

REPORTING OFFICER NARRATIVE

Clay County Sheriff's Office

OCA
2009-018298
Date / Time Reported
Wed 06/03/2009 09:00

Victim	Offense	Date / Time Reported
CLAY HIGH	GRAND THEFT - VALUE 300 TO 4,999	Wed 06/03/2009 09:00

On 6/3/09 at approximately 0900 hours, while at Clay High School located at 2025 State Road 16, Green Cove Springs, I was approached by the Assistant Principal, Mr. Cary Dicks, reporting party, regarding a theft report.

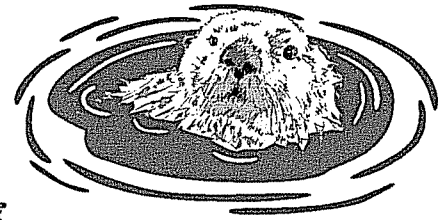
Mr. Dicks said on 6/2/09 at approximately 1300 hours, a school custodian, Ms. Patricia Kirkland, discovered a black bag used for carrying laptops inside a trash can in the bathroom in the main building. Further inspection of the bag revealed a power cord inside. As she felt this was unusual, she brought the items to Mr. Dicks. By school board labels, he was able to determine the laptop was assigned to a teacher, Ms. Martha Johns, witness. He contacted Ms. Johns and asked if her laptop was in her possession. After looking where it is normally kept, she advised him it was missing.

On 6/3/09 at approximately 1000 hours, I spoke to Ms. Johns who said she last remembers seeing the laptop on the afternoon of 5/29/09 and didn't notice it missing until it was brought to her attention by Mr. Dicks. She said she keeps the Laptop on a desk in her classroom unsecure. There were no signs of forced entry to her classroom or any physical evidence left at the scene. She could not provide any suspect or witness information at this time.

Mr. Dicks said the laptop was a black, Dell D820 (serial # FNPFTB1), valued at \$1349.00. This information was provided to Ms. Kathy Bowen via e mail requesting a pawn watch be placed on it. It was also entered into N.C.I.C. on 6/3/09 at approximately 1345 hours by Operator Blair, I.D. # 6309.

This case is transferred to the Juvenile Crimes Section Detective for further investigation and suspect development.

Swimming Ben Creek Elementary
1630 Woodpecker Lane
Middleburg, FL 32068
904-278-5707



Principal: Lenore Paulk

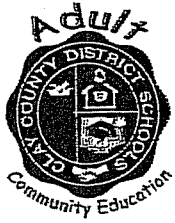
TO: Christopher Lee
FROM: Lenore Paulk *Lenore Paulk*
DATE: July 13, 2009
RE: Request for Permission to Trade-In Property

Trade-In of Two (2) Copiers

Description of Items:	OCE ZC55 Printers	
	1 networked & 1 not networked	
Property Numbers:	81566	81589
Serial Numbers:	3090238	3090100
Acquisition Cost:	\$7,919.00	\$5,929.00
Acquisition Date:	7/1/2004	
Allowance of Trade-In:	4 Cases of paper	
Reason for Trade-In:	Cost of continued maintenance and quality of prints	

To Be Purchased:

Description of Item:	VL4222 Digital Printer (2)
Vendor:	OCE Imagistics
Cost of New Equipment:	\$6,234.00 each (\$12,468.00)
Method of Payment:	County Office Funds (Requisition 10011)



**CENTER FOR ADULT AND COMMUNITY EDUCATION
SCHOOL DISTRICT OF CLAY COUNTY**

2306 Kingsley Avenue
Orange Park, Florida 32073
(904) 272-8170

Ben Wortham
Superintendent of Schools
Green Cove Springs 284-6500
Orange Park 272-8170
Keystone Heights 352-473-2761

August 4, 2009

TO: Chris Lee, Property Control

FROM: John Chappell, Supervisor *John Chappell*

RE: Request for Permission to Trade-In Property

TRADE-IN ITEM:

Description of Item: Risograph GR1700
CCSB Property #: 66075
Serial Number: 88457627
Acquisition Cost: \$3,800.00
Acquisition Date: 08/06/1998
Allowance of Trade-In: THREE YEARS FREE MAINTENANCE

TO BE PURCHASED:

Description of Item: Ricoh DX4545 Priport Duplicator
Vendor: Copyfax, Inc.
Cost of New Equipment: \$3,314.00 State of Florida contract 600-340-06-1
Method of Payment: Purchase Order #10000885



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August 4, 2009

TO: Chris Lee, Property Control

FROM: John Chappell, Supervisor *John Chappell*

RE: Request for Permission to Trade-In Property

TRADE-IN ITEM:

Description of Item: Copier: RICOH AFICIO 1022 S/P
CCSB Property #: 79348
Serial Number: J0131800258
Acquisition Cost: \$5,920.00
Acquisition Date: 09/11/2003
Allowance of Trade-In: 25,000 free copies

TO BE PURCHASED:

Description of Item: Ricoh MP4000B Digital Copier
Vendor: Copyfax, Inc.
Cost of New Equipment: \$3,610.00 University of Fla. Bid ITN07DD-162TC
Method of Payment: Purchase Order #10001081