

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)

We agree with the finding as written and have trained employees and documented procedures for reporting of students categorized as 1305 foster students. These written procedures include the steps to be taken at the building level for foster students and those procedures that are done by our social worker, central office, and technology. These procedures include segregation of duties and review.

While we agree with the finding, we would like to note that the overpayment was due to the student turning 18 even though the student was still educated at Southern and still with the same family. Revised procedures now include asking the placing agency for annual agency placement letters and asking the agency to verify that a per diem is being paid to the family at the beginning of the school year and the end of the school year.

We have also gone back to the 2019-20 school year and the current year to make sure that we have the appropriate documentation for all students recorded as 1305 students.

We have implemented all three recommendations from the auditor general including the development and implementation of an internal control system governing the process for identifying, categorizing, and reporting nonresident student data as noted above, obtaining agency placement letters annually, and reviewing foster data reported to PDE for 2019-20.

Procedures and forms are attached. Procedures were developed in March 2021. These were implemented and training occurred for all relevant staff by April 13, 2021. 2019-20 data was reviewed in February and documentation was obtained on March 2, 2021. Procedures include monitoring several times during the year and signoff by multiple individuals.

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.