

# Campbell County Schools

Dispose not  
Surplus

## Surplus Property List Form

Policy Reference: 2.403 – Surplus Property Sales

School / Department: Campbell County High School -

Date Submitted: 04-28-2026 (Tuesday) Culinary Arts

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Estimated Value	Reason for Disposal	Federal Funds Used? (Y/N)
1	Whirlpool Washer	CC5008078		\$	Does not work; cannot be repaired	Yes
2						
3						
4						
5						

### Certification

I certify that the above-listed property is no longer usable or needed by the school system.

Prepared by: \_\_\_\_\_

Name/Title: Traci Chambers, CTE/Maintenance/Transportation

Signature: Traci Chambers

Date: 04-28-2026

Supervisor

### Administrative Review

- Approved for Surplus Disposal
- Returned for Additional Information

Director of Schools:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Board Chair:

Signature: GM Math

Date: 5-5-26

# Campbell County Schools

## Dilapidated Item Report Form

Policy Reference: 2.403 – Surplus Property Sales

School / Department: Campbell County High School -

Date Submitted: 04-28-2026 (Tuesday) Culinary Arts

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation (Dispose/Repair)	Notes
1	Whirlpool Washer	cc5 008078	03-11-24	cannot be fixed	No	Dispose	
2							
3							
4							
5							

### Certification

I certify that the above-listed items are no longer functional and/or safe for continued use within the school system.

#### Prepared by:

Name/Title: Traci Chambers, CTE/Maintenance/Transportation Supervisor

Signature: Traci Chambers

Date: 04-28-2026

#### Administrative Review

- Approved for Disposal as Dilapidated  
 Returned for Additional Information

#### Director of Schools:

Signature: Shirley Melby

Date: 5-5-26

#### Board Chair:

Signature: 941 m...

Date: 5-5-26

# Campbell County Schools

## Disposition Tracking Form

School / Department: Campbell County High School - Culinary Arts

Report Type:  Surplus  Dilapidated

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

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1	Whirlpool Washer	cc 5008078	<input type="checkbox"/> Auction <input checked="" type="checkbox"/> Bid <input type="checkbox"/> <input checked="" type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
2			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
3			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
4			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
5			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				

### Certification of Disposal

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

#### Person Completing Disposal:

Name/Title: Traci Chambers, CTE/Maintenance/Transportation  
 Signature: Traci Chambers  
 Date: \_\_\_\_\_ Supervisor

#### Administrative Acknowledgment: Director of Schools:

Signature: Christina McCoy  
 Date: 3/6/2026

# Campbell County Schools

## Disposition Tracking Form

Policy Reference: 2.403 – Surplus Property Sales

School / Department: Campbell County High School - Culinary Arts

Report Type:  Surplus  Dilapidated

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

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1	Whirlpool Washer	cc5008708	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input checked="" type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
2			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
3			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
4			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
5			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				

### Certification of Disposal

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

### Person Completing Disposal:

Name/Title: Traci Chambers CTE/Maintenance/Transportation

Signature: Traci Chambers

Date: 04-28-2026

Supervisor

# Checklist

School / Department: Campbell County High Schools - Culinary Arts  
 Date Submitted: 01-28-2026

- Surplus Property List Form completed
- Dilapidated Item Report Form completed (if applicable)
- Board approval obtained
- Disposition Tracking Form completed after disposal

**Final Verification:**  
 Documentation filed for audit purposes

## 1. Surplus Property List Form

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Estimated Value	Reason for Disposal	Federal Funds Used? (Y/N)
1						
2						
3						

Prepared by: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Director of Schools Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board Chair Approval: \_\_\_\_\_ Date: \_\_\_\_\_

## 2. Dilapidated Item Report Form

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation (Dispose/Repair)	Notes
1	Whirlpool Washer	U5008078	03-11-2024	cannot be repaired	(N)	Dispose	
2							

Prepared by: Traci Chambers  
 Signature: Traci Chambers Date: \_\_\_\_\_

Director of Schools Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board Chair Approval: \_\_\_\_\_ Date: \_\_\_\_\_

### 3. Disposition Tracking Form

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1	Whirlpool Washer	CC5008078	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input checked="" type="checkbox"/> <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
2			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				

**Certification of Disposal:**

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

Person Completing Disposal: Traci Chambers Signature: Traci Chambers  
 Date: \_\_\_\_\_

