Instructional Materials Disposal Form

Requestor: School Year: 2023-2024

Date:

Building: Elden Elementary

List all instructional materials (textbooks, novels, equipment, etc) that are no longer in use and need to be disposed of

Quantity	Location	Item & Description	Reason for Disposal

Approvals:

_____ _____
Building Principal Date

_____ _____
Curriculum Director Date

_____ _____
Assistant Superintendent for Curriculum, Instruction & Assessment Date

Updated 9/2023