# Grant Parish School Board 

## Independent Accountants' Report on Applying Agreed Upon Procedures


#### Abstract

Under provisions of state law, this report is a public document. Acopy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.


Release Date


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# Independent Accountants Report on Applying Agreed-Upon Procedures 

June 2, 2005
Grant Parish School Board
Colfax, Louisiana
We have performed the procedures enumerated below, which were agreed to by Grant Parish School Board. These agreed upon procedures were performed solely to assist the School Board, in evaluating the administration of various school activity funds. This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the School Board. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

## GEORGETOWN HIGH SCHOOL

On May 24, 2005, we visited the campus of Georgetown High School and were provided with school activity fund records by the school's secretary. Agreed upon procedures were performed and findings are presented in the attached Schedule I-A.

## MONTGOMERY HIGH SCHOOL

On June 1, 2005, we visited the campus of Montgomery High School and were provided with school activity fund records by the school's secretary. Agreed upon procedures were performed and findings are presented in the attached Schedule II - A.

## DRY PRONG JUNIOR HIGH

On June 2, 2005, we visited the campus of Dry Prong Junior High School and were provided with school activity fund records by the school's secretary. Agreed upon procedures were performed and findings are presented in the attached Schedule III - A.

## SUMMARX

Based on the findings described in the accompanying schedules, the following matters need attention:

- Georgetown High School needs to record interest earned on its savings account.
- As discussed in Schedule II-A, Montgomery High School is reporting a deficit for its general fund that appears to be erroneous. This matter needs further investigation to identify any corrective action that may be necessary. If necessary, our firm can provide assistance with resolving this matter.
- Dry Prong Junior needs to record interest earned on its savings account.

We were not engaged to, and did not perform an audit, the objective of which would be the expression of an opinion on the School Board's financial statements. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the specified users listed above and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

# Schedule I - A <br> Agreed-Upon Procedures - Georgetown High School 

## Bank Reconciliation

We obtained a copy of the bank reconciliation for the month ended April 30, 2005 and applied procedures as enumerated below:

- Determined that the bank reconciliation report was signed by the school's secretary and principal.
- Determined that the bank reconciliation was clerically correct by verifying that calculations are mathematically accurate.
- Verified that the bank balance appearing on the bank reconciliation agrees with the amount appearing on the bank statement.
- Determined that reconciling items were limited to $\$ 154.00$ in outstanding checks.
- Compared the savings account balance to a statement provided by the bank and determined that the amount appearing on the bank statement exceeded the amount reported by $\$ 110.42$. The difference occurred because interest earned by the savings account has not been recorded and the matter can be corrected by simply recording interest earned during the past 12 months.


## Cash on Hand

Based on inquiry of the school secretary and analysis of the account records, there was no cash on hand.

## Receipts and Disbursements

We randomly selected certain cash receipts and disbursements. Procedures were applied to the randomly selected items as described below:

- We examined 25 disbursements and determined that information recorded in the accounting records agreed with supporting documentation and cancelled checks. Details related to these test are provided in the accompanying Schedule I-B.
- We examined 25 receipts and examined documentation to determine that the receipts were properly presented in the accounting records. Details related to these test are provided in the accompanying Schedule I-C.

