

## Business and Non-instructional Operations

### INVENTORIES

BP 3440

Note: The State Department of Education and Early Development recommends inventories include items valued at \$300 or more. Identical items may be grouped together in assessing value for purposes of inventory. If desired, the School Board may specify a lower amount below.

The Superintendent or designee shall provide for the proper control and conservation of district property. He/she shall maintain an inventory for all items currently valued in excess of \$500 or a lesser amount if required by state or federal grant requirements or regulations.

Note: Pursuant to A.S. 14.11.017 equipment purchased for school construction projects funded with state funds must be accounted for under a fixed asset inventory system approved by the State Department of Education and Early Development.

*(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)*  
*(cf. 3440.1 Fixed Assets Capitalization)*  
*(cf. 3290 - Gifts, Grants and Bequests)*  
*(cf. 3400 - Management of District Assets/Accounts)*

#### *Legal Reference:*

##### ALASKA STATUTES

*14.11.011 Grant applications*  
*14.11.017 School construction grant conditions*  
*14.14.050 Annual audit*

##### ALASKA ADMINISTRATIVE CODE

*4 AAC 06.120 Accounting and audit manuals, charts of accounts, code descriptions*  
*4 AAC 51.300 Vocational facilities and equipment*

CARL D. PERKINS VOCATIONAL EDUCATION ACT, Public Law 98-524, 99-159

34 CODE OF FEDERAL REGULATIONS, 74.132-74.140

Office of Management and Budget, Circular A-102, Attachment N, Property Management Standards

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