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OAKLAND UNIFIED  
SCHOOL DISTRICT

Community Schools, Thriving Students

# Memo

**To** Board of Education

**From** Kyla Johnson, Superintendent  
 Marcus Battle, Chief Business Officer  
 Rebecca Littlejohn, Risk Management Officer

**Board Meeting Date** January 9, 2019

**Subject** **Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof**

**Action Requested** Approval by the Board of Education of Resolution No. 1819-0130 - Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof.

**Background** Following a routine review of sites, electronic equipment (e-waste) listed in Exhibit "A" was found to be no longer required for school purposes, or should be disposed of for the purpose of replacement, or is unsatisfactory or not suitable for school use. It is the recommendation of the Superintendent of Schools that such items be declared obsolete, surplus and/or sold, donated to a charitable organization or disposed of in the local public dump upon compliance with the provisions of Education Code Sections 17545 and 17546, respectively.

**Recommendation** Approval by the Board of Education of Resolution No. 1819-0130 - Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof.

**Fiscal Impact** Disposition of the items listed in Exhibit "A" will reduce the cost of District storage maintenance of such items and/or free up storage space in the District Warehouse and/or school sites.

**Attachments**

- Resolution No. 1819-0130
- Exhibit "A"

**RESOLUTION OF THE BOARD OF EDUCATION  
OF THE OAKLAND UNIFIED SCHOOL DISTRICT  
NO. 1819-0130**

**Declaring District Personal Property Obsolete, Surplus and Authorizing Disposition Thereof**

**WHEREAS**, the Board of Education of the Oakland Unified School District has received from the Superintendent of Schools a list of District personal property –i.e., electronic equipment (e-waste) listed in Exhibit “A” deemed no longer required for school purposes, or that should be disposed of for the purpose of replacement, or that is unsatisfactory or not suitable for school use, collected from or at listed sites; and

**WHEREAS**, the Superintendent recommends that the Board declare said District personal property listed in Exhibit “A” to be obsolete, surplus and for items to be disposed of pursuant to applicable law,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Oakland Unified School District hereby declares said District personal property listed in attached Exhibit “A” to no longer be required for school purposes, or should be disposed of for the purpose of replacement, or is unsatisfactory or not suitable for school use; and,

**BE IT FURTHER RESOLVED** that the Board of Education authorizes and directs the Superintendent or designee to dispose of each item of the District’s personal property listed in attached Exhibit “A” and/or by sale, donation to a charitable organization or disposition in the local public dump upon compliance with the provisions of Education Code Sections 17545 and 17546, respectively.

**PASSED AND ADOPTED** by the Board of Education the Oakland Unified School District, this 9th day of January, 2019, by the following vote:

PREFERENTIAL AYE:

PREFERENTIAL NAY:

PREFERENTIAL ABSTENTION:

PREFERENTIAL RECUSAL:

AYE:

NAY:

ABSTAIN:

RECUSED:

ABSENT:

**CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of a Resolution adopted, at a Regular Board Meeting of the Governing Board of the Oakland Unified School District held on January 9, 2019.

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Secretary, Board of Education

Attachment: Exhibit "A"

Education Code Sections 17545 and 17546



# OAKLAND UNIFIED SCHOOL DISTRICT

Community Schools, Thriving Students

## INVENTORY FORM

- Please complete this form and email it to [inventory@ousd.org](mailto:inventory@ousd.org) and [warehouse@ousd.org](mailto:warehouse@ousd.org).
- Please ensure accuracy in describing room location.
- For surplus property, the OUSD Distribution Center staff will respond within five business days to arrange pickup.
- Thank you for your cooperation and support of the District's efforts to maintain accurate inventories.

Site Name: Rodsdales Newcomer (354) Site Contact: Adonia Delgado Hipp  
 Phone Number: 510-729-7758 Email: adonia.delgadohipp@ousd.org  
 Site Location: 2369 84th Ave, Oakland CA Date: 10/11/18

**TRANSACTION TYPE:**

Donation:  Surplus:  Transfer:  Purchase:   
 New Site: \_\_\_\_\_

**EQUIPMENT DETAILS:**

	EQUIPMENT DESCRIPTION	SERIAL NO.	TAG NO.	LOCATION
1.	Formac Monitor	400104692		Main Office
2.	Apple Monitor	CY1276EXJPC		Main Office
3.	HP Printer laserjet P2055dn	CNB9M08384		Main Office
4.	HP printer LaserJet P2015dn	CNBJP07392		Main office
5.	HP LaserJet P2055dn	JPBF928647		Main office
6.	Dell 1130 printer		COOSYK1	Main office
7.				
8.				
9.				
10.				

10.	Dell desktop	OTX		286543	Auditorium
11.	Dell desktop	OTX		216586	
12.	Dell desktop	OTX		285642	
13.	Dell desktop	OTX		285644	
14.	Apple iMac			209872	
15.	Apple iMac			020772	
16.	Dell desktop	OTX		285714	
17.	Dell desktop	OTX		286580	
18.	Dell desktop	OTX		210106	
19.	Dell desktop	OTX		286581	
20.	Dell desktop	OTX		252083	
21.	Dell desktop	OTX	J858J81	212650	
22.	Dell monitor		CN-0CC280-71618-6AGZ-BAH7		
23.					
24.					
25.					
26.					
27.					
28.					
29.					
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40.					



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Site Name: La Escuelita

Site Contact: Jeffrey Franey

Phone Number: 510-874-7762

Email: jeffrey.franey@ousd.org

Site Location: 1050 2nd Avenue

Date: Aug 21, 2018

### TRANSACTION TYPE:

Donation:  Surplus:  Transfer:  Purchase:

### EQUIPMENT DETAILS:

	EQUIPMENT DESCRIPTION	SERIAL NO.	TAG NO.	LOCATION
	<i>Apple iMac 27 Inch</i>	<i>01234ABCD</i>	<i>9875654321</i>	<i>Room 207</i>
1.	SEE ATTACHED LIST			
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				

	Equipment Description	Serial No.	Tag No.	Location
1	Apple iMac 24 inch		282526	139
2	Apple iMac 24 inch		205528	139
3	Apple iMac 24 inch	No OUSD tag		139
4	Apple iMac 24 inch	No OUSD tag - Mills Mac 329		139
5	Apple iMac 24 inch	No OUSD tag - Mills Mac 218		139
6	Apple iMac 24 inch	No OUSD tag - Mills Mac 328		139
7	Apple iMac 24 inch	No OUSD tag - Mills Mac 216		139
8	Apple iMac 24 inch	No OUSD tag - Mills Mac 235		139
9	Apple iMac 24 inch	No OUSD tag - Mills Mac 178		139
10	Apple iMac 24 inch	No OUSD tag - Mills Mac 277		139
11	Apple iMac 24 inch	No OUSD tag - Mills Mac 290		139
12	Apple iMac 24 inch		282551	139
13	Apple iMac 24 inch		205479	139
14	Apple iMac 24 inch	No OUSD tag		139
15	Apple iMac 24 inch	No OUSD tag - W88232LUZE2		139
16	Dell Chromebook 11		231092	139
17	Dell Chromebook 11		231059	139
18	Dell Chromebook 11		231088	139
19	Dell Chromebook 11		231117	139
20	HP Chromebook 11 G4		267111	139
21	HP Chromebook 11 G5		277349	139
22	HP Chromebook 11 G4	No OUSD tag - 5CD6091GL4		139
23	Samsung Chromebook 303C	No OUSD tag - HY3A91KD224251L		139
24	Samsung Chromebook 303C	No OUSD tag - 0UG99FAG306578F		139
25	Samsung Chromebook 303C	No OUSD tag - 0UG99FAG306487Z		139
26	Samsung Chromebook 303C	No OUSD tag - No SN		139
27	Samsung Chromebook 303C	No OUSD tag - HY3A91KD223982P		139
28	Samsung Chromebook 303C	No OUSD tag - HY3A91AD216789N		139
29	Samsung Chromebook 303C	No OUSD tag - HY3A91AD216621M		139
30	Samsung Chromebook 303C	No OUSD tag - 0UG99FAG306196A		139
31	Samsung Chromebook 303C	No OUSD tag - HY3A91ND206953K		139
32	Samsung Chromebook 303C	No OUSD tag - HY3A91KD224083T		139
33	Samsung Chromebook 303C	No OUSD tag - HY3A91KD224122A		139
34	Samsung Chromebook 303C	No OUSD tag - 0UG99FAG306405X		139
35	Apple iMac 24 inch	No OUSD tag		139
36	Brother DCP 8060	No OUSD tag - U61506K7J538426		139
37	Brother DCP 8040		19082	139
38	HP LaserJet 1320	No OUSD tag - CNHC59D1DC		139
39	HP LaserJet P2035	No OUSD tag - VNB3271496		139
40	IBM Think Pad A21p	No OUSD tag - 1S2629H2U78AM884		139
41	Dell Latitude D630	No OUSD tag		139
42	Dell Latitude D630	No OUSD tag		139
43	Dell Latitude D630	No OUSD tag		139

44	Dell Inspiron 9400	No OUSD tag		139
45	Dell Latitude D520		510492	139
46	Dell Latitude D630	No OUSD tag		139
47	Apple USB Keyboard		158300	139
48	Apple USB Keyboard		156885	139
49	Apple USB Keyboard		156909	139
50	Apple USB Keyboard		158280	139
51	Apple USB Keyboard		156911	139
52	Apple USB Keyboard		147809	139
53	Apple USB Keyboard		158294	139
54	Apple USB Keyboard		156903	139
55	Apple USB Keyboard		156616	139
56	Apple USB Keyboard		156612	139
57	Apple iMac G3		203430	139
58	Apple iMac G3		220059	139
59	Apple iMac G3		503837	139
60	Apple iMac G3		19044	139
61	Apple iMac G3		16858	139
62	Apple iMac G3		11522	139
63	Apple iMac G3		219731	139
64	Apple iMac G3		500385	139
65	Apple iMac G3		203633	139
66	Apple iMac G3		205541	139
67	Apple iMac G3		700	139
68	Apple iMac G3		205507	139
69	Apple iMac G3	No OUSD Tag		139
70	Apple iMac G3	No OUSD Tag		139
71	Apple iMac G3	No OUSD Tag		139
72	Apple iMac G3	No OUSD Tag		139
73	Apple iMac G3	No OUSD Tag		139
74	Apple iMac G3	No OUSD Tag		139
75	Apple iMac 24 inch	No OUSD Tag - Mills Mac 185		139
76	Apple iMac Intel		282527	139
77	Apple iMac Intel		282473	139
78	Apple iMac Intel		282524	139
79	Apple iMac Intel		205546	139
80	Apple iMac Intel		282523	139
81	Apple iMac Intel		501439	139
82	Apple iMac Intel		503188	139
83	Apple iMac Intel		503177	139
84	Apple iMac Intel		501932	139
86	Apple iMac Intel		205318	139
87	HP Chromebook 14 G3		265202	139
88	HP Chromebook 14 G3		276351	139

89	HP Chromebook 11 G4		273347	139
90	HP Chromebook 11 G4	No OUSD Tag - CART 121000 16		139
91	Dell Chromebook 11		231100	139
92	Dell Chromebook 11		231102	139
93	HP Chromebook 11 G4	No OUSD Tag - Cart 529-15 or 529-31		139
94	HP Chromebook 11 G4		274967	139
95	HP Chromebook 11 G4		274969	139
96	HP Chromebook 11 G4	No OUSD Tag - Cart 399-27		139
97	HP Chromebook 11 G4	No OUSD Tag - Cart 399-05		139
98	Dell Chromebook 11		258021	139
99	Dell Chromebook 11		231093	139
100	HP Chromebook 11 G4		274966	139
101	Dell Chromebook 11	No OUSD Tag - USW48258 (STOP tag)		139
102	Dell Chromebook 11	No OUSD Tag - Cart 130-20		139
103	Dell Chromebook 11		231065	139
104	Dell Chromebook 11		231076	139
105	Apple iMac Intel		205581	139
106	Apple iMac Intel		205467	139
107	Apple iMac Intel		22167	139
108	Apple iMac Intel		205460	139
109	Apple iMac Intel		205544	139
110	Apple iMac Intel		205542	139
111	Apple iMac Intel		282461	139
112	Apple iMac Intel		205539	139
113	Apple iMac Intel		205506	139
114	Apple iMac Intel		282435	139
115	Apple iMac Intel		205530	139
116	Apple iMac Intel	No OUSD Tag		139
117	Apple iMac Intel	No OUSD Tag		139
118	Apple iMac Intel	No OUSD Tag		139
119	Apple iMac Intel	No OUSD Tag		139
	plus lots of broken keyboards, mice & headphones			



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## INVENTORY FORM

- Please complete this form and email it to [inventory@ousd.org](mailto:inventory@ousd.org) and [warehouse@ousd.org](mailto:warehouse@ousd.org).
- Please ensure accuracy in describing room location.
- For surplus property, the OUSD Distribution Center staff will respond within five business days to arrange pickup.
- Thank you for your cooperation and support of the District's efforts to maintain accurate inventories.

Site Name: BELLA VISTA ELEMENTARY  
 Phone Number: 510-436-4900  
 Site Location: 1025 E. 28th St.

