



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original** to **Gwen Garrett at Special Programs**.
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	The Transitions Skills Guide	Aspen Publication	1992	HS	Good	
B	1	Teacher's Resource Binder Learning for Earning	The Goodheart Wilcox Company	1999	HS	Fair	
C	16	Life Skills Math	AGS Publishing	2003	HS	Good	
D	1	Functional Vocational Assessment Teacher's Guide	Canex	1999	HS	Good	
E	1	24 Nonfiction Passages for Test Practice	Scholastic	2002	6-8	Good	
F	1	Merriam-Webster's Intermediate Dictionary	Merriam-Webster's Inc.	1998	N/A	Good	
G	1	Cloze Comprehension and Context	World Teachers Press	1996	6-8	Good	
H	1	Job Hunter Workshop Series	Work Source	2007	HS	Good	

Prepared by: Derek Johnson Date: 9/1/2022 Building Supervisor: [Signature]



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	The Transitions Skills Guide	Aspen Publication	1992	HS	Good	
B	1	Teacher's Resource Binder Learning for Earning	The Goodheart Wilcox Company	1999	HS	Fair	
C	16	Life Skills Math	AGS Publishing	2003	HS	Good	
D	1	Functional Vocational Assessment Teacher's Guide	Canex	1999	HS	Good	
E	1	24 Nonfiction Passages for Test Practice	Scholastic	2002	6-8	Good	
F	1	Merriam-Webster's Intermediate Dictionary	Merriam-Webster's Inc.	1998	N/A	Good	
G	1	Cloze Comprehension and Context	World Teachers Press	1996	6-8	Good	
H	1	Job Hunter Workshop Series	Work Source	2007	HS	Good	

Prepared by: Derek Johnson Date: 9/1/2022 Building Supervisor: [Signature]



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	Beginning Dictionary	Macmillan Publishing	1975	HS	Fair	
B	1	Contemporary Cloze	Worlds Teacher's Press	2005	6-8	Good	
C	1	In the Middle: Writing, Reading, and Learning with Adolescents	Boynton/Cook Publishing	1987	N/A	Good	
D	1	LCCE CD Pacl	N/A	2004	HS	Fair	
E	1 (4 total books)	Applied Math Series	Garlic Press	2019	HS	Great	
F	1	Life Centered Career Education Box Set	Council for Exceptional Children	2004	HS	Fair	
G	1 (5 book set)	Life Centered Career Education	Council for Exceptional Children	2004	HS	Fair	
H	1	Discover What You're Best At	A Fireside Book	1990	HS	Fair	

Prepared by: Derek Johnson Date: 9/1/2022 Building Supervisor: *[Signature]*



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	Community-Based Vocational Training	Attainment Company	2006	HS	Good	
B	2	Roget's Super Thesaurus	Writer's Digest Books	1998	N/A	Fair	
C	1	Your Checking Account	J. Weston Walch Publisher	1993	HS	Good	
D	1	Career Moves Training Manual	PCI	1997	HS	Fair	
E	8	Career Moves Student Workbooks	PCI	1997	HS	Fair	
F	1	English Grammar Workbook for Dummies	Wiley Publishing	2011	HS	Good	
G	1	Learning for Earning Your Route to Success	The Goodheart-Wilcox Company	1999	HS	Fair	
H	1	Quickreads Teacher's Resource Guide	Saddleback Publishing	2002	N/A	Fair	

Prepared by: Derek Johnson Date: 9/1/2022 Building Supervisor: Jan Christman



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	The New Roget's Thesaurus	Berkley	1978	N/A	Good	
B	1	Let's Write	The Center for Applied Research in Education	1997	N/A	Fair	
C	1	Income Tax Made Easy	J. Weston Walch Publishing	1994	HS	Good	
D	1	Reading Reminders	Boynton/Cook Publishers	2000	N/A	Good	
E	1	Helping Students Write to a Prompt	Scholastic	2002	5+	Fair	
F	1	Teaching Students to Read Nonfiction	Scholastic	2003	4+	Fair	
G	1	Handling Your Money	J. Weston Walch Publishing	1986	HS	Good	
H	1	Teacher's Resource Guide Series 2	Saddleback Publishing	2002	N/A	Good	



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	Reading Smarter	The Center for Applied Research in Education	1987	7-12	Good	
B	1	English for the World of Work Student Workbook	AGS	1997	N/A	Good	
C	1	Facter	Pro-Ed	2004	N/A	Good	
D	1	Steps to Self-Determination Student Activity Book	Pro-Ed	1996	N/A	Good	
E	1	A Framewor for Understanding Poverty	Aha Process Inc.	1996	N/A	Good	
F	1	Reading and Study Skills Mastery Activities	The Center for Applied Research in Education	1996	HS	Good	
G	1	125 Ways to be a Better Writer	LinguiSystems	1996	N/A	Good	
H	1	Curriculum Based Evaluation	Wadsworth Thomson Learning	2000	N/A	Good	



