

Business and Non instructional Operations

INVENTORIES

In order to provide for the proper control and conservation of District property, the Superintendent or designee shall maintain an inventory in a manner authorized by the State Board of Education for the following:

1. All items currently valued in excess of \$500.
2. All items purchased with federal funds or matching non-federal funds and currently valued in excess of \$300.
3. All electronic and computer technology items currently valued in excess of \$300.

(cf. 3270 - Sale and Disposal of Books, Equipment, and Supplies)
(cf. 3290 - Gifts, Grants, and Bequests)

Legal Reference:

EDUCATION CODE

35168 Inventory of equipment

CODE OF REGULATIONS, TITLE 5

16023 Class 1 - Permanent records

16035 - 16036 Historical inventory of 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

Policy

Adopted: 11/13/90

Revised: 05/21/96

CHULA VISTA ELEMENTARY SCHOOL DISTRICT

Chula Vista, California