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Schedule / - B
Disbursement Testing - Georgetown High SchooI
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| Check No. Payee | Amount | Agrees With <br> Supporting <br> Documents | Agrees With Cancelled Check | Note |
| :---: | :---: | :---: | :---: | :---: |
| 13360 Lasalle Florist | 58.34 | X | X | Flowers from Faculty Fund |
| 13365 School Aids | 42.57 | X | X | Preschool Materials |
| 13381 Oriental Trading | 31.90 | X | X | Flag display case |
| 13386 Ashley Lawrence | 15.00 | X | X | Refund |
| 13438 Doug Washington | 56.00 | X | X | Officiating Fees |
| 13444 Earl Self | 40.00 | X | X | Security |
| 13450 Oriental Trading | 53.99 | X | X | Halloween Supplies |
| 13485 Town \& Country | 14.99 | X | X | Ag Supplies |
| 13488 Grant Parish | 93.00 | X | X | Transportation - Fieldtrips |
| 13508 Jeremy Cedars | 62.00 | X | X | Officiating Fees |
| 13510 Jeremy Cedars | 62.00 | X | X | Officiating Fees |
| 13532 ABC School Supply | 431.25 | X | X | Playground Equipment |
| 13571 Lasalle Florist | 139.92 | X | X | Torunament Court |
| 13587 NAPA | 68.15 | X | X | Auto Parts |
| 13606 Buddy Holston | 58.00 | $X$ | X | Officiating Fees |
| 13613 Charles Hurks | - |  |  | Void - Properly Defaced |
| 13622 Carolyn Oliver | 10.72 | X | X | Snacks |
| 13639 Johnny Dollar | 66.00 | X | X | Officiating Fees |
| 13642 Rickey Lowe | 64.00 | X | X | Officiating Fees |
| 13646 School Aids | 99.98 | X | X | Supplies |
| 13670 Jerome Thomas | 79.00 | X | X | Officiating Fees |
| 13671 Acey Ardoin | 89.00 | X | X | Officiating Fees |
| 13675 Natinal Beta | 178.00 | X | X | Convention Regrestration |
| 13688 Fuelman | 31.85 | X | X | Fuel |
| 13737 US Post Office | 37.00 | X | X | Postage |
| 13755 Jan Jones | 18.89 | X | X | Light Bulbs |

Receipts Testing - Georgetown High School

| Receipt <br> No. | Amount | Agrees with <br> Supporting <br> Documents | Note |
| :---: | :---: | :---: | :---: |
| 1931 Teresa Sauce | 170.00 | X | Agrees with receipts issued for Softball fees |
| 1933 Beverly Ulmer | 90.00 | X | Acrees with receipts issued for room fees |
| 1937 Charlene Anderson | 75.00 | X | Acrees with receipts issued for room fees |
| 1948 Carolyn Oliver | 205.00 | X | Collections from door - Jr. Beta dance |
| 1958 Jackie Franks | 45.00 | X | Acrees with receipts issued for room fees |
| 1960 Cari Harrison | 30.00 | X | Agrees with receipt for year book order |
| 1965 Cari Harrison | 20.00 | X | Agrees with receipts issued for lab fees |
| 1982 Shearer Hollis | 20.00 | X | Agrees with receipt issued student |
| 1984 Joe Bates | 615.00 | X | Agrees with receipts issued by ag dept |
| 2000 LouAnn Edwards | 30.00 | X | Agrees with receipts issued |
| 2002 Jackie Franks | 160.00 | $\mathbf{X}$ | Agrees with receipts for gold cards |
| 2028 Cari Harrison | 62.00 | X | Agrees with receipt for cheerleading fund raiser |
| 2042 Nancy Middleton | 300.00 | X | Agrees with receipts issued for room fees |
| 2045 LouAnn Edwards | 13.00 | X | Agrees with receipt for beta dues |
| 2053 Melva Bates | 30.00 | X | Agrees with receipts for FBLA dues |
| 2069 Jan Jones | 1,068.00 | X | Agrees with receipts for cookie dough fund raiser |
| 2070 Beverly Ulmer | 56.00 | X | Agrees with receipts for field trip |
| 2099 Nancy Middleton | 93.00 | X | Agrees with receipts plus $\$ 3$ for candy sales |
| 2102 Nancy Middleton | 507.00 | X | Proceeds from Beta Fundraiser |
| 2120 Joe Bates | 60.00 | X | Agrees with receipts for FFA dues |
| 2126 The Rapides Foundation | 1,950.00 | X | Fund for AED purchase |
| 2153 Pat Morgan | 624.00 | X | Basketball Receipts |
| 2163 Traci Norwood | 80.00 | X | Donations |
| 2192 Shearer Hollis | 56.00 | X | Agrees with receipts for mathathon |
| 2195 LDV | 186.71 | X | Vending commission |

