

### Equipment/Textbook Disposal Request

Date: 04-09-2024

Employee Name: Connie Sommers (Sommers)

Room Number: Band

Building: EHS  
Cathy Marcy - EHS Warrior Uniform Coordinator

#### Equipment Disposal:

Please state the problem you are experiencing with the equipment:

The concert uniforms haven't been used for years and are estimated to be 30+ years old. Due to their age, they are very outdated. Also the band student enrollment has exceeded the number of uniforms for quite sometime.

|                        |                                        |                                             |                                 |                                                                                          |
|------------------------|----------------------------------------|---------------------------------------------|---------------------------------|------------------------------------------------------------------------------------------|
| <u>117</u><br>Quantity | <u>Stanbury</u><br>Brand Name          | <u>Jackets (black)</u><br>Model/Description | <u></u><br>Inventory Tag Number | <input checked="" type="checkbox"/> Direct Disposal<br><input type="checkbox"/> GovDeals |
| <u>118</u><br>Quantity | <u>Medalist Stanbury</u><br>Brand Name | <u>Pants (black)</u><br>Model/Description   | <u></u><br>Inventory Tag Number | <input checked="" type="checkbox"/> Direct Disposal<br><input type="checkbox"/> GovDeals |
| <u>109</u><br>Quantity | <u>Mid West</u><br>Brand Name          | <u>Skirts (black)</u><br>Model/Description  | <u></u><br>Inventory Tag Number | <input checked="" type="checkbox"/> Direct Disposal<br><input type="checkbox"/> GovDeals |

#### Textbook Disposal:

|                            |                     |                      |                         |                                                                               |
|----------------------------|---------------------|----------------------|-------------------------|-------------------------------------------------------------------------------|
| <u></u><br>Date of Edition | <u></u><br>Quantity | <u></u><br>Publisher | <u></u><br>Name of Book | <input type="checkbox"/> Direct Disposal<br><input type="checkbox"/> GovDeals |
| <u></u><br>Date of Edition | <u></u><br>Quantity | <u></u><br>Publisher | <u></u><br>Name of Book | <input type="checkbox"/> Direct Disposal<br><input type="checkbox"/> GovDeals |
| <u></u><br>Date of Edition | <u></u><br>Quantity | <u></u><br>Publisher | <u></u><br>Name of Book | <input type="checkbox"/> Direct Disposal<br><input type="checkbox"/> GovDeals |

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Date of Approval Board of Education

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Employee Name: Connie Sommers C. Sommers

Room Number: Berd

Building: EHS  
Cathy Marcy - EHS Warrior Uniform Coordinator

#### Equipment Disposal:

Please state the problem you are experiencing with the equipment:

Concert white shirts no longer used due to age and condition.

Vending machine was donated to the board to dispense various items students needed such as needs etc. It no longer works.

|           |                   |                     |                                                     |
|-----------|-------------------|---------------------|-----------------------------------------------------|
| <u>13</u> | <u>Neil-Allyn</u> | <u>White Shirts</u> | <input checked="" type="checkbox"/> Direct Disposal |
| Quantity  | Brand Name        | Model/Description   | <input type="checkbox"/> GovDeals                   |

|          |             |                        |                                                     |
|----------|-------------|------------------------|-----------------------------------------------------|
| <u>1</u> | <u>Deck</u> | <u>Vending Machine</u> | <input checked="" type="checkbox"/> Direct Disposal |
| Quantity | Brand Name  | Model/Description      | <input type="checkbox"/> GovDeals                   |

|          |            |                   |                                          |
|----------|------------|-------------------|------------------------------------------|
| _____    | _____      | _____             | <input type="checkbox"/> Direct Disposal |
| Quantity | Brand Name | Model/Description | <input type="checkbox"/> GovDeals        |

#### Textbook Disposal:

|                 |          |           |              |                                          |
|-----------------|----------|-----------|--------------|------------------------------------------|
| _____           | _____    | _____     | _____        | <input type="checkbox"/> Direct Disposal |
| Date of Edition | Quantity | Publisher | Name of Book | <input type="checkbox"/> GovDeals        |

|                 |          |           |              |                                          |
|-----------------|----------|-----------|--------------|------------------------------------------|
| _____           | _____    | _____     | _____        | <input type="checkbox"/> Direct Disposal |
| Date of Edition | Quantity | Publisher | Name of Book | <input type="checkbox"/> GovDeals        |

|                 |          |           |              |                                          |
|-----------------|----------|-----------|--------------|------------------------------------------|
| _____           | _____    | _____     | _____        | <input type="checkbox"/> Direct Disposal |
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