

WEST YORK AREA SCHOOL DISTRICT

YORK COUNTY, PENNSYLVANIA

PERFORMANCE AUDIT REPORT

FOR THE YEARS ENDED JUNE 30, 2006, 2005, 2004 AND 2003,  
AND IN CERTAIN AREAS EXTENDING BEYOND JUNE 30, 2006

WITH FINDINGS, OBSERVATION, RECOMMENDATIONS AND

STATUS OF PRIOR YEARS' FINDINGS, OBSERVATION AND  
RECOMMENDATIONS

THROUGH OCTOBER 15, 2007





WEST YORK AREA SCHOOL DISTRICT  
YORK COUNTY, PENNSYLVANIA  
PERFORMANCE AUDIT REPORT

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THROUGH OCTOBER 15, 2007



WEST YORK AREA SCHOOL DISTRICT  
CONTENTS

|   | <u>Page</u> |
|---|-------------|
| Independent Auditor's Report .....  | 1           |
| Background .....  | 3           |
| Objectives, Scope and Methodology .....   | 4           |
| Conclusions .....   | 5           |
| Objective No. 1 .....   | 5           |
| Objective No. 2 .....   | 12          |
| Supplementary Information: Schedule and Description of State Revenue Received ..... | 19          |
| Audit Report Distribution List .....  | 23          |



The Honorable Edward G. Rendell  
Governor  
Commonwealth of Pennsylvania  
Harrisburg, Pennsylvania 17120

Dear Governor Rendell:

We have conducted a performance audit of the West York Area School District for the years ended June 30, 2006, 2005, 2004 and 2003, and in certain areas extending beyond June 30, 2006. Our audit was conducted pursuant to 72 P.S. § 403 and in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States.

Our audit was limited to the following objectives:

- Objective No. 1 - To determine if the West York Area School District complied with applicable state laws, regulations, contracts, grant requirements, and administrative procedures falling within the scope of our audit; and
- Objective No. 2 - To determine if the West York Area School District took appropriate corrective action to address the findings, observation and recommendations contained in our prior audit report.

To plan and perform our audit of the West York Area School District, we considered the district's internal controls pertinent to our audit objectives. Based on our consideration of these internal controls we determined audit procedures for the purpose of reporting on our audit objectives, but not to provide assurance on the effectiveness of the district's internal controls. However, any significant internal control deficiencies found during our audit were included in our report.

Independent Auditor's Report (Continued)

The results of our tests indicated that in all significant respects, the West York Area School District was in compliance with applicable state laws, regulations, contracts, grant requirements, and administrative procedures falling within the scope of our audit and took appropriate corrective action to address the findings, observation and recommendations contained in our prior audit report, except as noted in the following findings. We also identified an internal control weakness as discussed in the observation. The findings and observation are discussed further in the Conclusions section of this report:

Objective No. 1

- Finding No. 1 – Transportation Reimbursement Underpayments of \$100,810
- Finding No. 2 – Improperly Claiming Instructional Time for Field Trips When Admission Cost Was Paid by the Students
- Finding No. 3 – Board Members Failed to File Statements of Financial Interests in Violation of the Public Official and Employee Ethics Act
- Observation – Memorandums of Understanding Not Updated Timely

We believe that our recommendations, if implemented by the district, will improve the internal control weakness identified and help ensure compliance with applicable state laws, regulations, contracts, grant requirements, and administrative procedures falling within the scope of our audit.

The accompanying supplementary information is presented for purposes of additional analysis. We did not audit the information and, accordingly, express no form of assurance on it.

Sincerely,

October 15, 2007

/s/  
JACK WAGNER  
Auditor General



WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT  
BACKGROUND

**Background**

The West York Area School District is located in York County and encompasses an area of approximately 25 square miles. The school district has a population of 21,356, according to the 2000 federal census. The administrative offices are located at 2605 West Market Street, York, Pennsylvania.

