

**BEMIDJI AREA SCHOOLS  
BEMIDJI, MINNESOTA**

**DATE:        AUGUST 21, 2023**

**TO:            BOARD OF EDUCATION**

**FROM:        JEREMY OLSON, SUPERINTENDENT OF SCHOOLS**

**SUBJECT:    FIRST READING OF REVISED POLICY SBR 600-20-3:  
                 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF  
                 FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM**

**COMMENTS:**

Revisions have been made to SBR 600-20-3:Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System and this policy is presented for your approval. Revisions reflect the Minnesota School Boards Association Model Policy 704.

**ACTION:**

The motion was offered by \_\_, seconded by \_\_, and carried by ( ) to approve the first reading of revised SBR 600-20-3:Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System.