

**WILLOWS UNIFIED SCHOOL DISTRICT**  
**Office of the Superintendent**

Date: 8/1/12

**Request for Placement on Board Agenda:**

**AGENDA TOPIC: Declaration of Surplus Items – No Value**

**PRESENTER: Debby Beymer, Director of Business Services**

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**Background Information:**

Willows Unified School District (WUSD) has accumulated musical instruments that are not currently being used. These items are identified as being 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 10 days. After that time, the items would be disposed of through deposit in the county landfill.

**Equipment to be disposed of:**

- Two (2) Pianos at Murdock Elementary School
- Five (5) Teacher Desks at Murdock Elementary School
- Three (3) Teacher Chairs at Murdock Elementary School

**Recommendations:**

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