

Director of Purchasing and Contract Administration

6544 Firehouse Road, Milton, Florida 32570-3411

Phone: 850/983-5130

Facsimile: 850/983-5133 E-mail: cranej@santarosa.k12.fl.us

Website: https://sites.santarosa.k12.fl.us/purchasing/

April 24, 2018

Mr. Tim Wyrosdick Superintendent of Schools 5086 Canal Street Milton, Florida 32570-6707

Dear Mr. Wyrosdick,

Due to a recent administrative change in the Santa Rosa County School District, a property inventory audit was conducted. As of this date, the following new property custodian has accepted the controlled physical property at his location:

New Administrator	Controlled Property (Acquired Amount)	School/Department
Mr. Brandon Koger	\$219,045.00	Principal Hobbs Middle School
Ms. Tonya Leeks-Shepherd	\$407,975.00	Principal Avalon Middle School

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

Sincerely,

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JCC/jc