

ICA Report to Board of Education Sweet Home CSD

**July 20, 2025
By Denise Kolber, ICA
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To: Board of Education
From: Denise Kolber/ICA
Date: July 20, 2025

I hereby certify that I have audited the below noted claims for the month of June. 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 :

	<u>DATE</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
A	2-Jun	ACH	\$26,166
	3-Jun	ACH	\$3,891
	3-Jun	123840	\$222
	4-Jun	123841-123842	\$2,736
	4-Jun	123843-123846	\$33,356
	16-Jun	123847-123859	\$19,648
	16-Jun	123960-123938	\$465,240
	16-Jun	123939	\$320
	16-Jun	123940	\$1,141,629
	16-Jun	123941	\$212
	16-Jun	123942	\$1,515
	16-Jun	123943	\$21,978
	30-Jun	123944-123979	\$525,105

	30-Jun	123980-124025	\$756,851
		Total General Fund	\$2,998,869
F	3-Jun	141361	\$33,450
	3-Jun	141362-141369	\$41,213
	4-Jun	141370-141371	\$13,991
	18-Jun	141372-141378	\$78,714
	30-Jun	141379-141383	\$36,375
		Total F Fund	\$203,743
C	3-Jun	191773-191782	\$125,564
	18-Jun	191783-191791	\$52,769
	30-Jun	191792-191799	\$37,421
		Total C Fund	\$215,754
H	18-Jun	180649	\$126,110
		Total all Funds	\$3,544,476