## Schedule II - A

Agreed-Upon Procedures - Montgomery High School

## Bank Reconciliation

We obtained a copy of the bank reconciliation for the month ended April 30, 2005 and applied procedures as enumerated below:

- Determined that the bank reconciliation report was signed by the school's secretary and principal.
- Determined that the bark reconciliation was clerically correct by verifying that calculations are mathematically accurate.
- Verified that the bank balance appearing on the bank reconciliation agrees with the amount appearing on the bank statement.
- Determined that reconciling items were limited to $\$ 5,859.43$ in outstanding checks. A list of outstanding checks is provided in the accompanying Schedule II -B.


## Cash on Hand

Based on inquiry of the school secretary and analysis of the account records, there was no cash on hand.

## Receipts and Disbursements

We randomly selected certain cash receipts and disbursements. Procedures were applied to the randomly selected items as described below:

- We examined 25 disbursements and determined that information recorded in the accounting records agreed with supporting documentation and cancelled checks. Details related to these test are provided in the accompanying Schedule II-C.
- We examined 25 receipts and examined documentation to determine that the receipts were properly presented in the accounting records. Details related to these test are provided in the accompanying Schedule II-D.


## Other Matters

The year to date general ledger for month of April indicates that the school's general fund has a deficit of $\$ 15,207.83$. Based on discussions with the secretary and principal, the deficit first appeared in January, 2004, when an attempt was made to record a transfer of funds for the savings to the checking account. According to management, despite repeated efforts and discussions with the software vender, they were unable to resolve the matter. The efforts that they described including requesting assistance from the former business manager, Ms. Austin. In response to there request they were told that assistance would be provided when time was available.

In our discussions with Ms. Austin during the most recent audit, she did confirm that Montgomery Figh School had requested some assistance with the school activity fund. She also indicated that she intend to provide the assistance as soon as her schedule would permit a trip to Montgomery.

# Schedule /I - B <br> Outstanding Checks - April 30, 2005 <br> Montgomery High School 

05/05/2005 HONTGOUERY HIGH SCHOOL Page: 1


## Schedule I/ - C

## Dishursement Testing ~ Montgomery High School

| Check No. Payee | Amount | Agrees With <br> Supporting <br> Documents | Agrees With Cancelled Check | Note |
| :---: | :---: | :---: | :---: | :---: |
| 13581 Red Ball Oxygen | 1.26 | X | X | Cylinder Rental |
| 13656 Mo Adams | 25.00 | X | X | Official |
| 13694 Vicking Office Products | 87.92 | X | X | Envelopes |
| 13702 Dannie Adams | 27.00 | X | X | Clock Operator |
| 13711 John Rollins | 48.00 | X | X | Security |
| 13741 Alexandria Basketball Official | 160.00 | X | X | Association Fee |
| 13793 Frank White | 65.00 | X | X | Jr. High Fee |
| 13819 Jimmy Patterson | 100.00 | X | X | Supplies |
| 13856 David Powers | 54.00 | X | X | Official |
| 13875 David Powers | 80.00 | X | X | Official |
| 13896 McManus Conoco | 134.70 | X | X | Gas |
| 13937 Red Ball Oxygen | 465.09 | X | X | Supplies |
| 13968 Green Sports | 1,100.40 | X | X | Equipment |
| 13983 Tioga High School | 25.00 | X | X | Jamboree |
| 14038 Jimmy Patterson | 236.34 | X | X | Supplies |
| 14042 Michael Simpson | 49.50 | X | 1 | Umpire |
| 14044 Jackson's Bayou Boys | 360.00 | X | X | Jackets |
| 14048 Albert Moreau | 44.00 | X | X | Official |
| 14054 St. Mary's School | 35.00 | X | X | Tournament Fee |
| 14057 Leonard Wilson | 50.00 | X | X | Umpire |
| 14076 Val Brown | 60.00 | X | X | Umpire |
| 14090 Western Athletic Supply | 149.95 | X | X | Bat |
| 14097 Buddy Bethard | 45.00 | X | X | Umpire |
| 14121 McManus Conoco | 187.50 | X | X | Gas |
| 14155 Dry Prong Jr. High | 131.24 | X | 1 | Gate Refund |

