

School District No. 1J, Multnomah County, Oregon

## **PORTLAND PUBLIC SCHOOLS**



### **REPORT ON REQUIREMENTS OF THE SINGLE AUDIT ACT**

For the year ended June 30, 2016



Artist's rendering of the modernized Roosevelt High School,  
scheduled for completion in the Fall of 2017

## About the Cover

The modernized Roosevelt High School offers the first new PPS high school buildings in nearly 50 years. Roosevelt High School is one of four schools being rebuilt or modernized as part of the 2012 School Building Improvement Bond. Currently both Faubion PK-8 and Franklin High School are under construction, and schematic design is underway at Grant High School.

In late August 2016, Roosevelt students and staff returned to a transformed school. The new buildings included 33 general education classrooms plus several Career Technical Education (CTE) classrooms, a two-court main gymnasium, and three new community program spaces. In early 2017 additional new facilities will open including the new commons/cafe, auxiliary gym, and a state of the art theater. In the fall of 2017, the fully renovated historic 1921 building will reopen providing additional new classrooms, the main office, counseling center, and the Albina Head Start facility.

Bond money is also being used to fix leaking and deteriorating roofs and make seismic safety, accessibility and science classroom improvements at up to 63 other schools.

Portland Public Schools

**Report on Requirements of the  
Single Audit Act**

**For the year ended June 30, 2016**

School District No. 1J, Multnomah County, Oregon

Portland, Oregon

Prepared by the Accounting and Payroll Services Department

**School District No. 1J,  
Multnomah County, Oregon  
Portland Public Schools**

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**REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**INDEPENDENT AUDITOR'S REPORT**

Board of Education  
School District No. 1J, Multnomah County, Oregon  
Portland, Oregon

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of School District No. 1J, Multnomah County, Oregon (the District) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated December 2, 2016.

**INTERNAL CONTROL OVER FINANCIAL REPORTING**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions 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.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**COMPLIANCE AND OTHER MATTERS**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an

**REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS (Continued)**

**COMPLIANCE AND OTHER MATTERS (Continued)**

objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**PURPOSE OF THIS REPORT**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Talbot, Kowola & Warwick LLP*

Lake Oswego, Oregon  
December 2, 2016



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**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED  
BY THE UNIFORM GUIDANCE**

**INDEPENDENT AUDITOR'S REPORT**

Board of Education  
School District No. 1J, Multnomah County, Oregon  
Portland, Oregon

**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM**

We have audited School District No. 1J, Multnomah County, Oregon (the District's) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2016. The District's major federal programs are identified in the Summary of Auditor's Results Section of the accompanying Schedule of Findings and Questioned Costs.

**MANAGEMENT'S RESPONSIBILITY**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**AUDITOR'S RESPONSIBILITY**

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

**OPINION ON EACH MAJOR FEDERAL PROGRAM**

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.

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**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED  
BY THE UNIFORM GUIDANCE (Continued)**

**OTHER MATTERS**

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying Schedule of Findings and Questioned Costs as items 2016-001 through 2016-007. Our opinion on each major federal program is not modified with respect to these matters.

The District's response to the noncompliance findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. The District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

**REPORT ON INTERNAL CONTROL OVER COMPLIANCE**

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as items 2016-001 through 2016-007, which we consider to be significant deficiencies.

The District's response to the internal control over compliance findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. The District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED  
BY THE UNIFORM GUIDANCE (Continued)**

**REPORT ON INTERNAL CONTROL OVER COMPLIANCE (Continued)**

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

**REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE  
UNIFORM GUIDANCE**

We have audited the financial statements of the District as of and for the year ended June 30, 2016, and have issued our report thereon dated December 2, 2016, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements as a whole. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated in all material respects in relation to the financial statements as a whole.

*Talbot, Kowala & Warwick LLP*

Lake Oswego, Oregon  
December 2, 2016



**Schedule of Expenditures of Federal Awards  
for the Year Ended June 30, 2016**

CFDA/ Grant	Grant Description	Pass-Through Grantor's No.	Grant		Direct or Pass-Through	Expenditures	Agency Total
			Beg. Date	End Date			
<b>Department of Agriculture</b>							
<b>Office of Food and Nutrition Service</b>							
<b>Child Nutrition Cluster</b>							
<b>10.553 School Breakfast Program (SBP)</b>							
202	Donated Foods		7/1/15	6/30/16	Pass-Through	\$ 109,092	1
202	School Breakfast Program	N/A	7/1/15	6/30/16	Pass-Through	3,326,744	
						<u>3,435,836</u>	
<b>10.555 National School Lunch Program (NSLP)</b>							
202	Donated Foods		7/1/15	6/30/16	Pass-Through	1,094,640	1
202	National School Lunch Program	N/A	7/1/15	6/30/16	Pass-Through	7,864,736	
						<u>8,959,376</u>	
<b>10.559 Summer Food Service Program for Children (SFSPC)</b>							
202	Summer Food Service Program for Children	N/A	7/1/15	6/30/16	Pass-Through	735,161	
						<b>Total Child Nutrition Cluster</b>	<b>13,130,373</b>
<b>10.558 Child and Adult Care Food Program</b>							
202	Donated Foods		7/1/15	6/30/16	Pass-Through	35,951	1
G0339	Childcare Food Program for Head Start	N/A	7/1/15	6/30/16	Pass-Through	560,616	
202	Child and Adult Care Food Program	N/A	7/1/15	6/30/16	Pass-Through	827,721	
						<u>1,424,288</u>	
<b>10.582 Fresh Fruit and Vegetable Program (FFVP)</b>							
202	Fresh Fruit and Vegetable Grants	36649-36671,38635-38657,39945-39967	7/1/15	6/30/16	Pass-Through	511,359	
<b>Office of Forest Service</b>							
<b>Forest Service Schools and Roads Cluster</b>							
<b>10.665 Schools and Roads - Grants to States</b>							
101	Schools and Roads - Grants to States	N/A	7/1/15	6/30/16	Pass-Through	24,141	
						<b>Forest Service Schools and Roads Cluster</b>	<b>24,141</b>
						Pass-Through from Oregon Department of Education	14,505,404
						Pass-Through from Oregon Nutrition Services	560,616
						Pass-Through from Multnomah & Clackamas Counties	24,141
<b>Department of Agriculture Total</b>							<b>15,090,161</b>
<b>Department of Defense</b>							
<b>Office Of The Secretary of Defense</b>							
<b>12.550 The Language Flagship Grants to Institutions of Higher Education</b>							
G1273	Mandarin Chinese Flagship Grant	271420A	6/1/12	5/31/16	Pass-Through	403,080	
						Pass-Through from University of Oregon CASLS	403,080
<b>Department of Defense Total</b>							<b>403,080</b>