Director of Schools Acknowledgment: Charlotte Neely Signature: Charlotte Neely  
 Date: 5/03/2026

Washer

**Whirlpool**

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Modèle N°: W4816FW3  
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Pdt. www.whirlpool.ca

6.0 120 60  
AMPS VOLTS Hz

TYPE: 587 - 20



MOD WTW4816FW3

SER CC5008078

W4816FW3

# Checklist

School / Department: CCNS  
 Date Submitted: 4/14/26

- Surplus Property List Form completed
- Dilapidated Item Report Form completed (if applicable)
- Board approval obtained
- Disposition Tracking Form completed after disposal

**Final Verification:**

- Documentation filed for audit purposes

## 1. Surplus Property List Form

Item #	Name/Description of Item	Serial/Tag # NA	Date of Purchase	Estimated Value	Reason for Disposal	Federal Funds Used? (Y/N)
1	18 Orange & Black Chairs	N/A	Unknown	0	Damaged/Bug	(Y/N)
2						
3						

Prepared by: Amanda Thompson  
 Signature: Amanda Thompson Date: 4/14/26

Director of Schools Approval: C. [Signature] Date: 4/16/26  
 Board Chair Approval: [Signature] Date: 4/21/26

## 2. Dilapidated Item Report Form

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation (Dispose/Repair)	Notes
1	18 Chairs	N/A	Unknown	Damaged	(Y/N)	Dispose	Same thing
2							

Prepared by: Amanda Thompson  
 Signature: Amanda Thompson Date: 4/14/26

Director of Schools Approval: [Signature] Date: 4/28/2026  
 Board Chair Approval: [Signature] Date: 4/28/2026

### 3. Disposition Tracking Form

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
2			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				

**Certification of Disposal:**  
 I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

Person Completing Disposal: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

Director of Schools Acknowledgment: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

# Campbell County Schools

## Disposition Tracking Form

School / Department: Campbell County High School - CTE

Report Type:  Surplus  Dilapidated

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

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1	Delfield 6000 Xh Freezer		<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input checked="" type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
2			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
3			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
4			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
5			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				

### Certification of Disposal

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

#### Person Completing Disposal:

Name/Title: Traci Chambers, CTE Director

Signature: Traci Chambers

Date: 04-20-2026

#### Administrative Acknowledgment: Director of Schools:

Signature: Cherie McElroy

Date: 4/28/2026

# Checklist

High School -

School / Department: Campbell County CTE  
Date Submitted: \_\_\_\_\_

- Surplus Property List Form completed
- Dilapidated Item Report Form completed (if applicable)
- Board approval obtained
- Disposition Tracking Form completed after disposal

### Final Verification:

- Documentation filed for audit purposes

## 1. Surplus Property List Form

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Estimated Value	Reason for Disposal	Federal Funds Used? (Y/N)
1						
2						
3						

Prepared by: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Director of Schools Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Board Chair Approval: [Signature] Date: 4/28/16

## 2. Dilapidated Item Report Form

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation (Dispose/Repair)	Notes
1	Delfield 6000 Xh Freezer			Not Working			cannot find anyone to repair.
2							

Prepared by: Traci Chambers  
Signature: Traci Chambers Date: 04-20-2016

# Campbell County Schools

## Dilapidated Item Report Form

Policy Reference: 2.403 – Surplus Property Sales

School / Department: Campbell County High School

Date Submitted: \_\_\_\_\_

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation (Dispose/Repair)	Notes
1	See attached (3 pages)						
2							
3							
4							
5							

### Certification

I certify that the above-listed items are no longer functional and/or safe for continued use within the school system.

Prepared by: Ann Browning  
Name/Title: Ann Browning  
Signature: Ann Browning  
Date: 4-30-26

