

INTERNAL AUDIT FUNCTION

The Board of Education recognizes its responsibility to ensure sound fiscal management of the District. To this end, the Board shall establish an Internal Audit Function. The Superintendent of Schools shall direct and work collaboratively with the Internal Auditors so that they may carry out the following tasks:

1. Development of an annual risk assessment of District fiscal operations which shall include, but not be limited, to:
 - a. a review of financial policies and procedures, and
 - b. the testing and evaluation of District internal controls;
2. An annual review and update of such risk assessment;
3. Preparation of reports, at least annually or more frequently as the Board may direct, which:
 - a. analyze significant risk assessment findings,
 - b. recommend changes for strengthening controls and reducing identified risks, and
 - c. specify timeframes for implementation of such recommendations; and
4. Provide and/or recommend professional development, as needed.

The District is permitted to utilize existing personnel to fulfill the Internal Audit Function, but such persons shall not have any responsibility for other business operations of the District while performing such function. The District shall also be permitted to use inter-municipal cooperative agreement shared services to the extent authorized by Education Law Section 1950 or independent contractors to fulfill the Internal Audit Function as long as such personnel or entities performing this function comply with any Regulations issued by the Commissioner of Education and meet professional auditing standards for independence between the auditor and the District.

Personnel or entities serving as the Internal Auditor and performing this function shall report directly to the Board. The District's audit committee shall assist in the oversight of this Internal Audit Function.

Ref: Education Law §§1950, 2116-a, 2116-b, 2116-c, 2554
8 NYCRR §170.12(d)

Adoption date: