



Zion-Benton Township High School District 126  
Office of Business Services

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## MEMO

March 18, 2025

TO: Board of Education  
FROM: Dr. Jesse J. Rodriguez, Superintendent  
Dr. Jim Woell, CSBO  
RE: Asset Disposal Request

The pass-through cooler in our ZBTHS cafeteria has come to its terminal end. Therefore, we are asking the Board to approve the addition of this asset, asset tag #3259, to the asset disposal list

REFRIGERATOR PASS-THRU 1 DR SS 30  
DATE ACQUIRED: 1/9/95  
COST TOTAL: \$5162  
LOCATION: CAFETERIA  
ACQUIRED WITH GRANT: NO  
REASON FOR DISPOSAL: NO LONGER WORKING

Recommendation: That the Board of Education approve the Superintendent's recommendation to add asset tag #3259 to the asset disposal list.