

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

**Project 4-2020.001
November 13, 2020**



**School Activity Funds (SAF)
3-Year Cash Analysis
Perry Hall High School**

Distribution List:

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SAF 3-Year Cash Analysis Perry Hall High School

FY 17 Beginning Balance	FY 19 Ending Balance	Change in Cash Balance - Dollars	Change in Cash Balance – Percentage
\$3,218.17	\$42,102.26	\$38,884.09	1208.27%

Analysis:

The increase in the cash balance is primarily due to activity in four accounts:

1. Investment Program - BOE Account – Multiple transfers occurred between the two accounts.
2. Drama Account - The account balance had an overall increase of \$10,773.99.
3. Yearbook Account – Multiple transfers from fundraisers occurred.
4. Proceeds – MABE Settlement Account – The proceeds from a fraud settlement in FY17 of \$6,524.85 remain unspent.

Documentation Reviewed:

1. Investment Program - BOE Account – A total of \$17,252.45 was transferred from the school investment account into the checking account. These transfers appear reasonable; therefore, no further action is required.
2. Drama Account - The balance fluctuated over the 3-year period with an overall increase of \$10,773.99. The reserve funds are needed for royalties, costumes, and set design prior to the performance. Additionally, a \$1,363 donation was received late in FY19. This activity appears reasonable; therefore, no further action is required.
3. Yearbook Account – Transfers of yearbook fundraiser profits of \$5,972.28, were transferred to the yearbook account at the end of FY19. These transfers appear reasonable; therefore, no further action is required.
4. Proceeds – MABE Settlement Account – Fraud settlement proceeds of \$6,524.85 remained unspent for 3 years. Internal Audit reviewed FY20 account detail for the MABE Settlement account and determined the school spent \$5,266.26 to purchase furniture for the counseling office in November 2019. This activity appears reasonable; therefore, no further action is required.

Follow-up:

Follow-up is not required.