According to school district administrative officials, during the 2005-06 school year, the district provided basic educational services to 3,107 pupils through the employment of 17 administrators, 220 teachers, and 169 full-time and part-time support personnel. Special education was provided by the district and the Lincoln Intermediate Unit #12. Occupational training and adult education in various vocational and technical fields were provided by the district and the York County School of Technology.

Generally, state subsidies and reimbursements are paid in the year subsequent to the year in which the school district incurs the cost that qualifies it for the applicable subsidy or reimbursement. While the Pennsylvania Department of Education (DE) makes partial payments to the school district throughout the year, final payments are normally made in June. Refer to the Supplementary Information on pages 19 through 21 of this report for a listing of the state revenue the district received during the 2005-06, 2004-05, 2003-04 and 2002-03 school years and for descriptions of the state revenue received by category.

In July of each year, the Commonwealth's Labor, Education and Community Services, Comptroller's Office confirms the payments that were made by DE throughout the prior fiscal year. School district annual financial reports and the related certified audits of the payments are not available before October 31<sup>st</sup> of the following fiscal year.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT  
OBJECTIVES, SCOPE AND METHODOLOGY

**OBJECTIVES AND SCOPE**

Our audit objectives were:

- . Objective No. 1 – To determine if the West York area School District complied with applicable state laws, regulations, contracts, grant requirements, and administrative procedures falling within the scope of our audit; and
- . Objective No. 2 – To determine if the West York School District took appropriate corrective action to address the findings, observation and recommendations contained in our prior audit report.

The scope of our audit covered the years ended June 30, 2006, 2005, 2004 and 2003, and in certain areas extending beyond June 30, 2006.

**METHODOLOGY**

Our audit was conducted under authority of 72 P.S. § 403, and does not supplant the local annual audit as required by the Public School Code of 1949, as amended (Public School Code).

The proper administration of a school district requires school board members to establish and maintain internal controls to provide reasonable assurance that specific school district objectives will be achieved. School board members are responsible for the adoption and use of policies and procedures that promote the economical and efficient conduct of assigned duties and responsibilities. In completing our audit, we obtained an understanding of the school district's internal controls as they relate to the district's compliance with applicable state laws, regulations, contracts, grant requirements, and administrative procedures falling within the scope of our audit. We evaluated and tested documents, files, reports, agreements, and systems, and performed analytical procedures to the extent necessary to satisfy our audit objectives. Additionally, we interviewed selected administrators and operations personnel.

As noted in the Background section of this report, the Department of Education generally pays state subsidies and reimbursements in the fiscal year subsequent to the fiscal year in which the district incurs the qualifying cost. Because we use the payment confirmations, annual financial reports and certified audit data as supporting documentation of actual payments received in the performance of our audit, we cannot begin the field work of a school district's operations for a given year until after this information becomes available.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**CONCLUSIONS – OBJECTIVE NO. 1**

The first objective of our audit was to determine if the West York Area School District complied with applicable state laws, regulations, contracts, grant requirements, and administrative procedures falling within the scope of our audit.

The results of our tests indicate that with respect to the items tested, the West York Area School District complied with applicable state laws, regulations, contracts, grant requirements, and administrative procedures falling within the scope of our audit, except as noted in the findings listed below. Additionally, we identified an internal control weakness as noted in the observation included in this report. The findings, observation and recommendations were reviewed with representatives of the West York Area School District, and their comments have been included in this report.

**Finding No. 1 – Transportation Reimbursement Underpayments of \$100,810**

Our audit of the district's transportation reports for the 2005-06, 2004-05, 2003-04 and 2002-03 school years found errors in data reported to the Department of Education (DE), resulting in the following transportation reimbursement underpayments:

| <u>School Years</u> | <u>Amount</u>    |
|---------------------|------------------|
| 2005-06             | \$ 50,316        |
| 2004-05             | 1,864            |
| 2003-04             | 15,210           |
| 2002-03             | <u>33,420</u>    |
| Total               | <u>\$100,810</u> |

Our review of the district's internal controls found that no procedures were in place to check the clerical accuracy of mileage and pupil averaging calculations completed by the transportation coordinator. In addition, there were no controls in place to ensure all the necessary transportation data was submitted to DE. Internal controls are the responsibility of management. Because the district's internal controls were insufficient, management and DE were not provided with the assurance that data supporting the district's transportation operations were collected, recorded and reported accurately in accordance with DE instructions.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 1 (Continued)**

As a result of the internal control deficiency, the district submitted data to DE that contained clerical and mathematical errors in computing the average number of miles with and without pupils and the greatest number of pupils transported. In addition, the district failed to report all vehicle data.

