

MINIDOKA COUNTY SCHOOL DISTRICT #331

Disposal Form

Fiscal Year: 2025-2026

REQUEST FOR AUTHORIZATION TO DISPOSE OF EQUIPMENT

SCHOOL West minico DEPARTMENT _____
 CHECK ONE: TRADE-IN _____ SALE _____ LOSS _____ TRANSFER OTHER _____
 FROM: West minico storage TO: Maintenance

Tag No.	Description (Include Model Number)	Serial No.	Date Acquired	Recorded Cost/Value	Sale/Trade-in Amount
	2 teacher's desk				
	3 file cabinet				
	30 student desks				
	2 wood doors				
	lunch table				
	3 chairs				
	Bookshelf				

REASON FOR DISPOSITION: Needed to make more room in the storage for upcoming year. Will not use anymore and have not used in the past 2 years. Thank you!

SIGNATURE Ashley Or DATE 5/4/26
Department Head/Principal

SIGNATURE _____ DATE _____
Board Authorized Agent

Deleted from GFA listing by: _____ DATE _____