

Taos International School Financial Correction Action Plan (CAP)

CSD through BB Consulting requests documents to confirm progress. Final determination that findings cleared will be through review of FY24 audit with no repeat finding.

October 18, 2024, PEC Meeting

Concern	Expected Outcomes	Rating	Notes
2023-001 - Food Service Program (Material Weakness)	All student meal counts are accurate, recorded daily, and all USDA reimbursement requests agree to the daily student meal counts.	Does Not Meet	<p>For several months there were variance between the number of meals purchased, distributed and claimed on the SNB reimbursement request. Additionally, there are concerns that the school is not properly claiming the correct number of meals as they are claiming the number of meals that the vendor is delivering. For many months, the number of meals delivered each day are the same number. The school is only allowed to claim the number of meals served. Although, in conversation with the school, they state that the number of meals served each day are the same, this does not seem correct.</p> <p style="color: blue;">10/10/24 Update: Reviewed the August, 2024 NSLB claim and vendor bill for August, 2024. The concerns stated above remain.</p>
	Any waivers required for meal counts and meal distributions are in place		
2023-002 - Accounts Payable (Material Weakness)	Accounts Payable at year end are accurately reflected in the documents submitted to the auditor	Pending	This is a cash-to-accrual entry that is done only for the yearly audit. Rating pending release of FY24 audit.
2023-003 - Internal Control over Disbursements	Purchase orders are in place for each purchase prior to initiating purchases	Working to Meet	<p>42 A/P packets reviewed: 8 had POs issued after the purchase; 7 were inconclusive for various reasons: 1 was a hand-written invoice and the original date on the invoice was overwritten, 5 were cross-year transactions and new POs were issued to pay for prior year purchase but could not determine if there were enough funds on the prior year PO to cover the purchase, 1 was for a purchase where PO, invoice and check were all dated the same day.</p> <p style="color: blue;">10/10/24 Update: Reviewed 9 A/P packets 3 had POs in place prior to the purchase 1 had a FY25 PO but purchase made in FY24 and paid from vendor statement not invoice 1 was inconclusive as the original date on the invoice was overwritten and the original invoice date could not be determined 4 did not have POs in place before purchase was made</p>