2005-06

- . miles buses traveled with pupils were understated for 14 of 41 contracted vehicles, resulting in a net understatement of 96.3 miles/day;
- . miles buses traveled without pupils were understated for 14 of 41 contracted vehicles, resulting in a net understatement of 135.8 miles/day;
- . the greatest number of pupils transported was incorrectly reported for 5 of 41 contracted vehicles, resulting in a net understatement of 1.7 pupils/day; and
- . no data was reported for one contracted vehicle.

2004-05

- . miles buses traveled with pupils were understated for 16 of 40 contracted vehicles, resulting in a net understatement of 7.8 miles/day; and
- . miles buses traveled without pupils were understated for 15 of 40 contracted vehicles, resulting in a net understatement of 21.8 miles/day.

2003-04

- . miles buses traveled with pupils were understated for 39 of 41 contracted vehicles, resulting in a net understatement of 92.8 miles/day;
- . miles buses traveled without pupils were understated for 38 of 41 contracted vehicles, resulting in a net understatement of 161.6 miles/day; and

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 1 (Continued)**

- the greatest number of pupils transported was overstated for 1 of 41 contracted vehicles, resulting in a net overstatement of 0.2 pupils/day.

2002-03

- miles buses traveled with pupils were understated for 42 of 45 contracted vehicles, resulting in a net understatement of 85.1 miles/day; and
- miles buses traveled without pupils were understated for 45 of 45 contracted vehicles, resulting in a net understatement of 78.9 miles/day.

We have provided DE with reports detailing the errors for use in recalculating the district's transportation reimbursement.

Recommendations

District personnel should:

- establish an internal review procedure to ensure the accuracy of mileage and pupil average calculations, and to ensure data is reported for all buses, prior to transportation data being reported to DE; and
- review the report for the year subsequent to the current audit period and submit revised reports to DE, if errors are found.

DE should adjust the district's allocations to resolve the transportation reimbursement underpayments in the amount of \$100,810.

Response of Management

Management provided the following response agreeing with the finding:

The West York Area School District has revised how we are accounting for transportation bus runs and will have reports reviewed by the Transportation Director and Business Office Secretary for accuracy.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 2 – Improperly Claiming Instructional Time for Field Trips When Admission Cost Was Paid by the Students**

As a result of a citizen inquiry, we reviewed district authorized curricular field trips for the period July of 2004 through April of 2007. Based on information provided by the district's business manager, we determined the district had authorized 138 curricular field trips during the review period. We found that students were required to pay admission costs for 18 such trips. Our review of district membership records also found that students attending these curricular field trips were included in membership without any instructional time adjustment.

Section 1501 of the Public School Code (24 P.S. § 15-1501) provides, in part:

No days on which the schools are closed shall be counted as days taught and no time shall be counted as a pupil session for any activity to which admission is charged. (Emphasis added)

As a result of an administrative oversight, the district failed to comply with the provisions of Section 1501 of the Public School Code by counting instructional time for curricular field trips for which students were charged an admission fee.

Since the field trip records did not identify the names and the number of students participating in the various curricular field trips, we were unable to determine the amount of instructional time improperly reported for state reimbursement purposes.

Recommendations

District administrative personnel should comply with the provisions of Section 1501 of the Public School Code and not claim instructional time for students participating in curricular field trips for which they have paid admission costs.

District child accounting personnel should contact DE personnel for guidance as to how to correctly account for the reduction in instructional time in such circumstances.

