



MISSISSIPPI OFFICE OF THE STATE AUDITOR
STACEY E. PICKERING, AUDITOR

PERFORMANCE AUDIT DIVISION
DISTRICT EXIT CONFERENCE

February 10, 2009

Greene County School District

Beginning on Monday, February 9, 2009, the Office of the State Auditor's Performance Audit Division (PAD) performed a limited review of the accuracy and reliability of student data transmitted to the Mississippi Department of Education for the purpose of determining funding for local school districts. OSA reviewed the following:

Student Enrollment

1. I determined whether there is a written policy on enrollment requirements and procedures at each school. As a result, I found the following:

Leakesville Elementary School does have a written policy on enrollment requirements and procedures.

2. I determined whether the number of students enrolled in school is being accurately reported. As a result, I found the following:

Leakesville Elementary School is reporting the number of students enrolled accurately.

3. I determined whether the school is following policy regarding student enrollment records. As a result, I found the following:

Leakesville Elementary School is following policy regarding student enrollment.

4. I determined whether the selected student's information is in the student package and is the same as the information kept in the student's record. As a result, I found the following:

At Leakesville Elementary School, the selected student's information is not in the student package and is not the same as the information kept in the student's record. 7 out of 25 student's information was not in the student package and did not match the student's record.

5. I determined whether the total number of students enrolled on the enrollment report from the student package matches the total number of students on the Student Roster Holding Area Report from MSIS. As a result, I found the following:



At Leakesville Elementary School, the total number of students enrolled on the enrollment report from the student package matches the total number of students on the Student Roster Holding Area Report from MSIS.

Student Attendance/Absenteeism

1. I determined whether there is a written policy on monitoring and reporting student absences. As a result, I found the following:

Leakesville Elementary School does have a written policy on monitoring and reporting student absences.

2. I determined whether the school is following policy regarding attendance and absenteeism. As a result, I found the following:

Leakesville Elementary School is following policy regarding attendance and absenteeism.

3. I determined whether the total number of excused, unexcused, and total absent students on the student attendance or absentee report from the student package matches the total number of excused, unexcused, and total absent students on the Holding Area Student Absences Report from MSIS. As a result, I found the following:

At Leakesville Elementary School, the total number of excused, unexcused, and total absent students on the student attendance or absentee report from the student package does match the total number of excused, unexcused, and total absent students on the Holding Area Student Absences Report from MSIS.

School Attendance Reporting

1. I determined whether the school superintendent is following policy regarding reporting of unexcused absences. As a result, I found the following:

I determined that Greene County School District superintendent is following policy regarding the reporting of unexcused absences.

2. I determined whether the school attendance officer is following policy regarding the reporting of unexcused absences. As a result, I found the following:

I determined that Leakesville Elementary School attendance officer is following policy regarding the reporting of unexcused absences.

Student Transfers

1. I determined whether the school is following policy regarding transfers. As a result, I found the following:

Leakesville Elementary School is following policy regarding transfers.

Student Withdrawals

1. I determined whether the school is following policy regarding withdrawals. As a result, I found the following:

Leakesville Elementary School is following policy regarding withdrawals.

Report Submission

1. I determined whether all final student package reports were transmitted to MSIS by the deadline established by MS Department of Education. As a result, I found the following:

At Leakesville Elementary School all final student package reports were submitted by the 10th of every month.

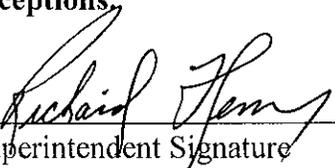
Mississippi Employment Protection Act (E-Verify)

1. I determined whether the school district is in compliance with the Mississippi Employment Protection Act. As a result, I found the following:

I determined that Greene County School District was not in compliance with the Mississippi Employment Protection Act as of July 1, 2008.

I would like to thank you for taking time out of your busy schedule to discuss the results of the review in your district. Copies of all audit exceptions are available upon your request. Please submit formal comments regarding the audit to me— Clint Robinson, at P. O. Box 956, Jackson, MS 39205, within one week from today. If you have questions or comments, please feel free to contact myself or Keyla Bradford, Project Manager, at 601-576-2800.

By signing below you agree that you have received a copy of this report and a brief explanation of the exceptions.



Superintendent Signature

2/10/09

Date

GREENE COUNTY SCHOOL DISTRICT

Richard Fleming, Superintendent of Education

Board of Education: Gerald Denmark, Keith Elmore, Curtis Hill, Marvin Welford, and Melbern Williams

February 17, 2009

Clint Robinson
Office of the State Auditor
P.O. Box 956
Jackson, MS 39205

Mr. Robinson:

Please accept this letter of response to the audit conducted February 9-10, 2009 at Leakesville Elementary School in the Greene County School District.

Student Enrollment: 4 – the selected student's information is not in the student package and is not the same as the information kept in the student's record.

The selected student's information not in the student package was telephone numbers. The discrepancy in the student administrative package and the cumulative folder was due to telephone numbers. The phone numbers are on the cumulative folders but were not in the SAP. This has been corrected.

Mississippi Employment Protection Act (E-Verify): Greene County School District was not in compliance with the Mississippi Employment Protection Act as of July 1, 2008.

Greene County School District registered for E-Verify November 13, 2008.

Respectfully submitted,



Cindy Thurston, MSIS Coordinator
Greene County School District