

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

**Project 4-2020.001
November 12, 2020**



**School Activity Funds (SAF)
3-Year Cash Analysis
Cromwell Valley Elementary Magnet School**

Distribution List:

Dr. Heidi Miller
*Executive Director – Elementary
Central Zone*

Catherine Thomas
Principal

Sharon Weeks
Administrative Secretary

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Chief Auditor

SAF 3-Year Cash Analysis

Cromwell Valley Elementary Magnet School

FY 17 Beginning Balance	FY 19 Ending Balance	Change in Cash Balance - Dollars	Change in Cash Balance – Percentage
\$27,009.00	\$8,623.82	(\$18,385.18)	-68.07%

Analysis:

The decrease in cash is primarily due to three expenditures from the General School Account:

1. Check #3813 dated October 25, 2017 and payable to Book Source totaled \$9,998.50.
2. Check #3824 dated December 19, 2017 and payable to American Chess Institute totaled \$1,350.00.
3. Check # 3834 dated February 6, 2018 and payable to Baltimore County Public Schools totaled \$1,403.00.

Documentation Reviewed:

Internal Audit reviewed the documentation for the expenditures listed above and determined that all were properly approved and for the benefit of the students.

Follow-up:

Follow-up is not required.