

OGDENSBURG CITY SCHOOL DISTRICT
OGDENSBURG, NEW YORK

SUBJECT: Internal Claims Auditor Quarterly Report

DATE: August 23, 2021

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 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

April May June 2021

ALL CHECK REGISTERS CORRESPOND WITH ALL WARRANTS

ALL WARRANTS CORRESPOND WITH ALL INVOICES, NO DISCREPENCIES FOUND

GENERAL FUND	FEDERAL FUND	CAFETERIA FUND
CHECKS	CHECKS	CHECKS
1-Apr 026786-026813	1-Apr 039986-	1-Apr 060766-060769
8-Apr 026814-026844	8-Apr 039987-	8-Apr 060770-060771
20-Apr 026845-026878	20-Apr 039988-	20-Apr 060772-060774
23-Apr 026879-026919	7-May 039989-	23-Apr 060775-060777
7-May 026920-026985	19-May 039900-	7-May 060778-060779
19-May 026986=027043	21-Jun 039901-	25-May 060780-060784
25-May 027044-027080	29-Jun 039902-	9-Jun 060785-
28-May 027081-		15-Jun 060786-060792
9-Jun 027082-027148		29-Jun 060793-060797
15-Jun 027149-027206		30-Jun 060798-060799
25-Jun 027207-027208	SCHOLARSHIP FUND	CAPITAL FUND
21-Jun 027209-027229	04/20 050460-050465	20-Apr 029894-
29-Jun 027230-027284	9-Jun 050466-	29-Jun 029895-029897
30-Jun 027285-027330	06/21 050467-050612	
	06/29 050613-050615	

	B	C	D	E	F	G	H	I	J	K
1	April 2021		CLAIMS AUDIT							
2	CHECKS		INVOICES	1-Apr	6-Apr	16-Apr	23-Apr			
3	04/01		Architect/Contractor			1				
4	060766-060769		Athletic Supplies							
5	026786-026813		Athletics	18		20	30			
6	039896-		Behav Consult			3				
7	04/08		Bldg & Grounds	12		3	18			
8	060770-060771		BOCES							
9	026814-026844		Cafeteria	11		10	11			
10	039897-		Civil Service							
11	04/20		Conference			3				
12	060773-060774		DSS							
13	026845-026878		DOCTOR	1						
14	039898-		First Student							
15	050460-050465		Insurance			3				
16	029894-		Internal Audit							
17	04/23		Lawyers			1				
18	060775-060777		Mileage			1				
19	026879-026919		Newspaper			1				
20			Odyssey							
21			Ogd Pub Library							
22			Postage							
23			Register Approval	1	2	1	1			
24			Retirement System							
25			Scholarships							
26			School Supplies	18		14	24			
27			Superintendent			1				
28			Tuition							
29			Utilities	13		11				
30			VOTING							
31			Warrant	1	2	1	1			
32			Water and Sewer			4				
33	All Invoices Correspond with all Warrants									
34	All Warrants Correspond with all Registers									
35	All Discrepancies Ammended									
36	E-Mail Approvals 04/02, 04/06, 04/09, 04/12, 04/23, 04/27, 04/28									

May 2021

CHECKS

05/07

060778-060779

026920-026985

39899

05/19

026986-027043

039900-

05/25

060780-060784

027044-027080

05/28

027081-

CLAIMS AUDIT

INVOICES	7-May	10-May	18-May	28-May			
Architect/Contractor							
Athletic Supplies		5	5				
Athletics		22	26				
Behav Consult		1					
Bldg & Grounds		30	23				
BOCES		1					
Cafeteria		22					
Civil Service							
Conference		1		1			
DSS							
DOCTOR		1					
First Student		3					
Insurance		9		2			
Internal Audit							
Lawyers		1	1				
Mileage		6					
Newspaper				1			
Odyssey							
Ogd Pub Library							
Postage				1			
Register Approval	2	2	1	1			
Retirement System							
Scholarships							
School Supplies		17	15				
Superintendent				3			
Tuition		9		1			
Utilities		11	18				
VOTING				3			
Warrant	2	2	1	1			
Water and Sewer							

All Invoices Correspond with all Warrants

All Warrants Correspond with all Registers

All Discrepancies Ammended

E-Mail Approvals 05/07, 05/25, 05/28

June 2021

CHECKS

06/09
060785-
027082-027148
050466-
06/15
060786-069792
027149-027206
06/25
027207-027208
06/21
027209-027229
039901-
050467-050612
06/29
060792-060797
027230-027284
029895-029897
050613-050615
039902-
06/30
060798-060799
027285-027330

CLAIMS AUDIT

INVOICES	9-Jun	11-Jun	21-Jun	30-Jun			
Architect/Contractor							
Athletic Supplies				2			
Athletics	28						
Behav Consult	2	3	1				
Bldg & Grounds	4	14	1				
BOCES	1						
Cafeteria	28	2					
Civil Service							
Conference							
Comptroller		1					
DOCTOR							
First Student							
Insurance	1						
Internal Audit				1			
Lawyers		1		6			
Mileage	2	1	1				
Newspaper							
Odyssey							
Ogd Pub Library							
Postage	1	1		1			
Register Approval	1	1	1	1			
Retirement System		2					
Scholarships			148				
School Supplies	8	10	2	5			
Superintendent				2			
Tuition							
Utilities	8	4	1				
VOTING	7						
Warrant	1	1	1	1			
Water and Sewer							

All Invoices Correspond with all Warrants

All Warrants Correspond with all Registers

All Discrepancies Ammended

E-Mail Approvals 06/11, 06/28