

INCIDENT/INVESTIGATION REPORT

I N C I D E N T D A T A	Agency Name <i>Clay County Sheriff's Office</i>						Case# <i>2011-035743</i>																	
	ORI <i>FL0100000</i>						Date / Time Reported <i>09/18/2011 17:30 Sun</i>																	
	Location of Incident <i>2250 County Road 209 N, Middleburg FL 32068-</i>						Premise Type <i>School/college</i>			Zone/Tract <i>9</i>			Last Known Secure <i>09/17/2011 18:00 Sat</i>											
							At Found <i>09/18/2011 17:00 Sun</i>																	
#1	Crime Incident(s) <i>Burglary</i>						(Com)						Weapon / Tools <i>NOT APPLICABLE/NONE</i>											
	<i>810-02</i>						F						Entry			Exit			Security					
	Activity																							
#2	Crime Incident <i>Grand Theft - Value 300 To 4,999</i>						(Com)						Weapon / Tools											
	<i>812-014/2C1</i>						F						Entry			Exit			Security					
	Activity																							
#3	Crime Incident						()						Weapon / Tools											
													Entry			Exit			Security					
	Activity																							
MO	<i>Accomplices/Unknown, Method Of Entry/No Force, Object of Entry/Office Equipment, Point Of Entry/Unknown Point, Point of Exit/Unknown, Reason/Unknown</i>																							
V I C T I M	# of Victims <i>1</i>			Type: <i>BUSINESS</i>						Injury:						Domestic: <i>N</i>								
	Victim/Business Name (Last, First, Middle) <i>CLAY COUNTY SCHOOL</i>						Victim of Crime # <i>1,2</i>		DOB Age		Race	Sex	Relationship To Offender <i>ST</i>		Resident Status <i>N/A</i>		Military Branch/Status							
	Home Address <i>2250 COUNTY ROAD 209 N, Middleburg, FL 32068-</i>												Home Phone <i>904-291-5594</i>											
	Employer Name/Address <i>COPPERGATE ELEMENTARY SCHOOL</i>												Business Phone			Mobile Phone								
	VYR		Make		Model		Style		Color		Lic/Lis		VIN											
	CODES: V- Victim (Denote V2, V3) O = Owner (if other than victim) R = Reporting Person (if other than victim)																							
O T H E R S	Type: <i>PERSON/INDIVIDUAL(NOT A LE OFFICER)</i>																							
	Code <i>RP</i>			Name (Last, First, Middle) <i>MISKOWSKI, KIMBERLY M</i>						Victim of Crime #		DOB Age		Race	Sex	Relationship To Offender		Resident Status <i>Resident</i>		Military Branch/Status				
	Home Address <i>927 Ridgewall Ct Orange Park, FL 32065-</i>												Home Phone <i>904-272-4826</i>											
	Employer Name/Address <i>Clay County School Board, Coppergate (TEACHER)</i>												Business Phone <i>904-291-5594</i>			Mobile Phone <i>904-635-0166</i>								
	Type:																							
	Injury:																							
I N V O L V E D	Code			Name (Last, First, Middle)						Victim of Crime #		DOB Age		Race	Sex	Relationship To Offender		Resident Status		Military Branch/Status				
	Home Address												Home Phone											
	Employer Name/Address												Business Phone			Mobile Phone								
	Type:																							
	Injury:																							
	Code																							
P R O P E R T Y	L = Lost S = Stolen R = Recovered D = Damaged Z = Seized B = Burned C = Counterfeit / Forged F = Found ("OJ" = Recovered for Other Jurisdiction)																							
	VI #	Code	Status Fm/To	Value		OJ	QTY	Property Description					Make/Model			Serial Number								
	<i>1</i>	<i>374</i>	<i>S</i>	<i>\$1,161.00</i>			<i>1</i>	<i>LAPTOP</i>					<i>DELL/Latitude D520</i>			<i>23C40D1</i>								
Officer/ID# <i>HARTING, M. S. (06865)</i>												Outstanding Stolen Val [Total Stolen]: <i>\$1,161.00 [\$1,161.00]</i>												
Invest ID# <i>RODGERS, K. J. (06109)</i>												Supervisor <i>KRAEMER, L. D. (06227)</i>												
Status Complainant Signature						Case Status <i>Active</i> <i>09/18/2011</i>						Case Disposition:												
Page 1																								

