GENERAL A	MINISTATION D	IVISION
Report No.	2	

OGDENSBURG CITY SCHOOL DISTRICT OGDENSBURG, NEW YORK

SUBJECT:

Internal Claims Auditor Quarterly Report to the Board of

Education

DATE:

November 18, 2019

REASON FOR BOARD CONSIDERATION:

The Board of Education must be kept updated on all monetary activities within the Ogdensburg City School District.

FACTS AND ANALYSIS:

Since claims can be paid promptly utilizing an Internal Claims Auditor, to the advantage of the school district; and since the appointment of an Internal Claims Auditor is recommended by the NYSED; it is, therefore that the district appoints an Internal Claims Auditor at its' annual Organization Meeting each year. Ms. Theresa Woodward, Internal Claims Auditor, is present this evening to present the Commissioners with a quarterly report on the status of the district claims auditing process, and to answer any questions the Commissioners may have.

RECOMMENDED ACTION:

No action necessary, information and discussion only.

APPROVED FOR PRESENTATION TO THE BOARD:

Superintendent

KK/alf Attachment CLAIMS AUDIT QUARTERLY REPORT

July August Septembe 2019

ALL CHECK REGISTERS CORRESPOND WITH ALL WARRANTS

ALL WARRANTS CORRESPOND WITH ALL INVOICES, NO DISCREPENCIES FOUND

GENERAL	FUND	FEDERAI	. FUND	CAFETERI	A FUND
CHECKS		CHECKS		CHECKS	
15-Jul	023762-023	773 22-Aug	039844-	25-Jul	060535-
18-Jul	023774-023	795 30-Aug	039845-	2-Aug	060536-
25-Jul	023796-023	857 13-Sep	039846-	30-Aug	060537-060539
2-Aug	023858-023	912 16-Sep	039847-	16-Sep	060540-060545
8-Aug	023913-023	978 24-Sep	039848-	09/26	060546-060553
22-Aug	023979-024	005			
23-Aug	024006-024	016		11-	
30-Aug	024017-024	086		CAPITAL	UND
9-Sep	024087-024	122		2-Aug	029865-
13-Sep	024123-024	129		30-Aug	029866-
16-Sep	024030-024	151 SCHOLA	RSHIP FUND	9-Sep	029867-
17-Sep	024152-	07/15	050301-		
24-Sep	024153-024	209 18-Jul	050302-050303		
26-Sep 024210-024275		275 08/08	050304-		

July	2019 CLAIMS AUDIT						
CHECKS	INVOICES	6-Jul	18-Jul	24-Jul	25-Jul	-27	
07/15/19	Architect						
023762-023 <mark>77</mark>	Athletic Supplies				1		
050301-	Athletics	6					
07/18/19	B Berg	7					
023774-02379	Bldg & Grounds	26		4	3		
050302-05030	BOCES	1		4			
07/25/19	Cafeteria	8			2		
060535-	Civil Service						
023796-02385	7 Conference	14			1		
	DSS	2					
	DOCTOR						
	First Student						
	Insurance	6	4		1		
	Internal Audit						
	KeyBank						
	Lawyers			1			
	Mileage		l		6		
	Newspaper			2			
	Behav Consult	1		5			
	Odyssey						
	Ogd Pub Library						
	Postage						
	Register Approval	4					
	Retirement System			2			
	Scholarships						
	School Supplies	27	20	6	34		
	Superintendent						
	Tuition	13					
	Utilities				1		
	VOTING						
	Warrant	5	1	1	2		
	Water and Sewer						
All Invoices Co	respond with all Warrants						
	orrespond with all Registers						
	es Ammended						

August	2019	CLAIMS AUDIT			_				
CHECKS		INVOICES	2-Aug	8-Aug	9-Aug	22-Aug	28-Aug	29-Aug	
08/02/19		Architect		1					
060536-		Athletic Supplies		8	6			1	
023858-02391	2	Athletics							
029865-		B Berg							
08/08/19		Bldg & Grounds		48	37		86	1	
023913-02397	8	BOCES	2			1			
050304-		Cafeteria		1			1		
08/22/19		Civil Service							
039844-		Conference		3	11	1	8	6	
023979-02400	5	DSS				2			
08/23/19		DOCTOR		1	1				
024006-02401	6	First Student							
08/30/19		Insurance	6	3			1		
024017-02408	6	Internal Audit							
029866-		KeyBank	1						
060537-06053	9	Lawyers		1					
039845-		Mileage	1	6		7			
		Newspaper				1	2		
		Behav Consult		1					
		Odyssey							
		Ogd Pub Library							
		Postage	3	1					
		Register Approval	1	1			8		
		Retirement System							
		Scholarships		2					
		School Supplies	30	23	64	24	29	22	
		Superintendent	1	3	2		1		
	Tuition	1				2			
		Utilities	18_	11	2		6		
		VOTING							
		Warrant	5	3	1	1	9	1	
		Water and Sewer				F			

All Discrepencies Ammended

	CLAIMS AUDIT	1					 -
CHECKS	INVOICES	9-Sep	13-Sep	16-Sep	23-Sep	26-Sep	₩
09/09/19	Architect	1					 ↓
029867-	Athletic Supplies	-			3	-	 ↓
024087-024122	Athletics	6			12	43	 <u> </u>
09/13/19	Auditor					1	
024123-024129	Bldg & Grounds	2	8		45	11	$oxed{oxed}$
039846-	BOCES				1		<u> </u>
09/16/19	Cafeteria		11			30	
060540-060545	Civil Service						
024130-024151	Conference	22	3		9	11	
039847-	Contractors						
09/17/19	DOCTOR				1		
024152-	First Student		3		2		
09/24/19	Insurance	8	1	2		1	
024153-024209	Internal Audit						
039848-	KeyBank	2					
09/26/19	Lawyers					3	
024210-024275	Mileage				6		
060546-060553	Newspaper				1	2	
	Behav Consult						
	Odyssey						
	Ogd Pub Library						
	Postage	1		2			
	Register Approval	1		2	3	3	
	Retirement System						
	Scholarships						
	School Supplies	40	22		17	28	
	Superintendent		2			2	
	Tuition	4	2		2	5	\Box
	Utilities	16	2	8			
	VOTING	1					
	- · · · · · · · · · · · · · · · · · · ·	3	1	2	4	4	
		1					
All Invoices Correspo	Warrant Water and Sewer	3	1	2	4	4	

All Invoices Correspond with all Warrants
All Warrants Correspond with all Registers
All Discrepencies Ammended