1 - The check has not cleared the bank and it appears on the list of outstanding checks prepared In connection with the 4105 bank reconciliation.

## Schedule II - D

Receipt Testing - Montgomery High School

| Receipt $\qquad$ | Received From | Date | Amount | Agrees With <br> Receipt Book |
| :---: | :---: | :---: | :---: | :---: |
|  | 2 Various | 8/2/04 | 579.51 | 579.51 |
|  | 7 Various | 8/27/04 | 2,441.00 | 2,441.00 |
|  | 6 Various | 10/15/04 | 649.00 | 649.00 |
|  | 1 Various | 10/22/04 | 1,012.00 | 1,012.00 |
|  | 6 Various | 11/16/04 | 301.00 | 301.00 |
|  | 9 Various | 11/19/04 | 55.40 | 55.40 |
| 61 | 1 Various | 11/30/04 | 592.00 | 592.00 |
|  | 4 Various | 12/03/04 | 491.00 | 491.00 |
|  | 6 Various | 12/13/04 | 2,954.40 | 2,954.40 |
|  | 8 Various | 1/18/05 | 1,187.76 | 1,187.76 |
|  | 0 Various | 1/21/05 | 760.50 | 760.50 |
|  | 1 Various | 1/25/05 | 480.00 | 480.00 |
|  | 5 Various | 2/1/05 | 112.00 | 112.00 |
|  | 9 Various | 2/11/05 | 591.18 | 591.18 |
|  | 4 Various | 2/22/05 | 1,419.04 | 1,419.04 |
| 102 | 2 Various | 3/11/05 | 422.00 | 422.00 |
| 103 | 3 Various | 3/14/05 | 150.60 | 150.60 |
| 104 | 4 Various | 3/15/05 | 205.50 | 205.50 |
| 109 | 9 Various | 3/23/05 | 1,371.56 | 1,371.56 |
| 111 | 1 Various | 4/4/05 | 1,219.86 | 1,219.86 |
| 112 | 2 Various | 4/5/05 | 898.55 | 898.55 |
| 113 | 3 Various | 4/7/05 | 825.00 | 825.00 |
|  | 4 Various | 4/8/05 | 65.00 | 65.00 |
| 116 | 6 Various | 4/15/05 | 225.00 | 225.00 |
|  | 8 Various | 4/19/05 | 519.00 | 519.00 |

Note:
Deposits have been made daily and the entire daily deposit was entered as a single receipt with out any information regarding who actually provided the funds. Details regarding the deposits appear in a prenumberd manual receipt book maintained by the Jannell Brumley.

## Schedule III - A <br> Agreed-Upon Procedures - Dry Prong Junior High

## Bank Reconciliation

We obtained a copy of the bank reconciliation for the month ended April 30, 2005 and applied procedures as enumerated below:

- Determined that the bank reconciliation report was signed by the school's secretary and principal.
- Determined that the bank reconciliation was clerically correct by verifying that calculations are mathematically accurate.
- Verified that the bank balance appearing on the bank reconciliation agrees with the amount appearing on the bank statement.
- Determined that reconciling items were limited to $\$ 6,320.09$ in outstanding checks. A list of outstanding checks is provided in the accompanying Schedule III-B.
- Compared the savings account balance to a statement provided by the bank for the quarter ended March 31, 2005 and determined that the amount appearing on the bank statement exceeded the amount reported by $\$ 104.77$. The difference occurred because interest earned by the savings account has not been recorded and the matter can be corrected by simply recording interest earned during recent months.