REPORTING OFFICER NARRATIVE

Clay County Sheriff's Office

OCA <i>2011-035743</i>
Date / Time Reported <i>Sun 09/18/2011 17:30</i>

Victim <i>CLAY COUNTY SCHOOL</i>	Offense <i>BURGLARY</i>
-------------------------------------	----------------------------

On 09/18/11 at 1800 hours I responded to 2250 County Road 209 N in reference to a Burglary to Copper Gate Elementary. Upon arrival I met with the reporting person, Kimberly Miskowski, who stated at approximately 1700 hours today she came to work and discovered the school owned laptop in the library was missing. Kimberly Miskowski stated she was at the school on 09/17/11 working and was using the laptop. She left the school at approximately 1800 hours and secured the library when she left. Kimberly Miskowski completed a sworn written statement.

The laptop was a gray Dell Latitude D520 (serial #23C40D1) valued at \$1,161.00. There were no signs of forced entry. The school was found secure along with the library. The school does not have CCTV cameras. The area the laptop was taken from did not have any surfaces that would leave a latent print. The laptop was entered into NCIC/FCIC as stolen by ECO Arden 6826.

Case transferred to YRU.

Wilkinson Junior High School

"Eagles"

David J. McDonald, Ed.D., Principal

Angela Johnson, Vice Principal
Barry Underwood, Asst. Principal
Bob Cozort, Activities Director



Melanie Bartholomew, Counselor
Ray Bohannon, Counselor

To: Clay County School Board
VIA: Robert Johnson, Property Coordinator
From: Dr. David McDonald
RE: Trade in of a Copier
Date: September 2, 2011

Our Aficio 1018 Digital –Ricoh, CCSB Property #77541 has reached the point that the machine is inoperable. We have negotiated for the item to be picked-up after receiving the new copier from Copyfax, Inc.

Trade In:

Description	Aficio 1018 Digital –Ricoh
Property Number	#77541
Serial number	H6726704377
Current Value	\$ 2,329.00
Acquisition Date	10/09/03
Allowance for trade in	\$ 0 (pick-up only)
Purchase Order	12001357

Item To Be Purchased:

Description:	Ricoh MP2000 Digital Copier with document feeder and print/scan kit.
Vendor	Copyfax, Inc
Cost of New Copier	\$1,791.00
Method of Payment:	budget line: 0100.5100.0641.0371.1521
	0100.5100.0641.0371.1522
	0100.5100.0641.0371.1581

◆————◆
"Striving For Excellence"

5025 County Road 218 West
Middleburg, Florida 32068
Phone: 904-291-5500 Fax: 904-291-5510
"An Equal Opportunity Employer"

Wilkinson Junior High School

“Eagles”

David J. McDonald, Ed.D., Principal

Angela Johnson, Vice Principal
Barry Underwood, Asst. Principal
Bob Cozort, Activities Director



Melanie Bartholomew, Counselor
Ray Bohannon, Counselor

To: Clay County School Board
VIA: Robert Johnson, Property Coordinator
From: Dr. David McDonald
RE: Trade in of a (Aficio 1018 Digital- Ricoh)
Date: 9-1-11

Our (Aficio 1018 Digital-Rocoh), CCSB Property # 77542 has reached the point that parts are no longer available and the company will not give us a service contract on it . We have negotiated for the item to be picked-up after receiving the new copier.

