

WILLOWS UNIFIED SCHOOL DISTRICT
Office of the Superintendent

Date: 11/3/2011

Request for Placement on Board Agenda:

AGENDA TOPIC: Declaration of Surplus Items of No Value

PRESENTER: Betty Skala, Director of Business Services

Background Information:

Willows Unified School District has accumulated numerous items that are currently not used because they are broken or obsolete. These items are determined to be of no value to the district. The administration would like to dispose of these items and would request the board declare them as surplus. If the board so acts, the surplus items would be available for auction, thereafter to the general public or employees of the district for a period of ten days. After that time the items would be disposed of through deposit in the county landfill.

Murdock Surplus List

- All textbooks from the publisher Silver Burdett & Ginn
- All textbooks from the Houghton- Mifflin Language Arts Series
- Various student dictionaries and encyclopedias under the titles and publishers
World Book Encyclopedia
Scott Foresman
New Book of Knowledge
Golden Book Encyclopedia
- Various obsolete technology e.g., filmstrips, vhs tapes, cassette players, cassettes

Recommendations:

The administration recommends the Board declare the items listed as surplus and available for disposal.