

Oregon City School District

Code: **DID**
Adopted: 10/83
Readopted: 11/05/07
Orig. Code(s): 6310

Property Inventories

The district shall maintain a complete property inventory, which lists all school sites, buildings, and equipment with a per unit value of \$5,000 or greater. Other items as identified by the superintendent or designee may be included in the inventory. This inventory shall be updated as necessary. The Board may authorize the employment of an appraisal company to assist with the inventory procedure.

In order to update these records, the fiscal services department will keep current records of equipment purchases and disposals.

END OF POLICY

Legal Reference(s):

[ORS 332.155](#)

Cross Reference(s):

DN - Disposal of District Property
EDB - Maintenance and Control of Materials