



Desktop Replacement Information

Revised: August 24, 2023

Models that need to be replaced.

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|---------------|---------------|
| OptiPlex 380 | OptiPlex 3020 |
| OptiPlex 390 | OptiPlex 3040 |
| OptiPlex 3010 | OptiPlex 3050 |

Models that require RAM upgrade and/or HDD upgrade.

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|---------------|---------------|
| OptiPlex 5050 | OptiPlex 5070 |
| OptiPlex 5060 | OptiPlex 5080 |

Areas where desktops are provided in schools by the district.

Schools do have the ability to use their budgets to purchase devices. They will need to submit a [One to One Plus](#) ticket to request a quote. Review the DRAPE process and the DRAPE Addendum for information on purchasing devices found on the [DRAPE webpage](#) on the IT Department website.

- Media Center
 - Circulation Desk
 - Destiny Check-in/Check-out Station (if applicable)
 - Cafeteria
 - Manager
 - Health Room

Administrative staff who are provided a desktop by the district.

Departments/schools do have the ability to use their budgets to purchase devices. They will need to submit a [One to One Plus](#) ticket to request a quote. Review the DRAPE process and the DRAPE Addendum for information on purchasing devices found on the [DRAPE webpage](#) on the IT Department website.

- Executive Director
- Director
- Coordinator
- Managers
- Building Coordinators
- Executive Assistants
- Administrative Assistants
- Principal
- Assistant Principals
- Secretary
- Receptionist
- Bookkeeper
- Attendance Clerk
- Database Specialist
- School Resource Officers
- General Classified Administrative Staff

School Counselors, Curriculum Resource Teachers (CRTs), Reading Coaches please see the [District Purchased Laptops Document](#) regarding Desktop Replacements.