

MEMORANDUM

*Donna Longhini, District Treasurer/Purchasing Agent
WCCSD Business Office (585) 889-6225*

To: Board of Education

From: Business Office
Jessica Jackson & Donna Longhini

Date: November 4, 2019

Re: Approval of Excess Items

We are requesting approval for the sale and/or disposal of the excess items below. Pursuit to the Board of Education Policy # 5250, these items are obsolete, surplus, or unusable by the District and will be disposed in a manner that is advantageous to the District.

Items:

Bus Garage

- 2-way Radio's removed from buses-obsolete

Regards,
Donna Longhini