



Port Jervis
SCHOOL DISTRICT

Lisa Buczek
Administrative Aide
9 Thompson Street
Port Jervis, New York 12771

Phone (845) 858-3100 ext. 15533
Fax (845) 858-3265

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To Whom It May Concern,

I am requesting permission from the BOE to dispose of 132 computers from ASK Elementary and 55 computers from the high school computer labs as they are outdated.

If you need additional information, please feel free to contact me at the above telephone number.

Sincerely,

Lisa Buczek
Administrative Aide