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Michael Wilkes
Director of Technology
Geneva School District 304

To: Dr. Kent Mutchler
From: Michael Wilkes
Date: Oct 22, 2018
Re: Disposal of Equipment

In accordance with Board Policy 7310, the table below shows the count, by asset type, of the equipment scheduled to be disposed, recycled, or sold upon approval by the Board.

Asset Type	Device Count
A/V	2
Accessories	2
Camera/Camcorders	4
Desktops	126
Docks	587
DVD/VCR	78
Safety/Notifications	1
Monitors	166
Portables/Laptops	1080
Printers	20
Projectors	273
Tablets	200
TVs	1
Total	2540

Of the 2,540 assets, the District has determined that roughly 1,520 assets have no little or 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 assets would be properly disposed.

Thank you for your consideration.