## Cash on Hand

Based on inquiry of the school secretary and analysis of the account records, there was no cash on hand.

## Receipts and Disbursements

We randomly selected certain cash receipts and disbursements. Procedures were applied to the randomly selected items as described below:

- We examined 25 disbursements and determined that information recorded in the accounting records agreed with supporting documentation and cancelled checks. Details related to these test are provided in the accompanying Schedule III - C.
- We examined 25 receipts and examined documentation to determine that the receipts were properly presented in the accounting records. Details related to these test are provided in the accompanying Schedule III-D.


## Schedule I/I - B

## Outstanding Checks - April 30, 2005

Dry Prong Junior High
6/02/2005 Dry Prong Juniax zigh .. Eage: 1

Mara Date: 04/30/2005
Lint of Dutbtanding Chocks

| No | Date | Total Amt Payea | Source File | GI Macount |
| :---: | :---: | :---: | :---: | :---: |
| 5321 | 03/05/1997 | 40.0D NAKATOSH SNACK SALES | Checks | 992 CHECK ACCOUNT |
| 5684 | 12/10/1997 | 6.40 NAKATOSH SNACK SALES | Checics | 992 CHECK ACCOUNT |
| 5743 | 02/09/1998 | 2.00 NAKATOSH SNACK SALES | Checks | 992 ChECK ACCOUNT |
| 5419 | 10/22/1999 | 107.91 William K. Bradford | Checks | 992 CHECK ACCOUNT |
| 6455 | 13/17/1999 | 11.00 SHEILA PATRICK | cheaks | 992 CHECK ACCOUNT |
| 6568 | 03/16/2000 | 18.00 NATIONAL SR. BETA CLUE | Cbeckes | 992 CHECK ACCOCNT |
| 6630 | 05/08/2000 | 75.00 Mrs. Alfred vahlkamp | Checks | 992 CHECK ACCOINT |
| 6644 | 05/10/2000 | 15.00 Tina Eutterfiela | Checks | 992 CHECK ACCOUNT |
| 6672 | 05/25/2000 | 15.00 Angela Goudeau | Chacks | 992 check ACCOTNT |
| 6690 | 05/26/2000 | 168.58 NW Textbook Depository | Checks | 992 CHECK ACCOUNT |
| 6727 | 05/19/2000 | 75.00 GRANY PARISH SCHOOL | Checks | 992 CHECR ACCODNI |
| 6820 | 10/20/2000 | 100.00 DONNA GOFF | Checks | 992 CHECK ACCOUNT |
| 6849 | 11/27/2000 | 37.50 BOBEY DAENEN | Checks | 992 CHECK ACCOUNT |
| 6914 | 02/09/2001 | 25.00 Gary Langston | checks | 992 CHECR ACCOUNT |
| 6971 | 04/02/2001 | 56.72 ONE STOP GROCERY | Checks | 992 ChECK ACCOJAF |
| 6972 | 04/02/2001 | 599.60 CENLA SPORTS, INC. | Checks | 992 CHECK ACCOUNT |
