

San Mateo-Foster City School District

DISPOSAL OR TRANSFER OF EQUIPMENT

All personal property belonging to the San Mateo-Foster City School District must be declared surplus to the needs of the district before it can be disposed of or sold. Complete this form and forward it to Business Services.

Decal #	Description	Serial #	Condition	Approx Value
09016	Dell Optiplex 790 Desktop	ST- 6N92LS1	Broken	0
09017	Dell Optiplex 790 Desktop	ST- 6NKGLS1	Broken	0
none	Dell Optiplex 790 Desktop	ST-5ZDYTR1	Broken	0
none	3 monitor stands	N/A	Broken	0
13427	Apple iPad SPED-AAC-07	N/A	Broken	0
13424	Apple iPad SPED-AAC-11	N/A	Broken	0
00703	Samsung Tablet FC-PE-MD	N/A	Broken	0
none	Cisco analog phone	N/A	Broken	0
none	Bogen analog phone	N/A	Broken	0
none	Redcat Classroom Speaker system	N/A	Broken	0
none	8 broken chromebook screens	N/A	Broken	0
none	4 broken chromebook keyboards	N/A	Broken	0
08533	Dell laptop	ST-4R4Q5S1	Broken	0
none	Dell Optiplex GX620 - from school lab	ST-6SDK5B1	Broken	0
09712	Epson Powerlite 480 projector	N/A	Broken	0
08759	Epson Powerlite 480 projector	N/A	Broken	0
09691	Epson Powerlite 480 projector	N/A	Broken	0
09755	Epson Powerlite 935W projector	N/A	Broken	0
none	Miscellaneous power adapters, motherboards		Broken	0
02659	Hitachi CPX1 projector	N/A	Broken	0
none	eBeam Inscribe200e slate	N/A	Broken	0
06668	Enterasys Access Point	N/A	Broken	0
06299	Enterasys Access Point	N/A	Broken	0
06309	Enterasys Access Point	N/A	Broken	0

Technology Department - District Office

School / Department / Program

Signature of Fiscal Services Administrator

Date

Peter Cazanis

Digitally signed by Peter Cazanis
DN: cn=Peter Cazanis, o=San
Mateo-Foster City School District, c=US
Date: 2021.06.15 15:16:48 -0700

Signature of Principal / Manager

Date

Date approved by Board of Trustees

Inventory records updated _____

For Maintenance & Operations/Technology Use Only

☐ Disposal

☐ Transferred to _____

(School Department)

☐ Storage

☐ Other _____

Copy: ☐ Fiscal Services ☐ School / Department ☐ M & O/Technology

DISPOSAL OR TRANSFER OF EQUIPMENT

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[illegible]

District Office Technology Dept.

School / Department / Program

Signature of Fiscal Services Administrator 6/15/2 Date

Peter Cazanis

Digitally signed by Peter Cazane
DN: cn=Peter Cazane, o=us,
email=pcazane@nasa.gov, c=US
Date: 2021.06.14.16:16:50 -0700

Signature of Principal / Manager

Date _____

Date approved by Board of Trustees

Inventory records updated

For Maintenance & Operations/Technology Use Only

Disposal

☐ Transferred to

(School Department)

Storage

☐ Other

Copy: ☐ Fiscal Services ☐ School / Department ☐ M & O/Technology

San Mateo-Foster City School District

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Decal #	Description	Serial #	Condition	Approx Value
none	Apple PowerBook G4 Laptop		Broken	0
none	Dell Optiplex 780 Desktop	2GH1XL1	Broken	0
none	Dell Optiplex 7010 Desktop	HWFJFX1	Broken	0
none	Dell monitor	CN-0GFXN4	Broken	0
none	ViewSonic monitor	A18040303664	Broken	0
none	Dell monitor		Broken	0
none	HP monitor		Broken	0
none	Dell monitor		Broken	0
none	Epson Powerlite 480 projector	QW6K4100754	Broken	0
08618	Epson Powerlite 480 projector	QW6F250839L	Broken	0
none	105 Chromebook Screens	N/A	Broken	0
none	5 Chromebook power adapters	N/A	Broken	0
none	40 Chromebook keyboards	N/A	Broken	0
none	74 non-functioning Chromebooks - Deprovisioned	N/A	Broken	0
none	2 Memorex DVD Recorders	N/A	Broken	0
none	6 MacBook Screens	N/A	Broken	0
none	3 Cisco Phones	N/A	Broken	0
07301	Lightspeed Redcat Classroom Sound System Panel	RX-RC-101005-0061	Broken	0
07241	Lightspeed Redcat Classroom Sound System Panel	RX-RC-100816-0294	Broken	0
none	Miscellaneous power adapters, motherboards, surge protector		Broken	0
09769	Apple iPad	DMTLX9ADFK10	Broken	0
09779	Apple iPad	DMTLX94KFK10	Broken	0
none	IPEVO VZ-R HDMI Document Camera		Broken	0
none	AVerMedia Document Camera	59337 10040P	Broken	0
none	Apple iPad 5th generation	GCKVFJG1HLF9	unable to re-image	0

