

CA Report to Board of Education Sweet Home School District

November 5, 2022,
By Denise Kolber, CA
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To: Board of Education
From: Denise Kolber/ICA
Date: October 25, 2022

I hereby certify that I have audited the below noted claims for the month of September . The claims have been reviewed for the appropriate amounts, approvals, reasonableness, and adherence to Department and State requirements.

All claims included therein have been checked for the following:

- Adherence to District policy and procedures
- Quotes and Bids obtained as required by Purchasing Procedures
- Pricing is correct as per bids, quotes, contracts etc.
- Purchase orders are pre-numbered
- Check number on the warrant are in sequence
- Purchasing Agent has signed each purchase order
- Purchase order date precedes the invoice date
- Signed Receipt of Goods/Services by an authorized employee
- Correct remit
- Appropriate detail backup
- Mathematical accuracy
- No duplication of payments
- Invoice(s) match the purchase order
- Travel vouchers are properly itemized
- Charges for professional services are properly itemized along with executed contract
- Sales tax not paid

The Audit Discover Report is attached noting exception found during review.

These claims have been authorized and paid to the claimant certified :

General Fund

DATE	CHECK NUMBERS	AMOUNT
7-Sep	114089	\$21,669
7-Sep	114090-114091	\$60,290
16-Sep	114092-114133	\$63,020
16-Sep	114134-114155	\$44,844
16-Sep	114156-114189	\$98,499
16-Sep	114190-114229	\$28,141
16-Sep	114230-114232	\$175,191
16-Sep	114233-114254	\$5,777
19-Sep	114255	\$270
27-Sep	114256-114278	\$1,411,537
27-Sep	114279-114289	\$2,457

27-Sep	114290-114347	\$150,422
29-Sep	114348-114402	\$58,480
29-Sep	114403-114404	\$3,424
30-Sep	114405-114436	\$76,558
		\$2,200,579

School Lunch

DATE	CHECK NUMBERS	AMOUNT
16-Sep	190925	\$272
16-Sep	190926-190930	\$42,142
21-Sep	190931	\$2,377
30-Sep	190932-190940	\$37,495
30-Sep	190941-190949	\$22,351
		\$104,637

Capital

DATE	CHECK NUMBERS	AMOUNT
16-Sep	180341-180361	\$2,829,703
30-Sep	180362-180365	\$809,935
		\$3,639,638

Federal

DATE	CHECK NUMBERS	AMOUNT
16-Sep	140717-140728	\$143,083
16-Sep	140729-140737	\$51,413
22-Sep	140738	\$367,155
30-Sep	140739-140756	\$108,744
30-Sep	140757-140759	\$76,147
30-Sep	140760	\$1,617

Sweet Home School - Discovery Report September 2022

DISCOVERY	RESOLUTION
No exceptions noted	