

## 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.

<b>AUN:</b>	104433903	<b>School:</b>	Lakeview School District	<b>CAN:</b>	115125
<b>Audit Period:</b>	July 1, 2014 to June 30, 2018	<b>Findings:</b>	One	<b>Recommendations:</b>	Four

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

The Lakeview School District has accepted the recommendations and has Board Approved (on November 18, 2019) the following Corrective Action Plan.

Corrective Action Plan is as follows:

1. The Lakeview School District will develop and use a Section 1305 application when enrolling a foster student. Required information will be completed by the Foster Parent and Caseworker/Agency.
2. All documentation will be maintained, updated and securely stored in the central office.
3. Yearly enrollment training will be provided for all clerical, guidance and central office personnel.
4. A central office administrative assistant will be the initial point of registration. The Assistant to the Superintendent will review all paperwork including Best Interest Determination (BID) and provide required documentation to PDE. A case manager, i.e.

counselor will be assigned to the student.

**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.