



Office of the Washington State Auditor
Pat McCarthy

Accountability Audit Report

Battle Ground School District No. 119

Clark County

For the period September 1, 2016 through August 31, 2017

Published March 19, 2018

Report No. 1020942





Office of the Washington State Auditor
Pat McCarthy

March 19, 2018

Superintendent and Board of Directors
Battle Ground School District No. 119
Battle Ground, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for District operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

The attached comprises our independent audit report on the District's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,

A handwritten signature in cursive script that reads "Pat McCarthy".

Pat McCarthy
State Auditor
Olympia, WA

TABLE OF CONTENTS

Audit Results.....	4
Related Reports.....	5
Information About The District	6
About The State Auditor’s Office.....	7

AUDIT RESULTS

This report describes the overall results and conclusions for the areas we examined. In those selected areas, District operations complied with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

Because public distribution of tests performed and the related results over information technology could increase the risk to the District's IT security, distribution of that information has been limited to management and the governing body of the District and is kept confidential under RCW 42.56.420.

About the audit

This report contains the results of our independent accountability audit of Battle Ground School District No. 119 from September 1, 2016 through August 31, 2017.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the State Auditor to examine the financial affairs of all local governments. Our audit involved performing procedures to obtain evidence about the District's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, based on our risk assessment for the year ended August 31, 2017, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. The following areas were examined during this audit period:

- Procurement – compliance with public works projects awarded via piggybacking
- Controls over key software application
- Tracking and monitoring of theft-sensitive items, with a focus on technological equipment
- Disbursements – general vendors, travel reimbursements and credit card transactions
- Payroll disbursements – support for gross pay calculations and tracking of leave accrual and usage
- Associated Student Body activities – cash receipting and fundraising at Prairie and Battle Ground High Schools
- Donations – used for their intended purpose

RELATED REPORTS

Financial

Our opinion on the District's financial statements and compliance with federal grant program requirements is provided in a separate report, which includes the District's financial statements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

Federal grant programs

We evaluated internal controls and tested compliance with the federal program requirements, as applicable, for the District's major federal programs, which are listed in the Schedule of Findings and Questioned Costs section of the separate financial statement and single audit report. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

Other reports

We have conducted a separate audit to examine the District's compliance with Alternative Learning Experience (ALE) requirements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

INFORMATION ABOUT THE DISTRICT

Battle Ground School District No. 119 serves more than 13,000 students in Clark County. The District has six primary schools, seven middle schools, one Grade K-8 school, two high schools, three alternative schools, an Open Doors Program and the Center for Agriculture, Science and Environmental Education.

The District is governed by an elected, five-member Board of Directors. The Board establishes policies for the District and appoints the Superintendent, who is the chief administrative officer. The District employs approximately 1,650 employees. The District is supported primarily by state funds, property taxes and federal grants. During the 2016-2017 fiscal year, the District operated on an annual total fund budget of approximately \$156 million.

Contact information related to this report	
Address:	Battle Ground School District No. 119 P.O. Box 200 Battle Ground, WA 98604-0200
Contact:	Meagan Hayden, Director of School Finance
Telephone:	(360) 885-5311
Website:	www.battlegroundps.org

Information current as of report publish date.

Audit history

You can find current and past audit reports for Battle Ground School District No. 119 at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
Public Records requests	PublicRecords@sao.wa.gov
Main telephone	(360) 902-0370
Toll-free Citizen Hotline	(866) 902-3900
Website	www.sao.wa.gov