Response of Management

Management provided the following response agreeing with the finding:

The West York Area School District has revised our field trip form and instructions to reflect field trips will be paid by the District, allowing instructional time to be claimed.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 3 – Board Members Failed to File Statements of Financial Interests in Violation of the Public Official and Employee Ethics Act**

Our review of district records found that one former board member failed to file his Statement of Financial Interests for the 2005 and 2004 calendar years. Additionally, a current board member failed to file his Statement of Financial Interests for the 2004 calendar year.

Public office is a public trust sustained by assuring people of the impartiality and honesty of public officials and public employees. Accordingly, the Pennsylvania Public Official and Employee Ethics Act (Ethics Act), 65 Pa.C.S. § 1101 *et seq.*, requires all candidates for public office, public officials and certain public employees to complete a Statement of Financial Interests for the preceding calendar year annually, no later than May 1<sup>st</sup> of each year they hold their positions and of the year after leaving such positions.

The Ethics Act specifically requires public officials and certain public employees to disclose matters on the Statement of Financial Interests that currently or potentially creates conflicts of interest with their public duties. When a public official does not properly file a required disclosure, the public cannot examine the disclosure in order to determine whether conflicts of interest exist. This in turn erodes the public's trust. In addition, the board members' failure to file the Statements of Financial Interests violated the Ethics Act.

Section 1104(d) of the Ethics Act, 65 Pa.C.S. § 1104(d), which pertains to the failure to file the required Statement of Financial Interests, provides, in pertinent part, as follows:

No public official shall be allowed to take the oath of office or enter or continue upon his duties, nor shall he receive compensation from public funds, unless he has filed a statement of financial interests . . .

Section 1109(b), 65 Pa.C.S. § 1109(b) provides, in pertinent part, that any person who is required to file a Statement of Financial Interests but fails to do so may be found guilty of a misdemeanor and may be fined not more than \$1,000 or imprisoned for not more than one year.

Section 1109(f), 65 Pa.C.S. § 1109(f) provides, in pertinent part, that any person who is required to file a Statement of Financial Interests but fails to do so in a timely manner or who files a deficient Statement of Financial Interests may be subject to a civil penalty, at a rate of not more than \$25 for each day such statement remains delinquent or deficient, with a maximum penalty under this chapter of \$250.

A copy of this finding will be forwarded to the State Ethics Commission for additional review and investigation as it deems necessary.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 3 (Continued)**

Recommendations

The board should:

- . seek the advice of its solicitor in regard to the board's responsibility when a board member fails to file a Statement of Financial Interests; and
- . develop procedures to ensure that all individuals required to file Statements of Financial Interests do so in compliance with the Ethics Act.

Response of Management

Management provided the following response agreeing with the finding:

We agree with the auditor's finding. To ensure the "Statement of Financial Interest" is correctly filled out we will conduct an in-service both for Board members and Administrators. We will discuss with new Board Members as they are elected.

**Observation – Memorandums of Understanding Not Updated Timely**

Our audit of the district's records found that the current Memorandums of Understanding (MOU) between the district and two local law enforcement agencies, West Manchester Township Police Department and the West York Borough Police Department, were signed July 6, 2000, and October 2, 1998, respectively, and have not been updated.

Section 1303-A(c) of the Public School Code provides:

All school entities shall develop a memorandum of understanding with local law enforcement that sets forth procedures to be followed when an incident involving an act of violence or possession of a weapon by any person occurs on school property. Law enforcement protocols shall be developed in cooperation with local law enforcement and the Pennsylvania State Police.<sup>1</sup>

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<sup>1</sup>24 P.S. § 13-1303-A(c).



WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Observation (Continued)**

Additionally, the Basic Education Circular issued by DE entitled Safe Schools and Possession of Weapons, contains a sample MOU to be used by school entities. Section VI, General Provisions item (B) of this sample states:

This Memorandum may be amended, expanded or modified at any time upon the written consent of the parties, but in any event must be reviewed and re-executed within two years of the date of its original execution and every two years thereafter. (Emphasis added)

The failure to update MOUs with all local law enforcement agencies could result in a lack of cooperation, direction, and guidance between district employees and law enforcement agencies when an incident occurs on school property, at any school sponsored activity, or any public conveyance providing transportation to or from a school or school sponsored activity. This internal control weakness could have an impact on law enforcement notification and response, and ultimately the resolution of a problem situation.

