

## 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:  School:  CAN:   
Audit Period:  Findings:  Recommendations:

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

**Finding 1 – Proper Control of Nonresident Student Data**

The Board of School Directors has ensured that District Administration developed proper written procedures documenting the process for reporting nonresident foster student data. The District has also ensured the Board of School Directors that all personnel responsible for the reporting of student information are properly trained. In addition, the Board has ensured that the annual reporting process includes an Administrative review of student information prior to annual submission to Pennsylvania Department of Education. All recommendations of the Department of the Auditor General have been adopted.

**Finding 2 – Contracted Driver Documentation and Transportation Operations**

On September 18, 2021, the Board of School Directors approved all contracted transportation personnel for the 2021-2022 school year as required by statutory and regulatory obligations. On September 18, 2021, the Board of School Directors approved a revised Policy 818, Contracted Services, to provide for all current legislative requirements for obtaining clearances and other related

documentation. In addition, on September 18, 2021, the Board of School Directors approved Administrative Regulation 818.1 to provide proper internal control over the process of obtaining the required clearances and related documentation.

Effective October 18, 2021, the Board of School Directors approved a new Transportation Coordinator for the District and is currently evaluating District Administration's plan for the restructuring of the Transportation Department to include a change in the supervision of pupil transportation.

All recommendations of the Department of the Auditor General have been adopted.

**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.