

End. 11.1
June 20, 2013

Horseheads Central School District

Disposal of District Property

6900-E

District property should normally be disposed of with a public bid or auction. There may be times however, when due to obsolescence and condition of such property, the property has no value. Whenever district property is disposed of - either via public bid or disposed of as having no value - this form is to be used.

Asset#	Description	Comments	Current Location Bldg & Room #
19225	Overhead projector	Broken Not used	208 @ 5
19224	" "	" "	" "
19255	" "	" "	" "
04589	" "	" "	" "
19254	" "	" "	" "
20333	" "	" "	" "
NO#	" "	" "	" "

IF the property is to be disposed of as having no value, the Director/Principal affirms that effort has been made to see if the above property has any value to other classrooms or offices in my building. An effort has also been made to see if the property has any value to other in other buildings around the District.

The property listed above is to be:

☒ disposed of

☐ sold at public bid

Name

Director/Principal Approval

Director of Facilities

School Business Exec. or Supt.

Signature

Signature

Signature

Signature

Date

Date

Date

Date

Forward this to the Facilities Office for removal or storage of said property and signature.

The section below is to be completed by Facilities when property is disposed of or stored for public bid and then sent to the Business Office.

☐	The above property has been disposed of in the following manner:
☐	The above property is being stored for surplus bid at the following location:
Signature Date	

Horseheads Central School District

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6900-E

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Asset#	Description	Comments	Current Location Bldg & Room #
04614	Over head Projector	Broken / not used	RS - 208
NO #	"	"	"
NO #	"	"	"
5- NO #	Black Overhead Projector	Broken	CS - 208
	Cart		

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Horseheads Central School District

Disposal of District Property

6/20/13 BOE

6900-E

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Asset#	Description	Comments	Current Location Bldg & Room #
	see attached	Old	
		Non-compatible	
		Non-functional	

IF the property is to be disposed of as having no value, the Director/Principal affirms that effort has been made to see if the above property has any value to other classrooms or offices in my building. An effort has also been made to see if the property has any value to other in other buildings around the District.

The property listed above is to be:



disposed of



sold at public bid

Gregg Moyer

Name

Gregg Moyer

Signature

Date

Director/Principal Approval

Signature

Date

Director of Facilities

Signature

Date

School Business Exec. or Supt.

Signature

Date

Forward this to the Facilities Office for removal or storage of said property and signature.

The section below is to be completed by Facilities when property is disposed of or stored for public bid and then sent to the Business Office.



The above property has been disposed of in the following manner:



The above property is being stored for surplus bid at the following location:

Signature

Date

Approved: Jan. 13, 2011; Revised and Approved:
Administrative Council

LOCATION	DEVICE	DEPT	ROOM	NAME	TYPE	MAKE	DESCRIPTION	MODEL	SERIAL	OWN	ASSET#	P.O.#	WAR BEG	WAR END
Transportation	Desktop	Office	Equip. Supv.	West, Rick	06Q	Dell	Optiplex Pentium IV MM	GX260D	914RS11	H	05724	0300663	23-Aug-02	23-Aug-05
Center St	Laptop	Resource	113	Vieselmeyer, Barbara	06Q	Dell	Latitude Core 2 Duo	D620	7PNDCD1	H	002199	0800041	29-Jul-07	29-Jul-10
Center St	Laptop	Grade 3	122	Sutton, Elizabeth	06Q	Dell	Latitude Core 2 Duo	D620	4PNDCD1	H	002200	0800041	29-Jul-07	29-Jul-10
Center St	Laptop	Grade 4	207	Packard, Lorraine	06Q	Dell	Latitude Core 2 Duo	D620	CRPDCD1	H	002202	0800041	29-Jul-07	29-Jul-10
Center St	Laptop	Grade 4	206	Bartley, Robert	06Q	Dell	Latitude Core 2 Duo	D620	2NNDCD1	H	002201	0800041	29-Jul-07	29-Jul-10
Center St	Laptop	Grade 1	112	Ham, Shelby	06Q	Dell	Latitude Core 2 Duo	D620	6LNDCD1	H	002198	0800041	29-Jul-07	29-Jul-10
Center St	Laptop	Kindergarten	107	Berger, Louis	06Q	Dell	Latitude Core 2 Duo	D620	6GR9CD1	H	002249	0800042	29-Jul-07	29-Jul-10
Center St	Laptop	Grade 3	123	French, Kelli	06Q	Dell	Latitude Core 2 Duo	D620	2LPHCD1	H	002250	0800042	29-Jul-07	29-Jul-10
Middle School	Projector	Technology	129	Brightman, Chaston	06Q	Dell	Digital Projector	2200MP	1LQKC41	H	06440	0402642	11-May-04	11-May-05

Horseheads Central School District

Disposal of District Property

6/20/13 BOE

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Asset#	Description	Comments	Current Location Bldg & Room #
	<i>See attached</i>	<i>old</i>	
		<i>Non-compatible</i>	
		<i>Non-functional</i>	

IF the property is to be disposed of as having no value, the Director/Principal affirms that effort has been made to see if the above property has any value to other classrooms or offices in my building. An effort has also been made to see if the property has any value to other in other buildings around the District.

