

**STATE BOARD OF ACCOUNTS**  
**302 West Washington Street**  
**Room E418**  
**INDIANAPOLIS, INDIANA 46204-2769**

SUPPLEMENTAL COMPLIANCE REPORT

OF

NORTH CENTRAL PARKE COMMUNITY SCHOOL CORPORATION

PARKE COUNTY, INDIANA

July 1, 2020 to June 30, 2022



**FILED**  
02/28/2023



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer	Vonessia Harmon	07-01-20 to 06-30-23
Superintendent of Schools	Michael Schimpf	07-01-20 to 06-30-23
President of the School Board	P. Scott Ramsay	07-01-20 to 06-30-23



**STATE OF INDIANA**  
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STATE BOARD OF ACCOUNTS  
302 WEST WASHINGTON STREET  
ROOM E418  
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513  
Fax: (317) 232-4711  
Web Site: [www.in.gov/sboa](http://www.in.gov/sboa)

TO: THE OFFICIALS OF THE NORTH CENTRAL PARKE COMMUNITY  
SCHOOL CORPORATION, PARKE COUNTY, INDIANA

This report is supplemental to our audit report of the North Central Parke Community School Corporation (School Corporation), for the period from July 1, 2020 to June 30, 2022. It has been provided as a separate report so that the reader may easily identify any Audit Results and Comments that pertain to the School Corporation. It should be read in conjunction with our Financial Statement Audit Report of the School Corporation, which provides our opinions on the School Corporation's financial statement. This report may be found at [www.in.gov/sboa/](http://www.in.gov/sboa/).

As authorized under Indiana Code 5-11-1, we performed procedures to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts. The Audit Results and Comments contained herein describe the identified reportable instances of noncompliance found as a result of these procedures. Our tests were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Any Official Response to the Audit Result and Comment, incorporated within this report, was not verified for accuracy.

Beth Kelley, CPA, CFE  
Deputy State Examiner

February 13, 2023

NORTH CENTRAL PARKE COMMUNITY SCHOOL CORPORATION  
AUDIT RESULTS AND COMMENTS

**AVERAGE DAILY MEMBERSHIP (ADM) - LACK OF RECORDS**

*Condition and Context*

The School Corporation could not provide documentation that the building level officials had certified the Average Daily Membership (ADM) counts for September 2020 and February 2022.

*Criteria*

Indiana Code 5-15-6-3 states:

"No financial records or records relating to financial records shall be destroyed until the earlier of the following actions:

1. The audit of the records by the state board of accounts has been completed, report filed, and any exceptions set out in the report satisfied.
2. The financial record or records have been copied or reproduced in accordance with a retention schedule or with the written consent of the administration."

Officials shall maintain records (enrollment cards, rosters, reporting forms, etc.) which substantiate the number of students claimed for ADM.

The building level official (Principal, Assistant Principal, etc.) is responsible for reporting ADM to the School Corporation Central Office, must provide a written certification of ADM to properly document responsibility. The certification must at a minimum include a statement detailing the names and location of the records used (these records must be retained for public inspection and audit) to substantiate ADM claimed. (Accounting and Uniform Compliance Guidelines Manual for Indiana Public School Corporations, Chapter 9)

**AVERAGE DAILY MEMBERSHIP (ADM) - INCORRECT REPORTING TO THE STATE**

*Condition and Context*

The detailed student lists presented for audit, did not agree to the Average Daily Membership claimed by the School Corporation for the September 2020 and February 2021 count dates. The detailed student lists included two additional students for September 2020 and one additional student in February 2021.

NORTH CENTRAL PARKE COMMUNITY SCHOOL CORPORATION  
AUDIT RESULTS AND COMMENTS  
(Continued)

*Criteria*

Units are required to comply with all grant agreements, rules, regulations, bulletins, directives, letters, letter rulings, court decisions, and filing requirements concerning reports and other procedural matters of federal and state agencies. Units must file accurate reports required by federal and state agencies. Noncompliance may require corrective action. (Accounting and Uniform Compliance Guidelines Manual for Indiana Public School Corporations, Chapter 1)

**STUDENT ENGAGEMENT POLICY**

*Condition and Context*

The School Corporation did not adopt a student engagement policy for virtual instruction.

*Criteria*

The Indiana Department of Education (IDOE) has released guidance for reporting ADM information and requires supporting documentation of enrollment and attendance information by grade and school to be signed by the building principle, or head of school, and made available in the event of an audit. There is no further guidance as to what the terms "enrolled" and "attending" mean outside of IC 20-43-1. Therefore, we are of the audit position that each school should adopt a **student engagement policy** which would mirror the requirements set forth for virtual schools in IC 20-24-7-13(h). If a student fails to continue attending after the ADM count date, the student is still subject to the state's Compulsory School Attendance requirements found in IC 20-33-2. (The School Bulletin and Uniform Compliance Guidelines, December 2019)

NORTH CENTRAL PARKE COMMUNITY SCHOOL CORPORATION  
EXIT CONFERENCE

The contents of this report were discussed on February 13, 2023, with Vonessia Harmon, Treasurer; Michael Schimpf, Superintendent of Schools; P. Scott Ramsay, President of the School Board; Kimberly Ann Cooper, School Board member; Tammy Breedlove, Food Service Director; and Kristin Bonomo, Title I Director.