### Administrative Review

- Approved for Disposal as Dilapidated
- Returned for Additional Information

Director of Schools:  
Signature: Charlett McJ  
Date: 5/11/2026

Board Chair:  
Signature: J. Miller  
Date: 5-5-26

#	Name/Description	Serial or Tag #	Date of Purchase	Condition of Item	Safety Hazard?	Dispose or Repair?	Notes
1	Lenovo Keyboard	0BMOVZT	unknown	does not work	N	Dispose	
2	"	0BMOVZT	"	"	"	"	
3	Logitech keyboard	820-003180	"	"	"	"	
4	E Glass Station	EASTATION 2303 1229B6E	"	"	"	"	
5	Dell laptop	2463 Special Ed	3/2010	"	"	"	
6	"	<del>2463</del> 2464	"	"	"	"	
7	"	2460	"	"	"	"	
8	Merlin Symphony <sup>ultramar</sup>	VAA24E0126	unknown	"	"	"	
9	LG DVD player <sup>with remote</sup>	809TCGWD49215	"	"	"	"	
10	Vizio TV on stand <sup>ultramar</sup>	LAUKHLDN4503666	"	"	"	"	
11	Lenovo Thinkpad	unknown	"	"	"	"	
12	Lenovo Think Centre	MJDEG794	"	"	"	"	
13	Alibey <sup>Document Scanner</sup>	Model BK50	"	"	"	"	
14	Lenovo keyboard	0115475 (Library)	"	"	"	"	
15	"	00803952	"	"	"	"	
16	"	09951617	"	"	"	"	
17	"	00808590	"	"	"	"	
18	Dell Laptop	#2461 Special Ed	3/2010	"	"	"	
19	"	#2465	"	"	"	"	
20	"	#2462	"	"	"	"	

School/Department: **CAMPBELL COUNTY HIGH SCHOOL** Date Submitted: \_\_\_\_\_

#	Name/Description	Serial or Tag #	Date of Purchase	Condition of Item	Safety Hazard?	Dispose or Repair?	Notes
21	Epson Printer	X6320101093	Garage 2008	Does not work	N	Dispose	
22	Lenovo Thinkpad	00144 559 692-484	Unknown	"	"	"	
23	Ti-inspire Station	4A16101616	"	"	"	"	
24	"	4A20101570	"	"	"	"	
25	Lenovo Thinkpad	LR-03JFC	"	"	"	"	
26	Lenovo Think Centre	MJ0HTHNE	"	"	"	"	
27	Triple Lite Wall Products	n/a	"	"	"	"	
28	Lenovo Think Centre	MJ090MRN	GUJ	"	"	"	
29	Acer Monitor	ETLBY0817049027	Unknown	"	"	"	
30	EPSON Printer	X8RW018841	"	"	"	"	
31	Lenovo Think Centre	441-71300 730 992	CTE 2017-18	"	"	"	
32	Lenovo Think Pad	n/a	Unknown	"	"	"	
33	Lenovo Think Pad	SL10H41170	"	"	"	"	
34	Lenovo Think Centre	n/a	"	"	"	"	
35	Universal Paper Shredder	UNV48114	"	"	"	"	
36	PCS-CPU	PE01322	TRC I 2010	"	"	"	
37	ACER Monitor	0481021542	Unknown	"	"	"	
38	ACER Monitor	UMT15A400942204943W01	Unknown	"	"	"	
39	Lenovo Think Centre	MJ01VVS2D	Unknown	"	"	"	
40	Lenovo Think Centre	MJ0GBMXD	"	"	"	"	

School/Department: **CAMPBELL COUNTY HIGH SCHOOL** Date Submitted: \_\_\_\_\_

Name/Description	Serial or Tag #	Date of Purchase	Condition of Item	Safety Hazard?	Dispose or Repair?	Notes
41 Epson Printer <i>WF3820</i>	XRTS132658	UNKNOWN	NOT WORKING	No	Dispose	
42 HP Laser Jet Printer	Special Ed center	1-20-17	"	"	"	
43 HP Laser Jet Printer	N/A	UNKNOWN	"	"	"	

# Campbell County Schools

## Dilapidated Item Report Form

Policy Reference: 2.403 – Surplus Property Sales

School / Department: Campbell County High School - CTE

Date Submitted: 04-20-2026

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation (Dispose/Repair)	Notes
1	Delfield	6000	XL ?	Not working	NO	Dispose	
2				Freezer			
3							
4							
5							

The freezer will not work, tried multiple times to have a repairman from FESCO and another company and no one would return call.

I certify that the above-listed items are no longer functional and/or safe for continued use within the school system.

