

Inventories

The school district shall maintain a system for the inventory of all real and personal property. The Board shall set the threshold cost required for items to be inventoried. Equipment that is permanently fixed in a building such as heaters or lockers, shall not be inventoried. The inventory shall serve both the function of control and conservation.

The superintendent shall be responsible for the system of maintenance and control of equipment. School principals shall be accountable for the maintenance of proper inventories in their buildings.

An itemized inventory of instructional supplies, books, furniture and equipment shall be made in the spring of each year by all instructors for their assigned areas.

Adopted: September 12, 1989

Revised: January 24, 1995

Revised: June 26, 2001

Revised: September 26, 2006

Reviewed: October 9, 2018

LEGAL REF.: C.R.S. 29-1-506 (1)

CROSS REF.: JQ, Student Fees, Fines and Charges

Garfield School District No. Re-2, Rifle, Colorado