

# CLIFTON PUBLIC SCHOOLS

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Clifton High School (928) 865-3262 Laugharn Elementary (928) 865-4917

## Clifton Unified School District # 3 Response to Performance Audit Findings

### Finding 1

1. The district concurs and made the necessary changes.
2. The district concurs and made the necessary changes.
3. The district concurs and made the necessary changes. In 2012 school year, the previous Superintendent eliminated all non-instructional staff. She reduced the central office staff from four clerks to one. The one remaining clerk was charged with all clerical duties including student attendance, payroll, accounting, etc... The district eliminated the Superintendent and put a Head Teacher in charge of day to day operations. She did not know or understand the financial requirements. The district hired a part-time employee and a consultant to assume some of the clerical duties. For the 2013 year, a new Superintendent, a consultant and a full-time office person were added to divide up the areas as noted. The new staff were working through many issues including payroll reviews when the auditors identified the same issues that the district had already discovered and were working to correct. Their findings solidified many of the issues and helped to make the necessary changes.
4. The district concurs and made the necessary changes.
5. The district concurs and made the necessary changes.
6. The district concurs and made the necessary changes.
7. The district concurs and made the necessary changes.
8. The district concurs and made the necessary changes.
9. The district concurs and is making the necessary changes.
10. The district concurs and made the necessary changes.
11. The district concurs and is making the necessary changes.
12. The district concurs and made the necessary changes.
13. The district concurs and made the necessary changes.
14. The district does not host any financial or student records on site. The district contract with a private firm to insure compliance. The district will request that the firm provide documentation on their recovery system.

## **Finding 2**

- 1. The district concurs and made the necessary changes.**
- 2. The district concurs and made the necessary changes.**
- 3. The district concurs and made the necessary changes.**
- 4. The district concurs and made the necessary changes.**

## **Finding 3**

- 1. The district concurs and will review again.**
- 2. The district concurs and made the necessary changes.**
- 3. The district concurs and made the necessary changes.**
- 4. The district concurs and has an ADE nutritionist who reviews the menus.**
- 5. The district concurs and will review again.**

## **Finding 4**

- 1. The district concurs and made the necessary changes.**
- 2. The district concurs and has a local vendor check out the bus.**

## **Finding 5**

- 1. The district concurs and will make the necessary changes.**
- 2. The district concurs and will make the necessary changes.**
- 3. The district concurs and will make the necessary changes.**

## **Finding 6**

- 1. The district concurs and made the necessary changes.**
- 2. The district concurs and will make the necessary changes.**

## **Other Findings**

- 1. The district has inquired regarding several items suggested. The closest district has declined to provide meals or share transportation due to a lack of staffing.**
- 2. The County office does perform the financial operations for one other small district, but has declined for their own financial reasons to perform them for Clifton USD # 3**