

SANTA ANA UNIFIED SCHOOL District

BP 3440

Business and Noninstructional Operations

Inventories

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 \$200.
2. All items purchased with federal funds or matching nonfederal funds and acquired at a unit cost of \$200 or more.

(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

CODE OF FEDERAL REGULATIONS, TITLE 34

74.132-74.140 Office of Management and Budget, Circular A 102,
Attachment N, Property Management Standards

Adopted: 8-98

Santa Ana, CA