

SURPLUS PROPERTY DISPOSAL FORM (SPDF)

Based on Tenn. Code Ann. § 49-6-2007(d)

- (1) Surplus property in local school systems which has no value or has a value less than five hundred dollars (\$500), may be disposed of without the necessity of bids as required by this section.
- (2) In order for such disposal without bids, the principal of the school with the surplus personal property, the superintendent of the local school system, and the chairman of the local board of education, all must agree in written form that the property is of no value or is of a value less than five hundred dollars (\$500).

COMPLETE ALL INFORMATION. A PHOTOGRAPH OF THE ITEMS LISTED BELOW MUST BE ATTACHED. SUBMIT SIGNED ORIGINALS WITH PHOTO TO INVENTORY CONTROL. YOUR SCHOOL OR FACILITY WILL BE CONTACTED CONCERNING DISPOSAL METHOD.

EQUIPMENT	TAG #	MFG. BY	MODEL #	SERIAL #	VALUE
Black file cabinet					
↓	↓				
File cabinet					
file cabinet					
Rolling Pedicaps					
Rolling Pedicaps					
Marathon chair (10)					
3-Metal file cabinets					
2-Desk broken leg					
1-Brother Printer					
1-2-drawer file cabinet					

In accordance with Tenn. Code Ann. § 49-6-2007(d)(1) and (d)(2), we the undersigned, authorize disposal of the items listed above.

Melissa Muffletta School **NF** Date **8-4-26**
Principal

[Signature] Date **8/7/26**
Supervisor

Bobby Duke III Date **8/5/26**
Director of Schools

Board Chairman

For inventory control use: copy to central office receiving ____/____/____; copy to principal or supervisor ____/____/____; copy to inventory control ____/____/____; copy to vendor ____/____/____

Notes on Disposal Method:

Signature: _____ Date: _____

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[illegible]

In accordance with Tenn. Code Ann. § 49-6-2007(d)(1) and (d)(2), we the undersigned, authorize disposal of the items listed above.

School Mitchell-Neilson Date 7/30/26
Elem

Principal D. B. [Signature] Elem _____ Date 8/3/26
Supervisor _____

Superintendent
Bobby Drake III Date 8/5/20
 Director of Schools

Board Chairman

For inventory control use: copy to central office receiving ____/____/____; copy to principal or supervisor
____/____/____; copy to inventory control ____/____/____; copy to vendor ____/____/____

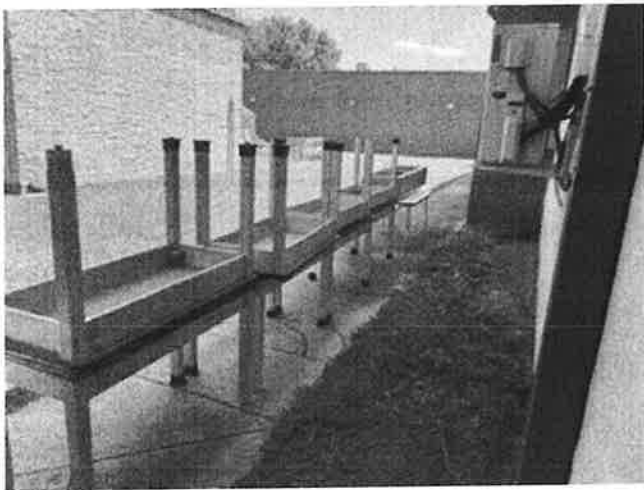
Notes on Disposal Method:

Signature: _____ Date: _____

Dena Thomas

From: Sherry Givens
Sent: Thursday, July 30, 2026 2:34 PM
To: Dena Thomas
Subject: FW: Tables
Attachments: DISPOSAL OF ASSETS-MNELEM 7-30-26.pdf

Dena,
Attached is a disposal of assets form for the science tables Mr. Bryson called you about.
They are at the Elem---out back of the teacher work room between the portable building & twr---on the sidewalk.
There are 8 wood tables, 1 small wood bookcase and 1 small table.
Photo below--



Sent from my iPhone
Sherry Givens, Bookkeeper
Mitchell-Neilson Schools
Elementary Campus
711 W. Clark Blvd.
Murfreesboro, TN 37129
(615) 890-7841, Ext. 10709
sherry.givens@cityschools.net



