

Office of Superintendent of Schools  
Board Meeting of February 10, 1999

January 28, 1999

Financial Affairs  
Richard H. Hinds, Chief Financial Officer

**SUBJECT: NON-EXPENDABLE PERSONAL PROPERTY INVENTORY REPORTS  
FOR OCTOBER, NOVEMBER AND DECEMBER 1998**

The Non-Expendable Personal Property Inventory Deletions and Recoveries Reports for the second quarter of 1998-99 have been prepared by the Division of General Accounting, Office of Accounting, in accordance with Florida Statutes, Chapter 274. Items noted have been processed in accordance with Board-approved procedures, and have been reviewed by the property custodians and appropriate administrators.

The report reflects Non-Expendable Personal Property Inventory Deletions and Recoveries listed on the attached sheet stated at acquisition cost.

A computerized printout for each Property Inventory Deletions and Recoveries Report for the second quarter of 1998-99 and a copy of the agenda item, which includes the summary of property deletions and recoveries, will be placed on file, both in the Office of the Recording Secretary to the School Board and in the Citizen Information Center.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, approve the Non-Expendable Personal Property Inventory Deletions containing 2,279 items in the amount of \$6,391,999 and Recoveries containing 44 items in the amount of \$69,498 to update the records as indicated in October, November and December 1998 reports.

RHH:egc

NON-EXPENDABLE PERSONAL PROPERTY INVENTORY DELETIONS AND  
RECOVERIES FOR THE SECOND QUARTER OF 1998-99

Current total dollar value of controlled property: \$354,707,072

	DELETIONS		
	ITEMS	VALUE	PERCENTAGE**
Routine approvals of trade-ins/disposals	2,020	\$5,939,802	1.67%
Items reported on Plant Security Report	179	317,271	0.09%
Physical inventory shortages	80	134,926	0.04%
Total Current Period	2,279	\$6,391,999	1.80%
For comparative purposes last year's figures are:	2,254	\$3,751,063	1.09%

	RECOVERIES		
	ITEMS	VALUE	PERCENTAGE**
	26	\$39,159	0.01%
	6	8,675	0.01%
	12	21,664	0.01%
	44	\$69,498	0.03%
	26	\$69,610	0.03%

\*\* Percentage of current total dollar value of controlled property.

Note: All dollar values are stated at acquisition cost.

FOR BOARD MEETING OF FEBRUARY 10, 1999

APPROVED BY

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THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

\_\_\_\_\_  
Superintendent of Schools

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Chair of the Board