**Schedule of Expenditures of Federal Awards  
for the Year Ended June 30, 2016**

CFDA/ Grant	Grant Description	Pass-Through Grantor's No.	Grant		Direct or Pass-Through	Expenditures	Agency Total
			Beg. Date	End Date			
<b>Department of Transportation</b>							
Federal Transit Administration							
Federal Transit Cluster							
<b>20.507</b>	<b>Federal Transit Formula Grants</b>						
G1541	Healthy Travel Options to School	933658	7/1/15	6/30/17	Pass-Through	\$ 12	
<b>Total Federal Transit Cluster</b>						<b>12</b>	
Pass-Through from METRO						12	
<b>Department of Transportation Total</b>							<b>12</b>
<b>Department of Education and Human Resources</b>							
National Science Foundation							
<b>47.076</b>	<b>Education and Human Resources Project Grants</b>						
G1477	Cornell Lab of Ornithology AISL Award	Letter	11/1/14	9/30/16	Pass-Through	9,111	
Pass-Through from Cornell University						9,111	
<b>Department of Education and Human Resources Total</b>							<b>9,111</b>
<b>Department of Energy</b>							
Bonneville Power Administration							
<b>81.xxx</b>							
G1585	Title VII - OMSI STEM Classes	72736	5/4/16	9/30/16	Direct	17,100	
Direct Funding						17,100	
<b>Department of Energy Total</b>							<b>17,100</b>
<b>Department of Education</b>							
Office of Career, Technical, and Adult Education							
<b>84.048</b>	<b>Career and Technical Education - Basic Grants to States</b>						
G1418	Carl Perkins 14/15	31773	7/1/14	9/30/15	Pass-Through	123,834	
G1521	Carl Perkins 15/16	36418	7/1/15	9/30/16	Pass-Through	345,803	
						<u>469,637</u>	

**Schedule of Expenditures of Federal Awards  
for the Year Ended June 30, 2016**

CFDA/ Grant	Grant Description	Pass-Through Grantor's No.	Grant		Direct or Pass-Through	Expenditures	Agency Total
			Beg. Date	End Date			
<b>Department of Education - (Continued)</b>							
<b>Office Of Elementary and Secondary Education</b>							
<b>84.010 Title I Grants to Local Education Agencies</b>							
G1410	Title I - School Budgets	32666	7/1/14	9/30/16	Pass-Through	\$ 214,723	
G1411	Title I - Central	32666	7/1/14	9/30/16	Pass-Through	1,137,893	
G1412	Title ID	32517	7/1/14	9/30/15	Pass-Through	29,184	
G1432	Priority/Focus Improvement - Cesar Chavez	32809	7/1/14	9/30/15	Pass-Through	10,790	
G1433	Priority/Focus Improvement - Jefferson	32811	7/1/14	12/30/15	Pass-Through	24,087	
G1434	Priority/Focus Improvement - Lane	32812	7/1/14	9/30/15	Pass-Through	18,169	
G1435	Priority/Focus Improvement - Ockley Green / Chief Joseph	32810	7/1/14	11/30/15	Pass-Through	12,099	
G1436	Priority/Focus Improvement - Rigler	32813	7/1/14	9/30/15	Pass-Through	12,217	
G1437	Priority/Focus Improvement - Rosa Parks	32814	7/1/14	9/30/15	Pass-Through	2,966	
G1438	Priority/Focus Improvement - Scott	32815	7/1/14	9/30/15	Pass-Through	21,788	
G1439	Priority/Focus Improvement - Sitton	32816	7/1/14	9/30/15	Pass-Through	7,784	
G1443	Priority/Focus Improvement - Woodmere	32819	7/1/14	9/30/15	Pass-Through	10,064	
G1457	Title I - Focus and Priority Set Aside	32666	7/1/14	9/30/16	Pass-Through	23,419	
G1500	Title I - School Budgets	36057	7/1/15	9/30/16	Pass-Through	4,527,685	
G1501	Title I - Central	36057	7/1/15	9/30/16	Pass-Through	5,242,664	
G1502	Title I - Focus and Priority Set Aside	36057	7/1/15	9/30/16	Pass-Through	291,623	
G1503	Title ID	36569	7/1/15	9/30/16	Pass-Through	86,571	
G1507	Priority/Focus Improvement - Cesar Chavez	37113	7/1/15	9/30/16	Pass-Through	21,780	
G1508	Priority/Focus Improvement - Jefferson	37114	7/1/15	9/30/16	Pass-Through	24,679	
G1509	Priority/Focus Improvement - Lane	37115	7/1/15	9/30/16	Pass-Through	37,000	
G1511	Priority/Focus Improvement - Rigler	37116	7/1/15	9/30/16	Pass-Through	36,578	
G1512	Priority/Focus Improvement - Rosa Parks	37117	7/1/15	9/30/16	Pass-Through	11,473	
G1513	Priority/Focus Improvement - Scott	37118	7/1/15	9/30/16	Pass-Through	19,128	
G1514	Priority/Focus Improvement - Sitton	37119	7/1/15	9/30/16	Pass-Through	32,346	
G1516	Priority/Focus Improvement - Whitman	37120	7/1/15	9/30/16	Pass-Through	32,016	
G1517	Priority/Focus Improvement - Woodmere	37121	7/1/15	9/30/16	Pass-Through	26,983	
						<u>11,915,709</u>	
<b>84.011 Migrant Education - State Grant Program</b>							
G1414	Title IC - Migrant Education Preschool	33588	7/1/14	9/30/15	Pass-Through	6,573	
G1415	Title IC - Migrant Education Summer	35112	4/15/15	9/30/15	Pass-Through	27,187	
G1504	Title IC - Migrant Education	37725	7/1/15	9/30/16	Pass-Through	127,264	
G1506	Title IC - Migrant Education Summer	40021	4/15/16	9/30/16	Pass-Through	4,604	
						<u>165,628</u>	
<b>84.013 Title I State Agency Program for Neglected and Delinquent Children and Youth</b>							
G1537	Title I N&D - Portland DART Schools	38530	7/1/15	6/30/16	Pass-Through	216,910	
<b>84.196 Education for Homeless Children and Youth</b>							
G1474	Title X - McKinney-Vento Homeless Education	34334	7/1/14	9/30/15	Pass-Through	7,894	
G1546	Title X - McKinney-Vento Homeless Education	36744	7/1/15	9/30/16	Pass-Through	10,075	
						<u>17,969</u>	

