

FY 2017 CORRECTIVE ACTION PLAN

CHARTER SCHOOL NAME: WALATOWA HIGH CHARTER SCHOOL

FINDING NUMBER	FINDING DESCRIPTION	STEPS TO RESOLVE FINDING	RESPONSIBLE PERSON	DUE DATE
2017-01	Capital Assets: did not add fire alarm system upgrade costing to our capital assets listing. The Governing Board did not have our inventory certified. School Bus disposal not notified Office of the State Auditor in 30 days prior to disposal.	been included in our capital assets listing. The Governing Board is in the process of certifying the inventory lists. The Office of the State Auditor will be notified by sending the Form PED 947.	Dr. Arrow Wilkinson and Ms. Francine Garcia	4/30/2018
2017-002	Large scale purchases: Food Services and computers'-no bids and Governing School Board was not notified.	The Governing School Board has approved	Dr. Arrow Wilkinson and Mrs. Katherine Toya	12/19/2017
2017-003	Background checks: 3-employees': We have obtained 1-employees background check, #2-is in the process of obtaining again because the Pueblo of Jemez would not release a copy to her due to their policies and Procedures. The last employee 3-we cannot locate her.	WHCS has received and obtained the 2- employees' background checks.	Mrs. Katherine Toya	12/11/2017 10/4/2017
2017-004	WHCS does not have a CPO.	Dr. Wilkinson has sent all paperwork to NMPED and has been approved.	Dr. Arrow Wilkinson	10/20/2017