

Appendix A



COMMONWEALTH OF PENNSYLVANIA PENNSYLVANIA DEPARTMENT OF THE AUDITOR GENERAL

Act 44 Auditee Reporting Form (School District Audits)

The Department of the Auditor General provides this form for every school district to report its adoption of the Department's recommendations in its most recent audit pursuant to Act 44 of 2017 amendments to The Fiscal Code regarding Auditee reporting requirements and the Department's STATEMENT OF POLICY and FORM in 4 Pa. Code Part XIV published in the Pennsylvania Bulletin on February 10, 2018.

Within **120 business days** of the publication of the audit listed below, the school district must submit a response to the Department detailing the adoption of the Department's recommendations, or the reason why recommendations have not been adopted.

AUN:	121390302	School:	Allentown City School District	CAN:	124860
Audit Period:	July 1, 2016 to June 30, 2020	Findings:	One	Recommendations:	Two

District Response: (Textbox below will expand or attachments can be added as necessary)

The Allentown School District (District) entered into a new transportation contract in 2019. As part of the agreement, the District requires that the average age of the 48 to 72 passenger buses serving the District by the Contractor not exceed seven and one-half years (7 1/2), that vehicles provided by the Contractor with capacities of 10 to 47 passenger have an average age of six (6) years, and 9 passenger or less vehicles supplied by the Contractor have an average age of five (5) years. In no case will a route vehicle providing services to the District exceed 12 years of age for any buses or vehicles.

The contractor purchased approximately 60 new vehicles throughout the first year of the contract. As such, the number of reported vehicles increased in 2019-2020 to reflect the actual number of vehicles that were used for transporting students.

District has adopted the recommendations made in the Performance Audit of May 2022.

1. The transportation team has reviewed PDE reporting requirements and will attend periodic training on PDE reporting requirements.
2. Transportation procedures have been updated to include collection, inputting, calculating, and reporting transportation data and includes record retention.
3. Transportation office will continue to review the monthly driver logs and mileage reports provided by the transportation vendor.
4. Assistant Transportation Manager will submit to the Director of Operations on a quarterly basis monthly mileage reports and driver logs for review.
5. Director of Operations will review PDE pupil and vehicle mileage transportation reports prior to submission to the superintendent for signature and sign off that the reports were reviewed.
6. Effective July 1, 2022, Transportation records will be maintained by the District for a period of no less than six years.

Note: Pursuant to Section 1.5 of Act 44, if the Auditee fails to respond to the Department's recommendations within **120 business days**, the Department will notify the Governor and the Chairpersons and Minority Chairpersons of the Appropriations Committees of the Senate and the House of Representatives, which may consider an Auditee's failure to respond to the Department's audit when determining the Auditee's future appropriations.