

Richmond School Board Audit Services
 2024 Audit Plan - FINAL Board. Approved 01 July 2024
 Date Submitted to RPS Board: February 2024
 Last Update: 9/18/2024
 Prepared by: Doug Graeff

Note:

Audits selected were based on a Judgmental Risk Analysis performed between and among the Director of Internal Audit, the School Superintendent, the School Chiefs and the School Board.

Completed Audits	
In Progress	
Scheduled for 2H24	

Line #	Requested by / Source	Audit Type	Audit Area / Audit Activity	Objective	Status
1	Mgmt.. Change	Operational Audit	Internal Audit QAR	To determine if School Board Audit services performs work that conforms to the IIA's IPPF.	Finalized
2	Mgmt.. Change	Operational Audit	Internal Audit Productivity Analysis	To determine how Planned Audit time compared to Actual Audit Production between 2019 and 2023.	Finalized
3	Mgmt.. Change	Operational Review	Internal Audit Dept. Expense Review	To determine what expenses were incurred by the Internal Audit department and if those expenses were properly treated, and cost effective.	Finalized
4	Perennial	Compliance Review	Student Activity Fund and Turnover Audits (2022-2023)	To determine if SAF are managed per State guidelines and School Board Policy.	Finalized
5	Dana Fox	Financial Review	Payroll - Transportation Dept. Overtime	To determine if systems, processes and procedures regarding overtime compensation are effective, efficient, and economical.	Finalized
6	Renesha Parks	Compliance Review	School Nutrition Services	To ensure that appropriate controls exist over budgets, cash receipts, inventories, the free and reduced meal plans, payroll expense and if general controls are effective, efficient and economical.	Finalized
7	Byproduct of Trans. OT Audit	Financial Review	ADS Fraud / Vendor Issue	To determine cause and solution for what appears to be vendor billing for services not rendered.	In Progress
8	Perennial	Operational Audit	Student Activity Fund Program (2023-2024)	To determine if current SAF systems, processes and procedures are effectively, efficiently and economically managed.	3Q24
9	Previous Audit Plan	Operational Audit	P-Cards	To determine if current P-Card systems, processes and procedures are effective, efficient and economical.	4Q24 In Process
10	RPS Board	Operational Review	RVA Home Instruction (Home Based and Home Bound)	To determine if RVA Home Instruction related expenses for home based and home bound students are reasonable, whether internal spending controls are effective, efficient and economical. Also, compare current Home Instruction expenses to previous years.	3Q24 In Process