

Clay County Public Schools
 Monthly Deletion Report
 For Month Ending: 02/28/2026

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
Junk/Parts	16000396	DUPLICATOR: W/DOC FEEDER-RICOH	02/25/2016	02/02/2026	3,921.00	0.00
	0201	ORANGE PARK ELEMENTARY			3,921.00	0.00

<u>Total Furniture</u>	<u>Total Vehicles</u>	<u>Total Audio Visual</u>	<u>Total Software</u>
3,921.00	0.00	0.00	0.00

Totals for Deletion Report
3,921.00
0.00

Note:

- Disposal Method Descriptions:
- JUNK/PARTS - Part(s) of an asset are used and remainder of part(s) are sold, recycled or disposed
 - TRADE-IN - Vendor issues a credit towards a new purchase
 - THEFT/VANDALISM - Items stolen or broken (police report attached)
 - MISSING - Items lost and are not found during property inventory (Annually)
 - SURPLUS SALE - Items that are outdated, not working or obsolete. Items are either sold, recycled or disposed
 - ENTERED IN ERROR- Not used
 - TRANSFER/DONATION - From Clay County District to an Outside Agency (Approved by Board or Superintendent)
 - DESTROYED - Fire/Natural Disaster, etc.
 - THRESHOLD (ex. \$750 TO \$1000)