

ICA Report to Board of Education Sweet Home CSD

**January 17, 2026
By Denise Kolber, ICA
(Dkolber@Sweethomeschooldistrict.org)**

To: Board of Education
From: Denise Kolber/ICA
Date: January 17, 2026

I hereby certify that I have audited the below noted claims for the month of December. 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>FUND</u>	<u>DATE</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
A	1-Dec	125348-125393	\$234,925
	1-Dec	125394	\$320
	5-Dec	125395	\$7,358
	5-Dec	125396	\$4,013
	5-Dec	125397	\$144
	5-Dec	125398	\$819
	5-Dec	125399-125400	\$1,616
	5-Dec	125401	\$42
	6-Dec	ACH	\$13,100
	7-Dec	125402-125403	\$13,320
	11-Dec	125404	\$180
	17-Dec	125405-125419	\$19,532
	17-Dec	125420-125435	\$470,526
	17-Dec	125436-125530	\$1,538,761
	17-Dec	125531	\$3,500
	19-Dec	125532-125533	\$453,196

	19-Dec	125534	\$111,388
	19-Dec	125535	\$7,250
	30-Dec	125536-125621	\$843,650
	30-Dec	125622-125623	\$305
		Total A Fund	\$3,723,945
F	3-Dec	141522-141524	\$87,372
	7-Dec	141525-141526	\$1,691
	17-Dec	141528-141535	\$6,590
	18-Dec	141536	\$329
	22-Dec	141537	\$1,800
	30-Dec	141538-141540	\$41,935
		Total F Fund	\$139,717
C	3-Dec	191870-191876	\$64,351
	17-Dec	191877-191883	\$61,038
	30-Dec	191884-191890	\$33,336
		Total C Fund	\$158,725
H	30-Dec	180657	\$3,645
		Total All Funds	\$4,026,032

Claims Audit Report To Clarence School Board

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2025
<u>Comment</u>
Details of the confirming order were provided to the Business office
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