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April 6, 2021

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

Dear Dr. Barber:

Please inform the Board of the controlled property items that were disposed of incorrectly which are listed on the attached sheet and documented by the attached remove property form.

Sincerely,

Judson C Crane

JCC/jc

Santa Rosa County District Schools
Disposed of Inventory
For School Board Meeting April 6, 2021

| <u>Barcode</u> | <u>Description</u> | <u>Serial #</u> | <u>Manufacturer</u> | <u>Facility</u> | <u>Disposition Date</u> | <u>Reason for Disposal</u> | <u>Life Expenctancy</u> | <u>Acquisition Date</u> | <u>Original Value</u> | <u>Accumulated Depreciation</u> | <u>Net Current Value</u> |
|----------------|-------------------------------|-----------------|---------------------|-----------------|-----------------------------|--------------------------------|-----------------------------|-----------------------------|---------------------------|-------------------------------------|------------------------------|
| Y44556 | AG-HYDROPONIC FETROLLER SYSTM | DC2-1309006M | CROP KING | CENTRAL SCHOOL | 3/2/2021 | Outdated/Trashed | 15 Years | 1/17/2014 | 3,018.00 | 1,307.36 | 1,710.64 |
| Y35191 | PE-PITCHING MACHINE,SOFTBALL | 9129-0102510 | JUGS | CENTRAL SCHOOL | 3/2/2021 | Replaced/Trashed | 10 Years | 9/27/2002 | 1,588.00 | 1,588.00 | - |
| Grand Total: | | | | | | | | | 4,606.00 | 2,895.36 | 1,710.64 |

Remove Property

IMPORTANT: Fill out this form and print a paper copy of it, have an authorized person sign it, and send it to Property Control via courier

Property is being Removed due to ☐ Missing or ☐ Stolen: Date of Police Report:

☐ Returned to Vendor ☐ Duplicate Number ☐ Damaged

☐ Trade-In: PO#: Amt \$ Vendor:

☐ Sold to: Amt \$ DTD: R#

see attached

☒ Improperly Disposed Of: Reason:

School Name:

School Number:

Note: Items were improperly disposed of

| <u>Property #</u> | <u>Description</u> | <u>Serial Number</u> | <u>Cost</u> | <u>Qty</u> | <u>Old Bldg/Room</u> |
|----------------------|-----------------------------|----------------------|----------------------|----------------------|----------------------|
| Y44556 | Hydroponic Fetroller System | DC2-1309006M | \$3,018.00 | 1 | 00AG/GRNH |
| Y35191 | Pitching Machine | 9129-0102510 | \$1,588.00 | 1 | 4444-Baseball |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |


Transferred By: (Print Name)

Signature: 

Date:

IMPORTANT: Print a paper copy of this form, have an authorized person sign it, and send it to Property Control via courier

FOR PROPERTY CONTROL USE ONLY

Changes Posted to Property Control Records: Signature:  Date:

Central School Pitching Machine

The pitching machine that is missing from the inventory list is a machine that has not been used since I took over as head coach. It was purchased in 2002 and I wasn't even aware we had it. The picture from inventory shows it located in our lawn mower shed. My assumption is that it was stored in there with a lot of other outdated equipment from before I assumed the head coaching position. The shed where it was housed when picture was taken was cleaned out when the new lights were installed because the control panel was installed in that shed. There were several things that were disposed of without me knowing during that process and the only explanation I have for this machine being missing is that it must have been hauled off at that time. With the age of the machine and the length of time since it has been used, it probably appeared to be something that needed to be disposed of.

A handwritten signature in black ink, appearing to read 'Nick Golden', with a long horizontal line extending to the right.

Nick Golden

11/12/2020

From: William R Norris

Agriculture Instructor | Central High School | 6180 Central School Rd | Milton] | FL | 32570

To whom it may concern:

Y34161

This letter is to address the missing items in this year's agriculture inventory. The old red disk was traded to the The Farm Center in East Brewton for the new disk we acquired in the spring of 2019.

**Note: Y34161 was
traded for 48242

Y35191

They hydroponics monitor was replaced, and I threw the old unit away. I did not realize it had a Y number or a barcode. I guess several years in the hot, humid greenhouse made it hard to see. The picture shows the entire hydroponics system but only the monitor was replaced/thrown away.

Sincerely,

William R Norris

Central Agriculture/FFA

Davis, R. Cheree

From: Norris, W. Rick
Sent: Friday, November 13, 2020 7:32 AM
To: Davis, R. Cheree
Subject: FYI inventory items

The disk was traded for the new disk. Mrs Salter and I have been talking with the dealership to get them to write a letter stating the old red disk was traded for the new one.

The hydroponic monitor was replaced with a new one (that works). I threw the other one away. I didn't realize it had a barcode on it. I told the auditor that. The picture shows the whole system but the monitor is the little box in the upper right.