



Vernon Elementary School

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

To the Auditor General's Office

December 3, 2020

RE: District Response

The District Response to the Audit Finding is as follows:

Finding 1: The District did not update the agreement for its leased business manager to reflect services provided, resulting in potential overpayments.

District Response: The District agrees with the finding.

The District will update the agreement with the vendor to reflect services provided.

Recommendation 1: The District should update its leased business manager work agreement to ensure that the annual compensation amount better reflects the actual hours being worked by the business manager or change the agreement to a per hour rate so the District can pay for only actual hours the business manager worked.

District Response: The District agrees with the recommendation and will implement the recommendation.

The District will update the agreement with the vendor to reflect that the business manager is a part time leased employee and reflect the hours worked.

Recommendation 2: The District should require the vendor to provide support for the hours the business manager worked for the District and pay for only hours worked for the District.

District Response: The District agrees with the recommendation and will implement the recommendation.

The vendor will provide the support for hours worked.