Technology Department - District Office

School / Department / Program

 6/7/21
Signature of Principal / Manager Date

 6/12/21
Signature of Fiscal Services Administrator Date

Date approved by Board of Trustees

Inventory records updated _____

For Maintenance & Operations/Technology Use Only

<input type="checkbox"/> Disposal	<input type="checkbox"/> Transferred to _____ (School Department)
<input type="checkbox"/> Storage	<input type="checkbox"/> Other _____

Copy: ☐ Fiscal Services ☐ School / Department ☐ M & O/Technology

[illegible]

Inventory records updated

Other

Pink copy: M & O

DISPOSAL OR TRANSFER OF BOOKS AND SUPPLIES

Quantity Condition Approx Value

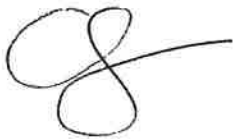
[illegible]

School / Department / Program

LEAD ELEMENTARY LIBRARY

For IMC Use Only

Signature of Principal / Manager Date

 6/14/21

Disposal Transferred to Storage Other

Signature of Fiscal Services Administrator Date

 6/15/21

(School Department)

Date approved by Board of Trustees

Inventory records updated

Copy: ☐ Fiscal Services ☐ School / Department ☐ IMC

Library Weeding Log

LEAD Elementary School

From: 9/1/2020 To: 6/11/2021

4/24/2021 - Copies Removed: 13

102 dalmatians (Removed: 1)

Author: Benjamin, Zoe.	ISBN: 0-7364-0195-4	Published: 2000		
Call Number	Barcode	Price	Acquired	Removed By
EB	33276005405532	\$18.00	1/27/2016	admin202
Was Available -- Weeded				

Animals (Removed: 1)

Author: Taylor, Barbara, 1954-	LCCN: 2013-444399	Published: 2013		
Call Number	Barcode	Price	Acquired	Removed By
590 TAY	33276005401168	\$18.00	8/18/2015	admin202
Was Available -- Weeded				

Babymouse. [4], Rock star (Removed: 1)

Author: Holm, Jennifer L.	ISBN: 0-375-83232-7	Published: 2006		
Call Number	Barcode	Price	Acquired	Removed By
741.5 HOL	33276001959748	\$18.00	8/18/2015	admin202
Was Available -- Weeded				

Babymouse. [9], Monster mash (Removed: 1)

Author: Holm, Jennifer L.	ISBN: 0-375-84387-6	Published: 2008		
Call Number	Barcode	Price	Acquired	Removed By
741.5 HOL	33276005396913	\$18.00	8/18/2015	admin202
Was Available -- Weeded				

Claws! (Removed: 1)

Author: Stine, R. L.	ISBN: 0-545-28933-5	Published: 2011		
Call Number	Barcode	Price	Acquired	Removed By
FIC STI	33276005399255	\$18.00	8/18/2015	admin202
Was Available -- Weeded				

Dream jumper. Book 1, Nightmare escape (Removed: 1)

Author: Grunberg, Greg.	LCCN: 2016-931133	Published: 2016		
Call Number	Barcode	Price	Acquired	Removed By
741.5	33276005407422	\$20.00	2/16/2018	admin202
Was Available -- Weeded				

Harry Potter and the Chamber of Secrets /bk2 (Removed: 1)

Author: Rowling, J. K.	ISBN: 0-439-06487-2	Published: 2000		
Call Number	Barcode	Price	Acquired	Removed By
FIC ROW	33276002313630	\$18.00	8/18/2015	admin202
Was Available -- Deleted				

Hello universe (Removed: 1)

Author: Kelly, Erin Entrada.	LCCN: 2016-22723	Published: 2017		
Call Number	Barcode	Price	Acquired	Removed By
[Fic]	33276005407456	\$20.00	11/9/2018	admin202
Was Available -- Weeded				

How to code : a step-by-step guide to computer coding (Removed: 1)

Author: Wainwright, Max.	ISBN: 978-1-45492177-6	Published: 2016		
Call Number	Barcode	Price	Acquired	Removed By

Library Weeding Log

LEAD Elementary School

From: 9/1/2020 To: 6/11/2021

4/24/2021 - Copies Removed: 13

005.1 WAI	33276004714967	\$12.76	7/21/2017	admin202
Was Available -- Weeded				

The last council (Removed: 1)

