

LIMITED PROCEDURES ENGAGEMENT

Upper Bucks County Technical School Bucks County, Pennsylvania

June 2017



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



Commonwealth of Pennsylvania
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EUGENE A. DePASQUALE
AUDITOR GENERAL

Mr. Bernard J. Wagenseller, Executive Director
Upper Bucks County Technical School
3115 Ridge Road
Perkasie, Pennsylvania 18944

Mr. Charles Shermer, Chairperson
Upper Bucks County Technical School
3115 Ridge Road
Perkasie, Pennsylvania 18944

Dear Mr. Wagenseller and Mr. Shermer:

We conducted a Limited Procedures Engagement (LPE) of the Upper Bucks County Technical School (Technical School) to determine its compliance with certain relevant state laws, regulations, policies, and administrative procedures (relevant requirements). The LPE covers the period July 1, 2012, through June 30, 2016, except for any areas of compliance that may have required an alternative to this period. The engagement was conducted pursuant to authority derived from Article VIII, Section 10 of the Constitution of the Commonwealth of Pennsylvania and The Fiscal Code (72 P.S. §§ 402 and 403), but was not conducted in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States.

As we conducted our LPE procedures, we sought to determine answers to the following questions, which serve as our LPE objectives:

- Did the Technical School have documented board policies and administrative procedures related to the following?
 - Internal controls
 - Budgeting practices
 - The Right-to-Know Law
 - The Sunshine Act
- Were the policies and procedures adequate and appropriate, and have they been properly implemented?
- Did the Technical School comply with the relevant requirements in the Right-to-Know Law and the Sunshine Act?

Mr. Bernard J. Wagenseller

Mr. Charles Shermer

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Our engagement found that the Technical School properly implemented policies and procedures for the areas mentioned above and complied, in all significant respects, with relevant requirements.

We appreciate the Technical School's cooperation during the conduct of the engagement.

Sincerely,

A handwritten signature in black ink, appearing to read "Eugene A. DePasquale". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Eugene A. DePasquale
Auditor General

June 12, 2017

cc: **UPPER BUCKS COUNTY TECHNICAL SCHOOL** Joint Operating Committee

Background Information

School Characteristics 2016-17 School Year ^A	
County	Bucks
Full-Time or Part-Time School	Part-Time
Secondary Pupils Enrolled	677
Post-Secondary Pupils Enrolled	5
Total Teachers	26
Total Full or Part-Time Support Staff	28
Total Administrators	6
Intermediate Unit Number	22

A - Source: Information provided by the Technical School administration and is unaudited.

Mission Statement^A

To educate students for successful careers and to inspire lifelong learning in a challenging and changing global economy.

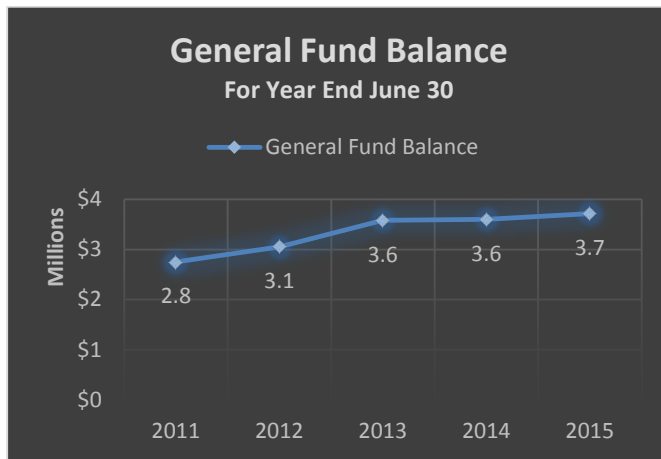
The operation, administration, and management of the Technical School are directed by a joint operating committee (JOC), which is comprised of nine members from the following school districts:

Palisades
Pennridge
Quakertown Community

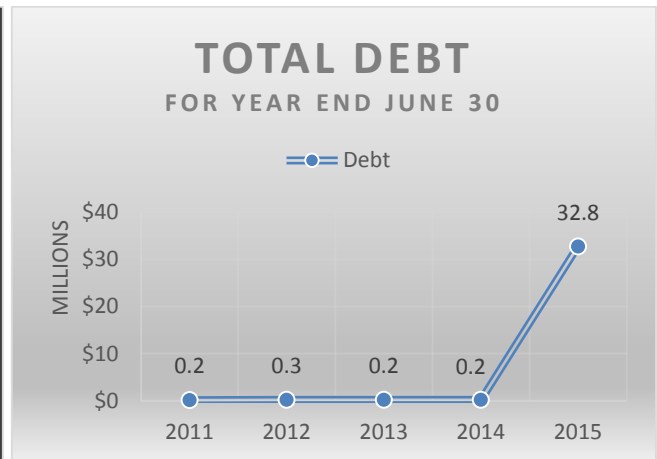
The JOC members are appointed by the individual school boards at the December meeting, each to serve a three-year term.

