

Alsea School District 7J

Code: **DID**
Adopted: 10/21/15
Revised/Readopted: 2/09/23
Orig. Code: DID

Property Inventories

The district shall maintain inventory records of all fixed assets in accordance with government accounting standards. ASD's records shall be updated annually to include disposals and newly purchased property which occur during the school year.

Fixed asset records shall include all ASD-owned property such as land, buildings, improvements to property other than buildings, and equipment with a value greater than \$5000. Any other district-owned computers and related electronic information devices as identified by ASD, regardless of value, will be inventoried annually.

END OF POLICY

Legal Reference(s):

[ORS 332.155](#)

OR. DEP'T OF EDUC, PROGRAM BUDGET AND ACCOUNTING MANUAL.

Cross Reference(s):

DN - Disposal of District Property