsolete
10		IPAD	1502205537	1	Obsolete
11		IPAD	1502200733	1	Obsolete
12		IPAD	1502202233	1	Obsolete
13		IPAD	1502202316	1	Obsolete
14		IPAD	1502202353	1	Obsolete
15		IPAD	1502202436	1	Obsolete
16		IPAD	1502202515	1	Obsolete
17		IPAD	1502202603	1	Obsolete
18		IPAD	1502202651	1	Obsolete
19		IPAD	1502202821	1	Obsolete
20		IPAD	1502204612	1	Obsolete
21		IPAD	1502204933	1	Obsolete
22		IPAD	1502200651	1	Obsolete
23		IPAD	1502200610	1	Obsolete
24		IPAD	1502204850	1	Obsolete
25		IPAD	1502205454	1	Obsolete
26		IPAD	1502205419	1	Obsolete
27		IPAD	1502205250	1	Obsolete
28		IPAD	1502205202	1	Obsolete
29		IPAD	1502205120	1	Obsolete
30		IPAD	1502205033	1	Obsolete

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Campus (Please Check Appropriate Campus)

SE High School

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Excell

Loya

Borrego

Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	Cart	201408295006	1	Obsolete
2		Cart	3600000307	1	Obsolete
3		IPAD	3600000288	1	Obsolete
4		IPAD	3600000284	1	Obsolete
5		IPAD	3600000280	1	Obsolete
6		IPAD	3600000278	1	Obsolete
7		IPAD	3600000287	1	Obsolete
8		IPAD	3600000290	1	Obsolete
9		IPAD	3600000296	1	Obsolete
10		IPAD	3600000286	1	Obsolete
11		IPAD	3600000292	1	Obsolete
12		IPAD	3600000293	1	Obsolete
13		IPAD	3600000279	1	Obsolete
14		IPAD	3600000295	1	Obsolete
15		IPAD	3600000289	1	Obsolete
16		IPAD	3600000281	1	Obsolete
17		IPAD	3600000291	1	Obsolete
18		IPAD	3600000283	1	Obsolete
19		IPAD	3600000282	1	Obsolete
20		IPAD	3600000294	1	Obsolete
21		IPAD	3600000277	1	Obsolete
22		IPAD		1	Obsolete
23		IPAD		1	Obsolete
24		IPAD		1	Obsolete
25		IPAD		1	Obsolete
26		IPAD		1	Obsolete
27		IPAD		1	Obsolete
28		IPAD		1	Obsolete
29		IPAD		1	Obsolete
30		IPAD		1	Obsolete

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**Campus** (Please Check Appropriate Campus)

SE High School   
  Middle School   
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Other: \_\_\_\_\_

Excell

Loya

Borrego

Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	IPAD	3600000423	1	Obsolete
2		IPAD	3600000424	1	Obsolete
3		IPAD	3600000425	1	Obsolete
4		IPAD	3600000426	1	Obsolete
5		IPAD	3600000427	1	Obsolete
6		IPAD	3600000428	1	Obsolete
7		IPAD	3600000429	1	Obsolete
8		IPAD	3600000430	1	Obsolete
9		IPAD	3600000431	1	Obsolete
10		IPAD	3600000432	1	Obsolete
11		IPAD	3600000433	1	Obsolete
12		IPAD	3600000434	1	Obsolete
13		IPAD	3600000435	1	Obsolete
14		IPAD	3600000436	1	Obsolete
15		IPAD	3600000437	1	Obsolete
16		IPAD	3600000438	1	Obsolete
17		IPAD	3600000439	1	Obsolete
18		IPAD	3600000440	1	Obsolete
19		IPAD	3600000441	1	Obsolete
20		IPAD	3600000442	1	Obsolete
21		Cart	3600000305	1	Obsolete
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Excell

Loya

**Campus** (Please Check Appropriate Campus)

SE High School

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Borrego

Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	Discard	Lenovo	3600001457	1	Obsolete
2		Lenovo	3600002707	1	Obsolete
3		Lenovo	3600002697	1	Obsolete
4		Lenovo	3600001426	1	Obsolete
5		Lenovo	3600002461	1	Obsolete
6		Lenovo	2600003580	1	Obsolete
7		Lenovo	2600001605	1	Obsolete
8		Samsung	1601133224	1	Obsolete
9		Cart	1601134848	1	Obsolete
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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Dell	3600003425	1	
2	Dell	3600005093	1	
3	Dell	3600003415	1	
4	Dell	3600003414	1	
5	Dell	3600003354	1	
6	Dell	3600003474	1	
7	Dell	3600004979	1	
8	Dell	3600003504	1	
9	Dell	3600003384	1	
10	Dell	3600003496	1	
11	Dell	3600003435	1	
12	Dell	3600003427	1	
13	Dell	3600003348	1	
14	Dell	3600003264	1	
15	Dell	3600003327	1	
16	Dell	3600002985	1	
17	Dell	3600006396	1	
18	Lenovo Chromebook	3600001488	1	
19	Samsung	1601071528	1	
20	Samsung	3600002642	1	
21	Dell	3600003349	1	
22	Dell	3600003386	1	
23	Dell	2600003725	1	
24	Dell	3600006374	1	
25	Dell	3600003356	1	
26	Lenovo Chromebook	3600001429	1	
27	Lenovo Chromebook	2600002324	1	
28	Dell	3600003408	1	
29	Dell	3600003299	1	
30	Dell	3600003358	1	

