

SOUTH PASADENA UNIFIED SCHOOL DISTRICT
Business Services



TO: Members of the Board of Education

FROM: Dave Lubs, Assistant Superintendent of Business Services
PREPARED BY: Tim Mawhinney, Director of Facilities & Maintenance

DATE: December 13, 2016

SUBJECT: Approval to Remove Outdated Non-operable Electronic
Items “E-Waste” from District Inventory

Background

South Pasadena Unified School District has been replacing various computers and associated components, laptop computers, stand-alone printers and audio visual equipment with new equipment.

Discussion

To minimize accumulation of unnecessary “E-waste” in local landfills, a local provider picks up and properly disposes of all items removed from the District Inventory. See attached “Deleted Assets” report for items removed from inventory for the period July 1, 2015 through June 30, 2016 with acquisition cost greater than \$500.

Fiscal Impact

Scrap value – minor income to District.

Recommendation

Dave Lubs, Assistant Superintendent of Business Services, recommends that the Board of Education approve the removal of outdated and unused computers and audio visual equipment from the District Inventory.