

Board of Education of Baltimore County  
Office of Internal Audit

Follow Up to FY 2020 Change In Principal - Limited Review of Financial Records and Activity

School Name: Riverview Elementary School  
Follow-Up Audit Period: SAF Activity - January 1, 2020 to October 31, 2020

Results: There was one finding from the December 6, 2019 limited review report and it is resolved.

Source: Internal Audit report dated December 6, 2019			Source: Follow up performed on November 12, 2020	
#	Finding	Recommendation	Management Action Plan	
1	<p>Three of the five accounts reviewed, with a combined balance of \$3,143.92, as of November 13, 2019, had no expenditure activity during the audit period:</p> <p>1. Lost &amp; Damaged Books &amp; Equip \$204.12 2. Donations - Catonsville Lions \$700.00 3. Donations - Christ Solid Rock \$2,239.80</p>	<p>The current principal must develop a plan to spend the funds in the inactive 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.</p>	<p>The funds in the Lost &amp; Damaged Books account will be used to pay for future book purchases.</p> <p>The funds in the donation accounts will be used for school-wide assemblies and recess equipment for classrooms.</p> <p>The SAF accounts will be reviewed at least annually.</p>	<p><b>RESOLVED</b></p> <p>Internal Audit reviewed the activity in the three accounts and determined that funds in these accounts have been spent according to the Management Action Plan.</p> <p>We also determined that the principal and the administrative secretary review SAF accounts on a monthly basis for inactivity.</p>