

Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

**Policy Statement # 5425 (Business) of the Board of Education
Regarding Property Accounting**

- I. Purpose
 - A. To account for and inventory Calvert County Public Schools' property valued over a certain dollar amount
- II. Definitions
 - A. Capitalization – an accounting process wherein an item is recorded as an asset on the balance sheet rather than as an expense of the current period for Government Accounting Standards Board purposes
- III. Policy Statement
 - A. The Board of Education recognizes that all property owned and under the control of the Calvert County Public Schools must be properly accounted for and inventoried. Therefore, Calvert County Public Schools will implement systems and processes to that end. Furthermore, the Calvert County Public Schools Finance Department shall capitalize equipment that possesses the value of \$5,000 or greater.
- IV. Delegation of Authority
 - A. The Superintendent is directed to develop administrative procedures to implement this policy in accordance with all local policies and local, state and federal laws and regulations, and to communicate this policy and accompanying procedures to all relevant parties.
- V. Exceptions
 - A. There are no exceptions to this policy. However, the Board, by majority vote, may temporarily suspend all or part of this policy. Suspension of all or part of this policy, however, in no way relieves the Board of its obligation to comply with the pertinent local, state and federal laws and regulations or the rules and regulations of the Maryland State Board of Education and the Maryland State Department of Education
- VI. Review
 - A. This policy will be reviewed at the end of four years, or sooner, if approved by majority vote of the Board of Education in public session.
- VII. Effective Date
 - A. This policy is effective June 13, 2019.

Business 5425

Originally Adopted: 4/27/06

Revised: 4/16/09; 4/12/12; 5/12/16; 6/13/19

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Citations

State Law:

State Reg.:

Federal Law:

Adm. Reg.:

Neg. Agr.:

Other Citation: Governmental Accounting Standards Board; MSDE Financial Reporting Manual

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