

AMHERST, MONT VERNON, SOUHEGAN, and SAU39 POLICY

DID – FIXED ASSETS & DURABLE GOODS INVENTORIES

To serve the functions of conservation and control, a running inventory of fixed assets which exceed \$10,000 in purchase price and with a useful service life in excess of 5 years (excluding software licenses) will be maintained by the Superintendent's office.

An inventory of durable goods for each school (and the SAU) will be maintained. Changes in durable goods inventory will be maintained on an ongoing basis and shared with the Superintendent's office. Inventories shall be reviewed periodically for accuracy. Discrepancies shall be investigated.

Revised: December 17, 2020 (Souhegan)

Revised: October 5, 2017 (Souhegan)

Adopted: August 17, 1992 (Souhegan)