



San Elizario ISD
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MEMORANDUM

To: Members of the Board of Trustees
From: Horacio Hernandez, Executive Director of Technology
Subject: March 2025 Technology Fixed Asset Discard
Date: April 9, 2025

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

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!

Borrego 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	TAKEN
1	200	Dell Chromebook	3600005455	1	Obsolete	
2	200	Lenovo Chromebook	3600002526	1	Obsolete	
3	200	Dell Chromebook	3600005506	1	Obsolete	
4	200	Lenovo Chromebook	2600002628	1	Obsolete	
5	200	Lenovo Chromebook	3600002024	1	Obsolete	
6	200	Lenovo Chromebook	3600003956	1	Obsolete	
7	200	Dell Chromebook	3600007582	1	Obsolete	
8	200	Lenovo Chromebook	3600002027	1	Obsolete	
9	200	Lenovo Chromebook	2600002616	1	Obsolete	
10	200	Sony Camera	1304042915	1	Obsolete	
11	200	Lenovo Chromebook	3600002552	1	Obsolete	
12	200	Lenovo Chromebook	3600002564	1	Obsolete	
13	200	Lenovo Chromebook	3600004426	1	Obsolete	
14	200	Lenovo Chromebook	3600003978	1	Obsolete	
15	200	Lenovo Chromebook	2600005117	1	Obsolete	
16	200	Lenovo Chromebook	3600002603	1	Obsolete	
17	200	Lenovo Chromebook	3600002525	1	Obsolete	
18	200	Lenovo Chromebook	3600004024	1	Obsolete	
19	200	Lenovo Chromebook	2600005093	1	Obsolete	
20	200	Lenovo Chromebook	2600002595	1	Obsolete	
21	200	Lenovo Chromebook	3600002792	1	Obsolete	
22	200	HP Chromebook	2600004361	1	Obsolete	
23	200	HP Chromebook	2600004374	1	Obsolete	
24	200	Lenovo Chromebook	2600002605	1	Obsolete	
25	200	HP Chromebook	2600004349	1	Obsolete	
26	200	Lenovo Chromebook	3600003959	1	Obsolete	
27	200	Dell Chromebook	3600007693	1	Obsolete	
28	200	Dell Chromebook	3600005462	1	Obsolete	
29	200	Lenovo Chromebook	3600003936	1	Obsolete	
30	200	Lenovo Chromebook	2600002625	1	Obsolete	

Date:

3-6-25

Authorized Campus

Signature

A. Robles

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Fixed Asset Discard List

Campus

(Please Check Appropriate Campus)

☐ SE High School ☐ Middle School ☐ Alarcon ☒ Borrego ☐ Sambrano

☐ Other: _____

☐ Excell

☐ Loya

	Room#	Description	Tag Number/Serial	Qty	Comments/Reasons	TAKEN
1	200	Lenovo Chromebook	3600002546	1	Obsolete	
2	200	Dell Chromebook	3600007602	1	Obsolete	
3	200	Lenovo Chromebook	3600002025	1	Obsolete	
4	200	Lenovo Chromebook	3600003940	1	Obsolete	
5	200	Lenovo Chromebook	2600002634	1	Obsolete	
6	200	Dell Chromebook	2600006391	1	Obsolete	
7	200	Lenovo Chromebook	2600005053	1	Obsolete	
8	200	Lenovo Chromebook	2600002570	1	Obsolete	
9	200	Lenovo Chromebook	2600002657	1	Obsolete	
10	200	Dell Chromebook	3600007683	1	Obsolete	
11	200	Lenovo Chromebook	3600004017	1	Obsolete	
12	200	Lenovo Chromebook	3600004013	1	Obsolete	
13	200	Lenovo Chromebook	3600002597	1	Obsolete	
14	200	Dell Chromebook	3600005464	1	Obsolete	
15	200	Lenovo Chromebook	3600001382	1	Obsolete	
16	200	Aver Document Came	3600004091	1	Obsolete	
17	200	Dell Chromebook	3600005463	1	Obsolete	
18	200	Lenovo Chromebook	2600005079	1	Obsolete	
19	200	Lenovo Chromebook	3600002620	1	Obsolete	
20	200	Lenovo Chromebook	3600002584	1	Obsolete	
21	200	Hytera 2 Way Radio	2600006159	1	Obsolete	
22	200	Hytera 2 Way Radio	2600006156	1	Obsolete	
23	200	Icom 2 Way Radio	1505071614	1	Obsolete	
24	200	Pxton 2 Way Radio	PX-8885	1	Obsolete	
25	200	Lenovo Chromebook	3600002781	1	Obsolete	
26	200	Dell Chromebook	1603030009	1	Obsolete	
27	200	Lenovo Chromebook	3600003944	1	Obsolete	
28	200	Lenovo Chromebook	2600002589	1	Obsolete	
29	200	Lenovo Chromebook	2600005051	1	Obsolete	
30	200	Lenovo Chromebook	3600003967	1	Obsolete	

