

## **Inventories**

The school district shall maintain a system for an annual inventory of all real and personal property costing \$5,000 or more and having a useful life expectancy of three years or more, with the exception of computers and musical instruments, which shall be recorded on inventory when the unit value exceeds \$500.00.

The equipment inventory shall serve both the function of control and conservation.

Responsibility for the system shall lie with the superintendent or designee to whom principals shall be accountable for the maintenance of proper inventories in their schools.

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