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Michael Wilkes
Director of Technology
Geneva School District 304

To: Dr. Kent Mutchler
From: Michael Wilkes
Date: August 12, 2019
Re: Disposal of Equipment

In accordance with Board Policy 4:80, the table below shows the count, by asset type, of the equipment scheduled to be disposed, recycled, or sold upon approval by the Board.

A/V	2
Accessories	15
Camera/Camcorder	26
Desktop	167
Dock	28
DVD/BluRay/VCR	59
eReader	8
Monitor	150
Portable	519
Printer	28
Projection Device	20
Scanner	1
Tablet	6
TV	15
Grand Total	1044

Of the 1,044 assets, it has been determined that roughly 35% of the assets have little to no residual value based on the age, nature, or condition of the asset. For the remaining assets, the District will seek to recapture potential value. Any unsold/re-marketed assets would be properly and responsibly disposed/recycled.

Thank you for your consideration.