

RECEIVED

TAMALPAIS UNION HIGH SCHOOL DISTRICT

Larkspur, CA

SEP 04 2019

NOTICE OF DISPOSABLE EQUIPMENT
(Prepare in Triplicate - All Copies to Chief Business Official)TUHSD
BUSINESS OFFICESite/Department Redwood / Science Date 8/20/19

A. ITEM IDENTIFICATION:

(Please attach list of items for disposal)

Quantity	Description of Item: Make, Model, Serial Numbers and Special Accessories, if any	Age or Year Purchased	Estimated Current Value	Original Cost (If Available)
15	Campbell's Biology 8th Edition	pub. 2008	\$30 (used)	
25	Campbell's Biology 9th Ed.	pub. 2010	\$21 (used)	
84	TUHSD Integrated Science 3-4	2009	NA?	

B. LOCATION (Where item can be inspected/picked up) Building RHS main Room 230

C. CONDITION: (Check One)

☒ Still operable or useable (See D)☐ Needs repair☐ Beyond repair

Estimate of Repair \$ _____

Estimate of Replacement \$ _____

D. REASON FOR DISPOSAL:

We have more current textbooks per TUHSD regulations for AP Biology. We no longer teach Integrated Science (we are keeping class sets of the textbooks for occasional reference.

E. METHOD OF DISPOSAL:

☐ Scrap☒ Donate (Explain) perhaps other schools might want older editions?☐ Sale (Circle One)

InterSchola

Renew Computers

Other (Explain): _____

Estimated Sales Value \$ _____

Requested By Amy Mastrodonaco Date 8/31/19 Approved By [Signature] Date 9/13/19
Principal/Designee

(Space below is provided for District Office use)

VALIDATION: (Check One)

Dispose as follows:

☐ Scrap☒ Donate☐ Sale☐ Other

Assistant Superintendent of Educational Services	Senior Director of Information Technology	Director of Maintenance & Operations	<u>[Signature]</u> Chief Business Official
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Revised March 25, 2009