Recommendations

The district administration, in consultation with the solicitor, should review, update and re-execute the current MOUs between the district and the two local law enforcement agencies.

Additionally, the district should adopt a policy requiring the administration to review and re-execute the MOU every two years.

Response of Management

Management provided the following response agreeing with the observation:

We have placed the renewal process on the District's document calendar for our Board meetings.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**CONCLUSIONS - OBJECTIVE NO. 2**

The second objective of our audit was to determine if the West York Area School District took appropriate corrective action to address the findings, observation and recommendations contained in our prior audit report for the years ended June 30, 2002 and 2001, and in certain areas extending beyond June 30, 2002. The status of the findings and observation, along with a description of the school board's disposition of each recommendation, was determined by one or more of the following procedures:

- reviewing the board's written response, dated March 15, 2005, to the Department of Education, replying to the Department of the Auditor General's audit report for the years ended June 30, 2002 and 2001, and in certain areas extending beyond June 30, 2002;
- performing tests as a part of, or in conjunction with, the current audit; and
- questioning appropriate district personnel regarding specific prior years' findings, observation and recommendations.

**Finding No. 1 – Social Security and Medicare Taxes Reimbursement Net Underpayment of \$15,614**

Our prior audit of the district's 2001-02 and 2000-01 Reconciliation of Social Security and Medicare Tax Contributions (PDE-2105) applications found errors in total taxable Social Security and Medicare wages reported for reimbursement, resulting in a net underpayment of \$15,614 for the 2000-01 school year.

We recommended that district personnel:

- review reports submitted for years subsequent to the audit, and if similar errors occurred, submit revised reports to DE; and
- establish reconciliation procedures for verification of total eligible Social Security and Medicare wages.

We further recommended that the Department of Education (DE) adjust the district's future allocations to resolve the Social Security and Medicare taxes reimbursement net underpayment of \$15,614.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 1 (Continued)**

In its written response the board agreed with the finding and noted:

Causes are undetermined. We believe that the underreporting may have been a function of the ability to obtain data from our prior data system. In addition, all personnel in the business office responsible for this reporting are new to the district within the past 18 months.

Corrective actions will include the following among others:

- Forms PDE 2105 and IRS 941 [Employer's Quarterly Federal Tax Return] will be compared by the payroll coordinator to determine that information reported on both forms match.
- A new data system for payroll and fund accounting has been implemented that will provide more accurate information.

Both corrective actions have been implemented.

The Assistant Business Manager will review the comparison data on a quarterly basis.

Our current audit found that district personnel complied with our recommendations and no significant errors were noted in the district's Social Security and Medicare taxes reimbursement applications.

DE paid the district \$15,614 on November 3, 2005, to resolve the underpayments.

Based on the results of our current audit, we concluded that the district did take appropriate corrective action to address this finding.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 2 – Pupil Membership Errors Resulted in Underpayments of \$15,053**

Our prior audit of pupil membership records for the 2001-02 and 2000-01 school years found errors in data reported to DE for the 2000-01 school year. The errors resulted in underpayments of \$15,053, as follows:

| <u>Description</u>                           | <u>2003-04</u> | <u>2002-03</u> | <u>2001-02</u>  | <u>Totals</u>   |
|--|----------------|----------------|-----------------|-----------------|
| Tuition for Children Placed in Private Homes | \$ -           | \$ -           | \$ 7,192        | \$ 7,192        |
| Basic Education Funding (BEF)                | 2,454          | 2,251          | 2,819           | 7,524           |
| Special Education Subsidy                    | <u>113</u>     | <u>113</u>     | <u>111</u>      | <u>337</u>      |
| Totals                                       | <u>\$2,567</u> | <u>\$2,364</u> | <u>\$10,122</u> | <u>\$15,053</u> |

We recommended that the child accounting coordinator:

- compare agency placement letters supporting the placement of foster students within the district to district membership records to ensure that all membership days for children placed in private homes are accurately reported;
- develop review procedures to ensure that membership for children placed in private homes from other districts, who are mainstreamed into district classes while attending Lincoln Intermediate Unit #12 (LIU) classes located in the district, is reported as membership for children placed in private homes instead of as district-paid tuition membership;
- compare data to be submitted to DE with membership data from LIU to ensure agreement; and
- review membership data for years subsequent to the audit, and if errors were found, submit revised reports to DE.

