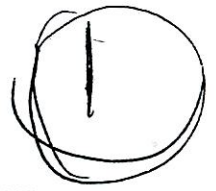


DISCARD



ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS

Program / Department: PT

Building / Storage Location: City Hall

Equipment Type (check one):

- Supine Stander
- Prone Stander
- Gait Trainer
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

Manufacturer (if known): Rifton

Model / Serial # (if known): E420 2005 12 13 AA

Approximate Age of Equipment: 21 yrs

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
- Equipment is **missing essential parts** (e.g., straps, supports, hardware)
- Equipment is **broken or non-functional**
- Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
- Equipment has been **replaced with updated or more appropriate equipment**
- Equipment has exceeded its **reasonable service life**
- Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

Condition Assessment (Check all that apply)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:

Smells moldy

Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title): Keayn Smith

Signature: [Signature]

Date: 3/11/2026

Administrator / Committee Approval:

Name: _____

Signature: _____

Date: _____

DISCARD #2

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS

Program / Department: PT

Building / Storage Location: City Hall

Equipment Type (check one):

- Supine Stander
- Prone Stander
- Gait Trainer
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

Manufacturer (if known): Rifton NSM

Model / Serial # (if known): E430 2010 1030 AB

Approximate Age of Equipment: 16yrs

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
- Equipment is **missing essential parts** (e.g., straps, supports, hardware)
- Equipment is **broken or non-functional** footplates
- Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
- Equipment has been **replaced with updated or more appropriate equipment**
- Equipment has exceeded its **reasonable service life**
- Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

Condition Assessment(Check all that apply)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:

 Bolts are worn

Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

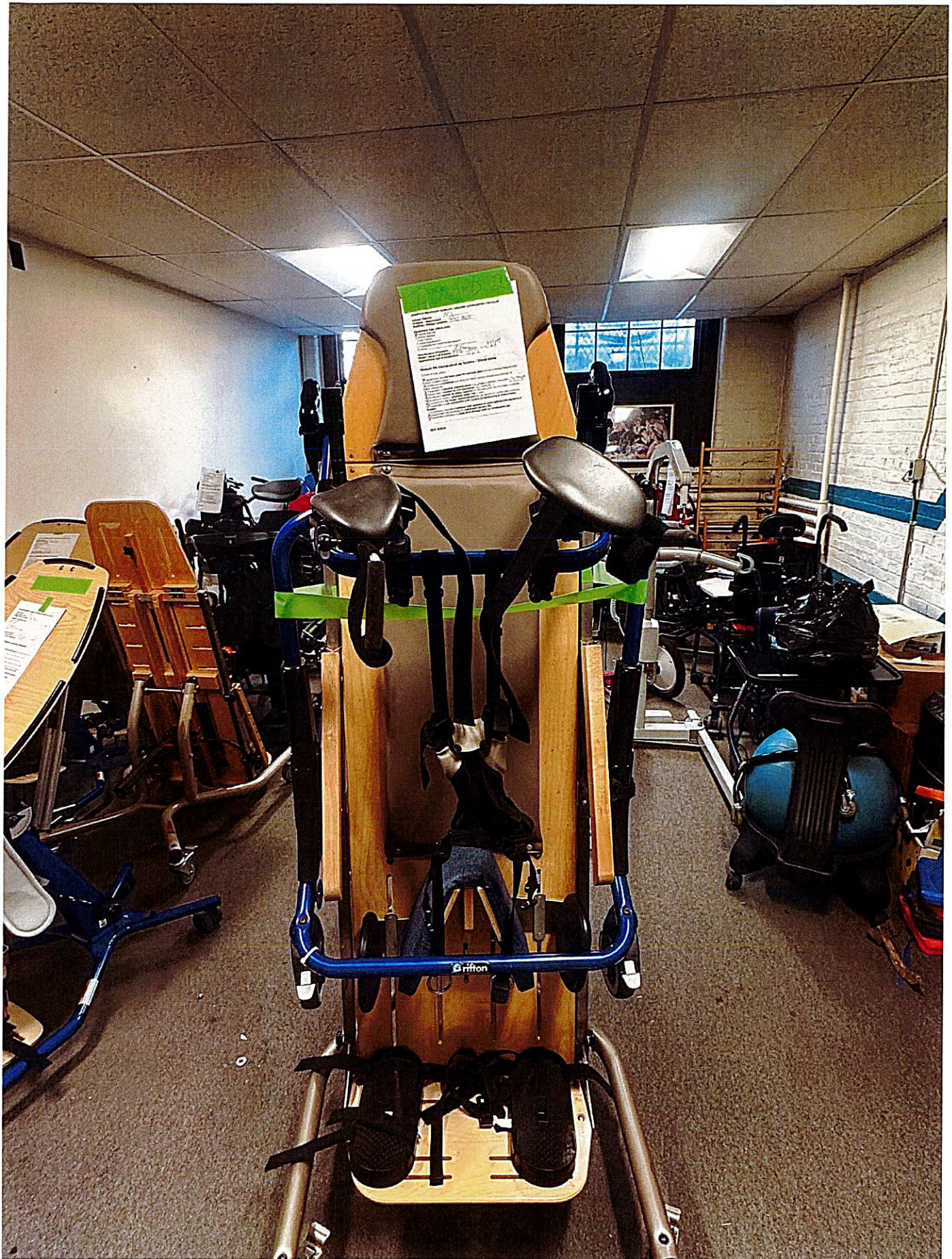
Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title): Deb Schultz OT
 Signature: [Signature]
 Date: 3/20/26