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Other: \_\_\_\_\_

Excell

Loya

Borrego

Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Dell	3600003376	1	Absolute
2	Dell	3600003430	1	Absolute
3	Dell	3600005017	1	Absolute
4	Dell	3600002960	1	Absolute
5	Ergotron Cart	12857660065	1	Absolute
6	Ergotron Cart	1501134218	1	Absolute
7	Dell	3600004985	1	Absolute
8	Dell	3600003488	1	Absolute
9	Dell	3600003242	1	Absolute
10	Dell	3600003331	1	Absolute
11	Dell	3600004401	1	Absolute
12	Dell	3600003309	1	Absolute
13	Dell	3600003491	1	Absolute
14	Dell	2600005760	1	Absolute
15	Dell	3600003290	1	Absolute
16	Dell	3600003512	1	Absolute
17	Microsoft Surface	1603030016	1	Absolute
18	Samsung	1501080737	1	Absolute
19	Lenovo	3600001642	1	Absolute
20	Lenovo	2600003708	1	Absolute
21	Lenovo	3600002636	1	Absolute
22	Lenovo	3600002666	1	Absolute
23	Lenovo	3600002410	1	Absolute
24	Lenovo	2600003059	1	Absolute
25	Lenovo	3600002403	1	Absolute
26	Lenovo	2600002327	1	Absolute
27	Lenovo	2600002989	1	Absolute
28				
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Date: \_\_\_\_\_

Authorized Campus

Signature \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_



# 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	300	Desktop Computer	1402114648	1	The computer is out-of-date.
2					
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Date: \_\_\_\_\_

1/5/2024

Authorized Campus

Signature \_\_\_\_\_

Page \_\_\_\_ of \_\_\_\_



# Fixed Asset Discard List

Campus (Please Check Appropriate Campus)

SE High School  Middle School

Alarcon

Other: \_\_\_\_\_

Excell

Loya

Borrego

Sambrano

	Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	311	Printer	806100812	1	Obsolete
2	311	Printer	1403210823	1	Obsolete
3	311	Computer	C3BMFZ1	1	Obsolete
4					
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Date: \_\_\_\_\_

Authorized Campus  
Signature \_\_\_\_\_

Page \_\_\_\_ of \_\_\_\_



# 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	Coaches office	Dell Desktop CPU	1204035045	1	Have not used it in over 2 years
2	(volleyball)	Dell Monitor	1105034402	1	"
3		Cisco Telephone	no school bar code	1	"
4					
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Date 6/14/2024

Authorized Campus

Signature\_\_ Catalina Mendez

Page \_\_\_\_ of \_\_\_\_



**Fixed Asset Discard List**

Other: \_\_\_\_\_



**Campus** (Please Check Appropriate Campus)

SE High School

Middle School

Alarcon

Excell

Loya

Borrego

Sambrano

Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	
1	317	Labtop	C79D4-9YBP6-VGFJR-9MW93-XFJP6	1	Very old and does not work anymore.
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Date 6/3/2024

Authorized Campus

Signature\_\_ James McLain

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# 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	312	Printer	910283931	1	Not Working
2					
3					
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Date: \_\_\_\_\_

Authorized Campus

Signature \_\_\_\_\_

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# 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	226	Printer	No san eli serial #'s	2	Have not used them
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Date: \_\_\_\_\_

Authorized Campus

Signature \_\_\_\_\_

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# 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	307	Printer	908251124	1	Old/no longer in use307
2	307	Desktop Computer	1402115244	1	Old/ Can no longer update
3					
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Date: \_\_\_\_\_

Authorized Campus

Signature \_\_\_\_\_

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# 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	309	Laptop	#3600002935	1	keeping over the summer
2					
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Date: 6/3/2024

Authorized Campus

Signature Tiffany Rodriguez



# Fixed Asset Discard List

**Campus** (Please Check Appropriate Campus)

SE High School  
  Middle School  
  Alarcon  
  Borrego  
  Loya  
  Sambrano

Other: \_\_\_\_\_

Excell

Loya

Borrego

Sambrano

	Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	400	Printer	1502111951	1	Not being used
2		Printer	1404152554	1	Not being used
3		Printer	0910024028	1	Not being used
4		Printer	1506035623	1	Not being used
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Date: \_\_\_\_\_

