



Date: May 9, 2019

To: Board Members

From: Roberta Zarea

Re: Declaration of Surplus Property

Attached is a list of instructional materials that we would like to have declared "surplus/obsolete". All of the listed items have been sent to the warehouse because they are unwanted pilot materials of un-adopted instructional materials or have become otherwise obsolete. As per SUSD AR 3270, "surplus or undistributed obsolete instructional materials that are usable for educational purposes may be sold by the district, in which case all of the proceeds of the sale shall be available to acquire basic instructional materials, supplemental instructional materials, or technology-based materials."

I have reviewed and signed off on these items. Feel free to contact me if you have any questions.