Financial Information

The following pages contain financial information about the Technical School obtained from annual financial data reported to the Pennsylvania Department of Education (PDE) and available on PDE's public website. This information was not audited and is presented for **informational purposes only**.

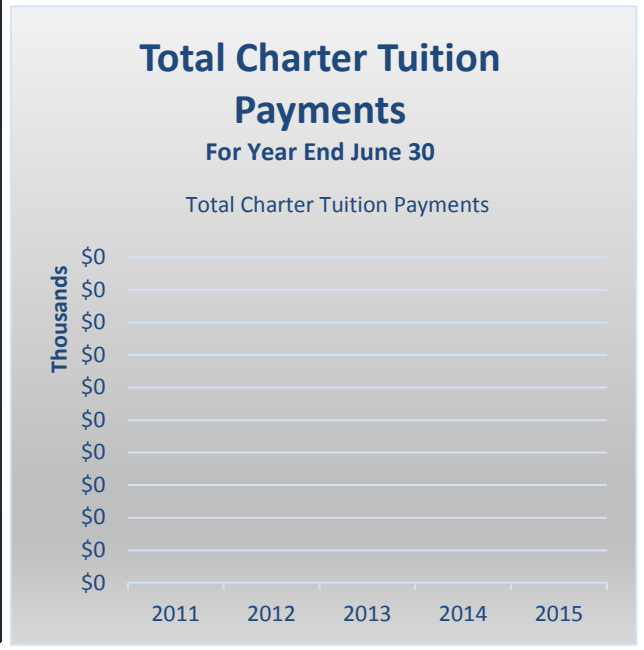
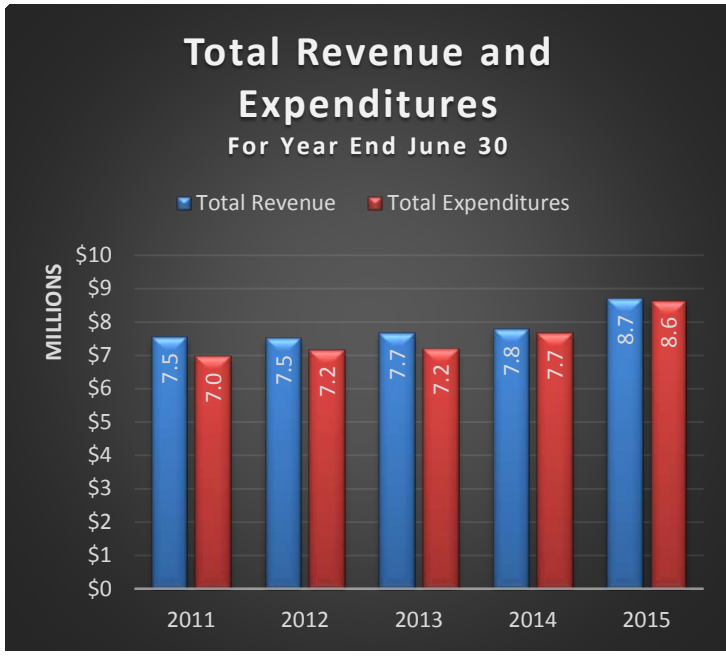


Note: General Fund Balance is comprised of the District's Committed, Assigned and Unassigned Fund Balances.