Authorized Campus

Signature \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_



# 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	228	Enfocus	907292352	1	Obsolete
2		Dell	3600002059	1	Obsolete
3		Dell	3600002055	1	Obsolete
4		Dell	3600002087	1	Obsolete
5		Microsoft Surface	1602193613	1	Obsolete
6		Dell	3600002931	1	Obsolete
7		Dell	3600003212	1	Obsolete
8		Dell	3600002117	1	Obsolete
9		Compaq	3956944438	1	Obsolete
10		Dell	3600002929	1	Obsolete
11		Dell	1503173421	1	Obsolete
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Date: \_\_\_\_\_

Authorized Campus

Signature \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_



# 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	Library	TV Zenith	93030	1	Discard Not working
2	Library	TV Zenith	93029	1	Discard Not working
3	Library	VHS Player Zenith	1003231550	1	Discard Not working
4	Library	VHS Player Panasonic	404303507	1	Discard
5	Library	VHS Player Panasonic	404301123	1	Discard
6	Library	VHS Player Panasonic	404300916	1	Discard
7	Library	Display Table Furniture		1	Discard
8	Library	Display Table Furniture		1	Discard
9	Library	door like Furniture		3	Discard
10	Library	White Board w/stand		1	Discard
11	Library	Typewriter		1	Discard
12	Library	book scanner		1	Discard
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Date: \_\_\_\_\_

Authorized Campus

Signature \_\_\_\_\_

Page \_\_\_\_ of \_\_\_\_



# Fixed Asset Discard List

Other: \_\_\_\_\_

Excell

**Campus** (Please Check Appropriate Campus)

SE High School

Middle School

Alarcon

Borrego

	Room#	Description	Tag Number/Serial	Qty	Comments/
1	501 / Shop	DELL Latitude E5440	1412182735	1	Broken Laptop
2	501 / Shop	DELL Latitude E5440	1412182808	1	Broken Laptop
3	501 / Shop	DELL Latitude E5440	1412182840	1	Broken Laptop
4	501 / Shop	DELL Latitude E5440	1412182543	1	Broken Laptop
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Date: 6/3/2024

Authorized Campus

Signature \_\_\_\_\_

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# Human Resources



**SAN ELIZARIO INDEPENDENT SCHOOL DISTRICT**  
*Soaring to Excellence*

9/18/2024 9:25

**Fixed Asset Discard List**

Other (Technology, Maintenance, etc.)

HK

Excell

Loya

**Campus**

(Please Check Appropriate Campus)

SE High School

GE Middle School

Alarcon

Borrego

Sambrano

#	Room #	Description	Tag #	Qty.	Comments / Reason
1	H102	Dell Laptop	1301110005	1	obsolete
2	H102	Dell Computer	2600000745	1	obsolete
3	H102	Dell Computer	1204121501	1	obsolete
4	H102	Microsoft Surface Laptop	2600001820	1	Broken screen
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Date: 9/18/2024 9:25

Signature

# Nutrition Services



Technology 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	B129	SURGE PROTECTOR	0911024556	1	OBSOLETE
2	B129	DELL COMPUTER	1203063646	1	OBSOLETE
3	B129	INTEL PC	1203063208	1	OBSOLETE
4	B129	KEY BOARD AND MOUSE	NO TAG	5	OBSOLETE
5	B129	COMPUTER INTEL	1405074905	1	OBSOLETE
6	B129	DELL MONITOR	1009233033	1	OBSOLETE
7	B129	DELL PC	1008244817	1	OBSOLETE
8	B129	SURGE PROTECTOR	0911024907	1	OBSOLETE
9	B129	SHARP CASH REGISTER	0903065237	1	OBSOLETE
10	B129	HP FAX 3180 MODEL	1002024823	1	OBSOLETE
11	B129	DELL OPTIPLEX	00006377	1	OBSOLETE
12	B129	POS SYSTEM ELO	0911054414	1	OBSOLETE
13	B129	POS SYSTEM ELO	0911021120	1	OBSOLETE
14	B129	COMPUTER MONITOR	1210252619	1	OBSOLETE
15	B129	COMPUTER PC	1210252423	1	OBSOLETE
16	B129	DELL COMPUTER	2600002226	1	OBSOLETE
17	B129	SPEAKERS PAIRS	NO TAG	1	OBSOLETE
18	B129	DELL BATTERY	NO TAG	1	OBSOLETE
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Date : 9-11-24

Authorized Campus

Signature \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_