

OGDENSBURG CITY SCHOOL DISTRICT
OGDENSBURG, NEW YORK

SUBJECT: Internal Claims Auditor Quarterly Report

DATE: May 9, 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 a 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/rab
Attachment

CLAIMS AUDIT QUARTERLY REPORT

January February March 2022

ALL CHECK REGISTERS CORRESPOND WITH ALL WARRANTS

ALL WARRANTS CORRESPOND WITH ALL INVOICES, NO DISCREPENCIES FOUND

GENERAL FUND	FEDERAL FUND	CAFETERIA FUND
CHECKS 4-Jan 028224-028237 11-Jan 028238- 14-Jan 028239-028363 20-Jan 028328- 21-Jan 028329-028363 26-Jan 028364-028389 31-Jan 028390-028396 4-Feb 028397-028426 9-Feb 028427-028454 14-Feb 028455-028456 16-Feb 028457-028501 17-Feb 028502-028505 23-Feb 028506-028520 3-Mar 028521-028527 4-Mar 028528-028577 10-Mar 028578-028606 11-Mar 028607-028612 16-Mar 028613-028667 17-Mar 028668- 23-Mar 028669-028695 28-Mar 028696-028704 31-Mar 028705-028735	CHECKS 4-Jan 039941-039942 14-Jan 039943- 21-Jan 039944- 26-Jan 039945-039951 4-Feb 039952-039954 9-Feb 039955- 17-Feb 039956- 23-Feb 039957-039959 4-Mar 039960- 23-Mar 039961- 31-Mar 039962- SCHOLARSHIP FUND 3-Mar 050617-	CHECKS 14-Jan 060851-060856 21-Jan 060857-060862 9-Feb 060863-060870 23-Feb 060871- 16-Mar 060872-060881 31-Mar 060882-060886 CAPITAL FUND 9-Feb 029802-

January 2022

CHECKS

01/04
028224-028237
039941-039942
01/11
028328-028242
01/14
060851-060856
028243-028327
039943-
01/20
028328-
01/21
060857-060862
028329-028363
039944-
01/26
028364-028389
039945-039951
01/31
028390-028396

CLAIMS AUDIT

INVOICES	4-Jan	13-Jan	21-Jan	26-Jan			
Architect/Contractor							
Athletic Supplies		6	1				
Athletics		23		11			
Behav Consult		6					
Bldg & Grounds	1	36	17	3			
BOCES			1				
Cafeteria		21	10	2			
Civil Service							
Conference	6		2	2			
DSS			1				
DOCTOR		1					
Insurance		2	2	1			
Internal Audit							
Lawyers			1	5			
Mileage		5					
Newspaper				1			
Odyssey							
Ogd Pub Library			1				
Postage			1	2			
Register Approval		3		2			
Retirement System							
Scholarships							
School Supplies	13	45	27	14			
Superintendent			3				
Transportation		36	6	1			
Tuition	1		1	1			
Utilities	7		8	15			
VOTING							
Warrant	1	4	1	4			
Water and Sewer				4			

All Invoices Correspond with all Warrants

All Warrants Correspond with all Registers

All Discrepancies Ammended

E-Mail Approvals 01/03 - 04 - 08 - 12 - 13 - 19 - 20 - 21 - 26 - 28

February 2022

CHECKS

02/04
028397-028426
039952-039954
02/09
060863-060870
029802-
028427-028454
039955-
02/14
028455-028456
02/16
028457-028501
02/17
028502-028505
039956-
02/23
028506-028520
060871-
039957-039959

CLAIMS AUDIT

INVOICES	3-Feb	9-Feb	16-Feb				
Architect/Contractor	1	1					
Athletic Supplies		1					
Athletics	12		25				
Behav Consult	1		1				
Bldg & Grounds	19	12	8				
BOCES		1					
Cafeteria		35					
Civil Service							
Conference		6					
DSS							
DOCTOR			1				
Fingerprint			19				
Insurance		1	2				
Internal Audit							
Lawyers							
Mileage			5				
Newspaper							
Odyssey							
Ogd Pub Library							
Postage		2					
Register Approval	2	2	2				
Retirement System							
Scholarships							
School Supplies	52	17	9				
Superintendent		3					
Transportation	3	9	6				
Tuition		2					
Utilities		7	4				
VOTING							
Warrant	3	3	3				
Water and Sewer							

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All Discrepancies Ammended

E-Mail Approvals 02/01 - 04 - 08 - 09 - 10 - 12 - 15 - 16 - 17 - 22

March 2022

CHECKS

03/03
028521-028527
030617-
03/04
028528-028577
039960-
03/10
028578-028606
03/11
028607-028612
03/16
060872-060881
028613-028667
03/17
028668-
03/23
028669-028695
39961
03/28
028696-028704
03/31
060882-060886
028705-028735
039962-

CLAIMS AUDIT

INVOICES	3-Mar	7-Mar	8-Mar	15-Mar	23-Mar	31-Mar	
Architect/Contractor							
Athletic Supplies			5	5	1	1	
Athletics	41			15			
Behav Consult		5		3		3	
Bldg & Grounds		22	3	34	17	18	
BOCES			1	1			
Cafeteria		2	2	68		28	
Civil Service							
Conference	3		3	2			
DSS			5				
DOCTOR				1			
Fingerprint	1					1	
Insurance	2		1	1		1	
Internal Audit						1	
Lawyers		1	2	2	1		
Mileage		1		3	2		
Newspaper		1	1				
Odyssey							
Ogd Pub Library							
Postage		1	2	1		1	
Register Approval		1	9	2	3		
Retirement System	1	2					
Scholarships							
School Supplies	19	10	58	38	25	25	
Superintendent	2	2		1	2		
Transportation			4	25	11	13	
Tuition			4		1	1	
Utilities		3	19	10			
VOTING							
Warrant	1	1	10	3	4	1	
Water and Sewer							

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All Discrepancies Ammended

E-Mail Approvals