| 7019 | 05/07/2001 | 150.00 Student Ingurance | Checks | 992 CHECK ACCOUNT |
| 7055 | 06/15/2001 | 50.00 GRANT PARISH SCHOOL | Checks | 992 CHECK ACCOUNT |
| 7080 | 06/22/2001 | 136.35 PEPPER MUSUC COMPANY | Checks | 992 ChECK ACCOUNT |
| 7145 | 10/02/2001 | 150.00 BUCKEYE HIGH SCHOOL | Checks | 992 CHECK ACCOUNT |
| 7318 | 02/21/2002 | 57.00 LITTHE CAESAR'S PIZZA | Checks | 992 CHECK ACCOUNT |
| 7364 | 03/06/2002 | 45.00 Bryan Morrow | Checks | 992 CHECK ACCOUNT |
| 7404 | 04/15/2002 | 10.00 NATICNAL SR. EETM CLUS | Checks | 992 CHECK ACCOUNT |
| 7423 | 04/22/2002 | 40.00 Christus St, Frances | Chacke | 992 CHECK ACCOUNT |
| 7474 | 05/20/2002 | 165.00 Blockbuster Awards | Checks | 992 check account |
| 7491 | 05/30/2002 | 64.98 Bentley Hardware | Cheeks | 992 CHECK ACCOUNT |
| 7578 | 09/09/2002 | 45.00 James Preuett | Checks | 992 Cubck account |
| 7591 | 09/23/2002 | 102.40 ETHELS GROCERY | Checks | 992 CHECK ACCOUNT |
| 7600 | 09/23/2002 | 26.81 DAIRY MATDE | Checks | 992 crieck AcCount |
| 7612 | 09/26/2002 | 43.00 Sam Forester | Checks | 992 Check accotnm |
| 7667 | 11/20/2002 | 0.00 Fontenot's Fest | Checks | 992 checr accoinm |
| 7697 | 12/16/2002 | 305.03 PEPPER MUSOC CDMPANY | Checks | 992 ChECK ACCOUNT |
| 7707 | 12/16/2002 | 75.00 Robert White | Cheaks | 992 Check accodnt |
| 7754 | 02/04/2003 | 250.00 GRANT HIEH SCHOOL | Checks | 992 CHECK ACCOUNT |
| 7772 | 02/06/2003 | 0.00 Void Check | Checks | 992 CHECK ACCOUNT |
| 7773 | 02/06/2003 | 0.00 voided check | checks | 992 CHECK ACCOUNT |
| 7803 | 03/07/2003 | 102.83 Gaddleback Ed. Inc. | Checies | 992 CHECK ACCOUNT |
| 7819 | 03/17/2003 | 45.00 Lewis Vanhoof | Checks | 992 Chsck account |
| 7820 | 03/17/2003 | 45.00 Grady Norwood | Checks | 992 CHECK ACCOUNT |
| 7821 | 03/17/2003 | 45.00 Mo Adams | Checks | 992 CHECK ACCOUNT |
| 7822 | 03/17/2003 | 45.00 Ken Beach | Checks | 992 CHECK ACCOUNT |
| 7823 | 03/17/2003 | 45.00 pHILTIP TASSIN | checks | 992 CHECK ACCOUNT |
| 7824 | 03/17/2003 | 45.00 David Herring | Checks | 992 CHECK ACCOUNT |
| 7860 | 04/10/2003 | 20.00 BOCKEYY HIGH SCHCOL | Checks | 992 CHECK ACCOUNT |
| 7871 | 04/27/2003 | 0.00 Scholalstic Book Fairs | Checks | 992 CHECK ACCOUNT |

