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**Teaching Effectively - Learning Successfully**

**Dr. Alex Ayers**  
Superintendent of Schools

**Dennis Holmes**  
Associate Superintendent  
for Instructional Support

**Carl Fox**  
Purchasing Manager

**Jessica Kiehn**  
Purchasing Technician

October 19, 2022

To: Board of Trustees

From: Dennis Holmes   
Associate Superintendent for Instructional Support

Re: Request to surplus and recycle obsolete and outdated items

Surplus Items and Equipment

Electronic and Shop items – starboards, laminator, printers, projectors, cameras, etc.

Pronghorn – Refrigerator/Freezer Combo - tag #s 514080, 514082.

Miscellaneous furniture cabinets, tables, shelves, etc.

Electronics Recycling

Computers, obsolete repair parts, etc.

Items will be listed for sale through an online auction. Any items not sold or not in good working shape will be recycled or disposed of per district policy – this may include parting out some items for future repairs.