

ICA Report to Board of Education Sweet Home CSD

**February 10, 2026
By Denise Kolber, ICA
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To: Board of Education
From: Denise Kolber/ICA
Date: February, 2026

I hereby certify that I have audited the below noted claims for the month of January. 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	7-Jan	125624	\$300
	11-Jan	125625	\$190
	14-Jan	125626-125711	\$1,310,088
	14-Jan	125712-125751	\$52,321
	14-Jan	125752-125753	\$695
	14-Jan	125754-125755	\$3,789
	16-Jan	125756	\$60
	16-Jan	125757-125759	\$258,831
	21-Jan	125760	\$285
	24-Jan	125761-125816	\$2,058,439
	25-Jan	ACH	\$2,870
	28-Jan	ACH	\$1,270
	29-Jan	12817-125819	\$52,859
	29-Jan	125820	\$17,883
		Total A Fund	\$3,759,880

F	14-Jan	141541-141544	\$11,711
	29-Jan	141545	\$33,450
Total F Fund			\$45,161
H	14-Jan	180658	\$8,180
	29-Jan	180659	\$600,000
Total H Fund			\$608,180
C	14-Jan	191891-191899	\$247,868
	29-Jan	191900-191904	\$42,616
Total C Fund			\$290,484
Total All Funds			\$4,703,705