Administrator / Committee Approval:
 Name: _____
 Signature: _____
 Date: _____



DISCARD #3

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS

Program / Department: PT

Building / Storage Location: City Hall

Equipment Type (check one):

- Supine Stander
- Prone Stander
- Gait Trainer
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

Manufacturer (if known): Rifton

Model / Serial # (if known): E950 2008 0915AA

Approximate Age of Equipment: 2008
18yrs

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
- Equipment is **missing essential parts** (e.g., straps, supports, hardware)
- Equipment is **broken or non-functional**
- Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
- Equipment has been **replaced with updated or more appropriate equipment**
- Equipment has exceeded its **reasonable service life**
- Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

Condition Assessment (Check all that apply)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:

Broken footplate, missing screws +
straps

Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title):

Signature:

Date:

Deb Schultz O.T.
3/16/26

Administrator / Committee Approval:

Name: _____

Signature: _____

Date: _____



ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: #115
 Program / Department: #115
 Building / Storage Location: City Hall

Equipment Type (check one)

Adaptive Seating
 Adaptive Furniture
 Adaptive Equipment
 Transportation / Positioning Support
 Other: _____

Manufacturer ID (if any): KILMER
Model / Serial # (if any): 115-115-115 AA
Approximate Age of Equipment: 10-15 yrs

Reason for Designation as Surplus / Discardible

(Check all that apply)

- Equipment has not been used for multiple years and is no longer aligned with current district needs
- Equipment is outdated and does not meet current operating standards or safety standards
- Equipment is missing essential parts (eg. wheels, supports, hardware) or is otherwise damaged
- Equipment is beyond its useful life span
- Equipment poses a potential safety risk
- Equipment is no longer recommended by the manufacturer or is otherwise obsolete
- Equipment is not compatible with current programming or instructional needs
- Equipment has been replaced with a more appropriate equipment model
- Equipment has been in long-term storage with no foreseeable use
- Equipment has been in long-term storage with no foreseeable use

SEE BACK

DISCARD #4

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS

Program / Department: PT

Building / Storage Location: City Hall

Equipment Type (check one):

- Supine Stander
- Prone Stander
- Gait Trainer
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

tan frame

Manufacturer (if known): Rifton

Model / Serial # (if known): E430 2014 0702 AG

Approximate Age of Equipment: 12 yrs
2014

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
- Equipment is **missing essential parts** (e.g., straps, supports, hardware)
- Equipment is **broken or non-functional**
- Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
- Equipment has been **replaced with updated or more appropriate equipment**
- Equipment has exceeded its **reasonable service life**
- Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

Condition Assessment (Check all that apply)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:

Brake is BROKEN

Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title): Deb Schultz O.T.

