

TO: Audit & Finance Committee
FROM: Cathleen M. Cox, CPA, CRMA
DATE: February 16, 2012
SUBJECT: Audit Plan Status Update

On January 5, 2012, the Committee approved the 2012 audit plan allocating available audit hours for the period of January 1, 2012 through December 31, 2012. Attached is a list of audit projects included in the plan and their current status.

Work Days	245	23	222
Hours Per Day	24	24	24
	5880	552	5328

Audit #	Description	Status	Projected Hours	Actual to 2/3/2012	Hours Remaining
2011 Audits					
2011-02	Community Education				
	B Baptist Hill Community Education	Report issued	4	4	-
2011-03	FLSA Follow-Up	Response anticipated by 2/24/2012	55	75	(20)
2011-06	Technical Assistance/Palmetto Priority Schools				
	B Burke Middle & High	Planning	149	31	118
	C North Charleston Elementary	Exit meeting scheduled	21	27	(6)
	D North Charleston High	Testing in process	90	85	5
2011-12	Real-time Pupil Activity Audits	2011 Risk Assessment for SAF	725	178	547
	A Garrett Academy of Technology	Report issued		-	
	B West Ashley High School	Report issued		1	
	C Moultrie Middle	Report issued		1	
	D Cario Middle	Report issued		14	
	E Military Magnet	Pending Review		113	
	F St. John's High	Exit meeting scheduled		44	
	G North Charleston High	Testing in process		5	
2012 Audits					
2012-02	Community Education				
	A Unannounced		70	-	70
	B Unannounced		70	-	70
2012-01	Real-time Pupil Activity Audits	2012 Risk Assessment for SAF	725	-	725
2012-03	Accounts Payable		350	-	350
2012-04	Payroll				
	A Terminations		200	-	200
	B Payroll Tables		200	-	200
2012-05	Procurement Card		400	-	400
2012-06	Third-Party Agreements		600	17	583
Special Requests					
2010-11	Laurel Hill Primary	Not Active - Tracking restitution	14	-	14
2012-??	Other Special Requests		300	-	300
2012-??	Fraud, Waste, and Abuse Hotline Investigations		300	-	300
Consulting					
2009-C01	Internal Control Documentation Project Team	Facilitate quarterly meetings	80	-	80
2011-C02	Monitoring Software	Evaluating RFP	24	1	23
2011-C03	MUNIS 9.X Conversion	Participating in discussions about access levels for roles and workflows	16	1	15
2011-C04	Fraud, Waste and Abuse Hotline	Participating in project team - received initial information from vendors	40	-	40
Risk Assessment and Audit Plan			40	-	40
Other Administration			660	80	580
			5,133	499	4,634
Non-Audit Hours					
	Annual Leave		320	8	312
	Sick Leave/FMLA		227	13	214
	CPE and Professional Development		200	32	168
			5,880	552	5,328

Audit plan approved January 5, 2012