



"To Build Knowledge and Skills for Success Today and Tomorrow"

File: DID

INVENTORIES/CAPITAL ASSETS

Inventory:

The School District shall annually cause an inventory of personal property to be made and placed on file with the business manager. For insurance and accountability purposes, personal property with an original value greater than \$1,000 shall be included in the inventory as required by SDCL 5-24-1.1. Periodic inventories should be taken by personnel designated by the business manager.

Capital Assets:

General fixed capital assets are divided into five main classes: land, buildings, improvements other than building, equipment, and construction work in progress. Generally accepted accounting principles require that each school adopt a dollar value indicating with capital assets should be capitalized. The following thresholds will be used in determining if assets shall be included in the District's capital assets inventory: Equipment with an initial cost in excess of \$5,000 and an expected life exceeding one year; buildings shall be recorded when the initial cost exceeds \$50,000; building improvements and improvements other than buildings shall be recorded when the initial cost exceeds \$25,000.

LEGAL REF: SDCL 5-24-1, 5-24-3, 13-16-6.

Adopted July 14, 2003; Retroactive to July 1, 2002