Trade In:

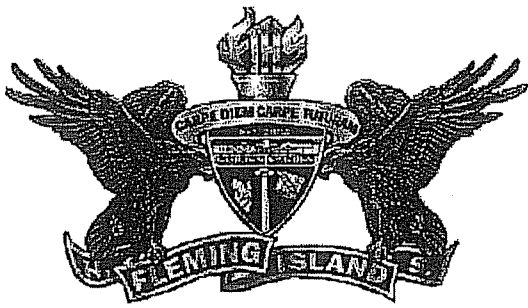
Description	Aficio 1018 Digital-Ricoh
Property Number	77542
Serial number	H6726902455
Current Value	\$ 4,825.00
Acquisition Date	02/13/03
Allowance for trade in	\$ 0 (pick-up only)
Purchase Order	12001357
Reason for trade in;	No longer works

Item To Be Purchased:

Description:	Ricoh MP 2000 with document feeder and print/scan kit
Vendor	Copyfax
Cost of New Copier	\$1,791.00
Method of Payment:	budget line: 0100.5100.0641.0371.1521
	0100.5100.0641.0371.1522
	0100.5100.0641.0371.1581

◆————◆
"Striving For Excellence"

5025 County Road 218 West
Middleburg, Florida 32068
Phone: 904-291-5500 Fax: 904-291-5510
"An Equal Opportunity Employer"



Fleming Island High School

2233 Village Square Parkway
 Orange Park, FL 32003
 Phone: (904) 541-2100
 Fax: (904) 541-2085

William S. "Sam" Ward
 Principal

Dan Finley
Vice Principal

Teresa Hankel
Assistant Principal

Greg Henderson
Assistant Principal

Becky Murphy
Assistant Principal

Howard Cushnir
Director of Guidance

Randy Warren
Athletic Director

September 14, 2011

TO: Robert Johnson, Property Control

FROM: Dan Finley, Vice Principal *DF*

RE: Copier Trade-Ins

The following copiers are being traded-in to Copyfax:

Description of the Item	FIHS Property #	Serial #	Acquisition Cost	Acquisition Date	Allowance of Trade-In	Reason or Explanation for equipment to be traded
Ricoh Aficio 1013F Digital Copier	79942	H9238501557	\$ 2,081.00	06/12/2003	In lieu of trade-in value, the maintenance cost per printed page has been reduced.	Equipment is out-dated and repair parts are becoming impossible to locate.
Ricoh Aficio 1013F Digital Copier	79944	H9238501561	\$ 2,081.00	6/12/2003		
Ricoh Aficio 1013 Digital Copier	79946	H9038700287	\$ 2,081.00	6/12/2003		
Ricoh Aficio 1013F Digital Copier	79943	H9238700287	\$ 1,672.00	6/12/2003		
Ricoh Aficio 1018 Digital Copier	79945	H6727203212	\$ 2,935.00	6/12/2003		
Ricoh Aficio 1027 Digital Copier	79410	J0220800711	\$ 7,141.00	6/12/2003		
Ricoh Aficio 1027 Digital Copier	79412	J0220800739	\$ 5,595.00	6/12/2003		
Ricoh 1027 Digital Copier	79411	J0220800741	\$ 6,274.00	6/12/2003		

The following replacement items are all being purchased from **Copyfax** (proposals attached):

Quantity:	Description of item:	Cost each:	Total:
2	Ricoh MP2851SP Digital Copier	\$3,246.00	\$6,492.00
1	Ricoh MP2500 Digital Copier	\$2,672.00	\$2,672.00
1	Ricoh MP4501 Color Copier	\$5,161.00	\$5,161.00
4	Ricoh MP201SPF Digital Copier	\$1,196.00	\$4,784.00

Grand Total \$19,109.00

Vendor: Copyfax Jacksonville, 6631 N Executive Park Court, Suite 210, Jacksonville, FL 32216

Method of Payment: Budget lines 0100 5100 0641 0551 1182 and 0100 5100 0641 0551 1522

Thank you.