

**J. STERLING MORTON HIGH SCHOOL DISTRICT 201
SURPLUS PROPERTY**

Property items of Morton High School District 201 are defined as any item with an original purchase price of \$500 or greater and not considered land, real estate or a permanent building. If the decision has been made that an item is surplus, the user department must fill out the below table completely and then forward to the business office.

It is requested that the following items be declared surplus inventory and disposed of by the J. Sterling Morton HSD 201

REQUESTED BY: Name: **Andrew Boland** School: **Morton West High School** DATE: **28-May-26**

APPROVED BY:

Item	Quantity	Condition	Equipment	Description	Approx. Yr of Purchase	Purchased with Grant Funds (Y or N)	Estimated Value	Digital Picture Emailed	Reason for Removal
1	2	Poor	Sousaphone	Fiberglass	1987	Unknown	\$0	N	Not Working
2	4	Poor	Trombone	Tenors	1975	Unknown	\$50	N	Not Working
3	2	Poor	Bass Trombone	Holton	1965	Unknown	\$150	N	Out-of-Date Model
4	4	Poor	Baritone	Intermediate	1970	Unknown	\$0	N	Not Working
5	5	Poor	Bari. Sax.	Conn (4), Yamaha (1)	1968	Unknown	\$50	N	Not Working
6	1	Poor	Bari. Sax.	Selmer	1970	Unknown	\$1,650	N	Not Working
7	3	Poor	French Horn	CDouble	1968	Unknown	\$0	N	Not Working
8	1	Poor	French Horn	Holton H180	1987	Unknown	\$300	N	Not Working
9	1	Poor	Tenor Sax.	Selmer Mark VII	1975	Unknown	\$650	N	Not Working
10	1	Poor	Tenor Sax.	Selmer Mark VI	1975	Unknown	\$1,000	N	Not Working
11	3	Poor	Tenor Sax.	Student Line	1986	Unknown	\$50	N	Not Working
12	1	Poor	Alto Sax.	Yamaha Intermediate M. 52	1986	Unknown	\$300	N	Not Working
13	1	Poor	Clarinet	Buffet	1980	Unknown	\$100	N	Not Working
14	1	Poor	Eb Clarinet	Leblanc	1962	Unknown	\$0	N	Not Working
15	1	Poor	Clarinet	Selmer	1980	Unknown	\$0	N	Not Working
16	1	Poor	Clarinet	Evetteschaeffer	1975	Unknown	\$0	N	Not Working
17	2	Poor	Clarinet	Vito	1986	Unknown	\$0	N	Not Working
18	3	Poor	Clarinet	Leblanc	1980	Unknown	\$0	N	Not Working
19	3	Poor	Oboe	Loree	1965	Unknown	\$0	N	Not Working
20	1	Poor	Alto Clarinet	Leblanc	1975	Unknown	\$0	N	Not Working
21	1	Poor	Alto Sax.	Bundy	1980	Unknown	\$0	N	Not Working
22	1	Poor	Flute	Vito	1985	Unknown	\$0	N	Not Working
23	1	Poor	Clarinet	Signet	1965	Unknown	\$0	N	Not Working

24	1	Poor	Alto Sax.	Evetteschaeffer	1975	Unknown	\$0	N	Not Working
25	1	Poor	Clarinet	Yamaha	1975	Unknown	\$0	N	Not Working
26	2	Poor	Bassoon	Fox (1), Conn (1)	1965	Unknown	\$100	N	Not Working
27	1	Poor	English Horn	Loree	1965	Unknown	\$50	N	Not Working
28	1	Poor	Contra-Bass Clar.	Selmer	1980	Unknown	\$50	N	Not Working
29									
30									
31									
32									
33									
34									

Various

****PROPOSED ACTION TAKEN/PARTY INTERESTED:

****Contact information for interested individual/non-profit company or an individual employee should be listed.

Under no circumstance may an employee take an item or offer an item outside of this written procedure. Failure to follow this procedure will result in disciplinary action. The removal of surplus materials, from J. Sterling Morton High School District 201, outside of this procedure is considered theft and will be referred to the the Police.