

**CORRECTIVE ACTION PLAN (CAP) TO FISCAL YEAR END JUNE 30, 2018 CURRENT  
YEAR FINDINGS AND RECOMMENDATIONS**

Corrective action plan components will be managed by Kathleen Acker, Assistant Superintendent for Finance and Management Services. The following action has been completed as of October 17, 2018.

**Extraclassroom Activity Funds**

During the prior year audit and the current year audit, it was noted that in a sample of cash disbursements tested, there were a number of reimbursements to staff for activity related expenses.

***CAP:** Club Advisors have been informed that to the extent possible, payments be made to vendors for goods and services, rather than to District employees or individuals as reimbursements.*