
MEMORANDUM

TO: J. PHELAN, SUPERINTENDENT
FROM: MICHAEL E. MCALLISTER, PRINCIPAL
SUBJECT: SURPLUS MATERIALS
DATE: 11/6/2018
CC: J. DARIAS, A. DICOLOGERO, E. BAKER

At their next meeting, please request that the Belmont School Committee declare the materials and equipment listed in the attached file as surplus and authorize their disposal.

All of these items have been offered to each Belmont school, and no Principals or Curriculum Directors expressed any interest in them.

The items proposed for disposal have no re-sale value, and the method of disposal (recycling) is the lowest cost.

Please let me know if you have any questions or concerns.

Manufacturer	Description	Model/Serial Number (where applicable)	Additional Information
FOSS Solar Energy Student books	Quantity: 200	N/A	Removed from Room 312, which was previously used as a “book room” and is now being used as the Curriculum Directors’ Office. These titles were identified as surplus by Science Curriculum Director, Liz Baker.
FOSS Sound Student books	Quantity: 200	N/A	Removed from Room 312, which was previously used as a “book room” and is now being used as the Curriculum Directors’ Office. These titles were identified as surplus by Science Curriculum Director, Liz Baker.
Educational Solar Energy Kit	Quantity: 31	N/A	No longer related to curriculum taught.
Lobster Kit	Quantity: 1	N/A	No longer related to curriculum taught.
FOSS Solar Energy Teacher Guide	Quantity: 1	N/A	No longer related to curriculum taught.
Descendent Discs Human Genetics Simulation Game	Quantity: 2	N/A	No longer related to curriculum taught.
Planetary Science FOSS kit teachers guide	Quantity: 1	N/A	No longer related to curriculum taught.
Classroom Magnet Kids	Quantity: 6	N/A	Surplus materials
Stream table trays	Quantity: 9	N/A	Surplus materials
Ice cube trays	Quantity: 25	N/A	Surplus materials
12 dram vials with caps	Quantity: ~50	N/A	Surplus materials
CePup Labaids Trays	Quantity: 50	N/A	No longer related to curriculum taught.
Lab Aids Kit - basic chromatography kit	Quantity: 1	N/A	No longer related to curriculum taught.
Diversity of Life leftover kit materials	Quantity: 8 boxes	N/A	No longer related to

			curriculum taught.
Lab Aids Kit	Quantity: 1	N/A	No longer related to curriculum taught.