

ALLEGHENY-CLARION VALLEY SCHOOL DISTRICT

Box 100 Foxburg, Pennsylvania 16036

Phone: (724) 659-5820 • Fax: (724) 659-2963

Mr. David McDeavitt, Superintendent
Mrs. Tammy Thompson, Board Secretary

Ms. Emmy Foust, Business Manager
Mr. Grant Grasha, Foodservice Manager, Ext. 2144

ELEMENTARY SCHOOL

Box 347 Foxburg, Pennsylvania 16036

P: (724) 659-3555 F: (724) 659-2963

Mrs. Lori Sherman, Principal/Transportation Director



JR/SR HIGH SCHOOL

Box 345 Foxburg, Pennsylvania 16036

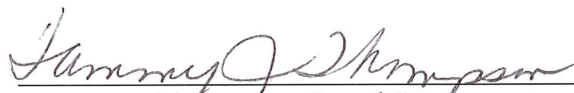
P: (724) 659-4661 F: (724) 659-4774

Mr. William Jordan, Principal

Moved by Mr. Viertel, seconded by Mrs. Southworth, with all members present doing a Roll Call Vote as follows: *Carrie Armagost – Aye; Megan Dreher – Aye; Jennifer Feicht – Aye; Diane Page – Aye; Corey Sherman – Aye; Lena Southworth – Aye; Jameen Stump – Aye; Kelly Terwilliger – Aye; Mark Viertel – Aye*, it was resolved to approve the A-CV Transportation Procedural Guide 2020-2021 (last updated 12/4/20) as attached.

Moved by Mr. Viertel, seconded by Mrs. Southworth, with all members present doing a Roll Call Vote as follows: *Carrie Armagost – Aye; Megan Dreher – Aye; Jennifer Feicht – Aye; Diane Page – Aye; Corey Sherman – Aye; Lena Southworth – Aye; Jameen Stump – Aye; Kelly Terwilliger – Aye; Mark Viertel – Aye*, it was resolved to approve the Performance Audit Corrective Action Plan for the period audited of July 1, 2015 through June 30, 2019, as attached.

December 21, 2020



Tammy J. Thompson, Board Secretary

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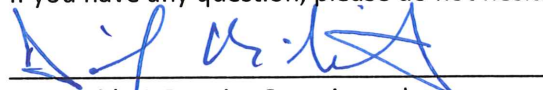
Commonwealth of Pennsylvania
Department of the Auditor General
Harrisburg, PA 17120-0018
Attn: Clayton P. Carroll, II, Audit Coordinator

Dear Mr. Carroll:

Please consider this letter our response to the "Performance Audit Report" regarding our finding that the District failed to obtain the required supporting documentation to verify the more than 3.1 million received in regular transportation reimbursement for the 2015-2016 through 2018-19 school years. We have also attached our "Corrective Action Plan". We concur with the findings from the Performance Audit and our response to your recommendations are as follows:

1. We will ensure that District personnel in charge of reporting transportation data review annually the Chapter 23 Pupil Transportation code. They will also review the PASBO guide "Transportation Reimbursement: How to Avoid Audit Findings". District Personnel will also participate in any future annual trainings pertaining to transportation that become available.
2. An "ACV Transportation Procedural Guide" has been implemented explaining the guidelines how data is collected, reviewed and reported. Stop-to-Stop and vehicle information forms have also been devised to aid in collecting the information. A copy of this guide and forms are attached. Starting with the 2020-21 school year, a transportation assistant has been hired to aid the transportation director in reviewing, collecting and reporting the information needed to PDE.
3. A transportation assistant has been hired to help double-check the accuracy of the data that is submitted to PDE. The Superintendent, Transportation Director and Transportation Assistant will meet annually prior to submitting the annual reporting to PDE to check the accuracy of the information.
4. The 2019-20 transportation report has been reviewed for accuracy to the best of our ability with the documentation we received for that school year. Since this year was prior to the audit, we do not have all the documentation we are now aware we need to collect. We have now taken steps to ensure future school years have the appropriate documentation to accurately report to PDE.

If you have any question, please do not hesitate to contact us at 724-659-5820. Thank you!



Dr. David McDeavitt, Superintendent



Lori Sherman, Transportation Director

CORRECTIVE ACTION PLAN

LEA: Allegheny-Clarion Valley School District

Date: December 21, 2020

Noncompliant Finding to be Addressed	What & How (What specific steps will the LEA take to resolve the finding?)	Evidence (What pieces of evidence will demonstrate that your LEA is now in compliance for this finding?)	Person(s) Responsible for Implementing the Corrective Action Plan	Completion Date(s)
<p>District Failed to Obtain the Required Supporting Documentation to Verify the More Than \$3.1 Million Received in Regular Transportation Reimbursement for the 2015-16 Through 2018-19 School Years</p>	<p>Allegheny-Clarion Valley School District has developed an "ACV Transportation Procedural Guide" as well as monthly stop-to-stop forms and yearly vehicle information forms to aid in collecting required information for the end of year reporting. In addition to this guide the District has hired a transportation assistant to help collect, review and report data to PDE. Trainings will be completed as they are available as well as an annual review of the Chapter 23, Pupil Transportation guidelines.</p>	<ul style="list-style-type: none"> ● The implementation of the "A-C Valley Transportation procedural Guide" and vehicle stop by stop forms. ● The addition of an assistant so the information is double-checked for accuracy. ● Monthly meetings to ensure stop to stop and student rosters have been collected and a yearly meeting to review information before submission of the end of year reporting. 	<ul style="list-style-type: none"> ● Transportation Director ● Assistant to the Transportation Director ● Superintendent 	<p>The vehicle information is required yearly and the stop-to-stop verification sheets are required monthly as well as the rosters of students. Annual trainings as they become available.</p>

We concur with the findings of the Performance Audit.

Signature: 

David McDevitt, Superintendent

Signature: 

Lori Sherman, Transportation Director

Date: 12-22-2020