The property listed above is to be:

☐ disposed of

☒ sold at public bid

*with option to
dispose of
in lieu of auction*

Gregg Moyer
Name

Gregg Moyer
Signature

Date

Director/Principal Approval

Signature

Date

Director of Facilities

Signature

Date

School Business Exec. or Supt.

Signature

Date

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Signature _____ Date _____	

Approved: Jan. 13, 2011; Revised and Approved:
Administrative Council

Gregg Moyer

LOCATION	DEVICE	DEPT	ROOM	NAME	TYPE	MAKE	DESCRIPTION	MODEL	SERIAL	OWN	ASSET#	P.O.#	WAR BEG	WAR END
HR	FAX	Office	Office	Fax Machine	04	Muratec	Fax machine	F-110	BSBWC00041	H	N/A			
Facilities	FAX	Office	Office	Fax Machine	04	Panasonic	Fax machine	UF-490	FDP1AT00363	H	N/A			
Stu Serv	FAX	Office	Office	Fax Machine	04	Panasonic	Fax machine	UF-780	KCP36700760	H	N/A			
High School	FAX	Office	Office	Fax Machine	04	Panasonic	Fax machine	UF-890	DCG24AV00493	H	N/A			
High School	FAX	Library	Library	Fax Machine	04	Brother	Fax machine, Intellifax	1270e	U60302J9K873307	H				
Middle Sch	FAX	Library	Library	Fax Machine	04	Panasonic	Fax machine	UF-4000	EEP478000193	H				
Transportation	FAX	Office	Office	Fax Machine	04	Panasonic	Fax machine	UF-490	ADP1AT00296	H	N/A			
Middle Sch	FAX	Office	Office	Fax Machine	04	Panasonic	Fax machine	UF-6000	EEP47501020	H				
Business Offc	FAX	Office	Office	Fax Machine	04	Brother	Fax machine, Intellifax	4750e	U60283C81781081	H				
Gardner Rd	FAX	Office	Office	Fax Machine	04	Muratec	Fax machine	F-112	M	H	X			
Ridge Rd	FAX	Office	Office	Fax Machine	04	Canon	Fax machine MF5750	F146502	KLK35511	H	N/A	0204075	05-Apr-06	05-Apr-07
Center St	FAX	Office	Office	Fax Machine	04	HP	Fax machine	1240	CN4CGGJ2F2	H				
Big Flats	FAX	Office	Office	Fax machine	04	Brother	Fax machine	Intellifax 2820	U61325H81133541	H	N/A			
Athletic Offc	FAX	Office	Office	Fax Machine	04	Brother	Fax machine	Intellifax 4750e	U60283C91916188	H		0902955		
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H007	H	N/A	0501771	26-Jan-05	26-Jan-06
Middle Sch	PDA	Resource	111	Johnson, Debbie	06	Palm	Handheld PDA	TX	PN70U5Q7V1TT	H	N/A	0800189	16-Jul-07	16-Jul-08
Middle Sch	PDA	Resource	111	Johnson, Debbie	06	Palm	Handheld PDA	TX	PN70U5TVV159	H	N/A	0800189	16-Jul-07	16-Jul-08
Middle Sch	PDA	Resource	111	Johnson, Debbie	06	Palm	Handheld PDA	TX	PN70U5TVV186	H	N/A	0800189	16-Jul-07	16-Jul-08
Gardner Rd	Laptop	Office	Principal	Patterson, Patrick	06	Dell	Latitude Core 2 Duo	D620	BMNDCD1	H	002208	0800041	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H0A1	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H066	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H0A3	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H0FV	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H0WW	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H06C	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V3RE	H	N/A	0603267	05-Jun-06	05-Jun-07
Storage	Laptop	Storage	Storage	Amey, Susan	06	Dell	Latitude Core 2 Duo	D620	JNND1	H	002228	0800041	29-Jul-07	29-Jul-10
Middle Sch	Laptop	English	108	Donovan, Chuck	06	Dell	Latitude Core 2 Duo	D620	1LND1	H	002227	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	105	Gillette, Hether	06	Dell	Latitude Core 2 Duo	D620	2MND1	H	002226	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Simons, Nancy	06	Dell	Latitude Core 2 Duo	D620	BRPDCD1	H	002225	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	278	Gaydos, David	06	Dell	Latitude Core 2 Duo	D620	5TPDCD1	H	002211	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Smith, Paige	06	Dell	Latitude Core 2 Duo	D620	9GR9CD1	H	002265	0800042	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V6VM	H	N/A	0603267	05-Jun-06	05-Jun-07
Middle Sch	PDA	Resource	111	Johnson, Debbie	06	Palm	Handheld PDA	TX	PN70U5TVV188	H	N/A	0800189	16-Jul-07	16-Jul-08
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V6M4	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V6UC	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V3XT	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V6V8	H	N/A	0603267	05-Jun-06	05-Jun-07
ESC	PDA	Office	Instruct. Support	Actually spare	06	Palm	Handheld PDA	Zire 71	000AV7A31070	H	N/A	0401218	14-Nov-03	14-Nov-04
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V5TH	H	N/A	0603267	05-Jun-06	05-Jun-07

Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U4T6V2CF	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V360	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V6KJ	H	N/A	0603267	05-Jun-06	05-Jun-07
Middle Sch	Laptop	Technology	129	Brightman, Chaston	06	Dell	Latitude Core 2 Duo	D620	4HR9CD1	H	002273	0800042	29-Jul-07	29-Jul-10
Middle Sch	Laptop	Social Studies	Cart4	Johnson, Brandon	06	Earthwalk	Ebuddy Pentium M	EB-9.4	SV7101001172	H	002087	0702644	19-Apr-07	19-Apr-10
Middle Sch	Laptop	Social Studies	Cart4	Johnson, Brandon	06	Earthwalk	Ebuddy Pentium M	EB-9.4	SV7101001115	H	002086	0702644	19-Apr-07	19-Apr-10
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V1U0	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U4U6V0NK	H	N/A	0603308	09-Jun-06	09-Jun-07
Storage	Laptop	Storage	101	Pariso, Doris	06	Dell	Latitude Core 2 Duo	D620	5MPHCD1	H	002267	0800042	29-Jul-07	29-Jul-10
Middle Sch	Laptop	Social Studies	100	Johnson, Brandon	06	Dell	Latitude Core 2 Duo	D620	JHR9CD1	H	002274	0800042	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4HOA0	H	N/A	0501771	26-Jan-05	26-Jan-06
Middle Sch	Laptop	Technology	129	Brightman, Chaston	06	Dell	Latitude Core 2 Duo	D620	JLPHCD1	H	002275	0800042	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3U6V00U	H	N/A	0603267	05-Jun-06	05-Jun-07
Middle Sch	Laptop	Technology	129	Brightman, Chaston	06	Dell	Latitude Core 2 Duo	D620	2KR9CD1	H	002272	0800042	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H52S	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H529	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H06D	H	N/A	0501771	26-Jan-05	26-Jan-06
Storage	Laptop	Storage	101	Pariso, Doris	06	Dell	Latitude Core 2 Duo	D620	7KR9CD1	H	002270	0800042	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	101	Pariso, Doris	06	Dell	Latitude Core 2 Duo	D620	HGR9CD1	H	002269	0800042	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	211	Sisti, Kathy	06	Dell	Latitude Core 2 Duo	D620	1JR9CD1	H	002263	0800042	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4HOT8	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H05C	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H0RX	H	N/A	0501771	26-Jan-05	26-Jan-06
Storage	Laptop	Storage	Storage	Rutherford, Rosemarie	06	Dell	Latitude Core 2 Duo	D620	7RPDCD1	H	002229	0800041	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H006	H	N/A	0501771	26-Jan-05	26-Jan-06
Middle Sch	Laptop	Home Eco	214	Carney, Sue	06	Dell	Latitude Core 2 Duo	D620	8SPDCD1	H	002230	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Abrunzo, Virginia	06	Dell	XPS Core 2 Duo	M1710	5S9RFD1	H	002282	0800180	10-Aug-07	10-Aug-10
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V2X5	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3U6V00F	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V3BM	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V1HC	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V2VF	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V2PD	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V2R8	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3T6V1XJ	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3U6V00X	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U3U6V02U	H	N/A	0603267	05-Jun-06	05-Jun-07
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4HOHA	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	409	Hogue, Rachel	06	Palm	Handheld PDA	TX	PN70U466V73G	H	N/A	0603267	05-Jun-06	05-Jun-07
Middle Sch	Laptop	Science	Cart3	Ross, Rebecca	06	Earthwalk	Ebuddy Pentium IV	EB-9.4	SV5191003492	H	001949	0602115	10-Apr-06	10-Apr-09
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SV8528250103	H	002788	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SV8528250121	H	002789	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SV8528250115	H	002790	1000418	31-Aug-09	31-Aug-12