**Schedule of Expenditures of Federal Awards  
for the Year Ended June 30, 2016**

CFDA/ Grant	Grant Description	Pass-Through Grantor's No.	Grant		Direct or Pass-Through	Expenditures	Agency Total
			Beg. Date	End Date			
<b>Department of Education - (Continued)</b>							
<b>Office Of Elementary and Secondary Education - (Continued)</b>							
<b>84.287 Twenty-First Century Community Learning Centers (CLCs)</b>							
G1336	21st Century CLCs - Cohort 3 Yr 1	28310	7/1/13	9/30/15	Pass-Through	\$ 98,620	
G1425	21st Century CLCs - Cohort 3 Yr 2	32279	7/1/14	9/30/16	Pass-Through	305,047	
G1525	21st Century CLCs - Cohort 3 Yr 3	36391	7/1/15	9/30/17	Pass-Through	43,091	
						<u>446,758</u>	
<b>84.330 Advanced Placement Program (Advanced Placement Test Fee; Advanced Placement Incentive Program Grants)</b>							
G0972	International Baccalaureate (IB) Fee Payment Program	Agreement	7/1/09	6/30/16	Pass-Through	75,550	
<b>84.365 English Language Acquisition State Grants</b>							
G1417	Title III - Language Instruction	32357	7/1/14	9/30/16	Pass-Through	168,711	
G1520	Title III - Language Instruction	36356	7/1/15	9/30/16	Pass-Through	405,109	
						<u>573,820</u>	
<b>84.367 Supporting Effective Institution State Grants (formerly Improving Teacher Quality State Grants)</b>							
G1326	Title IIA - Teacher Quality	28726	7/1/13	9/30/15	Pass-Through	248,302	
G1416	Title IIA - Teacher Quality	32990	7/1/14	9/30/16	Pass-Through	852,601	
G1458	Title IIA - Private School Allocation	32990	7/1/14	9/30/16	Pass-Through	141,291	
G1518	Title IIA - Teacher Quality	36254	7/1/15	9/30/16	Pass-Through	1,375,531	
G1519	Title IIA - Private School Allocation	36254	7/1/15	9/30/16	Pass-Through	107,783	
G1543	OMP New Facilitators Professional Learning	35547	4/1/15	6/30/17	Pass-Through	17,747	
						<u>2,743,255</u>	
<b>84.060A Indian Education - Grants to Local Educational Agencies</b>							
G1523	Indian Education	S060A150938	7/1/15	6/30/16	Direct	92,088	
<b>School Improvement Grants Cluster</b>							
<b>84.377 School Improvement Grants</b>							
G1348	School Improvement - Madison	28057	7/1/13	9/30/15	Pass-Through	89,019	
G1459	School Improvement - Woodlawn	31397	5/9/14	9/30/15	Pass-Through	199,359	
G1566	School Improvement - Woodlawn	38987	6/1/15	9/30/16	Pass-Through	351,861	
						<u>640,239</u>	
					<b>Total School Improvement Grants Cluster</b>	<b>640,239</b>	

