

Financial Affairs
Richard H. Hinds, Chief Financial Officer

**SUBJECT: NON-EXPENDABLE PERSONAL PROPERTY INVENTORY REPORTS
FOR OCTOBER, NOVEMBER AND DECEMBER 2001**

The Non-Expendable Personal Property Inventory Deletions and Recoveries Reports for the second quarter of 2001-02 have been prepared by the Division of General Accounting, Office of the Controller, 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 2001-02 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 2,369 items in the amount of \$4,298,880 and Recoveries containing 21 items in the amount of \$116,052 to update the records as indicated in October, November and December 2001 reports.

RHH:egc

NON-EXPENDABLE PERSONAL PROPERTY INVENTORY DELETIONS AND
RECOVERIES FOR THE SECOND QUARTER OF 2001-02

Current total dollar value of controlled property: \$434,980,112

	DELETIONS		
	ITEMS	VALUE	PERCENTAGE**
Routine approvals of trade-ins/disposals	2,212	\$4,068,577	0.94%
Items reported on Plant Security Report	145	211,472	0.05%
Physical Inventory shortages	12	18,831	.004%
Total Current Period	2,369	\$4,298,880	0.99%
For comparative purposes last year's figures are:	2,653	\$8,453,768	2.02%

	ITEMS	RECOVERIES	
		VALUE	PERCENTAGE**
	19	\$113,848	0.03%
	2	2,204	.001%
	-0-	-0-	-0-
Total Current Period	21	\$116,052	0.03%
	90	\$138,027	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 13, 2002

APPROVED BY

THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

Superintendent of Schools

Chair of the Board