## BOARD OF TRUSTEES AGENDA

	Workshop	X Regular		Special				
<b>A</b> )	Report Only			Recognition				
	Presenter(s):							
	Briefly describe the subject	t of the report or reco	gnition present	tation.				
	L							
B)	X Action Item ISMAEL MIJARES, ASSISTANT SUPERINTENDENT FOR BUSINESS AND FINANCE							
	Presenter(s): LUIS VELEZ, PURCHASING DIRECTOR							
	Briefly describe the action required.							
	CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO DECLARE THE ATTACHED LIST OF ITEMS AS SURPLUS PROPERTY AND AUTHORIZE ITS DISPOSAL.							
<b>C</b> \	Eunding governor Idoubify b	ha aassaa af fisada if aa		•				
C)	Funding source: Identify t	ne source or runds ir ai	y are required					
(D)	Clarification: Explain any question or issues that might be raised regarding this item.							
	IN ACCORDANCE WITH BOAD DISPOSE OF PROPERTY THAT OPERATIONS AND SHALL DEPROPERTY HAS NO VALUE, ADMINISTRATIVE DISCRET	AT IS NO LONGER NECES O SO FOR FAIR MARKET SUCH PROPERTY SHALL	SARY FOR DIST VALUE. IF THE	RICT SURPLUS				

## MEMORANDUM

Ismael Mijares, Assistant Superintendent for Business and Finance To:

Digitally signed by Luis A. Vélez Luis Vélez, Purchasing Director From:

Date: 2014.07.03 09:04:57 -05'00' Date: Wednesday July 2, 2014

Subject: Request to Declare Property as Surplus

Please consider this memorandum as a request to declare the attached list of items as surplus property due to their deteriorated condition, irreparability, and/or obsolescence.

In accordance with Board Policy CI, the school board may dispose of property that is no longer necessary for District operations and shall do so for fair market value. If the surplus property has no value, such property shall be disposed of according to administrative discretion. Administrative policy states that items shall be disposed of in the most cost efficient manner, including, but not limited to, selling at any price, giving away, or destroying the property.

Please contact me at the Department of Purchasing should you need any further information regarding this matter.

## EAGLE PASS INDEPENDENT SCHOOL DISTRICT SURPLUS PROPERTY

LOT NUMBER	TRANSFER FORM	SCHOOL/DEPARTMENT	CATEGORY	DESCRIPTION OF ITEM	CONDITION	QUANTIT
LOT NO. 25	14588	MAINTENANCE DEPT.	PORTABLE BUILDING	PORTABLE BUIDLING	OBSOLETE	1
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