

GENERAL
PRINCIPAL'S MONTHLY REPORT PACKETS NOT PREPARED ON OR BEFORE 15TH
ACCOUNTS PAYABLE FOR YEAR END
ACTIVITY ACCOUNT TRANSFERS INCOMPLETE
ACTIVITY ACCOUNT TRANSFERS NOT
ACTIVITY ACCOUNT TRANSFERS SIGNED BY SOMEONE OTHER THAN PERSON
BANK STATEMENTS NOT INITIALED BY
CONTRACT SIGNED BY TEACHER/BOOKKEEPER
DISBURSEMENTS
LACK OF PRIOR WRITTEN APPROVAL
SALES TAX EXEMPTION CLAIM INCORRECTLY
SALES TAX PAID INCORRECTLY
IDENTIFIED INCORRECTLY 1099 PURPOSES
CK REQUISITIONS SIGNED BY SOMEONE

CK REQ/IAPO INCOMPLETE (SIGNATURES, DATES, ACCT NUMBERS MISSING)/ OR
RESTRICTED EXPENDITURES MADE FROM
INCOMPLETE OR NO BACKUP
SALES TAX REIMBURSED WHEN IT SHOULDN'T
REIM ISSUED WITHOUT COMPLETE/CORRECT
CHECKS WITH ONLY 1 SIGNATURE
RECEIPT OF GIFT CARD NOT ACKNOWLEDGED
COPIES OF CK REQ/IAPO NOT GIVEN TO
TEACHER/COACH/SPONSOR AFTER CHECK
CK REQUISITION EDITED & NOT INITIALED
CHECK VOIDED INCORRECTLY
HANDWRITTEN CHECKS INCOMPLETE (DATE,
CHECKS NOT AVAILABLE FOR REVIEW
CHECK NOT SHOWN IN EPES
CHECK REQ/IAPO APPROVED FOR ONE THING
CREDIT CARD CHECK OUT PROCEDURES NON
FUNDRAISERS (FR)
FR NOT APPROVED
FUNDRAISER COPIES NOT SENT TO DISTRICT

INVENTORY INCOMPLETE OR MISSING
RECAP NOT SUPPORTED BY ACCTING SYSTEM
INVENTORY GIVEN AWAY OR DONATED AND
FR APPLICATION NOT COMPLETED FOR
FR FOR DONATION - DONATION NEVER MADE
FR LOG INCOMPLETE/INCORRECT
FR PROFIT USED FOR SOMETHING OTHER
REVENUE
TEACHER RECEIPT (TR) NOT WRITTEN WHEN
TR ISSUED FOR ONE THING AND SHOWN ON
MCF AS SOMETHING DIFFERENT
TR ISSUED AND NOT SHOWN ON ANY MCF
TR EDITED S/H/B VOIDED & ANOTHER ISSUED
TR COMPLETED INCORRECTLY/ORIGINAL LEFT
TR VOIDED INCORECTLY
FR# NOT SHOWN ON OR
MONIES COLLECTED FORM (MCF)
INCOMPLETE OR EDITED AND NOT INITIALED
TEACHER/COACH/SPONSOR HELD FUNDS

REPORT OF TICKETS SOLD FORM NOT COMPLETED OR COMPLETED INCORRECTLY
SEQ LIST OF OFFICIAL RECEIPTS (OR) MISSING
DEPOSIT SLIP MISSING LIST OF CHECKS
OFFICAL RECEIPTS DATED INCORRECTLY OR
OR NUMBER NOT SHOWN ON MCF
ORIGINAL OR NOT GIVEN TO
OR ISSUED TO SOMEONE OTHER THAN WHO
TEACHER RECEIPT BOOK (TRB) MISSING
TEACHER RECEIPT BOOK (TRB) NOT
TRB LOG- NOT SIGNED IN/OUT CORRECTLY
BKPR HELD FUNDS OVER WEEKEND OR
OR RANGE NOT SHOWN ON DEPOSIT
TRB LOG INCORRECT/ INCOMPLETE
SCHOOL STORE INVENTORY
TICKET DISBURSEMENT SHEET (TDS) NOT
SIGNED BY PERSON RESPONSIBLE FOR
TICKETS/ARMBANDS/DECALS UNACCOUNTED
TDS INCOMPLETE OR COMPLETED

WRISTBAND/TICKETS/ARMBANDS/DECALS NOT SHOWN ON MASTER TICKET INVENTORY

MTI - COMPLETED INCORRECTLY

ENDING TICKET NUMBERS COULD NOT BE

TICKETS NOT USED WHEN REQUIRED

TICKETS USED BUT NOT SHOWN ON TDS
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TOTAL FINDINGS

REPEAT FINDINGS

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ACE FY18	AES FY18	BLC FY18	CEB FY18	CHS FY18	CHE FY18	CVA FY18
			2		2	1
				1		
				1		
	1		1	1	1	1
				1		