**Schedule of Expenditures of Federal Awards  
for the Year Ended June 30, 2016**

CFDA/ Grant	Grant Description	Pass-Through Grantor's No.	Grant		Direct or Pass-Through	Expenditures	Agency Total
			Beg. Date	End Date			
<b>Department of Education - (Continued)</b>							
<b>Office Of Special Education and Rehabilitative Services</b>							
<b>Special Education Cluster (IDEA)</b>							
<b>84.027 Special Education - Grants to States</b>							
G1342	Columbia Regional - IDEA 13/15	IGA/R 59939	7/1/13	6/30/15	Pass-Through	\$ 238,517	
G1419	IDEA Enhancement - 14/15	33787	10/1/14	9/30/15	Pass-Through	21,218	
G1421	IDEA Part B, 611 14/15	33362	7/1/14	9/30/16	Pass-Through	4,464,665	
G1499	Columbia Regional - IDEA 15/17	IGA/R 59939-2	7/1/15	6/30/17	Pass-Through	4,967,511	
G1524	Special Ed - SPR&I 15/16	37977	8/1/15	6/30/16	Pass-Through	26,471	
G1529	Extended Assessment- 15/16	35794	7/1/15	6/30/16	Pass-Through	7,112	
G1531	TBI Liaison 15/16	35710	7/1/15	6/30/16	Pass-Through	21,250	
G1533	IDEA Part B, Section 611 15/16	36948	7/1/15	9/30/17	Pass-Through	3,555,466	
G1536	IDEA Portland Dart - LTCT 15/16	38505	7/1/15	6/30/17	Pass-Through	124,467	
G1545	Audiology Support 15/16	35718	7/1/15	6/30/16	Pass-Through	503,334	
G1547	CRP Accomodation for Staff Training	35722	7/1/15	11/1/15	Pass-Through	119,632	
G1548	D/HH EI/ECSE Classroom Move 15/16	35723	7/1/15	9/15/15	Pass-Through	8,750	
G1560	IDEA Enhancement - 15/16	38413	10/1/15	9/30/16	Pass-Through	11,522	
						<u>14,069,915</u>	
<b>84.173 Special Education Preschool Grants</b>							
G1363	IDEA Part B, 619 13/14	28919	7/1/13	9/30/15	Pass-Through	16,325	
G1444	IDEA Part B, 619 14/15	33520	7/1/14	9/30/16	Pass-Through	93,631	
G1534	IDEA Part B, 619 15/16	37239	7/1/15	9/30/17	Pass-Through	3,616	
G1584	IDEA Part B., 619 LTCT 15/16	39385	7/1/15	6/30/16	Pass-Through	1,998	
						<u>115,570</u>	
<b>Total Special Education (IDEA) Cluster</b>						<b>14,185,485</b>	
<b>84.126 Rehabilitation Services - Vocational Rehabilitation Grants to States</b>							
G1522	BVI Pre-employment Transition Services	IGA 62128	7/1/15	9/30/16	Pass-Through	115,000	
G1496	YTP Vocational Rehabilitation	IGAR 61967	7/1/15	6/30/17	Pass-Through	73,425	
						<u>188,425</u>	
<b>84.326 Special Education - Personal Development to Improve Services and Results for Children with Disabilities</b>							
G1407	SWIFT Schools	34982	1/15/15	10/14/16	Pass-Through	19,909	
G1483	SWIFT 2014 Carryover Funds	35011	10/15/14	10/14/16	Pass-Through	3,914	
						<u>23,823</u>	
<b>Office of Vocational and Adult Education</b>							
<b>84.360A School Dropout Prevention Program</b>							
G1116	School Dropout Prevention Program	S360A100137	10/1/10	6/30/16	Direct	600,955	
<b>Institute of Education Sciences</b>							
<b>84.305E Education Research, Development and Dissemination</b>							
G1281	Effect of Dual-Language Immersion on Student Achievement	R305E120003	7/24/12	6/30/16	Pass-Through	31,312	



**Schedule of Expenditures of Federal Awards  
for the Year Ended June 30, 2016**

CFDA/ Grant	Grant Description	Pass-Through Grantor's No.	Grant		Direct or Pass-Through	Expenditures	Agency Total
			Beg. Date	End Date			

**Department of Education - (Continued)**

**Office of Postsecondary Education**

**84.334A Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP)**

G1188	GEAR UP - College Ahead Program	P334A110243	9/26/11	9/25/18	Direct	\$ 1,092,462	
G1455	GEAR UP - Mobilizing for College	P334A140180	9/25/14	9/24/21	Direct	1,084,896	
						2,177,358	

Direct Funding	2,870,401
Pass-Through from Oregon Department of Education	31,474,783
Pass-Through from Oregon Commission for the Blind	115,000
Pass-Through from Rand Corporation	31,312
Pass-Through from Oregon Department of Human Services	73,425

**Department of Education Total**

**34,564,921**

**Department of Health and Human Services**

**Substance Abuse And Mental Health Services Administration**

**93.243 Substance Abuse and Mental Health Services - Projects of Regional and National Significance**

G1149	Proactive Classroom Management Initiative	10SM60302A	9/30/10	6/30/16	Direct	11,797	
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**Administration For Children And Families**

**Child Care and Development Fund (CCDF) Cluster**

**93.575 CCDF Block Grant**

G1377	Teen Parent Services	9965 amend 5	7/1/13	6/30/17	Pass-Through	63,100	
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**Total Child Care and Development Fund Cluster 63,100**

**93.600 Head Start**

G1527	Head Start - Federal 15/16	10CH0193-03-00	11/1/15	10/30/16	Direct	3,811,370	
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**93.658 Foster Care - Title IV-E Recovery Act**

G1234	Foster Care Transportation	IGAR 58988	9/1/11	9/1/16	Pass-Through	6,258	
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**Centers for Medicare and Medicaid Services**

**Medicaid Cluster**

**93.778 Medical Assistance Program**

S0027	Medicaid Revenue - Regional Durable Medical Equipment		7/1/15	6/30/16	Pass Through	20,514	
S0054	Medicaid Revenue - DART Program		7/1/15	6/30/16	Pass Through	721	
S0085	Medicaid Revenue - DHC Nursing		7/1/15	6/30/16	Pass Through	1,077	
S0278	Medicaid Revenue - Pioneer		7/1/15	6/30/16	Pass Through	264	
S0279	Medicaid Revenue - Speech Pathology		7/1/15	6/30/16	Pass Through	2,303	
						24,879	

