



[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: Julie Cuetara

Date Completed: 05/10/2021

Contact Name: Julie Cuetara, ITS

Contact number: 530 400 8152

IT Signature: *Julie Ser*

Date: 05/10/2021

Director of IT: Bob Kehr

Date: 05/11/2021

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