

TO: MIDDLE SCHOOL ADMINISTRATORS, OFFICE PERSONNEL, and DIRECTORS

FROM: Mark Shepard, Associate Superintendent for Business Affairs

Subject: INSURING "ART OBJECTS"

As part of the district insurance program, an inventory of "art objects" is necessary. Below is a listing showing the date of the latest report from your building on file in the Business Affairs Office.

If you have not updated your report in the last five years and have added new art objects, please do so by filling out the attached blank form and sending it to Business Affairs, Box #7.

All new items should be reported to the Business Affairs Office at the time of receipt.

High Schools

- Bryan – 1988
- East – 1996
- Lincoln High – 1983
- North Star – 2004
- Northeast – 2004
- Southeast – 2004
- Southwest – None

Middle Schools

- Culler – 2004
- Dawes – 2004
- Goodrich – 2004
- Irving – 2004
- Lefler – 1986
- Lux – 2002
- Mickle – 1979
- Park – 2004
- Pound – 2004
- Scott – None

Elementary Schools

- Adams – opened in 2008
- Arnold – 2004
- Beattie – 2004
- Belmont – 2004
- Brownell – 1976
- Calvert – 2004
- Campbell – 1999
- Cavett – 2004

Elementary Schools, continued -

- Clinton – 2004
- Eastridge – 2004
- Elliott – 2004
- Everett – 1976
- Fredstrom – 2004
- Hartley – 1982
- Hill – 2004
- Holmes – 2006
- Humann – 2002
- Huntington – 2004
- Kahoa – 2004
- Lakeview – 1976
- Maxey – 2004
- McPhee – 1976
- Meadow Lane – 2004
- Morley – 2004
- Norwood Park – 1994
- Pershing – 2004
- Prescott – None
- Pyrtle – 1978
- Randolph – 2004
- Riley – 1999
- Roper – None
- Rousseau – 2005
- Saratoga – 1977
- Sheridan – 1993
- West Lincoln – 1979
- Zeman – 1985

All gifts of art over \$50 in value are to be reported to the Associate Superintendent for Instruction, Box 22, LPSDO, for Board approval before acceptance as per BA Bulletin #14.