**Total Medicaid Cluster 24,879**

Direct Funding	3,823,167
Pass-Through from OR Dept. of Education Child Care Division	63,100
Pass-Through from Oregon Department of Human Services	31,137

**Department of Health and Human Services Total**

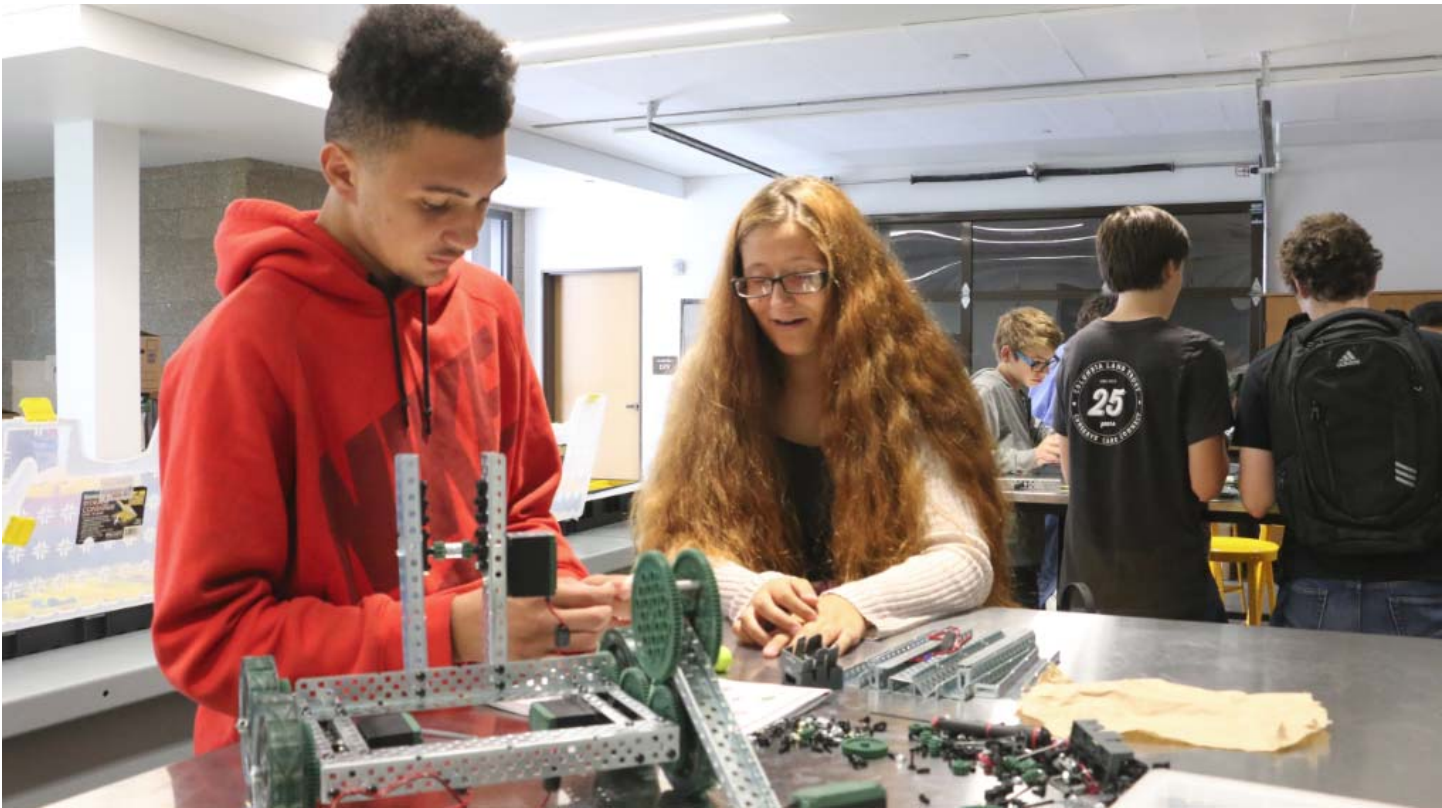
**3,917,404**

**Grand Total**

**\$ 54,001,789**

This schedule is prepared on the modified accrual basis of accounting.

<sup>1</sup> Donated food is valued at estimated fair value. Donated food was allocated between 10.553, 10.555 and 10.558.



SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2016

**SECTION I - SUMMARY OF INDEPENDENT AUDITOR'S RESULTS**

**Financial Statements:**

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified that are not considered to be material weakness(es)?	No
Noncompliance material to financial statements noted?	No

**Federal Awards:**

Internal control over major programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified that are not considered to be material weakness(es)?	Yes
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with section 510(a) of <i>Uniform Guidance</i> ?	Yes

Identification of major programs:

<b>CFDA NUMBER(S)</b>	<b>NAME OF PROGRAM OR CLUSTER</b>
10.553, 10.555, 10.559	Child Nutrition Cluster
84.287	Twenty-First Century Community Learning Centers (CLCs)
84.367	Supporting Effective Institution State Grants
84.334A	Gaining Early Awareness and Readiness for Undergraduate Programs
93.600	Head Start

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**  
**YEAR ENDED JUNE 30, 2016**

**SECTION I - SUMMARY OF INDEPENDENT AUDITOR'S RESULTS (Continued)**

Dollar threshold used to distinguish between type A and type B programs	\$ 1,620,054
Auditee qualified as low-risk auditee?	No

**SECTION II - FINANCIAL STATEMENT FINDINGS**

None reported.

