

**DODGELAND SCHOOL DISTRICT
Board Policy Manual**

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ASSET MANAGEMENT

District assets shall be adequately maintained and protected from unnecessary risk. An inventory of District-owned assets (sites, buildings and equipment) shall be maintained for insurance, accounting and conservation purposes.

The District Administrator shall ensure that a physical inventory of the District's fixed assets is completed annually and that proper records are kept in accordance with applicable legal requirements.

A physical inventory of supplies that are on hand shall be completed and maintained for the instructional, cafeteria, maintenance and operation departments.

LEGAL REF.: Section 120.12(1) Wisconsin Statutes
 Wisconsin Uniform Financial Accounting Requirements (WUFAR)
 Governmental Accounting Standards Board Statement #34 (GASB 34)

CROSS REF.: 672, Purchasing
 823, Access to Public Records
 840, Public Gifts to Schools

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