Continued

# Schedule III - B 

Outstanding Checks - April 30, 2005
Dry Prong Junior High


| Check No. | Payee | Amount | Agrees With <br> Supporting <br> Documents | Agrees With <br> Cancelled <br> Check | Department |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 8485 | Ernest Bott | 100.00 | X | X | Band |
| 8496 | Alexandria Business Machines | 725.00 | X | X | Student Fees |
| 8502 | Bell South | 54.26 | X | X | General |
| 8517 | Quiznos | 94.98 | X | X | Faculty Club |
| 8535 | Mike Lawrence | 25.00 | X | X | Athletics |
| 8542 | Donna Goff | 100.93 | X | X | Various |
| 8545 | Shelia Patrick | 29.61 | X | X | Faculty Club |
| 8547 | Mo Adams | 25.00 | X | X | Athletics |
| 8565 | Bell South | 122.33 | X | X | Band |
| 8573 | Sav On Office | 31.94 | $\mathbf{X}$ | X | Student Fees |
| 8580 | Void Properly Defaced |  |  |  |  |
| 8590 | Emest Bott | 48.38 | X | X | Band |
| 8615 | Sav On Office | 31.94 | X | X | Student Fees |
| 8636 | Void Properly Defaced |  |  |  |  |
| 8637 | Void Properly Defaced |  |  |  |  |
| 8650 | Void Properly Defaced |  |  |  |  |
| 8662 | Red River Music | 120.76 | X | X | Band |
| 8697 | Always Yours | 143.00 | X | X | Aristocrats / Bodacious Bobcats |
| 8706 | Jodie White | 95.00 | X | X | Athletics |
| 8712 | Always Yours | 65.00 | X | X | Faculty Club |
| 8736 | Tioga Warriors | 182.00 | X | X | Baseball |
| 8744 | Cenla Sports | 3,704.05 | X | X | Baseball |
| 8747 | Jean Smith | 40.17 | X | X | Teacher's Supplies |
| 8752 | Rebecca Retos | 99.24 | X | X | Teacher's Supplies |
| 8775 | Viking Office | 71.44 | X | X | Faculty Club |
| 8778 | DPJH PTO | 150.00 | X | X | Various |
| 8779 | Bell South | 83.69 | X | X | Band |
| 8783 | Cheer Zone | 257.60 | X | 1 | Pep Squad |
| 8787 | Red River Music | 105.00 | X | X | Band |

1 - Has not cleared bank but properly listed as an outstanding check.

## Schedule III - D

Receipt Testing - Dry Prong Junior High

| Receipt No. Date | Received From | Amount | Properly <br> Posted on <br> GIL Report | Note |
| :---: | :---: | :---: | :---: | :---: |
| 4562 7/13/04 | Derene Lacour | 3,704.12 | X | Danceline |
| 4571 8/13 | Shirley Stickell | 15.00 | X | Boys P.E. |
| 4576 8/13 | Angela Dickerson | 75.00 | X | Student Fees / Boys P.E. |
| 4579 8/13 | Rodney McManus | 60.00 | X | Student Fees |
| 4603 8/16 | Gary Langston | 1,460.00 | X | Athletics |
| 4618 8/16 | Angela Kirtland | 172.00 | X | Honor Choir |
| 4643 8/17 | Donna Bergeron | 40.00 | X | Student Fees |
| 4702 8/30 | Jason Woodard | 20.00 | X | Student Fees |
| $47318 / 30$ | James Preuett | 460.00 | X | Student Fees |
| 4748 8/30 | Derene Lacour | 400.00 | X | Student Fees |
| 4753 8/30 | Gary Langston | 192.00 | X | Boys P.E. |
| 4758 8/31 | Earnest Bott | 164.00 | X | Band |
| 4759 9/02 | Tonya Normand | 20.00 | X | Student Fees |
| 48159/14 | Target | 26.79 | X | Faculty Club |
| 4824 9/16 | Dana Brunson | 98.00 | X | Bodacious |
| 4848 10/03 | Tracy Riscili | 28.00 | X | Safari Cats |
| 4889 11/03 | Rodney McManus | 15.00 | X | Safari Cats |
| 4933 12/06 | Ann Parmentier | 42.00 | X | Beta |
| 4934 12/06 | Ann Parmentier | 290.50 | X | Beta |
| 5003 2/21/05 | Peggy Qualls | 11.25 | X | Library Books |
| 5010 2/21 | Rebecca Retos | 31.37 | X | Safari Cats |
| 5020 2/28 | Colfax Banking Co | 29.78 | X | Interest Earned |
| 5031 3/18 | Jean Smith | 230.00 | X | Annuals |
| 5035 4/05 | Karen Hyde | 288.30 | X | Student Council - Dance Proceeds |
| 5047 4/12 | Jean Smith | 40.00 | X | Annuals |