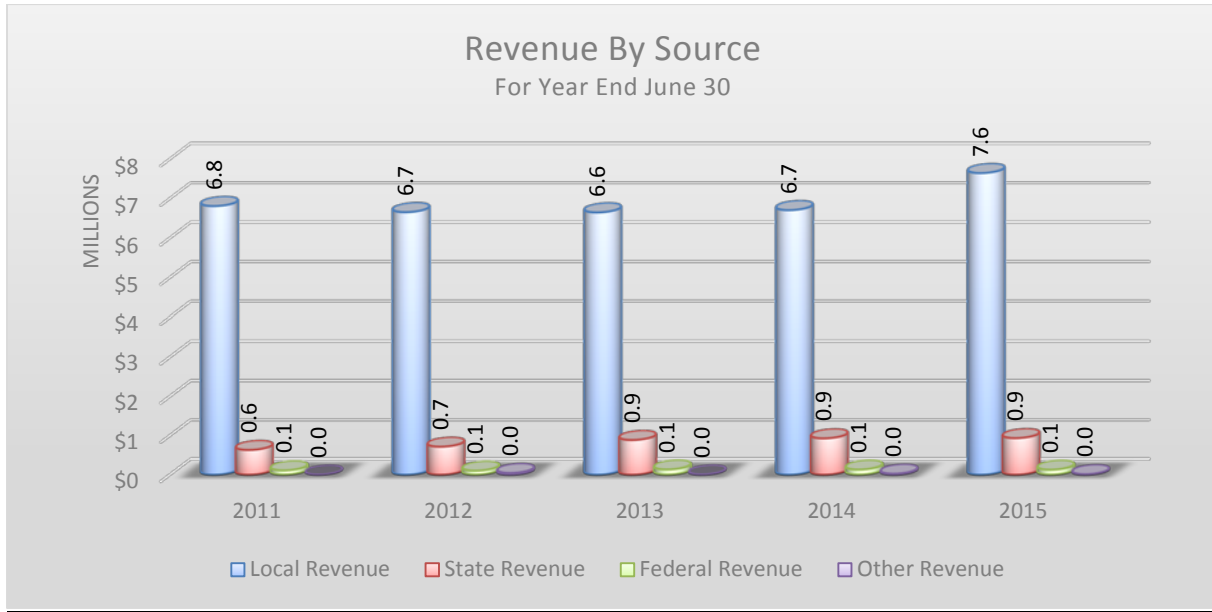


Note: Total Debt is comprised of Short-Term Borrowing, General Obligation Bonds, Authority Building Obligations, Other Long-Term Debt, Other Post-Employment Benefits and Compensated Absences.

Financial Information (Continued)



Note: Career and technical centers do not make payments to charter schools for tuition. These payments are made by the home district of each student.



Local revenues were primarily obtained from direct payments by the member districts based on the approved budget. Each district's proportionate share of the operating expenditures was determined by a formula involving average daily membership as specified in the Articles of Agreement.

Academic Information

SPP benchmarks represent the statewide average of all district school buildings in the Commonwealth.¹ PSSA benchmarks and goals are determined by PDE each school year and apply to all public school entities.²

Part-time career and technical centers, such as the Upper Bucks County Technical School, do not receive academic scores. Academic instruction in the core content areas occurs in the students' home district and are therefore reported within the scores of the students' home district.³ Full-time comprehensive career and technical centers providing core content receive academic scores.

4 Year Cohort Graduation Rates

Part-time career and technical centers do not report a graduation rate. Each students' graduation rate is reported through the home district for that student. Full-time comprehensive career and technical centers report graduation rates to PDE.

¹ Statewide averages for SPP scores were calculated based on all district school buildings throughout the Commonwealth, excluding charter and cyber charter schools.

² PSSA benchmarks apply to all district school buildings, charters, and cyber charters. In the 2011-12 school year, the state benchmarks reflect the Adequate Yearly Progress targets established under No Child Left Behind. In the 2012-13 and 2013-14 school years, the state benchmarks reflect the statewide goals based on annual measurable objectives established by PDE.

³ <http://paschoolperformance.org/FAQ>.

Status of Prior Audit Findings and Observations

Our prior audit of the Technical School resulted in no findings or observations.

Distribution List

This letter was initially distributed to the Executive Director of the Center, the Joint Operating Committee, and the following stakeholders:

The Honorable Tom W. Wolf

Governor
Commonwealth of Pennsylvania
Harrisburg, PA 17120

The Honorable Pedro A. Rivera

Secretary of Education
1010 Harristown Building #2
333 Market Street
Harrisburg, PA 17126

The Honorable Joe Torsella

State Treasurer
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Mr. Nathan Mains

Executive Director
Pennsylvania School Boards Association
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Mechanicsburg, PA 17050

This letter is a matter of public record and is available online at www.PaAuditor.gov. Media questions about the letter can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: News@PaAuditor.gov.