



Judson C. Crane CPPO, CPPB Director of Purchasing and Contract Administration 6544 Firehouse Road, Milton, Florida 32570-3411

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January 19, 2021

Dr. Karen Barber Superintendent of Schools 6032 Hwy 90 Milton, Florida 32570

Dear Dr. Barber:

Due to an administrative change in the Santa Rosa County School District, property inventory audits were conducted. As of this date, the following new property custodian(s) have accepted the controlled physical property at their locations:

New Administrator	Controlled Property (Acquired Amount)	School/Department
Dr. Karen Barber	\$7,067.62	Superintendent of Schools
Ms. Dawn Chapman	\$172,823.40	Principal, Berryhill Elementary
Mr. Brian Noack	\$8,207.00	Director of High Schools
Mr. Brian Noack	\$52,824.00	Property Custodian for Dillon Ctr.
Ms. Kelly Short	\$194,148.95	Director of In-Service & Instructional Technology
Ms. Charlotte Boling	\$243,002.00	Coordinator of Literacy

For audit purposes, please include the results of this inventory in the Board minutes

Sincerely,

Judson C Crane

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JCC/jc

DISTRICT 1 Linda Sanborn DISTRICT 2 Elizabeth Hewey

DISTRICT 3 Carol Boston DISTRICT 4 Charles Elliott DISTRICT 5 Wei Ueberschaer