



Report of Audit Findings and Recommendations

Date: August 11, 2023

**To the Northumberland County School Board
County of Northumberland, Virginia**

This report is to follow up on our recent audit of the cash basis financial statement of County of Northumberland, Virginia School Activity Funds for the year ended June 30, 2023. During our audit we became aware of certain matters that should be brought to your attention. This report is primarily to state our findings and recommendations and to communicate them in writing.

All Schools

Due to the nature of school activity funds, there is an inherent risk of misappropriation of assets associated with the lack of segregation of duties over the accounts, records, and financial reporting. Although this risk exists, the costs of segregating these duties would likely outweigh the benefits. We recommend those charged with governance and management implement review procedures and other monitoring activities to mitigate the risks associated with the lack of segregation of duties.

Northumberland High School

During our audit of expenditures, we noted a check was signed by the payee. We recommend someone other than the payee sign checks.

Northumberland Middle School

During our audit of receipts, we noted that one receipt was not remitted to the bookkeeper in a timely manner. We recommend that teachers remit all receipts to the bookkeeper on a daily basis, and that no teacher holds funds overnight.

Northumberland Elementary School

No management comments.