

ICA Report to Board of Education Sweet Home CSD

**August 15, 2025
By Denise Kolber, ICA
(Dkolber@Sweethomeschooldistrict.org)**

To: Board of Education
From: Denise Kolber/ICA
Date: August 15, 2025

I hereby certify that I have audited the below noted claims for the month of July. 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	14-Jul	124026	\$285
	16-Jul	124027-124028	\$1,285,299
	18-Jul	124029-124031	\$11,592
	22-Jul	124032-124051	\$2,025
	24-Jul	124052-124054	\$44,008
	25-Jul	124055-124138	\$982,987
	28-Jul	ACH	\$29,362
	29-Jul	ACH	\$5,205
	30-Jul	124139-124188	\$2,400,974
	30-Jul	124189-124249	\$419,995
		Total A Funds	\$5,181,732
C	30-Jul	191800-191806	\$204,949

F	30-Jul	141384-141389	\$21,433
	30-Jul	141390	\$70
		Total F Fund	\$21,503
		Total All Funds	\$5,408,184

Claims Audit Report To Clarence School Board

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