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**Finding 2016-001**

CFDA: 84.287

Program Title: Twenty-First Century Community Learning Centers (CLCs)

Criteria: Per section C. Cash Management of Part 3 – Compliance Requirements, of the OMB Circular A-133 Compliance Supplement 2016, “when entities are funded on a reimbursement basis, program costs must be paid for by entity funds before reimbursement is requested from the Federal Government.”

Condition: From a population of 11 draws totaling \$425,953, 4 draws totaling \$149,818 were selected for testing. In one draw, \$1,548 was found not to have been paid prior to the reimbursement request. We noted the amount of questioned costs for findings related to this requirement is the interest calculated for the time between the draw and the payment of the cost. Using the error rate of 1.03%, the amount of questioned costs calculated using a reasonable interest rate of 0.875% is negligible.

Context: The District did not pay for all program costs before requesting reimbursement.

Effect: If reimbursements are requested prior to a cost being paid by the District, the District is out of compliance with the Cash Management requirements of the grant program. The District is able to earn interest revenue on Federal dollars held, which the compliance requirements are in place to minimize.

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-001, (cont.)**

Cause: The controls in place were not sufficient to prevent or detect errors with regard to the cash management compliance requirements for federal grant monies. The errors resulted from manual adjustments made to the amount of Unbilled Accounts Receivable for which reimbursements are requested.

Recommendation: We recommend that the District review all adjustments to the amount of Unbilled Accounts Receivable submitted for reimbursement for compliance with Cash Management requirements.

Management Response: We understand and concur with the finding and recommendation. Beginning July 1, 2016, qualifying expenses recorded via journal entry to federally funded programs will be reviewed by the Senior Manager of Grant Accounting, for evidence that they were paid prior to the District's request for reimbursement of those expenses.

**Finding 2016-002**

CFDA: 93.600

Program Title: Head Start

Criteria: Per 45 CFR 1304.51, grantee agencies must establish and maintain efficient and effective reporting systems that generate official reports for Federal authorities. Per the OMB Circular A-133 Compliance Supplement 2016 Part 3 – Compliance Requirements, section L. Reporting, the auditee must submit reports that are complete and accurate. Per the Administration for Children and Families Program Instructions “Changes in Federal Reporting,” (ACF-PI-HI-16-01) for Head Start budget periods beginning November 1, the Final SF-425 must be submitted by January 30 of the following period.

Condition: The District is required to submit a semi-annual SF-425, due 90 days after the end of the first six month grant period, as well as a final SF-425, due 90 days after the end of the grant period. Due to the timing of the reports, the first report submitted in the fiscal year was the final SF-425 for the prior year grant. This was selected for testing along with the semi-annual SF-425 submitted during the fiscal year for the first six months of the grant period. The final report tested was found to have been submitted late. The semi-annual report was found to contain inaccuracies with regard to the amount of local funds expended. Therefore, the control over the reporting function failed in both instances.

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-002, (cont.)**

Context: The District did not submit the required SF-425 reports in a timely and accurate manner.

Effect: We noted that the amount of local funds reported as expended was inaccurate. The amount of local funds expended is used for the purpose of determining whether the matching requirements have been met. While the matching requirements were met when calculated using the corrected amount of local expenditures, the error is a control deficiency. The report which was filed late is an instance of noncompliance. Noncompliance and control deficiencies may jeopardize the Head Start Program, as program is funded by annual grants.

Cause: The numerical inaccuracies on the SF-425 were due to a copy and paste error, which was not detected by the review process. It appears the late reporting was due to an error in timing the preparation and subsequent review of the report.

Recommendation: We recommend management review the detail of the SF-425 reports prior to timely submission.

Management Response: We understand and concur with the finding and recommendation. Beginning with the first report due during fiscal year 2016-17, the Senior Manager of Grant Accounting will assure there is evidence of review by both the grant accountant responsible for the Head Start Grants as well as the Senior Manager of Grant Accounting, prior to submitting the report to the Director of Head Start for final review. Management will also implement processes to monitor report deadlines, to ensure that all reports are filed in a timely manner.

**Finding 2016-003**

CFDA: 93.600

Program Title: Head Start

Criteria: Per the OMB Circular A-133 Compliance Supplement 2016, Part 3, C. Cash Management, "When entities are funded on a reimbursement basis, program costs must be paid for by entity funds before reimbursement is requested from the Federal Government." Per review of the grant award documents, the District's Head Start program is funded on a reimbursement basis. The costs for which reimbursements are requested must be paid prior to the date of the reimbursement request.

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-003, (cont.)**

**Condition:** From a population of three cash drawdowns, two were selected for testing. Both were found to be noncompliant due to the accrual of wages not paid prior to the reimbursement request. This cash management noncompliance applies to the entire population. As payroll expenditures are allowable, the expenditures themselves are not questioned costs. The purpose of the cash management requirements are to minimize interest earned on Federal dollars, therefore the questioned costs are interest earned on Federal dollars which were retained and not returned to the Treasury. Estimated likely questioned costs were calculated using an interest rate equal to the current Local Government Investment Pool rate earned by the District, as this is the largest interest bearing account held. With accrued payroll costs ranging over a period of 7 months, the estimated interest earned on Federal monies is \$1,071.

**Context:** Accrued payroll amounts were included in the costs submitted for reimbursement, and therefore had not been paid out by the date of the reimbursement request.

**Effect:** The District was out of compliance with each cash draw for the program in the current year due to a District policy regarding payroll accruals where Federal awards are used. Noncompliance with the terms of the award may result in the suspension or termination of this Federal award as well as others. The Treasury may require the interest earned to be returned.

