

Current

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AUDITS

The Board of Education will appoint an internal auditor and an independent auditor at the annual re-organizational meeting of the Board.

The independent auditor shall make a personal appearance before the Finance Committee of the Board to review the annual financial report and auditor's management letter.

Ref: Education Law §§1709(20-a); 1724; 2509; 2526; 2554(b)
General Municipal Law §36
8 NYCRR §170.2
Matter of Levy, 22 EDR 550 (1983)

Adoption date: June 04, 2001
Effective: July 01, 2001

(over)

INTERNAL AUDITOR

The Board of Education will designate and appoint an internal auditor for the district. The internal auditor shall serve at the pleasure of the Board. The internal auditor shall report directly to the Board.

The internal auditor is responsible for formally examining, allowing, or rejecting all accounts, charges, claims, or demands against the school district. The auditing process should determine:

1. that the proposed payment is for a valid and legal purpose;
2. that the obligation was incurred by an authorized district official;
3. that the items for which payment is claimed were in fact received or, in the case of services, that they were actually rendered;
4. that the obligation does not exceed the available appropriation; and
5. that the submitted voucher is in proper form, mathematically correct, does not include previously paid charges, and is in agreement with the purchase order or contract upon which it is based.

The internal auditor shall provide periodic written reports as may be requested by the Board.

Ref: Education Law §§1709(20-a); 1724; 2509; 2526; 2554(b)
8 NYCRR §170.2
Matter of Levy, 22 EDR 550 (1983)

Approved: July 1, 2001
Revised and Approved: