



PROPERTY INVENTORY ATTESTATION

(Submit with your completed inventory to Property Control)

(Notice: This letter may be presented to the Board for disposal of assets through a publicly available agenda system, please do not use proper names)

School/Dept. Name: Jupiter Elementary School/Dept.#: 2191

Asset #	Description (per asset management system)
090001478	Software, Feat simulation

As Property Custodian, I hereby attest that the asset listed above is (select only ONE):

(Select only ONE and complete the corresponding area below. Submit a separate attestation for each item.)

Missing/Unlocated (Please provide a detailed response for all 3 prompts in this section)

When/where the item was last seen: _____

Actions taken to locate the item: _____

Final conclusion (what may have happened to this item): _____

Stolen (Police or incident report MUST be attached)

Describe how item was determined to be stolen: _____

Actions taken to locate the item/report the theft: _____

Obsolete Software:

Is software still installed on a device at your site? Yes No

Is software still in use at your site? Yes No

Software is considered obsolete because: Because it was purchased in 2004. It went online in 2007.

I request that this item be removed from our inventory.

[Signature]
Signature of Property Custodian (Principal, Director, or Above)

11/14/22
Date

Printed Name and Title

For Accounting Services, Property Control use only:

Acquisition Date	Original Cost	Current Book Value	Life Cycle
11/01/2002	7,500.00	0.00	3 yr



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School/Dept. Name: Jupiter Elementary School/Dept.#: 2191

Asset #	Description (per asset management system)
090001676	software, Read Stage A

As Property Custodian, I hereby attest that the asset listed above is (select only ONE):

(Select only ONE and complete the corresponding area below. Submit a separate attestation for each item.)

Missing/Unlocated (Please provide a detailed response for all 3 prompts in this section)

When/where the item was last seen: _____

Actions taken to locate the item: _____

Final conclusion (what may have happened to this item): _____

Stolen (Police or incident report MUST be attached)

Describe how item was determined to be stolen: _____

Actions taken to locate the item/report the theft: _____

Obsolete Software:

Is software still installed on a device at your site? Yes No

Is software still in use at your site? Yes No

Software is considered obsolete because: Read 180 stage is no longer used as it is online now this software has not been used since 2015

I request that this item be removed from our inventory.

Sherie Troisi
Signature of Property Custodian (Principal, Director, or Above)

11/2/22
Date

Sherie Troisi, Principal
Printed Name and Title

For Accounting Services, Property Control use only:

Acquisition Date	Original Cost	Current Book Value	Life Cycle
06/10/2004	23,100.00	0.00	3 yr



PROPERTY INVENTORY ATTESTATION

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(Custodian: You may use this form in lieu of preparing a separate attest letter. You are not required to do both.)

School/Dept. Name: Central Middle School/Dept.#: 3021

Asset #	Description
007008623	Module, Forensic Science

As Property Custodian, I hereby attest that the asset listed above is (select only ONE):

(Select only ONE and complete the corresponding area below. Submit a separate attestation for each item.)

Missing/Unlocated:

When/where the item was last seen: Unknown

Actions taken to locate the item: Item was located in Room 702. All storage areas where searched.

Any other details regarding the disappearance of the asset: Purchased in 2008. Module was made up of various parts. Modules Program has not been utilized in this particular CTE program in over 10 years.

Stolen (Police or incident report MUST be attached)

Describe how item was determined to be stolen: _____

Actions taken to locate the item/report the theft: _____

Obsolete Software:

Is software still installed on a device at your site? Yes No

Is software still in use at your site? Yes No

Software is considered obsolete because: _____

I request that this item be removed from our inventory.

Todd Schewe
Signature of Property Custodian (Principal, Director, or Above)

12/7/21
Date

Todd Schewe, Principal
Printed Name and Title

For Accounting Services, Property Control use only:

Acquisition Date	Original Cost	Current Book Value	Life Cycle
06/02/2008	5,765.58	0.00	5 yr