We also recommended that DE adjust the district’s allocations to resolve the reimbursement underpayments of \$15,053.

In its written response the board agreed with the finding and noted:

Corrective actions will include the following among others:

- In-service all attendance secretaries in the use of District attendance forms. This training will include one session prior to the beginning of school and a follow-up session in October/November.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 2 (Continued)**

- Child Accounting Coordinator will check accuracy of reporting monthly.
- The Child Accounting Coordinator will review discrepancies with the attendance secretaries.

The corrective action related to monthly reports has begun. The in-service training will begin with the 2005-2006 school year.

The Child Accounting Coordinator will document the monthly reviews of reports and the in-service training.

DE paid the district \$7,192 on June 28, 2007 to resolve the tuition for children placed in private homes portion of this finding. Since DE personnel failed to resolve the BEF portion of this finding in a timely manner, additional underpayments of \$2,251 occurred in both 2004-05 and 2005-06. As a result of additional information made available to DE subsequent to our prior audit, DE determined the BEF underpayment for 2003-04 was \$2,250. DE accordingly paid the district \$11,822 on June 1, 2007 to resolve the BEF portion of this finding. Resolution of the special education underpayments is still pending final action at DE. The special education reimbursement formula contains a guarantee factor that ensures that district will receive at least the same amount of special education reimbursement as it received in the prior year. Since DE has not acted in a timely manner to resolve these underpayments, an additional underpayment of approximately \$113 per year is accruing. We again recommend that DE act promptly to resolve the special education underpayments due the district.

Our current audit found that district personnel complied with our recommendations and no significant errors were noted in membership reporting. Based on the results of our current audit, we concluded that the district did take appropriate corrective action to address this finding.

**Finding No. 3 – Certification Irregularities**

Our prior audit of the professional employees' certification for the period June 23, 2001 through October 19, 2004, found one teacher's Pennsylvania teaching certification had lapsed and one teacher was assigned prior to receiving emergency Pennsylvania teaching certification.

Information pertaining to the certificates and assignments was submitted to the Bureau of Teacher Certification and Preparation (BTCPP), DE for its review. BTCPP subsequently confirmed the irregularities, subjecting the district to subsidy forfeitures of \$3,440 for the 2002-03 school year and \$1,172 for the 2001-02 school year.

We recommended that the superintendent require the individuals cited in this finding to obtain proper certification or reassign them to positions for which they were properly certified.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**Finding No. 3 (Continued)**

We also recommended that DE recover the subsidy forfeitures.

Our current audit found that the teacher with the lapsed certificate obtained permanent certification on June 1, 2004, and the teacher assigned prior to receiving emergency Pennsylvania teaching certification obtained that certification on December 1, 2001, and received Level I certification on August 1, 2003.

District personnel complied with our recommendations and no certification irregularities were noted during our current audit.

DE withheld \$4,612 from the district's June 1, 2005 BEF payment to resolve this finding.

Based on the results of our current audit, we concluded that the district did take appropriate corrective action to address this finding.

**Observation – Internal Control Weaknesses in Administrative Policies**

Our prior audit found that neither the district nor its transportation contractor had any written policies or procedures in place to notify them if their current employees were charged with or convicted of a criminal offense. Although such findings would not legally prohibit the district from continuing to employ the individual, they should be considered for the purpose of determining an individual's continued suitability to be in direct contact with children. We considered the lack of written procedures or policies addressing criminal convictions subsequent to the date of hire, although not legally required, to be an internal control weakness that could result in the continued employment of individuals who may nonetheless pose a risk if allowed to continue to have direct contact with children.

