

Attachment 1

CHARTER SCHOOL
NAME
FY 2016 CORRECTIVE
ACTION PLAN

FINDING NUMBER	FINDING DESCRIPTION	STEPS TO RESOLVE FINDING	RESPONSIBLE PERSON	DUE DATE
2013-004	Travel & Per Diem	expenses' greater than the per night limit.	Business Manager	Already in place
2014-001	Internal Control Sturcture Cash Receipts	Procedures were also updated regarding fundraisers.	Business Manager	Already in place
2014-002	Payroll Transactions	reviewing account to print results of finger printing.	Business Manager/Principal	In progress
2016-001	ERB Contributions	to provide proper documentation in all employee categories.	Business Manager	Already in place
2016-002	Internal Control over Cash Disbursements	the small purchase limit of \$1000.00 on 10/24/2016 meeting.	Business Manager	Already in place
2016-003	Budgetary Conditions	maintaining/reporting budgetary information.	Business Manager	Already in place