



October 25, 2023

Members of the Board of Education  
Owensboro Independent School District  
Owensboro, Kentucky

Kentucky State Committee for School District Audits  
Frankfort, Kentucky

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Owensboro Independent School District (District) as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

However, during our audit we became aware of deficiencies in internal control other than significant deficiencies and material weaknesses and matters that are opportunities for strengthening internal controls and operating efficiency. This letter summarizes our comments and suggestions regarding these matters. This letter does not affect our report dated October 25, 2023, on the financial statements of the District.

**2023 MANAGEMENT COMMENTS**

Findings noted were as follows:

ACTIVITY FUNDS (SCHOOL LEVEL)

Findings noted and frequency of occurrence were as follows:

Deposits:

- Form F-SA-6 did not have student signatures:
  - Owensboro Innovation Middle School (1)
- The deposit slip was not initialed by two individuals:
  - Owensboro High School (1)

Inventory:

- Inventory control sheets were not properly completed:
  - Owensboro Innovation Middle School (5)

Ticket Sales:

- Money collected for ticket sales did not agree to total sales documented.
  - Owensboro High School (1)

**2023 MANAGEMENT COMMENTS, CONTINUED**

ACTIVITY FUNDS (SCHOOL LEVEL), Continued

Recommendation:

We recommend that Activity Fund bookkeepers be reminded of the importance of adhering to the "Red Book" and performing generally accepted practices which enhance internal control for the District.

District Response:

Quarterly meetings are held with all bookkeepers to review procedures, and internal audits are performed throughout the year.

**2022 MANAGEMENT COMMENTS**

Findings noted were as follows:

TAX REVENUE

Finding:

The calculation of delinquent taxes did not include June 30, 2022 balances due to a spreadsheet formula error. This error was not material to the financial statements, and therefore, was not corrected in the audited financial statements.

Follow up:

Delinquent taxes were properly calculated at June 30, 2023.

ACTIVITY FUNDS (SCHOOL LEVEL)

Findings noted and frequency of occurrence were as follows:

Deposits:

Money collected was not remitted timely to the bookkeeper:  
Owensboro Middle School (3)

Follow up and resolution:

Quarterly meetings are held with all bookkeepers to review procedures, and internal audits are performed throughout the year at each school.

We will review the status of these comments during our next audit engagement. We have already discussed the comments and suggestions with District personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This communication is intended solely for the information and use of management, the Board of Education, the Kentucky Department of Education, and others within the District, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Ringelmann* CPAs PSC