



# Lewiston-Porter Central School District

Our Purpose, Your Pathway, Our Promise.

**C. Douglas Whelan, Ed.D.**

Interim Assistant Superintendent for Administrative Services

## NA-3 Disposal of Books/Textbooks

### Memorandum

Date: July 14, 2022

To: Paul J. Casseri, Superintendent of Schools

From: C. Douglas Whelan, Interim Assistant Superintendent for Administrative Services

Subject: Request for Approval to Dispose of outdated library books and textbooks.

This memo serves as a request for approval to dispose of outdated Primary Education Center Library books and the Middle School outdated textbooks.