	1			1		
			1	1		
				1		
				1		
			1	1	1	
		1	1	1		
			1	1		
						1
	1			1		
				1		
	1		1	1		1

	1			1	1	1
1	1		1	1	1	1
				1	1	
	1			1	1	1
	1			1	1	
	1				1	
	1			1	1	
				1	1	1
				1		

	1					1
	1					
			1	1		
1						1
						1
				1		
				1		
						1
	1			1		

	1					
	1					
				1		
2	15	1	10	27	12	12
1	7	0	9	18	7	5

CGE FY18	DES FY18	FIE FY18	FIHS FY18	GCSJH FY18	GPE FY18	KHE FY18
			3		4	
			1			
		1	1	1		1
					1	
			1			
	1		1	1		
			1			
	1					

				1		1
	1	1	1			
		1				
1	1	1	1	1		
	1		1			
		1				
	1					
	1	1	1			

	1	1	1	1	1	1
	1	1	1		1	1
			1			1
		1			1	1
		1	1		1	1
	1		1			
		1	1			
	1	1				
		1			1	1
	1	1	1		1	1

		1				
		1		1		
	1					
		1				
			1			
					1	
				1	1	
		1				

			1			
1	13	18	21	7	13	9
1	7	11	14	3	5	3

KHHS FY18	LAE FY18	LAJH FY18	LES FY18	LSJH FY18	MRE FY18	MBE FY18
	1					
1						
1			1		1	1
1						
1	1	1		1	1	
1					1	
		1		1		

1		1	1	1		
1		1				
	1				1	1
1	1	1	1	1		
1	1					

1			1	1	1	
1		1		1	1	
1		1		1		
						1
1						
1	1				1	
1	1	1		1		

	1					
1						
	1					
1						
	1					
			1			
		1				
1						
1						
1						

20	10	9	5	8	7	3
13	6	5	0	6	2	0

MHS FY18	MCE FY18	OHS FY18	OLJH FY18	OVE FY18	OPE FY18	OPHS FY18
2	1			1	1	
						1
1						
	1					
1		1	1	1		1
1						
	1					

1						
1	1			1		
1			1			
			1			
1		1				
			1			
			1			
	1					
	1					
		1				
1	1	1	1			

1	1	1		1	1	1
1	1	1	1	1		1
	1					1
1	1	1	1			
1				1		
			1	1		1
1						
		1				
1	1	1	1	1	1	1
				1		1
1						
1		1	1	1		1

		1				
1						
		1				
						1
		1				

		1				1
						1
	1					
19	13	14	11	10	3	12
13	5	10	7	3	1	6

OPJH FY18	PES FY18	POE FY18	ROE FY18	RVE FY18	RHS FY18	SBJ FY18
				1		2
					1	
1	1				1	
						1
1		1	1		1	1
	1					
					1	

					1	
					1	
					1	
				1	1	
					1	
					1	
					1	
		1				
			1		1	1

1			1		1	
1	1	1	1		1	
					1	
	1					
		1	1		1	
					1	
	1	1	1		1	1
		1			1	
		1				
						1
			1			
			1		1	

					1	
						1
					1	1
						1
						1
					1	
					1	

					1	
					1	
	1					
4	6	7	8	2	26	11
1	2	3	8	0	17	4

SLE FY18	SPC FY18	TBE FY18	TES FY18	WEC FY18	WES FY18	WJHS FY18
				2	1	
		1				1
					1	
		1	1	1		1
						1

1		1	1	1		1
		1	1	1		1
						1
	1					
	1					
				1	1	
					1	
					1	
				1	1	1

1				1	1	1
		1	1		1	1
1						1
		1		1		
					1	
				1		
		1	1	1	1	
		1	1		1	
			1			
		1		1	1	
		1		1	1	
	1	1	1		1	1

		1		1		
		1		1		
					1	

		1				
3	3	14	8	15	15	11
1	1	8	6	13	10	6

TOTALS
FY18
24
3
1
2
14
4
2
27
3
1
6
2

3
17
13
2
10
18
8
1
2
2
1
1
4
2
1
1
19

27
30
5
14
1
8
1
19
2
1
21
7
3
10
10
22

	3
	4
	4
	7
	3
	2
	1
	2
	4
	1
	3
	5
	1
	1
	2
	3
	5

4
3
1
3
1
438
248
438