

## INVENTORIES

Inventory of property and equipment shall be taken on an annual basis. The inventory system shall serve both the functions of control and conservation.

Responsibility for this shall be with the Superintendent/designee to whom principals and supervisors shall be accountable for the maintenance of proper inventories in their schools.

Adopted: May 1, 1968

Revised: January 14, 2002

Reviewed: May 8, 2006

Reviewed: April 13, 2009

Reviewed: April 09, 2012

Reviewed: March 09, 2015

Reviewed: April 09, 2018

Reviewed: April 12, 2021