Author: Kibuishi, Kazu, 1978-		ISBN: 978-0-545-20886-4	Published: 2011	
Call Number	Barcode	Price	Acquired	Removed By
Fic Kib	33276024704952		12/13/2017	admin202
Was Available -- Weeded				

Ricky Ricotta's mighty robot vs. the mecha-monkeys from Mars : the fourth (Removed: 1)

Author: Pilkey, Dav, 1966-		ISBN: 0-439-25296-2	Published: 2002	
Call Number	Barcode	Price	Acquired	Removed By
[E]	33276005407451	\$8.00	6/19/2019	admin202
Was Available -- Weeded				

The space atlas (Removed: 1)

Author: Couper, Heather.		LCCN: 91-24142 /AC	Published: 1992	
Call Number	Barcode	Price	Acquired	Removed By
520 COU	33276001399358	\$20.00	8/18/2015	admin202
Was Available -- Weeded				

The usborne little encyclopedia of seas & oceans (Removed: 1)

Author: Denne, Ben.		ISBN: 0-7945-1090-6	Published: 2005	
Call Number	Barcode	Price	Acquired	Removed By
591.77 DEN	33276001955498	\$18.00	8/18/2015	admin202
Was Available -- Weeded				

From: 9/1/2020 To: 6/11/2021 Total Copies Removed: 13

Deleted: 1, Transferred: 0, Weeded: 12

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[illegible]

Middle	MUSIC	Bare	MUSIC	att	6/15/21
School / Department / Program			Signature of Fiscal Services Administrator		Date

School / Department / Program _____

 Signature of Principal / Manager _____ Date 6/10/12

Signature of Fiscal Services Administrator _____ Date _____

Date approved by Board of Trustees

Inventory records updated

For Maintenance & Operations/Technology Use Only

Disposal

☐ Transferred to

(School Department)

Storage

☐ Other

Copy: ☐ Fiscal Services ☐ School / Department ☐ M & O/Technology

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EPSON	Description	Quantity	Condition	Approx Value
EPSON POWERLITE 83+ PROJECTOR	DISTRICT TAGS 05037 05022	2	POOR	0
HP COLOR LASERJET 2600N	NO DISTRICT TAG	1	POOR	0
ALTEC LANSEIN SPEAKERS	NO DISTRICT TAG	1	POOR	0
SAMSUNG BLU RAY DISC PLAYER	NO DISTRICT TAG	1	POOR	0
HP LASERJET PRO35	NO DISTRICT TAG	1	POOR	0
RCA VHS PLAYER	NO DISTRICT TAG	1	POOR	0
WHITE MACBOOK	NO DISTRICT TAG		POOR	0
HP PAVILLION PC MONITOR IN ONE	DISTRICT TAG 05688 05707 05701 05713 05687 05703 05696 05691 05715 05692 05702 -05702 05684 05683 05695 05700	15	POOR	0

BOREL / library

School / Department / Program

Signature of Principal / Manager *Kenyella Cook* 5/19/21

Date

[Signature] 6/15/21

Signature of Fiscal Services Administrator

Date

Date approved by Board of Trustees

Inventory records updated

For IMC Use Only

<input type="checkbox"/> Disposal	<input type="checkbox"/> Transferred to	_____
		(School Department)
<input type="checkbox"/> Storage	<input type="checkbox"/> Other	_____

Copy:	<input type="checkbox"/> Fiscal Services	<input checked="" type="checkbox"/> School/Department	<input type="checkbox"/> IMC
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[illegible]

BOREL / LIBRARY

School / Department / Program

Signature of Principal / Manager

5/19/21
Date

Signature of Fiscal Services Administrator

Date _____

Date approved by Board of Trustees

Inventory records updated.

For JMC Use Only

☐ Disposal☐ Transferred to

(School Department)

☐ Storage

☐ OtherCopy: ☐ Fiscal Services ☐ School / Department ☐ IMC

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[illegible]

Borel

School / Department / Program _____

Signature of Principal / Manager

Date _____

Signature of Fiscal Services Administrator

Signature of Fiscal Services Administrator

Date _____

Date approved by Board of Trustees

Inventory records updated

For Maintenance & Operations/Technology Use Only

Disposal

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Storage

☐ Other

Copy: ☐ Fiscal Services ☐ School / Department ☐ M & O/Technology



[illegible]

Board Tech
School / Department / Program
G. N. H. 6/10/21
Signature of Principal / Manager Date

Signature of Fiscal Services Administrator	Date
--	------

Date approved by Board of Trustees

Inventory records updated

☐ Disposal ☐ Transferred to _____
(School Department)

☐ Storage ☐ Other _____

Copy: ☐ Fiscal Services ☐ School / Department ☐ M & O/Technology