

OGDENSBURG CITY SCHOOL DISTRICT
OGDENSBURG, NEW YORK

SUBJECT: Internal Claims Auditor Quarterly Report

DATE: February 28, 2022

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, has provided the Commissioners with a written quarterly report on the status of the district claims auditing process.

RECOMMENDED ACTION:

No action necessary, information and discussion only.

APPROVED FOR PRESENTATION TO THE BOARD:



Superintendent

KK/alf
Attachment

CLAIMS AUDIT QUARTERLY REPORT

ALL CHECK REGISTERS CORRESPOND WITH ALL WARRANTS

ALL WARRANTS CORRESPOND WITH ALL INVOICES, NO DISCREPENCIES FOUND

October, November December 2021

GENERAL FUND	FEDERAL FUND	CAFETERIA FUND
CHECKS	CHECKS	CHECKS
8-Oct 027717-027755	8-Oct 039917-039918	27-Oct 060814-060821
15-Oct 027756-027814	15-Oct 039919-039920	3-Nov 060822-060827
27-Oct 027815-027882	27-Oct 039921-	17-Nov 060828-060835
3-Nov 027883-027940	3-Nov 039922-039923	1-Dec 060836-060842
10-Nov 027941-	12-Nov 039924-039925	22-Dec 060843-060850
12-Nov 027942-027983	17-Nov 039926-	
17-Nov 027984-028031	29-Nov 039927-039930	
18-Nov 028032-028033	1-Dec 039931-039932	
23-Nov 028034-	13-Dec 039933-039934	
29-Nov 028035-028087	12/22 039935-039940	
1-Dec 028088-028108	SCHOLARSHIP FUND	CAPITAL FUND
13-Dec 028109-028129		27-Oct 029900-
22-Dec 028130-028223		22-Dec 029901-

October 2021 CLAIMS AUDIT

CHECKS	INVOICES	5-Oct	14-Oct	15-Oct	22-Oct	26-Oct		
10/08	Architect/Contractor	1			1	1		
039917-039918	Athletic Supplies	1	1	3				
027717-027755	Athletics	5	17	17	15	16		
10/15	Behav Consult	1	2		4	2		
039919-039920	Bldg & Grounds	22	15	1	22	34		
027756-027814	BOCES			1		1		
10/27	Cafeteria		11		16	27		
039921-	Civil Service							
027815-027882	Conference	4	3		5	3		
029900-	Comptroller					4		
060814-060821	DSS				1			
	DOCTOR							
	Insurance	3	1	3	6	1		
	Internal Audit							
	Lawyers		1	1	3	1		
	Mileage	2			13	2		
	Newspaper		1					
	Odyssey							
	Ogd Pub Library							
	Postage	2			1			
	Register Approval	2	1	1	4	1		
	Retirement System							
	Scholarships	1			3			
	School Supplies	43	25	19	38	30		
	Superintendent					2		
	Transportation			1	1			
	Tuition		5	2	14	1		
	Utilities	3	12	4	11	11		
	VOTING				1			
	Warrant	2	1	1	4	1		
	Water and Sewer							

All Invoices Correspond with all Warrants

All Warrants Correspond with all Registers

All Discrepancies Ammended

E-Mail Approvals 10/01,10/05,10/12,10/13,10/14,10,1510/25,10/26,10/29

November 2021 CLAIMS AUDIT

CHECKS	INVOICES	3-Nov	10-Nov	17-Nov	24-Nov	30-Nov		
11/03	Architect/Contractor							
060822-060827	Athletic Supplies			4	3			
039922-039923	Athletics	103	9	16	4	1		
027883-027940	Behav Consult		2		2	1		
11/10	Bldg & Grounds	85	11	7	17	4		
027941-	BOCES			1				
11/12	Cafeteria	20		19		11		
027942-027983	Civil Service							
039924-039925	Conference	5			2	1		
11/17	DSS	3	1					
027984-028031	DOCTOR	1	1					
060828-060835	Insurance			5		1		
039926-	Internal Audit							
11/18	Lawyers	4			2			
028032-028033	Mileage	7	6	2		1		
11/23	Newspaper		6		2			
028034-	Odyssey	1						
11/29	Ogd Pub Library					1		
028035-028087	Postage	1				1		
039927-039930	Register Approval	2	3			2		
	Retirement System							
	Scholarships							
	School Supplies	138	28	20	45	12		
	Superintendent	2	1			1		
	Transportation	2		2	20	2		
	Tuition	1				1		
	Utilities	12	6	3	6	6		
	VOTING							
	Warrant	3	4	1	1	3		
	Water and Sewer							

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All Discrepancies Ammended

E-Mail Approvals 11/03,11/12,11/13,11/16,11/18,11.23,11/29

December 2021 CLAIMS AUDIT

CHECKS	INVOICES	13-Dec	21-Dec					
12/01	Architect/Contractor		1					
060836-060842	Athletic Supplies		1					
028088-028108	Athletics	4	16					
039931-039932	Behav Consult							
12/13	Bldg & Grounds		3					
028109-028129	BOCES							
039933-039934	Cafeteria		55					
12/22	Civil Service							
060843-060850	Conference							
029901-	Comptroller		1					
028130-028223	DSS							
039935-039940	DOCTOR		1					
	Insurance	5	3					
	Internal Audit							
	Lawyers		2					
	Mileage		1					
	Newspaper							
	Odyssey							
	Ogd Pub Library							
	Postage	1						
	Register Approval	1	3					
	Retirement System							
	Scholarships							
	School Supplies	21	30					
	Superintendent	2						
	Transportation	1	25					
	Tuition		1					
	Utilities	2						
	VOTING							
	Warrant	2	4					
	Water and Sewer							

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All Discrepancies Ammended

E-Mail Approvals 12/01,12/07,12,13,12/17,12/22,12/23