Signature: [Signature]

Date: 3/10/26

Administrator / Committee Approval:

Name: _____

Signature: _____

Date: _____



ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS
Program / Department: PT
Building / Storage Location: City Hall

DISCARD #5

Equipment Type (check one):

- Supine Stander
- Prone Stander
- Gait Trainer
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

Manufacturer (if known): Rifton
Model / Serial # (if known): E430 2010 03 10 AB
Approximate Age of Equipment: 16 yrs
2010

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
- Equipment is **missing essential parts** (e.g., straps, supports, hardware)
- Equipment is **broken or non-functional**
- Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
- Equipment has been **replaced with updated or more appropriate equipment**
- Equipment has exceeded its **reasonable service life**
- Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

Condition Assessment (Check all that apply)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:

Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title): Deb Schultz

Signature: _____

Date: 3/10/26

Administrator / Committee Approval:

Name: _____

Signature: _____

Date: _____

DISCARD 5

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST
School / District: HPS or Linn Hall
Program / Department: _____
Building / Storage Location: _____

Equipment Type (check one):
 Spine Stander
 Phone Trainer
 Vision Equipment
 Turntable(s) / Positioning Support
 Other: _____

Manufacturer (if known): Reflex 2010 03 10 AB
Model / Serial #: (if known) ES30 14718
Approximate Age of Equipment: 2010

Reason for Designation as Surplus / Discardable
(Check all that apply)
 Equipment has not been used for multiple years and is no longer aligned with current student needs
 Equipment is outdated and does not meet current clinical, educational, or other standards
 Equipment is missing essential parts (e.g. struts, supports, hardware) or equipment is broken or non-functional
 Equipment poses a safety risk if used
 Equipment poses a potential safety risk if used
 Equipment is no longer recommended for use based on current best practice
 Equipment is not compatible with current programming or instructional needs
 Equipment has been replaced with updated or more appropriate equipment
 Equipment has succeeded to reasonable service life
 Equipment has been in long term storage with no foreseeable use

SEE BACK



DISCARD # 6

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS
Program / Department: PT
Building / Storage Location: City Hall

Equipment Type (check one):

- Supine Stander
- Prone Stander
- Gait Trainer
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

Manufacturer (if known): Rifton
Model / Serial # (if known): E420 2012 1027 AB
Approximate Age of Equipment: 14 yrs

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
- Equipment is **missing essential parts** (e.g., straps, supports, hardware)
- Equipment is **broken or non-functional**
- Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
- Equipment has been replaced with updated 2020 model or more appropriate equipment
- Equipment has exceeded its **reasonable service life**
- Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

Condition Assessment (Check all that apply)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:

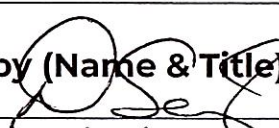
Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title): Deb Schutz O.T.
Signature: 
Date: 3/10/26

Administrator / Committee Approval:
Name: _____
Signature: _____
Date: _____

DISCARD #7

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS
Program / Department: PT
Building / Storage Location: City Hall

Equipment Type (check one):

- Supine Stander
- Prone Stander Red frame
- Gait Trainer
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

Manufacturer (if known): Rifton
Model / Serial # (if known): E950 — 20100824AA
Approximate Age of Equipment: 16 yrs

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
- Equipment is **missing essential parts** (e.g., straps, supports, hardware)
- Equipment is **broken or non-functional**
- Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
- Equipment has been **replaced with updated or more appropriate equipment**
- Equipment has exceeded its **reasonable service life**
- Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