**Cause:** It appears the cause of the noncompliance is a District policy that does not consider the cash management compliance requirements. The District pays some 9-month employees on a 12-month schedule by withholding a portion of the employees' wages each month. The amount of payroll expensed each month is more than the amount paid out, however the District includes this larger amount in their reimbursement requests. Therefore, the District is requesting cash reimbursements for costs which have not yet been paid out.

**Recommendation:** We recommend that the District only request reimbursement for costs which have been paid out, in order to be compliant with cash management requirements.

**Management Response:** We understand and concur with the finding and recommendation. Management is researching the options for correcting for the payroll payment schedule issue, and will implement processes to ensure compliance with the cash management requirements.

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-004**

CFDA: 84.367

Program Title: Improving Teacher Quality State Grants

Criteria: Per the OMB Circular A-133 Compliance Supplement 2016, Part 3, C. Cash Management, "When entities are funded on a reimbursement basis, program costs must be paid for by entity funds before reimbursement is requested from the Federal Government." Per review of the grant award documents, the District's Improving Teacher Quality State Grant program is funded on a reimbursement basis. The costs for which reimbursements are requested must be paid prior to the date of the reimbursement request.

Condition: From a population of 13 cash drawdowns, four were selected for testing. All 4 were found to be noncompliant due to the accrual of wages not paid prior to the reimbursement request. This cash management noncompliance applies to the entire population. As payroll expenditures are allowable, the expenditures themselves are not questioned costs. The purpose of the cash management requirements are to minimize interest earned on Federal dollars, therefore the questioned costs are interest earned on Federal dollars which were retained and not returned to the Treasury. Estimated likely questioned costs were calculated using an interest rate equal to the current Local Government Investment Pool rate earned by the District, as this is the largest interest bearing account held. With accrued payroll costs ranging over a period of 10 months, the estimated interest earned on Federal monies is \$2,767.

Context: Accrued payroll amounts were included in the costs submitted for reimbursement, and therefore had not been paid out by the date of the reimbursement request.

Effect: The District was out of compliance with each cash draw for the program in the current year due to a District policy regarding payroll accruals where Federal awards are used. Noncompliance with the terms of the award may result in the suspension or termination of this Federal award as well as others. The Treasury may require the interest earned to be returned.



**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-004, (cont.)**

Cause: It appears the cause of the noncompliance is a District policy that does not consider the cash management compliance requirements. The District pays some 9-month employees on a 12-month schedule by withholding a portion of the employees' wages each month. The amount of payroll expensed each month is more than the amount paid out, however the District includes this larger amount in their reimbursement requests. Therefore, the District is requesting cash reimbursements for costs which have not yet been paid out.

Recommendation: We recommend that the District only request reimbursement for costs which have been paid out, in order to be compliant with cash management requirements.

Management Response: We understand and concur with the finding and recommendation. Management is researching the options for correcting for the payroll payment schedule issue, and will implement processes to ensure compliance with cash management requirements.

**Finding 2016-005**

CFDA: 84.334A

Program Title: Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP)

Criteria: 2 CFR Section 215.23 (a) states "All contributions, including cash and third party in-kind, shall be accepted as part of the recipient's cost sharing or matching when such contributions meet all of the following criteria, (1) Are verifiable from the recipient's records."

2 CFR Section 215.23 (c) states "Values for recipient contributions of services and property shall be established in accordance with the applicable cost principles. If a Federal awarding agency authorizes recipients to donate buildings or land for construction/facilities acquisition projects or long-term use, the value of the donated property for cost sharing or matching shall be the lesser of paragraphs (c)(1) or (2) of this section"

2 CFR Section 215.23 (h) (5) states "The following requirements pertain to the recipient's supporting records for in-kind contributions from third parties.

(i) Volunteer services shall be documented and, to the extent feasible, supported by the same methods used by the recipient for its own employees."

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**  
**YEAR ENDED JUNE 30, 2016**

**Finding 2016-005, (cont.)**

- Condition: Matching contributions for year 4 – College Ahead Program (4<sup>th</sup> year of a 7 year award) Annual Performance Report (APR) and year 1 – Mobilizing for College (1<sup>st</sup> year of a 7 year award) were incorrectly determined and reported. The matching contributions tested in our sample (31 of 60) did not have supporting documentation or the documentation did not support the amounts reported and/or the calculation of the amount was inaccurately computed. Our tests determined there were \$145,171 of known questioned and \$278,403 of likely questioned matching contributions reported on the APRs. The District is required to meet the matching contribution requirement by the end of the 7<sup>th</sup> year of the award. Therefore, future matching contributions could be adjusted to correct the aforementioned questioned contributions.
- Context: The control over recording, calculating, and reviewing matching contributions did not operate sufficiently to identify duplicate, erroneous, and unsupported costs. Documents that were used by the District to accumulate matching contributions information and calculate total matching contributions contained several errors.
- Effect: The District has over reported its matching contributions for the College Ahead Program (Year 4) and Mobilizing for College (Year 1) in their Annual Performance Reports. Should the District not adjust its matching contributions for the balance of the award period it may be required to return a portion of the federal funds received.
- Cause: The underlying cause appears to be a lack of internal controls over the recording and measurement of matching contributions and a lack of training and accountability for grant administrators. There are not appropriate controls at the GEAR UP department level to ensure that records are accurately kept and reported to the Grant Accounting Department. The Grant Accounting Department does not appear to have sufficient controls over the processing of data received from GEAR UP staff.
- Recommendation: We recommend that management develop and implement improved processes and controls over the recording and calculation of matching contributions; management improve communication between GEAR UP staff and the Grant Accounting Department to enhance information flow; and provide training opportunities for GEAR UP staff regarding grant requirements over matching contributions and the appropriate methods for documenting and determining them.

