

June 2021 Claims Auditor Report

1st half June 2021

181 claims

2nd half June 2021

234 claims

Total paid-\$8,783,422.63

Athletic Department:

May 10, 2021- Athletic Department submitted Purchase Order number 231966. Purchase was made on May 10, 2021, prior to the purchase order being issued (dated May 25, 2021). The Athletic Department was notified of the proper purchasing procedure.

J.F. Kennedy Elementary School:

Mileage claim that was submitted for the Months of March 2021 to June 2021 was not signed by the employee by the required date. The travel report submitted was signed by employee on June 25, 2021. In addition, the report and claim were not given to supervisor for approval on the monthly basis.

Pre-K Department:

May 19, 2021- Meagher Pre-k submitted Purchase Order number 231931. Purchase was made on May 19, 2021, prior to the purchase order being issued (dated May 18, 2021). The Pre-K department was notified of the proper purchasing procedure.



Elizabeth Baganz, Claims Auditor
July 12, 2021

CC: Dr. Padalino
A. Olsen
B. Woodard
J. Conley
M. Lekaj