



[illegible]

1. Fill out form as completely as possible.
2. You will be contacted by Technology regarding disposal of items once Board approval has been received. You must store all items on site until contacted.

**Questions?** Please reach out to Julie Ser in Instructional Technology at 530-757-5300.

Completed By: Teresa Nunes

Date Completed: 06/30/2020

Contact Name: Jim High, Custodian

Contact number: 530-400-9824

IT Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Director of IT: \_\_\_\_\_

Date: \_\_\_\_\_

Board Meeting Date: \_\_\_\_\_