Site Contact: #102  
 Email: linda.flynn@ousd.org  
 Date: June 1, 2018

### TRANSACTION TYPE:

Donation:  Surplus:  Transfer:  Purchase:

### EQUIPMENT DETAILS:

	EQUIPMENT DESCRIPTION	SERIAL NO.	TAG NO.	LOCATION
	<i>Apple iMac 27 Inch</i>	<i>01234ABCD</i>	<i>9875654321</i>	<i>Room 207</i>
1.	<i>Apple iMac</i>		<i>210298</i>	<i>Auditorium</i>
2.	<i>Apple iMac</i>		<i>210131</i> <i>OR 503797</i>	 ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓
3.	<i>Apple iMac</i>		<i>209873</i> <i>OR 503799</i>	
4.	<i>Apple iMac</i>		<i>210122</i>	
5.	<i>Apple iMac</i>		<i>209795</i> <i>OR 501777</i>	
6.	<i>Apple iMac</i>		<i>210126</i>	
7.	<i>Apple iMac</i>		<i>210125</i>	
8.	<i>Dell desktop OTX</i>		<i>286596</i>	
9.	<i>Dell desktop OTX</i>		<i>286599</i>	

<u>School</u>	<u>Asset #</u>	<u>Asset Description</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Serial or VIN #</u>
Fruitvale Elementary	022558	Doc. Camera	AVerMedia	302B5W	5180008040P
Fruitvale Elementary	022785	Laptop	Apple	2242	W88183TWOP1
Fruitvale Elementary	N/A	Laptop	Apple	2242	W88183T10P1
Fruitvale Elementary	504673	Desktop	Dell	DHS	J19RM71
Fruitvale Elementary	504310	Desktop	Dell	DHS	CZNHQ91
Fruitvale Elementary	206732	Workshop Tool	Brady	Cutout Maker 1800	BPCOM813001757
Fruitvale Elementary	206747	Workshop Tool	FUJI	Poster Printer 3000WIDE	91202556
Fruitvale Elementary	N/A	Desktop	Apple	eMac	N/A
Fruitvale Elementary	212458	Doc. Camera	AVerMedia	POB7	N/A


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**TITLE 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32500]** ( Title 1 enacted by Stats. 1976, Ch. 1010. )

**DIVISION 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32500]** ( Division 1 enacted by Stats. 1976, Ch. 1010. )

**PART 10.5. SCHOOL FACILITIES [17210 - 17653]** ( Part 10.5 repealed (by Sec. 4) and added by Stats. 1996, Ch. 277, Sec. 3. )

**CHAPTER 4. Property: Sale,Lease, Exchange [17385 - 17561]** ( Chapter 4 added by Stats. 1996, Ch. 277, Sec. 3. )

**ARTICLE 14. Sale of Personal Property [17545 - 17555]** ( Article 14 added by Stats. 1996, Ch. 277, Sec. 3. )

**17545.** (a) The governing board of any school district may sell for cash any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. There shall be no sale until notice has been given by posting in at least three public places in the district for not less than two weeks, or by publication for at least once a week for a period of not less than two weeks in a newspaper published in the district and having a general circulation there. If there is no such newspaper, then in a newspaper having a general circulation in the district; or if there is no newspaper, then in a newspaper having a general circulation in a county in which the district or any part thereof is situated. The board shall sell the property to the highest responsible bidder, or shall reject all bids.

(b) The governing board may choose to conduct any sale of personal property authorized under this section by means of a public auction conducted by employees of the district or other public agencies, or by contract with a private auction firm. The board may delegate to the district employee responsible for conducting the auction the authority to transfer the personal property to the highest responsible bidder upon completion of the auction and after payment has been received by the district.

(Added by Stats. 1996, Ch. 277, Sec. 3. Effective January 1, 1997. Operative January 1, 1998.)


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**ARTICLE 14. Sale of Personal Property [17545 - 17555]** ( Article 14 added by Stats. 1996, Ch. 277, Sec. 3. )

**17546.** (a) If the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of two thousand five hundred dollars (\$2,500), it may be sold at private sale without advertising, by any employee of the district empowered for that purpose by the board.

(b) Any item or items of property having previously been offered for sale pursuant to Section 17545, but for which no qualified bid was received, may be sold at private sale without advertising by any employee of the district empowered for that purpose by the board.

(c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

(Added by Stats. 1996, Ch. 277, Sec. 3. Effective January 1, 1997. Operative January 1, 1998.)