Date: 3-6-25

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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	TAKEN
1	200	HP Chromebook	1603180004	1	Obsolete	
2	200	IPAD	1602082346	1	Obsolete	
3	200	Epson Elmo	811210239	1	Obsolete	
4	200	Elmo Presenter	711263526	1	Obsolete	
5	200	Aver Document Came	3600002432	1	Obsolete	
6	200	Dell Desktop	2600000906	1	Obsolete	
7	200	Dell Desktop	2600000907	1	Obsolete	
8	200	HP Printer	1404091837	1	Obsolete	
9	200	Coby DVD Player	s/n 1125010143	1	Obsolete	
10	200	Elmo Presenter	2600001817	1	Obsolete	
11	200	Lenovo Chromebook	3600004435	1	Obsolete	
12	200	Lenovo Chromebook	3600002763	1	Obsolete	
13	200	Dell Desktop	2600001097	1	Obsolete	
14	200	HP Chromebook	2600004341	1	Obsolete	
15	200	Lenovo Chromebook	3600002589	1	Obsolete	
16	200	Lenovo Chromebook	3600002521	1	Obsolete	
17	200	Lenovo Chromebook	3600004016	1	Obsolete	
18	200	Lenovo Chromebook	3600003968	1	Obsolete	
19	200	Lenovo Chromebook	3600001411	1	Obsolete	
20	200	Lenovo Chromebook	3600002523	1	Obsolete	
21	200	Aver Document Came	3600004092	1	Obsolete	
22	200	Dell Chromebook	3600005481	1	Obsolete	
23	200	Dell Chromebook	3600007654	1	Obsolete	
24	200	Lenovo Chromebook	3600003993	1	Obsolete	
25	200	Lenovo Chromebook	2600005065	1	Obsolete	
26	200	Dell Chromebook	3600005522	1	Obsolete	
27	200	Dell Chromebook	3600007695	1	Obsolete	
28	200	Dell Chromebook	3600005453	1	Obsolete	
29	200	Aver Document Came	3600002430	1	Obsolete	
30	200	Lenovo Chromebook	2600002658	1	Obsolete	

Date:

3-6-25

Authorized Campus

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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	TAKEN
1	200	Lenovo Chromebook	3600002605	1	Obsolete	
2	200	Dell Chromebook	3600005518	1	Obsolete	
3	200	Lenovo Chromebook	3600004430	1	Obsolete	
4	200	Asus Laptop	1502274920	1	Obsolete	
5	200	Asus Laptop	1502275322	1	Obsolete	
6	200	Dell Desktop	1403274034	1	Obsolete	
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Date: 3-6-25

Authorized Campus

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Child Nutrition Services



Technology Dept.
Fixed Asset Discard List

Campus (Please Check Appropriate Campus)

☐ SE High School

☐ Middle School

☐ Alarcon

☐ Borrego

☐ Sambrano

☒ CNS Dept

ADMINISTRATION

☐ Excell

☐ Loya

Room#	Description	Tag Number	Qty	Comments / Reasons
1 H113	Laser printer hewlett packard	1210250142 SN JPBDO03026	1	obsolete
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Date:

3-19-25

Authorized Administrator

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