

BOARD AGENDA ITEM

AUGUST 25, 2015

SUBJECT:

Sale of Surplus Computers to Great Creations Child Development Center

BACKGROUND INFORMATION:

The Technology Department after recently updating some computers for the district has machines that are determined to be surplus.

ADMINISTRATIVE CONSIDERATION:

The Technology Department has determined the listed computers are surplus. The administration at Great Creations Child Development Center has expressed an interest in acquiring the computers for their use with running the First Steps 4K program.

RECOMMENDATIONS:

Allow the sale of the listed surplus computers to Great Creations Child Development Center.

ATTACHMENTS:

Letter requesting computers from the Great Creations Child Development Center

PREPARED BY:

Shawn D. Foster
Andrew Cox

Great Creations Child Development Center

**511 Main Street North
New Ellenton, South Carolina 29809
(803) 652-7596**

July 10, 2015

Subject: Procurement of Three Computers

To: Dr. A. Cox,

I am requesting to purchase three computers complete with monitor, mouse , keyboard and stand from the Aiken County School System at the cost of \$75.00 each to use at Great Creations Child Development Center in New Ellenton, SC. We will be running the First Steps 4-K program from the Center.

If any additional information is needed, please give me a call at 803-652-7596 (Office) or 803-645-2591 (Cell).

Sincerely Yours,

Janet C. Crawford

Janet C. Crawford, Director

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Attachment