

**Board of Education of Baltimore County
Office of Internal Audit**

Follow Up to Change in Principal - SAF Audit

School Name: Perry Hall High School
Follow-Up Audit Period: July 10, 2019 to February 28, 2021

Results: There was one finding from the July 9, 2019 audit report. Overall, this finding is partially resolved.

Source: Internal Audit report dated July 9, 2019			Source: Follow up performed on March 17, 2021	
#	Finding	Recommendation	Management Action Plan	
1	<p>Funds raised for student activities were not spent timely. As of June 12, 2019, eighteen of the 32 SAF accounts reviewed, with a combined balance of \$35,147.22, have inappropriate balances or little to no spending activity:</p> <p>Three of the 32 accounts reviewed have unusually high balances. The combined balance in these accounts is \$16,608.58. See Appendix A on page 4 for detail of the three accounts.</p> <p>Fifteen of the 32 accounts reviewed, with a combined balance of \$18,538.64, had little or no spending activity during the audit period. See Appendix A on page 4 for detail of the 15 accounts.</p>	<p>The current principal must develop a plan to spend the funds in these accounts in accordance with their intended purpose.</p> <p>The current principal must review the SAF general ledger accounts at least once a year for inactivity and to ensure that funds are spent in a timely manner.</p>	<p>See Appendix A below.</p> <p>The principal will review the accounts at least annually to ensure funds are spent in a timely manner.</p>	<p>OVERALL - PARTIALLY RESOLVED Internal Audit reviewed the account activity of the 18 accounts from the prior audit, as of February 28, 2021, and determined that:</p> <ul style="list-style-type: none"> - Seven of the accounts have been resolved; - Two of the accounts continue to have unusually high balances; and - Nine of the accounts continue to have no activity. <p>The partially resolved or unresolved findings are due to the virtual learning environment, and limited SAF activities. Therefore, it is anticipated that the accounts would have little to no activity during the follow-up audit period. Please continue with your corrective actions. Please note Appendix A has been updated to include spending activity through the follow-up audit period (attached).</p>

Appendix A

Account Name	Balance (as of 6/12/19) PRIOR AUDIT	Balance (as of 2/28/21) FOLLOW-UP	Difference INC/(DEC)	FOLLOW-UP RESULT AND RESPONSE
Unusually High Balance				
1 Student Council	\$ 7,549.32	\$ 14,120.64	\$ 6,571.32	PARTIALLY RESOLVED: The increase was due to MASC conference proceeds. A recent expenditure of \$2,300 was made for face masks. There have been recent meetings with student council members to discuss spending of funds. However, due to virtual learning, their usual spending did not occur.
2 Cheerleaders	\$ 5,706.74	\$ 1,556.98	\$ (4,149.76)	RESOLVED
3 Carpentry	\$ 3,352.52	\$ 3,085.04	\$ (267.48)	PARTIALLY RESOLVED: Due to virtual learning, funds weren't spent on the intended purpose during the follow-up period. The principal will follow-up with the sponsor to determine current needs for the program.
Total - Unusually High Balance	\$ 16,608.58	\$ 18,762.66	\$ 2,154.08	
Little or No Spending Activity				
1 Proceeds – MABE Settlement	\$ 6,524.85	\$ 1,258.59	\$ (5,266.26)	RESOLVED
2 Foreign Language	\$ 4,101.66	\$ 1,157.98	\$ (2,943.68)	RESOLVED
3 Scholarship	\$ 2,788.68	\$ 2,788.68	\$ -	NOT RESOLVED: The principal will work with guidance to determine the process to award scholarships this year.
4 Donation- Murphy Music Memorial	\$ 1,035.00	\$ 1,035.00	\$ -	NOT RESOLVED: The sponsor will reach out to the family again to determine how they wanted these funds spent in memory of their son.
5 School Store	\$ 890.72	\$ -	\$ (890.72)	RESOLVED
6 Lost books/Science	\$ 840.00	\$ -	\$ (840.00)	RESOLVED
7 Lost books/Math	\$ 570.92	\$ 570.92	\$ -	NOT RESOLVED: These funds will be utilized in purchasing replacement T-81 Scientific calculators and other math materials.
8 Scholarship – Avid	\$ 500.00	\$ 500.00	\$ -	NOT RESOLVED: The principal will work with guidance to determine the process to award scholarships this year.
9 Donation- Dushel Memorial Writi	\$ 305.00	\$ 305.00	\$ -	NOT RESOLVED: Due to the virtual learning environment, funds could not be spent on the intended purpose for this donation. There are plans to use these funds in the next school year.
10 Career, Research and Dev	\$ 299.80	\$ -	\$ (299.80)	RESOLVED
11 Scholarship – It's Academic	\$ 241.32	\$ 241.32	\$ -	NOT RESOLVED: The principal will work with guidance to determine the process to award scholarships this year.
12 Technology Education	\$ 234.08	\$ 234.08	\$ -	NOT RESOLVED: Due to the virtual learning environment, funds could not be spent on the intended purpose. Funds in this account will be used to support the new sponsor of the Robotics and/or the Electric Car technology clubs.
13 Anime Club	\$ 122.05	\$ 122.05	\$ -	NOT RESOLVED: Due to the virtual learning environment, clubs were not operating as usual. The sponsor is new and is working on a plan to use the funds in the upcoming school year to support this club.
14 Athletics – Indoor Track	\$ 83.56	\$ 23.56	\$ (60.00)	RESOLVED
15 It's Academic	\$ 1.00	\$ 1.00	\$ -	NOT RESOLVED: This club is still active. Due to the virtual learning environment, clubs were not operating as usual. They intend to compete again next year and the account will then be active.
Total - Little or No Spending Activity	\$ 18,538.64	\$ 8,238.18	\$ (10,300.46)	
Grand Total	\$ 35,147.22	\$ 27,000.84	\$ (8,146.38)	