*

Condition Assessment (Check all that apply)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:


Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title): Deb SchultZ DT
Signature:  OT
Date: 3/10/26

Administrator / Committee Approval:

Name: _____
Signature: _____
Date: _____



DISCARD

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: NYC
 Program / Department: NYC
 Building / Storage Location: NYC

Equipment Type (Check one):
 Sports Transfer
 Wheelchair / Rollator
 Can Walker
 Walker / Equipment
 Communication / Hearing Aid System
 Other: _____

Manufacturer (if known): 3M
 Model / Serial # (if known): 2000004AA
 Approximate Age of Equipment: _____

Reason for Designation as Surplus / Discardable

Check all that apply:

- Equipment has not been used for multiple years and is no longer aligned with current student needs.
- Equipment is outdated and does not meet current state or federal safety or accessibility standards.
- Equipment is missing essential parts (e.g., straps, supports, feet, wheels).
- Equipment is broken or non-functional.
- Equipment cannot be safely repaired (repaired parts are no longer available).
- Equipment is not a potential safety risk (if used).
- Equipment is no longer recommended for use based on current best practices.
- Equipment is not compatible with current programming or instructional needs.

Notes:
 Equipment has been replaced with updated or more appropriate equipment.
 Equipment has exceeded its manufacturer service life.
 Equipment has been in long-term storage with no foreseeable use.

SEE BACK

NEW CHAIR
Caring School Personnel

Wood



Discard 8

ADAPTIVE EQUIPMENT SURPLUS / DISCARD JUSTIFICATION CHECKLIST

School / District: HPS
Program / Department: PT
Building / Storage Location: City Hall

Equipment Type (check one):

- Supine Stander
- Prone Stander
- Gait Trainer - Purple
- Vision Equipment
- Tumbleforms / Positioning Support
- Other: _____

Manufacturer (if known): _____
Model / Serial # (if known): K503 20050914AB
Approximate Age of Equipment: 21 years

Reason for Designation as Surplus / Discardable

(Check all that apply)

- Equipment has **not been used for multiple years** and is no longer aligned with current student needs
- Equipment is **outdated** and does not meet current clinical, educational, or safety standards
 - Equipment is **missing essential parts** (e.g., straps, supports, hardware)
 - Equipment is **broken or non-functional**
 - Equipment **cannot be safely repaired** or repaired parts are no longer available
- Equipment poses a **potential safety risk** if used
- Equipment is **no longer recommended** for use based on current best practice
- Equipment is **not compatible with current programming or instructional models**
 - Equipment has been **replaced with updated or more appropriate equipment**
 - Equipment has exceeded its **reasonable service life**
 - Equipment has been in **long-term storage with no foreseeable use**

SEE BACK

Condition Assessment (bly)

- Structural wear (cracks, bent frame, instability)
- Worn, torn, or deteriorated padding or supports
- Missing or damaged straps, fasteners, or positioning components
- Rust, corrosion, or material degradation
- Mechanical failure (wheels, adjustments, locking mechanisms)
- Electrical or visual components no longer functional (if applicable)

Additional Notes on Condition:

Educational and Clinical Review

- Reviewed by licensed professional (OT / PT / related service provider)
- Determined **not appropriate for current or future student use**
- Determined **not cost-effective or feasible to repair**
- Determined **not appropriate for redistribution or reassignment**

Recommendation

- Designate as SURPLUS
- Approve for DISCARD / REMOVAL

This equipment is recommended for removal from inventory due to age, condition, safety concerns, and lack of current or anticipated educational use. Continued storage is not an effective or appropriate use of district resources.

Reviewed by (Name & Title): Keyra Smith
Signature: *Keyra Smith*
Date: 3/11/2016

Administrator / Committee Approval:

Name: _____
Signature: _____
Date: _____

