



SPRING-FORD AREA SCHOOL DISTRICT

BUSINESS DEPARTMENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

January 28, 2020

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Mr. Robert Rizzo
Assistant Superintendent

James D. Fink, CPA
Chief Financial Officer

Mary Davidheiser
Controller

Ms. Tina Weaver
PA Dept of Education
Via email: tiweaver@pa.gov

Dear Tina:

Per our conversations earlier today regarding Spring-Ford Area School District's (Spring-Ford) responses to the finding in the Performance Audit conducted during 2019, please find the updated/amended responses below:

1. Spring-Ford has obtained and reviewed, and is maintaining contracted driver credentials and clearances as recommended.
2. Spring-Ford has updated and implemented its written procedures regarding the onboarding of contracted bus drivers in accordance with the recommendations set forth in the finding document.
3. Spring-Ford has updated and adopted Policy 818 – "Contracted Services" in accordance with the recommendations in the findings document to include the District's legal duty to ensure that all contracted drivers are qualified and have obtained all clearances prior to the District authorizing them to transport students.
4. Spring-Ford will prepare a list of the contracted bus drivers hired by the transportation contractor which will be approved by the Board of School Directors at the beginning of each school year and periodically throughout the school year as needed.

Thank you and kind regards,

Dr. David R. Goodin
Superintendent

James D. Fink, CPA
Chief Financial Officer

Cc: File