

24.0 INVENTORIES

24.1 The School District shall maintain a system for an annual inventory of all real and personal property costing \$5,000 or more or having a life expectancy of five (5) years or more, with the exception of equipment permanently fixed in a building such as heaters or lockers.

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

24.3 Responsibility for the system shall lie with the Superintendent of Schools or designee to whom building Principals shall be accountable for the maintenance of proper inventories in their schools.