

2023

5250F

Non-Instructional/Business Operations

**LEWISTON-PORTER CENTRAL SCHOOL DISTRICT****Equipment Disposal Form**

This form must be used to remove equipment/furniture from inventory; all items must be in "poor" or "scrap" condition and or Items no longer in use.

Item	Quantity	Building	Misc.
Blackboard chalk	735 boxes	PEC	No longer in use
Large pencil boxes	10 each	PEC	No longer in use
Blackboard erasers	10 each	PEC	No longer in use
Index Card Boxes	27 each	PEC	No longer in use
Yellow Chalk	24 boxes	HS	No longer in use
White Chalk	18 boxes	HS	No longer in use
Chalkboard Erasers	7	HS	No longer in use
24 pk Crayons	10 boxes	IEC	No longer in use
Pencils	4 packs of 10	IEC	No longer in use
Index Cards	25 packs	MS	No longer in use
White Chalk	21/2 boxes	MS	No longer in use
Erasers	2 packages	MS	No longer in use
Planners	25	MS	No longer in use

Signature of Administrator: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_