

Monte Del Sol Corrective Action Plan (CAP) for FY2024 Audit			
Proposed Plan Due: May 9, 2025			
FY24 Audit Finding	Action Steps	Documents Submitted in Epicenter	Due Date
[Example :] 2024-001 Fund Balance (Significant Deficiency, repeated from 2022-004 and 2023-002)			
[Example :] 2024-002 Internal Controls over Cash Disbursement (Material Weakness)			
2024-001, Financial Reporting, Repeat, 2018-001, Material Weakness	Creating and adopting strong financial policies and procedures. Implementation to occur by June 30, 2025.	YES	
2024-002, Budgetary Compliance, Repeat, 2019-003, Significant Deficiency	Monthly the function/object code is reviewed and compared to the projected budget in OMBS based on actuals to budget, at this time a determination can be made as to whether a BAR is necessary and the goal to ensure that the fund is not negative and funds have been budgeted prior to being expended, if an action needs to occur such as a budget transfer BAR (within fund) or a maintenance BAR these are prepared by Axiom and Prepared for the Finance and GC to review and approve at monthly meeting	YES	
2024-003, Revenues & Receivables, Repeat 2023-003, Material Weakness	Revenue is recorded only when earned & supported by appropriate documentation. Each month a cash receipts file is uploaded with the appropriate documentation of the receipt to trace, verify, check and confirm that revenue is being coded correctly in the chart of accounts. Each month during finance committee meetings, samples are selected of expenditures and payments to match, verify and check this is occurring, trial balance is also reviewed along with the bank reconciliation	YES	
2024-004 Late Audit, Repeat, repeat 2023-004, Material Non compliance	Establish end of year systems in the business office at the school to keep all files and record organized so they can be easily accessed for the audit by 6/30/25.	YES	
2024-005 Internal Controls, repeat 2023-005, Material Weakness	School's business office uploads each cash receipts to a cloud based storage where axiom team has access in order to close out monthly cash receipts and reconcile bank statement	YES	
2024-006 Cash & Investments, Other Matter	Each month a bank reconciliation is done and the GC reviews and approves at the monthly board meeting.	YES	
2024-007 Internal Controls, Significant Deficiency	Establish systems in the business office at the school to keep files organized so they can be easily accessed for the audit by 6/30/25.	YES	
2024-008 Other Noncompliance, Procurement	Utilize professional procurement entity such as ACES, CES, or Statewide Price agreements to do procurements going forward	YES	

2024-009 Material Weakness, Payroll & related liabilities	All payroll is run through the school’s third-party payroll system and files are kept by the school's business office and the business manager firm	YES	
2024-010 Material Weakness, Capital Assets	Establish sufficient internal controls around capital assets	YES	
2024-011 Material Weakness, Internal Controls	Establish systems in the software with payroll to ensure JEs balance by fund by 6/30/25	YES	