Signature: _____ Date: _____



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[illegible]

Principal [Signature] School OCE Date 7/29/26

Supervisor _____ Date _____

Date 8/3/26

Director of Schools

Date 0/0/19

Board Chairman

Date _____

For inventory control use: copy to central office receiving / / ; copy to principal or supervisor / / ; copy to inventory control / / ; copy to vendor / /

Notes on Disposal Method:

Signature: _____ Date: _____

Item Type	Make	Model	S/N	Asset Tag	Reason for Disposal	Value
TV	Qomo	Quest	P65UG11U13A0103	959229	Will not turn on	0
TV	Qomo	Quest	P65UG11U13A0112	959238	Will not turn on	0
TV	Qomo	Quest	P65UG11U13A0014	959228	Will not turn on	0
TV	Qomo	Quest	P65UG11U1380060	NA	Will not turn on	0
TV	Qomo	Quest	P65UG10u1390081	NA	Will not turn on	0
TV	Qomo	Quest	P65UG11U13A0072	959149	Will not turn on	0
TV	Qomo	Quest	P65UG11U13A0098	NA	Will not turn on	0
TV	Qomo	Quest	P65UG11U13A0016	959155	Will not turn on	0
TV	Qomo	QIT1165	h65yux2fu56s080	NA	Will not turn on	0
Chromebook	Dell	3180	5pm5gh2	97	Bad Motherboard	0
Chromebook	ASUS	C100P	FANLCX300949444	9	Bad Motherboard	0
Computer	Dell	3050 Micro	4WKJ0M2	85	Bad Motherboard	0
Computer	Dell	3080 Micro	4d797c3	na	Bad Motherboard	0
Computer	Dell	3050 Micro	CGMC8M2	116	Bad Motherboard	0
Computer	Dell	3070 micro	8x6vr33	251	Bad Motherboard	0
Computer	Dell	3060 micro	fqd64y2	158	Bad Motherboard	0
Computer	Dell	7050 micro	35479N2	na	Bad Motherboard	0
Computer	Dell	3070 micro	g141t13	231	Bad Motherboard	0
Computer	Dell	7010 micro	72kq7y3	336	Bad Motherboard	0
Computer	Dell	3050 Micro	4WKLOM2	90	Bad Motherboard	0
Computer	HP Omen	870-213w	4CE8254F1L	191	Will not update to Windows 11	0
Computer	HP Omen	870-213w	4CE74633F6	194	Will not update to Windows 11	0
Computer	HP Omen	870-213w	4CE81933P1	230	Will not update to Windows 11	0
Computer	HP Omen	870-213w	4CE74632VT	195	Will not update to Windows 11	0
Computer	HP Omen	870-213w	4CE8133BWX	229	Will not update to Windows 11	0
Computer	HP Omen	870-213w	4CE7314D54	193	Will not update to Windows 11	0
Computer	HP Omen	870-213w	4CE8222T80	192	Will not update to Windows 11	0
Computer	Dell	Optiplex 5480 AIO	3N8DL83	na	Bad Motherboard	0
TV	TCL	32"	2010GTO002279A02873	287	Cracked Screen	0
TV	TCL	32"	2010GTO002279A02866	286	Cracked Screen	0
Document Camera	Lumens	DC192	D40C02821	na	Will not turn on	0
Document Camera	Lumens	DC192	D40C06831	na	Will not turn on	0
Document Camera	Lumens	DC192	D55A03008	216	Will not turn on	0
Chromebook	Dell	11 3180	48v0gh2	107	Bad Motherboard	0
Chromebook	Dell	11 3180	3xm5gh2	112	Bad Motherboard	0
Chromebook	Dell	3100	9Y2TK13	240	Bad Motherboard	0
Chromebook	Dell	3100	5217K13	238	Bad Motherboard	0

SURPLUS PROPERTY DISPOSAL FORM (SPDF)

Based on section 49-6-2007 of the Tennessee Code Annotated:

(d)1 Surplus property in local school systems which has no value or has a value less than two hundred fifty dollars (\$250), may be disposed of without the necessity of bids as required by this section.

(2) In order for such disposal without bids, the principal of the school with the surplus personal property, the superintendent of the local school system, and the chairman of the local board of education, all must agree in written form that the property is of no value or is of a value less than two hundred fifty dollars (\$250).