Storage	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H00P	H	N/A	0501771	26-Jan-05	26-Jan-06
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250177	H	002791	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250015	H	002792	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250180	H	002793	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250104	H	002794	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250054	H	002795	1000418	31-Aug-09	31-Aug-12
High School	Scanner	Language	273?	Fesetch, Kelli	06	HP	Scanlet 6300Cse	C7672A	SG991161W6	H	04275	0002568	08-May-00	08-May-01
Storage	Laptop	Storage	Storage	Seifert, Timothy	06	Dell	Latitude Core 2 Duo	D620	5MND001	H	002232	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250041	H	002797	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250027	H	002799	1000418	31-Aug-09	31-Aug-12
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H0RU	H	N/A	0501771	26-Jan-05	26-Jan-06
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250127	H	002785	1000418	31-Aug-09	31-Aug-12
Middle Sch	Laptop	Science	Cart3	Ross, Rebecca	06	Earthwalk	Ebuddy Pentium IV	EB-9.4	SY5181005197	H	001948	0602115	10-Apr-06	10-Apr-09
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H0TA	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H069	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VB14H53M	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VB14H52G	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	Tungsten E	003V3VBK4H060	H	N/A	0501771	26-Jan-05	26-Jan-06
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	003V3VB14H526	H	N/A	0501771	26-Jan-05	26-Jan-06
Storage	Desktop	Storage	Storage	Storage	06	Dell	Optiplex Pentium D 820	GX620DT	SY8528250052	H	002798	1000418	31-Aug-09	31-Aug-12
Middle Sch	Charge Sys	English	Cart5	Donovan, Chuck	06	Earthwalk	Charging System	BCS0168BAY	411HLC1	H	002077	0702000	26-Feb-06	26-Feb-09
ESC	PDA	Office	Instruct. Support	Hancock, Mary	06	Palm	Handheld PDA	TX	BCS0168BAY	H	002402	0803445	06-Jun-08	06-Jun-09
Middle Sch	Laptop	Science	Cart6	Shared in 3-1	06	Earthwalk	Mini Laptop Atom N270	E10V	PN93UBQ6V1XC	H	N/A	0702050	23-Feb-07	23-Feb-08
Center St	Laptop	ESL	200	DeRichie, Cynthia	06	Dell	Latitude Pentium M 760	D610	SY9388500072	H	002796	1000758	28-Oct-09	28-Oct-12
Storage	Laptop	Storage	Director	Christiansen, Judy	06	Dell	Latitude Pentium M 735	D505	G099BB1	H	003098	0603386	13-Jul-06	13-Jul-09
Storage	Laptop	Storage	319	Malone, Kim	06	Dell	Latitude Core 2 Duo	D620	GZTSM71	H	001729	0503066	06-Jun-05	06-Jun-08
Storage	Laptop	Storage	306	Williams, Amy	06	Dell	Latitude Core 2 Duo	D620	7MPHCD1	H	002245	0800042	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	GKND001	H	002197	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250008	H	002782	1000418	31-Aug-09	31-Aug-12
Middle Sch	Laptop	Technology	125	Watson, Rick	06	Dell	Latitude Core 2 Duo	D620	SY8528250004	H	002781	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	CKPHCD1	H	002240	0800042	29-Jul-07	29-Jul-10
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	E10V	SY8528250005	H	002783	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	003V3VB14H52P	H	N/A	0501771	26-Jan-05	26-Jan-06
Intermediate	PDA	Grade 6	411	Wandell, Patricia	06	Palm	Handheld PDA	E10V	SY8528250067	H	002784	1000418	31-Aug-09	31-Aug-12
Gardner Rd	Laptop	Grade 4	309	Shutter, Kristy	06	Dell	Latitude Core 2 Duo	D620	003V3VBK4H0FX	H	N/A	0501771	26-Jan-05	26-Jan-06
Gardner Rd	Laptop	Grade 2	204	Setzer, Melanie	06	Dell	Latitude Core 2 Duo	D620	GMND001	H	002206	0800041	29-Jul-07	29-Jul-10
Gardner Rd	Laptop	Resource	306	Garner, Stephanie	06	Dell	Latitude Core 2 Duo	D620	GQPD001	H	002205	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	6MND001	H	002204	0800041	29-Jul-07	29-Jul-10
Gardner Rd	Laptop	Library	Library Panel Cart	Gorman, Kathy	06	Dell	Latitude Core 2 Duo	D620	SY8528250125	H	002787	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	Storage	Russo, Crissie	06	Dell	Latitude Core 2 Duo	D620	5LND001	H	002207	0800041	29-Jul-07	29-Jul-10
ESC	PDA	Office	Instruct. Support	Hancock, Mary	06	Palm	Handheld PDA	Zire 71	FCOVGD1	H	002289	0800039	17-Aug-07	17-Aug-10
Storage	Laptop	Storage	305	Billotte, Linda	06	Dell	Latitude Core 2 Duo	D620	00U3V6L311YC	H	06286	0400421	24-Jul-03	24-Jul-04
									FJR9CD1	H	002244	0800042	29-Jul-07	29-Jul-10