Prepared by: \_\_\_\_\_  
Name/Title: Traci Chambers, CTE Director  
Signature: Traci Chambers  
Date: 04-21-2026

### Administrative Review

- Approved for Disposal as Dilapidated
- Returned for Additional Information

### Director of Schools:

Signature: Cristina Medy  
Date: 4/28/2026

### Board Chair:

Signature: [Signature]  
Date: 4/28/26

# Campbell County Schools

Surplus Property List Form  
Policy Reference: 2.403 - Surplus Property Sales

School / Department: Jacksboro Middle

Date Submitted: April 30, 2026

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Estimated Value	Reason for Disposal	Federal Funds Used? (Y/N)
1	Padding behind ball goals		2000	\$ 0	Replaced	NO
2	Padding on stage		2000	\$ 0	Replaced	NO
3						
4						
5						

## Certification

I certify that the above-listed property is no longer usable or needed by the school system.

### Prepared by:

Name/Title: Gretchen Thomas / Principal

Signature: Gretchen Thomas

Date: April 30, 2026

### Administrative Review

- Approved for Surplus Disposal  
 Returned for Additional Information

### Director of Schools:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Board Chair:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Campbell County Schools

**Disposition Tracking Form**

School / Department: Jacksonville Middle

Report Type:  Surplus  Disapidated

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

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1	Gym padding behind goals		<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input checked="" type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
2	Gym padding on stage		<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input checked="" type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
3			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
4			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
5			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				

**Certification of Disposal**

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

Person Completing Disposal:  
 Name/Title: Garth Thomas / Principal  
 Signature: Garth Thomas  
 Date: April 30, 2016

Administrative Acknowledgment: Director of Schools:  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

# Campbell County Schools

## Disposition Tracking Form

Policy Reference: 2.403 – Surplus Property Sales

School / Department: Jacksboro Middle School

Report Type:  Surplus  Dilapidated

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

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1	Gym padding behind goals		<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input checked="" type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other:				
2	Gym padding on stage		<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input checked="" type="checkbox"/> Trash <input type="checkbox"/> Other:				
3			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other:				
4			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other:				
5			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other:				

### Certification of Disposal

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

### Person Completing Disposal:

Name/Title: Gretchen Thomas / Principal

Signature: Gretchen Thomas

Date: April 30, 2024

Director of Schools Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board Chair Approval: \_\_\_\_\_ Date: \_\_\_\_\_

### 3. Disposition Tracking Form

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				
2			<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other: _____				

**Certification of Disposal:**

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

Person Completing Disposal: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

Director of Schools Acknowledgment: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

## Campbell County Schools Surplus / Dilapidated Property Forms

Policy Reference: 2.403 - Surplus Property Sales

School / Department: Jacksboro Middle School  
 Date Submitted: May 7, 2026  
 Prepared by: Principal Gretchen Thomas

Note: Signature, Board approval, and final disposal tracking fields remain blank for official completion after administrative approval. Purchase date and federal funding status were not provided with the request.

Prepared by - Name/Title: Gretchen Thomas / Christopher Enix Date: 5/11/26  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Director of Schools Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Board Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Administrative Review:  Approved for Surplus Disposal  Returned for Additional Information

### Surplus Property List Form

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Estimated Value	Reason for Disposal	Federal Funds Used? (Y/N)
1	110 Pearson TN Middle School Grade 8 Interactive Science Books	N/A	Unknown	\$0.00 / No current instructional value	Out of date and no longer aligned with High Quality Instructional Materials (HQIM)	Unknown

# Campbell County Schools Disposition Tracking Form

Policy Reference: 2.403 - Surplus Property Sales

School / Department: Jacksboro Middle School

Report Type:  Surplus  Dilapidated

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

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
1	110 Pearson TN Middle School Grade 8 Interactive Science Books	N/A	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input checked="" type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				Final method/date to be completed after approval

**Certification of Disposal**

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

Person Completing Disposal - Name/Title: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrative Acknowledgment - Director of Schools Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Campbell County Schools

## Surplus / Dilapidated Property Forms

Policy Reference: 2.403 - Surplus Property Sales

Source Spreadsheet: ELLA Computer Surplus.xlsx

School / Department: ELLA

Date Submitted: May 7, 2026

Administrative Review:  Approved for Surplus Disposal  Approved for Disposal as Dilapidated  Returned for Additional Information

Note: Purchase dates, serial/tag numbers, estimated values, reasons for disposal, and federal-funds entries were transcribed from the submitted spreadsheet. Signature and board-approval fields remain blank for official completion.

