



Dr. Devon Q. Horton, Superintendent

Mr. Diijon DaCosta Sr., Board Chair  
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 Mrs. Anna Hill  
 Mrs. Whitney McGinniss  
 Ms. Allyson Gevertz  
 Mrs. Vickie B. Turner  
 Dr. Joyce Morley

September 11, 2024

**Attn: Audit Committee**

**Re: Mauldin & Jenkins FY2023 Financial Statement Audit & FY2024 Audit Readiness**

Audit Area	Requested	Outstanding	Notes
Financial Audit	109	33	The major outstanding items consist of 5 walkthrough documents, AP listing, Fund Balance questions, HR items
Single Audit - ESSER	12	3	
Single Audit - ECF	8	4	
Single Audit – T1	24	3	
Single Audit - CNC	14	1	
Census – TRS			Completed as part of the financial audit.
Census – ERS	6	2	Documentation to be obtained from ERS and question on control memo.
Census - OPEB	7	2	Employee sample and question on control memo.

### Potential Audit Issues

1. Financial Statement Timeliness
2. Delinquent Property Taxes – not recorded to ledger
3. Equity Allocation and Restatement of Prior Year Fund Balance

### Timeline

1. Financial Audit – depending on how quickly we can provide outstanding items
2. Single Audit - depending on how quickly we can provide outstanding items
3. Census Testing and Report – Week ending 9-20-2024

# Project: FY24 Financial Statement Preparation Timeline

## DeKalb County Board of Education

### Finance Division

Project start date: 7/1/24

Milestone marker: 1 

Milestone description	Assigned to	Amount	Progress	Start	Days
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#### Cash & Investments

<input checked="" type="checkbox"/>	Obtain Collateralization Inquiries	Lance	100%	7/15/24	14
<input type="checkbox"/>	SAA Bank Recon Review	Phyllis	90%	8/15/24	45
<input type="checkbox"/>	SAA Recon to GL	Phyllis	50%	9/1/24	15
<input type="checkbox"/>	Cash Account Worksheet Completed	Thomas	75%	8/15/24	45

#### Balance Sheet

<input type="checkbox"/>	Reconcile AP	Thomas/Dan	15%	9/1/24	25	
<input type="checkbox"/>	Reconcile AR (State & Federal)	Thomas/Dan	15%	9/1/24	25	
<input type="checkbox"/>	Federal Program Fund Balance = 0	Donnette/Lance	25%	9/1/24	25	
<input type="checkbox"/>	Reconcile Payroll Withholdings Payable	Thomas / Su Jin	25%	7/2/24	61	
<input checked="" type="checkbox"/>	Inventory (Custodial and Warehouse)	Byron	100%	7/15/24	30	
<input type="checkbox"/>	Inventory SFN	SFN	25%	7/15/24	75	
<input type="checkbox"/>	Prop Tax Receivable (60 days) - 411100 / 100-112100	Thomas	25%	7/1/24	75	
<input type="checkbox"/>	Reconcile Prop Tax to Tax Confirmation	Teresa	15%	9/1/24	25	
<input checked="" type="checkbox"/>	TAVT (30 days) - 411910 / 100-112100	Thomas	\$ 2,609,951.09	100%	7/1/24	45
<input checked="" type="checkbox"/>	SPLOST (30 days) - 411300 / 306-112100	Thomas	\$ 12,693,726.00	100%	7/1/24	45
<input type="checkbox"/>	Transfer & Intangible (30 days) 411210 / 100-???	Thomas	25%	7/1/24	45	
<input checked="" type="checkbox"/>	Beverage (30 days) 411900 / 100-112100	Thomas	\$518,549.06	100%	7/1/24	45
<input type="checkbox"/>	Unearned Revenue Review (BFTS)	Thomas	0%	7/1/24	45	

#### Long Term Debt

<input checked="" type="checkbox"/>	GLTD / Bonds	Byron	100%	9/15/24	14
<input checked="" type="checkbox"/>	Compensated Abs	Byron	100%	7/1/24	15
	GASB 87 Leases	Lance / Katherine	0%	10/1/24	60
	GASB 96 SBITA	Lance / Katherine	0%	10/1/24	60

#### Capital Assets

<input type="checkbox"/>	Adds / Delete	Vickye	90%	7/30/24	50
<input type="checkbox"/>	Completed CIP Booked	Lance/Vickye	90%	9/1/24	15



	Milestone description	Assigned to	Amount	Progress	Start	Days
<input type="checkbox"/>	Run FY Depreciation	Lance Vickye		0%	9/1/24	15
	Finalize CIP for CY	Janice/Vickye		80%	9/1/24	45
<input type="checkbox"/>	Cap Asset JE if necessary before close	Thomas		0%	9/10/24	20
	Prepare Cap Asset Note	Vickye		0%	10/1/24	30
<b>Journal Entries - Before YEC</b>						
<input checked="" type="checkbox"/>	On Behalf	Thomas		100%	10/18/24	15
<input checked="" type="checkbox"/>	S&B Payables	Dan Copeland		100%	10/10/24	5
<input checked="" type="checkbox"/>	QBE Accrual	Thomas / Dan		100%	7/15/24	5
<input checked="" type="checkbox"/>	Zero out 902 OPEB	Byron		100%	9/6/24	10
<input checked="" type="checkbox"/>	Review 7xx funds and clean up	Byron		100%	9/1/24	10
<input type="checkbox"/>	Reconcile Transfer Activity	Thomas		80%	9/1/24	14
<b>Financial Statement Prep - After YEC</b>						
	Fund Statements (C&E)	Byron / Lance		0%	10/1/24	14
	SNP and SOA (A&B)	Byron / Lance		0%	10/7/24	14
	GASB 68 Pension & 75 OPEB	Byron		90%	7/1/24	60
	Schedules 1-8	Byron		0%	10/1/24	14
	Schedule 9,11	Byron		0%	11/1/24	1
	SEFA	David/Donnette		0%	10/15/24	14
	SPLOST Schedule	Janice		0%	10/15/24	14
	NTFS	Byron / Lance		0%	11/1/24	10
	GASB 10 Risk	Glin		0%	10/15/24	10
	MD&A	Byron / Lance		0%	11/1/24	10
	Final Review	Lance/Lauren		0%	11/10/24	5
<b>Charter School Activity</b>						
	Send out notifications / reporting info	Lance		100%	7/15/24	15
	Consolidate / JE for Financial Reporting	Dan Copeland		0%	8/15/24	7