

**WINNER SCHOOL DISTRICT 59-2
OFFICIAL SCHOOL BOARD POLICY**



FIXED ASSET INVENTORY POLICY

The business manager will complete and maintain a fixed asset inventory record for those assets defined as follows:

A fixed asset is that, which has a tangible nature, has a useful life of more than one year, and has an acquisition value as follows:

Capital Outlay Fund

Land-any amount

Buildings, Structures, and Land Improvements-\$10,000.00

Equipment (furniture, vehicles and machinery)-\$10,000.00

School Lunch Fund

Equipment (furniture, vehicles and machinery)-\$500.00

Or other assets, as determined by the business manager, over which it is desirable to maintain control, but which may not meet the minimum values defined above. Also, a fixed asset should not lose its identity by being incorporated into a larger unit.