

ICA Report to Board of Education Sweet Home CSD

**September 30, 2025
By Denise Kolber, ICA
(Dkolber@Sweethomeschooldistrict.org)**

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

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 :

	<u>DATE</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
A	9/3/25	124417-12440	21308
	9/3/25	12441-124520	\$291,469
	9/3/25	124521	\$344
	9/5/25	124522	\$134,478
	9/10/25	124523	\$4,950
	9/10/25	124524-124548	\$1,667,197
	9/10/25	124549-124624	\$181,204
	9/10/25	124625-124635	\$2,747
	9/11/25	ACH	\$20,873
	9/22/25	124636	\$100
	9/22/25	124637-124640	\$11,739
	9/22/25	1214641	\$46
	9/22/25	124642	\$30
		Total A Fund	\$2,336,485
F	9/3/25	141403-141413	\$108,705

	9/5/25	141414	\$33,450
	9/10/25	141415-141442	\$341,260
		Total F Fund	\$483,415
C	9/3/25	191814-191819	\$26,342
	9/10/25	191820-191825	\$19,613
		Total C Fund	\$419,995
H	9/3/25	180652	\$2,380
		Total H Fund	\$2,380
C		Total All Funds	\$3,242,275
	30-Jul	141384-141389	\$21,433
F	30-Jul	141390	\$70
		Total F Fund	\$21,503
		Total All Funds	\$3,266,158
	30-Jun	141379-141383	\$36,375
		Total F Fund	\$3,302,533

Claims Audit Report To Clarence School Board

Sweet Home Exceptions Audit Report 9/2025						
<u>PO Number</u>	<u>PO Date</u>	<u>Invoice Date</u>	<u>Vendor</u>	<u>Originator</u>	<u>Invoice Amount</u>	<u>Finding</u>
No exceptions noted						

Claims Audit Report To Clarence School Board

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[illegible]

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