COMPLETE ALL INFORMATION. A PHOTOGRAPH OF THE ITEMS LISTED BELOW MUST BE ATTACHED. SUBMIT SIGNED ORIGINALS WITH PHOTO TO INVENTORY CONTROL. YOUR SCHOOL OR FACILITY WILL BE CONTACTED CONCERNING DISPOSAL METHOD.

EQUIPMENT	Tag #	MFG. BY	MODEL #	SERIAL #	VALUE
Small					
Large Beach Balls (7)					30 each
Velcro Toss/Catch (2)					24
Foam Hockey Cover (10)					20
Plastic Frisbee (31)					10
Take 10 Curriculum					
Foam Paddles/Balls (10)					20 each
Basketballs (30)					20 each
Parachute (1)					17.99
Sack Race Bags					Free
Scooters (26)					79.95
Volleyball (1)					12
Small Crawling mat					
Sticks Rhythmic					29.99
Playground balls (3)					29
Limbs (1)					N/A
Spin wheel (1)					

Old or Broken
NO longer
Needed

93.59
16

In accordance with TCA 49-6-2007 (d)1 and (d)2, we the undersigned authorize disposal of the items listed above.

Principal Juanita Bell SCHOOL Hobgood date May 128/26

Supervisor [Signature] date 7/30/26

Director of Schools Bobby Duke III date 7/30/24

Board Chairman _____ date _____

FOR INVENTORY CONTROL USE: COPY TO CENTRAL RECEIVING _____ COPY TO PRINCIPAL OR SUPERVISOR _____
COPY TO INVENTORY CONTROL _____ COPY TO VENDOR _____

NOTES ON DISPOSAL METHOD:

SIGNATURE _____

DATE _____

Dena Thomas

From: Shavon Thomas
Sent: Tuesday, July 28, 2026 9:33 AM
To: Dena Thomas
Cc: Quinena Bell
Subject: Fw: PE Disposal equipment AT HOBGOOD
Attachments: SURPLUS PROPERTY DISPOSAL FORM FOR GYM EQUIPMENT.pdf

Good morning Dena,

Attached is the Surplus Property Disposal Form for a few items that were located in the new gym. I have also included photos of the items in the email chain below for your reference.

Please let me know if you need any additional information or documentation from me to complete this request.

Thanks,
Shavon

SHAVON THOMAS
Bookkeeper/Secretary
HOBGOOD ELEMENTARY
307 S. BAIRD LANE
MURFREESBORO, TN 37130
P#615-895-2744 F#615-896-3627

"To Assure the Academic and Personal Success of Each Child"

THE CONTENT OF THIS EMAIL IS CONFIDENTIAL AND INTENDED FOR THE RECIPIENT ONLY. UNAUTHORIZED READING, USE, OR DISTRIBUTION OF THIS MESSAGE IS PROHIBITED. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE CALL ME AND DELETE THE MESSAGE FROM YOUR COMPUTER AND/OR NETWORK SERVER.

From: Genny Borendame <Genny.Borendame@cityschools.net>
Sent: Tuesday, May 26, 2026 3:59 PM
To: Shavon Thomas <Shavon.Thomas@cityschools.net>; Genny Borendame <Genny.Borendame@cityschools.net>; Meredith Prater <Meredith.Prater@cityschools.net>
Subject: PE Disposal equipment

Shavon,
Here is the ape equipment we would like to dispose of.

Genny and Meredith







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in lobby of gym
for disposal to
ridgely -
old
boards

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EQUIPMENT	TAG #	MFG. BY	MODEL #	SERIAL #	VALUE
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Make	Model	Serial Number	Asset Tag
ClearTouch	6065U	s40180905000151	923
ClearTouch	6065U	s40180903000366	991
ClearTouch	6065U	s40180905000140	921
ClearTouch	6065U	s40180903000257	893
ClearTouch	6065U	s40180903000260	895
ClearTouch	5070H+	L70AAVV169A-240161003385XA0107	960333
ClearTouch	5070H+	L70AAVV169A-240161003385XA0105	960332

Sonya Cox
Principal

School ESE

Date 7/23/26

Supervisor

Date

Assistant Superintendent of School Operations or Director of Technology

Date 7/30/26

Director of Schools

Date 7/30/26

Date

Board Chairman

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Signature:

Date:

