INTERNAL AUDIT FUNCTION

The Board of Education (the Board) of the Bethlehem Central School District (the District) recognizes its responsibility to ensure sound fiscal management of the District. To this end, the Board establishes an internal audit function to include:

- Development of a risk assessment of District operations, including but not limited to a review of financial policies and procedures and the testing and evaluation of District internal controls;
- An annual review and update of such risk assessment; and
- Preparation of reports, at least annually or more frequently as the Board may direct, which analyze significant risk assessment findings, recommend changes for strengthening controls and reducing identified risks, and specify time frames for implementation of such recommendations.

To fulfill this function, the District may use intermunicipal cooperative agreements, BOCES shared services, or independent contractors as long as such personnel or entities performing the internal audit function comply with the Regulations of the Commissioner of Education and meet professional auditing standards for independence between the auditor and the District. The District may also use existing personnel to fulfill this function, but only if such persons shall not have any responsibilities for other business operations of the District while performing such function.

Personnel or entities performing this function shall report directly to the Board. The District’s Audit Committee shall assist in the oversight of this internal audit function.

Ref: Education Law §2116-b

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