

Year Ending June 30, 2017

Prior Year Deficiency Pending Corrective Action:

School Lunch Fund (Operating Loss/Fund Balance Deficit)

Corrective Action: – The district will continue to monitor the school lunch program and work closely with the director. The general fund has set aside money and will be doing a resolution to transfer the money to make the School Lunch Fund have a zero fund balance. (done in November 2017 by business office staff)

School Lunch

Corrective Action: - The school lunch program had been allowing teachers to charge snacks for their classroom and payin at the end of the week. We have spoken with the director and a new policy is in place and other adults charging will no longer be allowed to charge. (done November 2017 – Asst Supt. For Business, Cathleen Milliman spoke with dana Burton, Food service Director)

Current Year Deficiencies in Internal Controls

Summer School 4408 Program-

Corrective Action: – The Business Office has spoken with the Special Education Director and she will be reconciling the reports. (November 2017 –Cathleen Milliman, ASB spoke with Stacy Barden, Special Education Director)

Other Items

Internal Control Self Assessment

Action – The business office will continue working on a manual for the office. (work in progress – Business office staff)