

Annual Fixed Asset Report
Audit and Finance Committee
September 10, 2018



Annual Fixed Asset Report

- The District is accountable for the stewardship of fixed assets purchased with public monies.
- Under Policy 6801, an Annual Fixed Asset Report will be provided to the Audit and Finance Committee addressing the implementation and ongoing management of fixed assets.
- This report provides the following information:
 1. Capitalization thresholds
 2. Cyclical inventory schedule
 3. Summary of tagged equipment
 4. Summary of Proceeds from Surplus Sales
 5. 2016-2017 Items Donated to Seattle Public Schools
 6. Summary of Stolen and Recovered Equipment

Annual Fixed Asset Report – Capitalization Thresholds

In addition to tracking equipment costing more than \$5,000, additional theft-sensitive assets are tracked in accordance with the following thresholds:

Description of Theft Sensitive Equipment	Minimum Original Cost
Computers, Laptops, iPads, Tablets	All items tracked regardless of amount
Computer Peripherals (e.g., printers)	\$500
Audio/Visual Equipment (e.g., TV, Document Camera)	\$500
Non-Computer Office Equipment (e.g., laminator)	\$1,000
Shop Tools & Automotive Equipment	\$1,000
Kitchen & Custodial Equipment	\$1,000
Grounds & Garden Equipment	\$1,000

Annual Fixed Asset Report – Cyclical Inventory Schedule

Due to the size of the District, inventory of assets is on a two-year cycle

2017-2018				2018-2019			
Adams	Alki	Bagley	Ballard	Aki Kurose	Arbor Heights	B.F. Day	Blaine
Beacon Hill	Broadview Thompson	Cascadia	Cascade Parent Partnership	Boren	Bryant	Center School	Chief Sealth
Cedar Park	Coe	Decatur	Denny	Cleveland	Concord	Dearborn Park	Decatur
Eagle Staff	Garfield	Greenwood	Hamilton	Dunlap	Eckstein	Emerson	Fairmount Park
Hawthorne	John Hay	John Muir	Lafayette	Franklin	Gatewood	Gatzert (Bailey)	Genesee Hill
Laurelhurst	Lawton	Licton Springs	Lowell	Graham Hill	Green Lake	Hazel Wolf	Highland Park
Madrona	Maple	McGilvra	Meany	Ingraham	Interagency	Jane Addams	John Rogers
Mercer	Montlake	Nathan Hale	Northgate	John Stanford	Kimball	Leschi	Licton Springs
Olympic Hills	Olympic View	Orca K-8	Pathfinder	Loyal Heights	Madison	McClure	McDonald
Queen Anne	Rainier Beach	Rainier View	Sacajewea	Middle College	Martin Luther King Jr.	North Beach	Nova
Salmon Bay	Southlake	Stevens	Van Asselt	Olympic Hills	Old Van Asselt	Roosevelt	Roxhill
Viewlands	Washington	Wedgwood	West Seattle	Sand Point	Sanislo	Skills Center	South Shore
West Woodland	Whitman	Whittier	Science Materials Center	Thornton Creek	Thurgood Marshall	Tops	View Ridge
JSCEE – All	Special Ed	Private Schools	Athletics	West Seattle	Wing Luke	World School	

Annual Fixed Asset Report – Summary of Tagged Equipment

Fiscal year	Capitalized (>\$5,000)	Theft- Sensitive	Total
2015-2016 Total	\$31,428,168	\$35,221,831	\$66,649,999
2016-2017 Total	\$33,265,508	\$58,304,526	\$91,570,035
2017-2018 Total	\$33,252,447	\$65,470,190	\$98,722,637

Annual Fixed Asset Report – Summary of Proceeds from Surplus Sales

Summary Description	2017-2018 Amount	2016-2017 Amount	2015-2016 Amount
Buy Back Book Sales	\$3,568	\$3,262	\$7,973
Public Surplus Sales	49,175	108,665	59,117
Total	\$52,743	\$111,927	\$67,090

Annual Fixed Asset Report – Items donated to Seattle Public Schools during 2017-2018

Donor	Description	Dollar Value
Microsoft	Equipment and Hardware	\$90,000
Private Donors	Tables, Ergonomic Chairs, Easels, bookcases, file cabinets	36,215
Softchoice	Laptops for Sacajawea	13,398
Port of Seattle/Donors Choose	iPads, iPhones	18,845
Private Donors	Concert performer piano w/bench, Pianos, Guiates, Saxophones	20,465
Private Donors	Smartboards, Laptops	11,020
Private Citizens	Art work	1,200
	Total	\$191,143

Annual Fixed Asset Report – Summary of Stolen/Recovered Equipment

Stolen Asset Description	2017-2018 Amount	2016-2017 Amount	2015-2016 Amount
iPads/Tablets	\$13,444	\$2,339	\$8,488
Laptops/Desktops	25,814	13,072	14,543
Flatbed Trailer	0	1,000	0
Riding Mower	0	32,567	0
Projectors	598	0	0
Total	\$39,856	\$48,978	\$23,031

Recovered Asset Description	2017-2018 Amount	2016-2017 Amount	2015-2016 Amount
iPads/Tablets	\$5,210	\$0	\$830
Laptops/Desktops	0	990	1,520
Flatbed Trailer	0	1,000	0
Riding Mower	0	32,567	0
Projectors	0	0	0
Total	\$5,210	\$34,557	\$2,350