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-005, (cont.)**

Management  
Response:

We understand and concur with the finding and recommendation. Management will implement regular review meetings between the Senior Manager of Grant Accounting and the Senior Director of Funded Programs, to improve information flow. In addition, Management is evaluating options for improvement of tracking of grant matching requirements and will implement procedures to better document matching contributions.

**Finding 2016-006**

CFDA: 84.367

Program Title: Improving Teacher Quality State Grants

Criteria: 2 CFR section 200.430(i)(1)(vii) requires that charges to Federal awards for salaries and wages be based on records that accurately reflect the work performed. These records must (i) Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated... (iii) Reasonably reflect the total activity for which the employee is compensated by the non-Federal entity, not exceeding 100% of compensated activities... (vii) Support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one Federal award or a Federal award and non-Federal award. The District's policy, in order to maintain compliance over this requirement, is that each salaried employee of a program certifies their time and effort semi-annually.

Condition: From a population of 251 employees paid with grant funds, 40 were selected for testing. Of the 40, 12 were salaried employees for which the time and effort certification requirement applies. 4 of the 12 had not completed the time and effort certifications prior to audit fieldwork.

Context: The control over obtaining sufficient documentation to support salaries and wages is not operating effectively.

Effect: Failure to maintain a system of internal control over the requirements of 2 CFR section 200.430(i)(1)(vii), as well as the failure to maintain records that support the activity for which the employee is compensated and the distribution of the employee's salary or wages among cost objectives puts the District out of compliance with the aforementioned CFR. Lack of compliance with requirements can result in disallowance of labor costs, as the costs are not supported by the appropriate documentation.

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-006**

Cause: While the District does send one request for time and effort certifications, there does not appear to be a procedure in place to follow up on employees who do not respond to the request. There is no effective control operating over this requirement.

Recommendation: We recommend that management develop and implement procedures to obtain sufficient documentation over wages and salaries.

Management Response: We understand and concur with the finding and recommendation. Management will review procedures related to documentation of wages and salaries charged to grants, and will implement procedures to ensure documentation is sufficient.

**Finding 2016-007**

CFDA: 93.600

Program Title: Head Start

Criteria: 2 CFR section 200.430(i)(1)(vii) requires that charges to Federal awards for salaries and wages be based on records that accurately reflect the work performed. These records must (i) Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated... (iii) Reasonably reflect the total activity for which the employee is compensated by the non-Federal entity, not exceeding 100% of compensated activities... (vii) Support the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one Federal award or a Federal award and non-Federal award. The District's policy, in order to maintain compliance over this requirement, is that each salaried employee of a program certifies their time and effort semi-annually.

Condition: From a population of 195 employees paid with grant funds, 40 were selected for testing. Of the 40, 11 had not completed the time and effort certifications on a timely basis. As the District was able to obtain certifications for all selected, there are no likely questioned costs.

Context: The control over obtaining sufficient documentation to support salaries and wages is not operating effectively.

**SCHOOL DISTRICT No. 1J, MULTNOMAH COUNTY, OREGON**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2016**

**Finding 2016-007, (cont.)**

Effect: Failure to maintain a system of internal control over the requirements of 2 CFR section 200.430(i)(1)(vii), as well as the failure to maintain records that support the activity for which the employee is compensated and the distribution of the employee's salary or wages among cost objectives puts the District out of compliance with the aforementioned CFR. Lack of compliance with requirements can result in disallowance of labor costs, as the costs are not supported by the appropriate documentation.

Cause: While the District does send one request for time and effort certifications, there does not appear to be a procedure in place to follow up on employees who do not respond to the request. There is no effective control operating over this requirement.

Recommendation: We recommend that management develop and implement procedures to obtain sufficient documentation over wages and salaries.

Management Response: We understand and concur with the finding and recommendation. Management will review procedures related to documentation of wages and salaries charged to grants, and will implement procedures to ensure documentation is sufficient.



**SCHOOL DISTRICT NO. 1J. MULTNOMAH COUNTY, OREGON**  
**SCHEDULE OF PRIOR AUDIT FINDINGS**  
**YEAR ENDED JUNE 30, 2016**

**Finding 2015-01**

Condition:                    There was no evidence that the District's consultations with private school administrators included a discussion of Twenty-First Century Community Learning Centers (CLCs) funds, or that private school administrators opted out of participation in the program. Further, the District allocated no portion of program funds to private school children.

Corrective Action:        Corrective action has been completed.

## **Portland Public Schools Nondiscrimination Statement**

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Portland Public Schools recognizes the diversity and worth of all individuals and groups and their roles in society.

The District is committed to equal opportunity and nondiscrimination in all its educational and employment activities. The District prohibits discrimination based on race; national or ethnic origin; color; sex; religion; age; sexual orientation; gender expression or identity; pregnancy; marital status; familial status; economic status or source of income; mental or physical disability or perceived disability; or military service.

Board of Education Policy 1.80.020-P

### **Contact Information for Civil Rights Matters**

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District Title VI and Title IX:

Greg Wolleck

Phone: 503-916-3963

District 504:

Tammy Jackson

Phone: 503-916-2000 x71004

American Disabilities Act:

Human Resources Department

Phone: 503-916-3544

### **Preparation of Report on Requirements of the Single Audit Act**

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Chief Financial Officer

Interim Assistant Director of Accounting

Yousef Awwad, CPA, CGMA, PMP, MBA

Cheryl Anselone, CPA

#### **Grant Accounting**

Sr. Manager of Grant Accounting

Sr. Financial Analyst

Grant Accountant III

Grant Accountant III

Grant Accountant III

David Shick

Christie Christie

Chris Roe

Ruby Beecham

Susan Jeannet