Prepared by - Name/Title: Daniel Seaba, Christopher Enix

Signature: *[Signature]*

Date: 5/11/26

Director of Schools Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Board Chair Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Surplus Property List Form

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Estimated Value	Reason for Disposal	Federal Funds Used? (Y/N)
1	Acer Monitor	ETLBY08178209148F14216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
2	Acer Monitor	ETLBN0T1219281267440B7	07/01/2009	less than \$500	Non compatible with security and operating systems	N
3	Acer Monitor	ETLBY0817802309A1F233	06/01/2010	less than \$500	Non compatible with security and operating systems	N
4	Acer Monitor	ETLE10D1781020B18A8585	01/01/2011	less than \$500	Non compatible with security and operating systems	N
5	Acer Monitor	ETLKM0W090133020384344	08/01/2011	less than \$500	Non compatible with security and operating systems	N
6	Acer Monitor	ETLE10D17812806C1A8586	07/01/2011	less than \$500	Non compatible with security and operating systems	N
7	Acer Monitor	ETLBY08178211090A724216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
8	Acer Monitor	ETLE10D17812806C478586	07/01/2011	less than \$500	Non compatible with security and operating systems	N
9	Acer Monitor	ETLBY0817820912281D4216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
10	Acer Monitor	ETLBY08178211090CE4216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
11	Acer Monitor	ETLBY08178210031CD4216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
12	Acer Monitor	ETLE10D17812806C098586	07/01/2011	less than \$500	Non compatible with security and operating systems	N
13	Acer Monitor	ETLE10D092825082FD8502	06/01/2009	less than \$500	Non compatible with security and operating systems	N
14	Acer Monitor	ETLBY08178210031CD4216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
15	Acer Monitor	ETLE10D17812806C488586	07/01/2011	less than \$500	Non compatible with security and operating systems	N
16	Acer Monitor	ETLBY081782121090BD4216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
17	Acer Monitor	ETLE10D17812806C348586	07/01/2011	less than \$500	Non compatible with security and operating systems	N
18	Acer Monitor	ETLBY08178210031944216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
19	Acer Monitor	ETLBY0817802309F004233	06/01/2010	less than \$500	Non compatible with security and operating systems	N
20	Acer Monitor	ETLBN0C1219370D1F440B9	09/01/2021	less than \$500	Non compatible with security and operating systems	N
21	Acer Monitor	MMLXKAA00313518D7B4249	09/01/2021	less than \$500	Non compatible with security and operating systems	N
22	Acer Monitor	ETLBY08178210031674216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
23	Acer Monitor	ETLE10D17812806C058586	07/01/2011	less than \$500	Non compatible with security and operating systems	N
24	Acer Monitor	ETLBY08178210031584216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
25	Acer Monitor	ETLBY08178211090B14216	03/01/2012	less than \$500	Non compatible with security and operating systems	N
26	Acer Monitor	ETLBY081782100317F4216	08/01/2012	less than \$500	Non compatible with security and operating systems	N
26	Acer Monitor	ETLE10D1781020B1C48585	01/01/2011	less than \$500	Non compatible with security and operating systems	N

# Dilapidated Item Report Form

School / Department: ELLA  
 Date Submitted: May 7, 2026

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation	Notes
1	Acer Monitor	ETLBY08178209148F14216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
2	Acer Monitor	ETLBN071219281287440B7	07/01/2009	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
3	Acer Monitor	ETLBY0817802309A1F233	06/01/2010	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
4	Acer Monitor	ETLE10D1781020B18A8585	01/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
5	Acer Monitor	ETLKM0W090133020384344	08/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
6	Acer Monitor	ETLE10D17812806C1A8586	07/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
7	Acer Monitor	ETLBY08178211090A724216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
8	Acer Monitor	ETLE10D17812806C478586	07/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
9	Acer Monitor	ETLBY0817820812281D4216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
10	Acer Monitor	ETLBY08178211090CE4216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
11	Acer Monitor	ETLBY08178210031CD4216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
12	Acer Monitor	ETLE10D17812806C098586	07/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
13	Acer Monitor	ETLE10D082625082FD8502	06/01/2009	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
14	Acer Monitor	ETLBY081782121090BD4216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
15	Acer Monitor	ETLE10D17812806C498586	07/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
16	Acer Monitor	ETLE10D17812806C348586	07/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
17	Acer Monitor	ETLBY08178210031944216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
18	Acer Monitor	ETLBY0817802309F004233	06/01/2010	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
19	Acer Monitor	ETLBN0C1219370D1F440B9	08/01/2009	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
20	Acer Monitor	MMLXAA00313518D7B4249	08/01/2021	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
21	Acer Monitor	ETLBY08178210031674216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
22	Acer Monitor	ETLE10D17812806C058586	07/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
23	Acer Monitor	ETLBY08178210031584216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
24	Acer Monitor	ETLBY08178211090B14216	03/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
25	Acer Monitor	ETLBY081782100317F4216	08/01/2012	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
26	Acer Monitor	ETLE10D1781020B1C48585	01/01/2011	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems

Item #	Name/Description of Item	Serial/Tag #	Date of Purchase	Condition of Item	Safety Hazard? (Y/N)	Recommendation	Notes
56	ThinkCentre Tower	MJ09CBYH	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
57	ThinkCentre Tower	MJ09CBWS	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
58	ThinkCentre Tower	MJ09CBY0	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
59	ThinkCentre Tower	MJ09CBXF	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
60	ThinkCentre Tower	MJ09CBXR	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
61	ThinkCentre Tower	MJ09CBX9	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
62	ThinkCentre Tower	MJ09CBTS	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
63	ThinkCentre Tower	MJ09CBTV	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
64	ThinkCentre Tower	MJ058T08	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
65	ThinkCentre Tower	MJ04Q86C	2018	Obsolete / incompatible with security and operating systems	N	Dispose	Non compatible with security and operating systems
66	HP Office Pro 8715	8715	Unknown	Broken / not functional	N	Dispose	broken
67	Bookcase	3760	Unknown	Old / no longer needed	N	Dispose	old not needed
68	Sico table top	1004	Unknown	Old / no longer needed	N	Dispose	old not needed
69	Sico table top	NO SERIAL NUMBER	Unknown	Old / no longer needed	N	Dispose	old not needed
70	table	1411727528	Unknown	Old / no longer needed	N	Dispose	old not needed
71	table	1411727527	Unknown	Old / no longer needed	N	Dispose	old not needed
72	table	141127493	Unknown	Old / no longer needed	N	Dispose	old not needed
73	long table	NO SERIAL NUMBER	Unknown	Old / no longer needed	N	Dispose	old not needed

Item #	Description of item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
23	Acer Monitor	ETLBY08178210031584216	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
24	Acer Monitor	ETLBY08178211090B14216	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
25	Acer Monitor	ETLBY081782100317F4216	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
26	Acer Monitor	ETLE10D1781020B1C48585	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
27	Acer Monitor	ETLBY0817820914D9D4216	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
28	Acer Monitor	ETLE10D09292507E208502	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
29	Acer Monitor	ETLBY0817802309A164233	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
30	Acer Monitor	ETLBNOC1219370D1CA4089	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
31	Acer Monitor	NO SERIAL NUMBER	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
32	ThinkCentre Tower	NMJ09CBX6	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
33	ThinkCentre Tower	MJ09CBWW	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
34	ThinkCentre Tower	MJ04Q86M	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
35	ThinkCentre Tower	MJ09CBX1	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
36	ThinkCentre Tower	MJ09CBWC	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
37	ThinkCentre Tower	MJ09CBWE	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
38	ThinkCentre Tower	MJ09CBWL	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
39	ThinkCentre Tower	MJ04Q86U	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
40	ThinkCentre Tower	MJ09CBWX	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
41	ThinkCentre Tower	MJ09CBX6	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
42	ThinkCentre Tower	MJ09CBVM	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
43	ThinkCentre Tower	MJ09CBXA	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
44	ThinkCentre Tower	MJ09CBX5	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
45	ThinkCentre Tower	MJ04Q86H	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
46	ThinkCentre Tower	MJ09CBWB	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				
47	ThinkCentre Tower	MJ09CBWW	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				

Item #	Description of Item	Serial/Tag #	Approved Disposal Method	Actual Method of Disposal	Disposal Date	Person Responsible	Notes
73	long table	NO SERIAL NUMBER	<input type="checkbox"/> Auction <input type="checkbox"/> Bid <input type="checkbox"/> Donation <input type="checkbox"/> Recycle <input type="checkbox"/> Trash <input type="checkbox"/> Other				

**Certification of Disposal**

I certify that the above-listed items were disposed of in accordance with Campbell County Schools Board Policy 2.403 and state/federal regulations.

Person Completing Disposal - Name/Title: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrative Acknowledgment - Director of Schools Signature \_\_\_\_\_ Date: \_\_\_\_\_