We recommended that the district and contractor, in consultation with the district's solicitor, implement procedures to ensure they are notified when drivers, or any employee who has direct contact with children, are charged with or convicted of crimes that call into question the employees' suitability to continue to have direct contact with children.

In its written response the board agreed with the observation and noted:

Corrective actions will include the following among others:

- Our transportation contractor has been notified of the request to conduct background checks on current drivers.
- Beginning November 1, 2004, our contractor will conduct criminal background checks on current drivers in conjunction with the four-year renewal of their bus driver's license.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

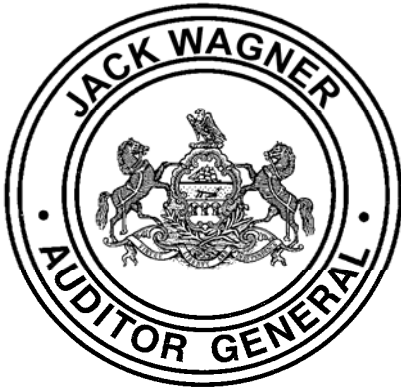
**Observation (Continued)**

The corrective actions have been implemented, effective November 1, 2004.

The District's Transportation Coordinator will request copies of the background checks completed in the prior year on an annual basis.

Our current audit confirmed that the contractor is obtaining updated background checks on current employees in conjunction with the four-year renewal of their bus driver license. Additionally, the contractor confirmed that he will notify the district if any contractor drivers are charged with or convicted of a crime.

Based on the results of our current audit, we concluded that the district did take appropriate corrective action to address this observation.





WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**SUPPLEMENTARY INFORMATION**  
**[UNAUDITED]**

**Schedule of State Revenue Received**

The district reported it received state revenue of \$7,788,418, \$7,232,734, \$6,757,718 and \$6,425,343, respectively, for the years ended June 30, 2006, 2005, 2004 and 2003, as detailed in the following schedule:

|                                    | <u>2006</u>               | <u>2005</u>               | <u>2004</u>               | <u>2003</u>               |
|------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| <b>STATE REVENUE</b>               |                           |                           |                           |                           |
| Basic Education                    | \$3,706,688               | \$3,496,887               | \$3,354,453               | \$3,250,211               |
| Read to Succeed                    | -                         | -                         | -                         | 26,288                    |
| Charter Schools                    | 56,865                    | 64,848                    | 24,874                    | 27,830                    |
| Tuition for Orphans and Children   |                           |                           |                           |                           |
| Placed in Private Homes            | 266,420                   | 73,807                    | 50,906                    | 37,580                    |
| Homebound Instruction              | 382                       | 166                       | 275                       | 144                       |
| Alternative Education              | 170,067                   | 204,470                   | 20,480                    | 25,247                    |
| Migratory Children                 | 40                        | 360                       | 154                       | -                         |
| Special Education                  | 1,294,920                 | 1,263,884                 | 1,239,111                 | 1,189,184                 |
| Transportation                     | 466,747                   | 419,360                   | 420,755                   | 488,986                   |
| Rental and Sinking Fund Payments   | 608,385                   | 605,748                   | 869,189                   | 737,945                   |
| Health Services                    | 62,537                    | 65,188                    | 63,603                    | 57,311                    |
| Social Security and Medicare Taxes | 569,788                   | 519,153                   | 481,172                   | 479,663                   |
| Retirement                         | 344,321                   | 277,605                   | 231,772                   | 102,944                   |
| Other Program Subsidies/Grants:    |                           |                           |                           |                           |
| PA Accountability                  | 241,258                   | 241,258                   | -                         | -                         |
| Fastworks                          | -                         | -                         | -                         | 2,010                     |
| Miscellaneous                      | -                         | -                         | 974                       | -                         |
|                                    | <hr/>                     | <hr/>                     | <hr/>                     | <hr/>                     |
| <b><u>TOTAL STATE REVENUE</u></b>  | <b><u>\$7,788,418</u></b> | <b><u>\$7,232,734</u></b> | <b><u>\$6,757,718</u></b> | <b><u>\$6,425,343</u></b> |

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**SUPPLEMENTARY INFORMATION**  
**[UNAUDITED]**

*Description of State Revenue Received (Source: Pennsylvania Accounting Manual)*

Basic Education

Revenue received from Commonwealth appropriations as subsidy for basic education.

