

**To:** Albert Lea Area Schools - School Board

May 19, 2025

**From:** Tonya Franks, Executive Director of Academics and Accountability

**Subject:** Disposal of Obsolete Material

**Reference:** DISTRICT POLICY NO. 910, DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

**Request board approval to dispose of the following material:**

Publisher/Copyright Date 2014, 2015, 2017: Really Great Reading		
<i>**manual copyright was updated; purchased new manuals FY25</i>		
Countdown Manual - Teacher Resource Book 1 Countdown Manual - Teacher Resource Book 2 Countdown Manual - Teacher Resource Book 3	Blast Foundation G1A - Teacher Resource Book 1 Blast Foundation G1A - Teacher Resource Book 2	HD Word Manual - Teacher Resource Book 1 HD Word Manual - Teacher Resource Book 2 HD Word Manual - Teacher Resource Book 3

Publisher/Copyright Date 2005: Making Music	
Making Music - Textbooks Video Library Storytelling CD How We Make Music CD Singing Games CD Singing Styles CD Percussion Instruments CD Folk Dance CD String Instruments Bowed CD	Wind Instruments Brass CD One Voice, Many Voices CD Creating Music CD Wind Instruments CD From Moa to Mozart CD Jazz CD Dancing CD

**Publisher/Copyright Date 2010: TCI - Social Studies Alive**

*\*\*last purchased in FY20; bundling social studies standards with literacy resources and including in SEL instruction*

**My Community**

QTY 26 - My Community Student Textbook  
 QTY 2 - Visuals Handbook  
 QTY 2 - Lesson Guide Handbook  
 QTY 2 - Lesson Master Handbook  
 QTY 2 - Placards  
 QTY 1 - Interactive Desk Maps  
 QTY 25 - Interactive Student Notebooks  
 QTY 4 - Solutions for Effective Instruction K-2  
 QTY 2 - Poster Placards  
 QTY 7 - Me and My World

**My School and Family**

QTY 23 - My School and Family Textbooks  
 QTY 1 - Visuals Handbook  
 QTY 1 - Lesson Guide Handbook  
 QTY 1 - Lesson Master Handbook  
 QTY 1 - Placards  
 QTY 1 - Interactive Desk Maps  
 QTY 16 - Interactive Student Notebooks  
 QTY 1 - Solutions for Effective Instruction K-2  
 QTY 1 - Poster Placards

**Our Community and Beyond**

QTY 49 - Our Community and Beyond Textbooks  
 QTY 1 - Visuals Handbook  
 QTY 1 - Lesson Guide Handbook  
 QTY 1 - Lesson Master Handbook  
 QTY 1 - Placards  
 QTY 1 - Interactive Desk Maps  
 QTY 1 - Interactive Student Notebooks  
 QTY 1 - Solutions for Effective Instruction K-2  
 QTY 1 - Poster Placards

**Publisher/Copyright Date 2013: Spark Physical Education**

*\*\*manual/materials copyright outdated; using online subscription*

QTY 5 - CD  
 QTY 1 - Material Box  
 QTY 1 - Binder Material Grade K-2  
 QTY 1 - Binder Material Grade 3-6