

**MANSON SCHOOL DISTRICT  
BOARD POLICY**

**POLICY TYPE: EXECUTIVE LIMITATIONS #2f**

**POLICY TITLE: ASSET PROTECTION**

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The Superintendent will not cause or allow district assets to be unprotected, inadequately maintained or unnecessarily risked.

Further, without limiting the scope of the foregoing by this enumeration, the Superintendent will not:

1. Fail to insure to an adequate level against theft and casualty losses and liability losses to Board members, staff and the organization itself. These protections shall be at least the average for comparable school districts;
2. Allow un-bonded personnel access to material amounts of funds;
3. Subject plant and equipment to improper wear and tear or insufficient maintenance;
4. Unnecessarily expose the organization, its Board or staff to claims of liability;
5. Fail to protect intellectual property, information and files from loss or significant damage;
6. Receive, process or disburse funds under controls that are insufficient to meet the state-appointed auditor's standards;
7. Compromise the independence of the Board's audit or other external monitoring or advice. Engaging parties already chosen by the Board as consultants or advisers is unacceptable;
8. Endanger the District's public image, credibility, or its ability to accomplish Ends; and
9. Change the District's name or substantially alter its identity in the community.

**Manson School District**

**Monthly Policy Review-Worksheet**

**Policy:** Executive Limitations II-2f Asset Protection

<i>Broadest Policy Statement</i>	No Revision Needed	Revision Needed
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Further, without limiting the scope of the foregoing by this enumeration, the Superintendent will not:		
1. Fail to insure to an adequate level against theft and casualty losses and liability losses to Board members, staff and the organization itself. These protections shall be at least the average for comparable school districts.		
2. Allow un-bonded personnel access to material amounts of funds.		
3. Subject plant and equipment to improper wear and tear or insufficient maintenance.		
4. Unnecessarily expose the organization, its Board or staff to claims of liability.		
5. Fail to protect intellectual property, information and files from loss or significant damage.		
6. Receive, process or disburse funds under controls that are insufficient to meet the state-appointed auditor's standards.		
7. Compromise the independence of the Board's audit or other external monitoring or advice. Engaging parties already chosen by the Board as consultants or advisers is unacceptable.		
8. Endanger the District's public image, credibility, or its ability to accomplish Ends.		
9. Change the District's name or substantially alter its identity in the community.		

Comments:

Name: \_\_\_\_\_

Date of Review: November 28, 2022