Read to Succeed

Revenue received from the Commonwealth to ensure that all students learn to read and write by the end of the third grade.

Charter Schools

Revenue received from the Commonwealth to fund the Charter Schools initiative. The state subsidy received includes revenue for startup funding, nonpublic transfers, and transitional grants.

Tuition for Orphans and Children Placed in Private Homes

Revenue received from the Commonwealth as tuition for children who are orphans and/or children who are placed in private homes by the court. Payments are made in accordance with Sections 1305 and 1306 of the Public School Code.

Homebound Instruction

Revenue received from the Commonwealth as subsidy for expenses incurred for instruction of homebound pupils. Payments are made in accordance with Section 2510.1 of the Public School Code.

Alternative Education

Revenue received from the Commonwealth as subsidy for alternative education. Alternative education is specialized educational instruction and support services to students that must be removed from regular classrooms because of disruptive behavior.

Migratory Children

Revenue received from the Commonwealth as subsidy for the attendance of migratory children in accordance with Sections 2502 and 2509.2 of the Public School Code.

WEST YORK AREA SCHOOL DISTRICT  
PERFORMANCE AUDIT REPORT

**SUPPLEMENTARY INFORMATION**  
**[UNAUDITED]**

Special Education

Revenue received from the Commonwealth as subsidy for expenditures incurred for instructing school age special education students.

Transportation

Revenue received from the Commonwealth as subsidy for pupil transportation expenditures and/or board and lodging in lieu of transportation. Payments for pupil transportation are made in accordance with Section 2541 of the Public School Code. Payments for board and lodging in lieu of transportation are made in accordance with Section 2542 of the Public School Code. This revenue also includes subsidy for the transportation of nonpublic and charter school students.

Rental and Sinking Fund Payments

Revenue received from the Commonwealth as a full or partial subsidy payment for approved lease rentals, sinking fund obligations, or any approved district debt obligations for which the Department of Education has assigned a lease number.

Health Services

Revenue received from the Commonwealth as subsidy for health services. Payments are made in accordance with Section 2505.1 of the Public School Code and include revenue for medical, dental, nurse and health services.

Social Security and Medicare Taxes

Revenue received from the Commonwealth as subsidy designated as the Commonwealth's matching share of the employer's contribution of the Social Security and Medicare taxes for covered employees who are not federally funded.

Retirement

Revenue received from the Commonwealth as subsidy designated as the Commonwealth's matching share of the employer's contribution of retirement contributions for active members of the Public School Employees' Retirement System.

Other Program Subsidies/Grants

Revenue received from the Commonwealth not specified elsewhere.



BUREAU OF SCHOOL AUDITS

AUDIT REPORT DISTRIBUTION LIST

This report was initially distributed to the superintendent of the school district, the board members, and the following:

The Honorable Edward G. Rendell  
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Commonwealth of Pennsylvania  
Harrisburg, PA 17120

The Honorable Gerald Zahorchak, D.Ed.  
Secretary of Education  
1010 Harristown Building #2  
333 Market Street  
Harrisburg, PA 17126

The Honorable Robin L. Wiessmann  
State Treasurer  
Room 129 - Finance Building  
Harrisburg, PA 17120

Mr. John Godlewski  
Director, Bureau of Budget and Fiscal Management  
Department of Education  
4<sup>th</sup> Floor, 333 Market Street  
Harrisburg, PA 17126

Dr. David Wazeter  
Research Manager  
Pennsylvania State Education Association  
400 North Third Street - Box 1724  
Harrisburg, PA 17105

Dr. David Davare  
Director of Research Services  
Pennsylvania School Boards Association  
P.O. Box 2042  
Mechanicsburg, PA 17055



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Mr. John J. Contino  
Executive Director  
State Ethics Commission  
309 Finance Building  
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