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	21	English for the World of Work	AGS	2001	N/A	Good	
B	1	Better IEPs	Sopris West	1998	N/A	Fair	
C	1	The LD Teacher's IEP Companion	LinguiSystems	1998	N/A	Good	
D	1	Basic Reading Inventory	Kendall/Hunt Publishing Company	1978	N/A	Fair	
E	2	Island of the Blue Dolphins	Teacher Created Materials	1992	N/A	Fair	
F	1	Reading and Writing Sourcebook	Houghton Mifflin	2001	N/A	Good	
G	1	Reading and Writing Sourcebook Teacher's Guide	Houghton Mifflin	2001	N/A	Good	
H	2	Reading and Writing Sourcebook (Green)	Houghton Mifflin	2000	N/A	Good	

Prepared by: Derek Johnson Date: 9/1/2022 Building Supervisor: Van Johnson



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	Reading and Writing Sourcebook Teacher's Guide	Houghton Mifflin	2000	N/A	Good	
B	1	Reading and Writing Sourcebook (Brown)	Houghton Mifflin	2001	N/A	Good	
C	1	Reading and Writing and Sourcebook Teacher's Guide (Brown)	Houghton Mifflin	2001	N/A	Good	
D	1	Results Now	ASCD	2006	N/A	Good	
E	2	A Guide for Using Old Yeller in the Classroom	Teacher Created Materials	1993	N/A	Good	
F	1	Mathematics Assignment	National Council of Teachers of Mathematics	1992	N/A	Good	
G	1	Turning Best Practices into Daily Practices	Crystal Springs Books	2010	K-8	Good	
H	1	Resources for Implementing Curriculum-Based Evaluation	Wadsworth Thomson Learning	2000	N/A	Good	



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	Study Guide White Fang	Saddleback Publishing	2003	N/A	Good	
B	1	A Guide for Using Hatchet in the Classroom	Teacher Created Materials	2001	N/A	Fair	
C	1	Reading Strategies	EDL	1996	N/A	Fair	
D	2	English for the World of Work Teacher's Edition	AGS	2001	N/A	Good	
E	1	American Literature	AGS	1999	N/A	Good	
F	2	Life Skills English	AGS	1997	N/A	Good	
G	3	The Tragedy of Macbeth	Holt, Rinehart, Winston	2005	N/A	Good	
H	1	Real Life Math Curriculum Box	Pro-Ed	2001	N/A	Fair	

Prepared by: Derek Johnson Date: 9/1/2022 Building Supervisor: [Signature]



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	Spelling Success	Sylvan Learning	2009	4	Good	
B	1	Reading Comprehension Success	Sylvan Learning	2009	4	Good	
C	1	Reading Comprehension Success	Sylvan Learning	2009	5	Good	
D	13	Food Safety is Everybody's Business	Washington State Department of Health	2005	N/A	Fair	
E	1	Next S.T.E.P. Teacher Maual	Pro-Ed	2000	HS	Fair	
F	2	Next S.T.E.P. Box Set	Pro-Ed	2000	HS	Fair	
G	1	Webster's School Dictionary	American Book Company	1980	N/A	Fair	
H	1	Steps to Self-Determination	Pro-Ed	1996	N/A	Fair	

Prepared by: Derek Johnson Date: 9/1/2022 Building Supervisor: Alan Gutierrez



Instructional Material Surplus Request Form (Property Transaction Form)

Directions:

- List books and instructional materials that you have for surplus. List each item separately including teacher editions, workbooks, posters, charts, etc.
- Approval by building Supervisor
- Keep one copy of this completed form for your files and send the **original to Gwen Garrett at Special Programs.**
- Box items and tape a copy of the completed form to the box. Box must be sturdy and able to close securely with a lid, and no larger than 12"x12"x18".
- **Items need to be kept until notified by the District Office.**

	# of Items	Title	Publisher	Year/ Edition	Grade Level	Condition	For Office Use Only
A	1	The New Oxford American Dictionary	Osford University Press	2001	N/A	Good	
B	1	The American Heritage Dictionary	Houghton Mifflin Company	1980	N/A	Fair	
C	1	Grocery Store Money Math	PCI Educational Publishing	1996	N/A	Fair	
D							
E							
F							
G							
H							

Prepared by: Delek Johnson Date: 9/1/2022 Building Supervisor: Van Johnson