Storage	Laptop	Storage	103	Cavaluzzi, Pam	06	Dell	Latitude Core 2 Duo	D620	5KPHCD1	H	002243	0800042	29-Jul-07	29-Jul-10
Center St	Laptop	Grade 1	115	Potter, Sarah	06	Acer	Aspire Mini Atom N270	AOD150-1126	AF91601	H	002697	09xxxx	08-May-09	08-May-10
Gardner Rd	Laptop	Office	Office shared	Patterson, Patrick	06	Dell	Latitude Core 2 Duo	D620	HRPDCD1	H	002203	0800041	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Asst Director	McDonough, Shawn	06	Dell	Latitude Core 2 Duo	D630	75M1RD1	H	002313	0800779	26-Sep-07	27-Sep-10
Storage	Laptop	Storage	Storage	Actually Spare	06	Earthwalk	Mini Laptop Atom N270	E10V	SY8528250119	H	002786	1000418	31-Aug-09	31-Aug-12
Storage	Laptop	Storage	103	Squiers, Melissa	06	Dell	Latitude Core 2 Duo	D620	FLPHCD1	H	002242	0800042	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	202	Hamula, Richard	06	Dell	Latitude Core 2 Duo	D620	DGR9CD1	H	002239	0800042	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	205	Jen	06	Dell	Latitude Core 2 Duo	D620	HKR9CD1	H	002247	0800042	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	Storage	Storage	06	Dell	Latitude Core 2 Duo	D620	8HR9CD1	H	002246	0800042	29-Jul-07	29-Jul-10
Storage	Laptop	Storage	206	Harris, Christel	06	Dell	Latitude Core 2 Duo	D620	CLPHCD1	H	002241	0800042	29-Jul-07	29-Jul-10
ESC	Laptop	Office	Training Area	Actually spare	06	Dell	Inspiron Pentium III	2500	9MWDR01	H	05529	0200374	28-Jul-01	28-Jul-04
Middle Sch	Charge Sys	English	Cart5	Donovan, Chuck	06	Earthwalk	Charging System	BCS0168BAY	BCS0168BAY	H	002401	0803445	06-Jun-08	06-Jun-09

over

Horseheads Central School District

Disposal of District Property

6900-E

District property should normally be disposed of with a public bid or auction. There may be times however, when due to obsolescence and condition of such property, the property has no value. Whenever district property is disposed of – either via public bid or disposed of as having no value - this form is to be used.

Asset#	Description	Comments	Current Location Bldg & Room #
1 Bus	65pass 2003 Bluebird	95,000 miles - needs work	Bus garage

IF the property is to be disposed of as having no value, the Director/Principal affirms that effort has been made to see if the above property has any value to other classrooms or offices in my building. An effort has also been made to see if the property has any value to other in other buildings around the District.

The property listed above is to be:

☐ disposed of

☒ sold at public bid Auction International

Auctioned

Signature Ella M. Preston

Date 6/10/13

Name

Director/Principal Approval

Signature

Date

Director of Facilities

Signature

Date

School Business Exec. or Supt.

Signature

Date

Signature Jane Bradley

Date 6/12/13

Forward this to the Facilities Office for removal or storage of said property and signature.

The section below is to be completed by Facilities when property is disposed of or stored for public bid and then sent to the Business Office.

☐	The above property has been disposed of in the following manner:
☐	The above property is being stored for surplus bid at the following location:
Signature _____ Date _____	