



Office of the Washington State Auditor
Pat McCarthy

Accountability Audit Report

Longview School District No. 122

For the period September 1, 2020 through August 31, 2022

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**Office of the Washington State Auditor
Pat McCarthy**

June 5, 2023

Board of Directors
Longview School District No. 122
Longview, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor 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.

Attached is 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 value your cooperation during the audit.

Sincerely,

Pat McCarthy, State Auditor
Olympia, WA

Americans with Disabilities

In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at webmaster@sao.wa.gov.

TABLE OF CONTENTS

Audit Results.....	4
Summary Schedule of Prior Audit Findings	6
Related Reports.....	7
Information about the District.....	8
About the State Auditor's Office.....	9

AUDIT RESULTS

Results in brief

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

However, we noted certain matters related to associated student body activities and procurement of public works that we communicated to District management and the Board of Directors in a letter dated May 17, 2023. We appreciate the District's commitment to resolving those matters.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

About the audit

This report contains the results of our independent accountability audit of Longview School District No. 122 from September 1, 2020 through August 31, 2022.

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 Washington State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the District's use of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the years ended August 31, 2022 and 2021, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Procurement – purchasing exemptions and public works
- Payroll – leave balances and accruals
- Compliance with supplemental contracts for enrichment activities
- Use of restricted funds – professional learning and local revenue for enrichment activities
- Accounts payable – general disbursements

- Associated Student Body activities at Mark Morris High School and RA Long High School – fundraisers and gate receipts
- Open public meetings – compliance with minutes, meetings and executive session requirements
- Financial condition – reviewing for indications of financial distress



SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

Longview School District No. 122 September 1, 2020 through August 31, 2022

This schedule presents the status of findings reported in prior audit periods.

Audit Period: September 1, 2018 through August 31, 2020	Report Ref. No.: 1028620	Finding Ref. No.: 2020-001
Finding Caption: The District did not have adequate controls in place to ensure compliance with state procurement laws.		
Background: A new responsible bidder requirement was added to state law effective July 2017 requiring bidders to submit a signed statement certifying compliance with labor laws to be considered a responsible bidder. The District did not ensure its policies and procedures were updated to include the additional requirement when conducting responsible bidder checks for contracts related to the schools Preservation, Renovation, and Modernization (PRAM) projects.		
Status of Corrective Action: (check one) <input checked="" type="checkbox"/> Fully Corrected <input type="checkbox"/> Partially Corrected <input type="checkbox"/> Not Corrected <input type="checkbox"/> Finding is considered no longer valid		
Corrective Action Taken: <i>The district took immediate action on the audit matter by examining current practices and procedures, and identified areas for improvement. The district promptly implemented a change in practice to require the sworn bidder's statement verifying under penalty of perjury that the bidder meets responsible bidder criteria as required per state law. Accounting staff created an internal instruction guide/check list to assist staff through the contract bid process. Accounting provides staff training and perform internal audits to ensure we are in compliance with current bid laws. Accounting annually reviews any changes in bid law and update procedures to align with the most current bid law.</i>		

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>.

INFORMATION ABOUT THE DISTRICT

Longview School District No. 122 serves approximately 6,425 students from kindergarten through 12th grade in the City of Longview and portions of Cowlitz County. The District is composed of 15 schools including a pre-kindergarten learning center, eight elementary schools, three middle schools and three high schools. The District also operates an alternative learning program and a dropout reengagement program.

An elected, five-member Board of Directors has oversight responsibility for the District, appointing management, setting the budget and holding other fiscal responsibilities. For fiscal years ended 2021 and 2022, total revenues were about \$102 million and \$111 million, respectively.

Contact information related to this report

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Information current as of report publish date.

Audit history

You can find current and past audit reports for Longview School District No. 122 at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

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

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, www.sao.wa.gov. Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

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