

## Attachment 1

WALATOWA HIGH  
CHARTER SCHOOL  
FY 2015 CORRECTIVE  
ACTION PLAN

FINDING NUMBER	FINDING DESCRIPTION	STEPS TO RESOLVE FINDING	RESPONSIBLE PERSON	DUE DATE
2013-001	TIME DEPOSITS	provide documentation and deposit next business day,	Katherine Toya and/or designee.	Already in place.
2013-004	DIEM/INTERNAL CONTROLS	will be required before reimbursement is processed.	Katherine Toya and Francine Garcia.	Already in place.
2014-001	INTERNAL CONTROL STRUCTURE	numbered tickets to verify for all sporting events'.	Katherine Toya and Francine Garcia and/or designee	Already in place.
2414-002	PAYROLL TRANSACTIONS	Services to complete all background checks for employees'.	Arrow Wilkinson and Katherine Toya	5/31/2016
2015-001	BUDGET ADJUSTMENT REQUEST	including the Governing Board approval and number of BARs'.	Arrow Wilkinson and Katherine Toya	Already in place.
2015-002	INTERNAL CONTROL	will include detailed supporting documents'.	Arrow Wilkinson and Katherine Toya	Already in place.
2015-003	GRANTS MANAGEMENT	the process through OBMS and PED.	Katherine Toya and/or designee	Already in place.
2015-004	BUDGETARY CONDITIONS	these are the required payment dates from the prospective vendors'.	Katherine Toya and/or designee	Already in place.

--	--	--	--	--