

Inventories

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

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

Responsibility for the inventory system shall lie with the Superintendent (or designee), to whom the District Purchasing and Asset Manager shall be accountable for the maintenance of proper inventory.

*Adopted October 22, 2013, by the Board of Education for Mapleton Public Schools.
Revised October 23, 2018.*

LEGAL REFERENCES:

C.R.S. § 29-1-506(1) (*annual inventory of property required*)