

INVENTORIES

To serve the functions of conservation and control, a running inventory will be maintained on school buildings and grounds equipment, vehicles, administrative equipment, furniture, and educational and athletic equipment which exceed \$300 in purchase price. Moreover, a textbooks and library collection inventory shall be maintained.

Changes in inventory will be maintained on an ongoing basis through a process developed by the superintendent's office. A copy of the inventory will be filed in the superintendent's office.

ADOPTED: 8/17/92
Souhegan