



November 7, 2024

Members of the Board of Education  
Grayson County School District  
Leitchfield, Kentucky

Kentucky State Committee for School District Audits  
Frankfort, Kentucky

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Grayson County School District (District) as of and for the year ended June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion 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.

However, during our audit we became aware of deficiencies in internal control other than significant deficiencies and material weaknesses, and matters that are opportunities for strengthening internal controls and operating efficiency. This letter summarizes our comments and suggestions regarding these matters. This letter does not affect our report dated November 7, 2024, on the financial statements of the District.

## **2024 MANAGEMENT COMMENTS**

Findings noted were as follows:

### ACTIVITY FUNDS (SCHOOL LEVEL):

Findings noted and frequency of occurrence are follows:

#### Deposits:

Form F-SA-6 did not have student signatures:

Grayson County Middle School (1)

The deposit slip was not initialed by two individuals:

Wilkey Elementary School (12)

Grayson County High School (12)

Grayson County Middle School (12)

Receipt identifiers were not included with or on the deposit slip:

Wilkey Elementary School (3)

Grayson County Middle School (1)

Form F-SA-6 utilized over multiple dates:

Wilkey Elementary School (1)

**2024 MANAGEMENT COMMENTS, Continued**

ACTIVITY FUNDS (SCHOOL LEVEL), CONTINUED:

Recommendation:

We recommend that Activity Fund bookkeepers be reminded of the importance of adhering to the “Red Book” and performing generally accepted practices which enhance internal control for the District.

District Response to 2024 Management Comments:

See the electronically submitted Management Letter Comments Spreadsheet for detailed responses.

**2023 MANAGEMENT COMMENTS**

ACTIVITY FUNDS (SCHOOL LEVEL):

Findings noted and frequency of occurrence are follows:

Deposits:

Form F-SA-6 did not have student signatures:

Grayson County High School (3)

The deposit slip was not initialed by two individuals:

Clarkson Elementary School (2)

A receipt form was not completed:

Clarkson Elementary School (1)

Pre-numbered receipt forms are not being utilized:

Clarkson Elementary School (1)

Transfers:

The transfer made did not agree to form F-SA-10:

Clarkson Elementary School (1)

Follow up and resolution:

The District regularly communicates with bookkeepers, and also holds quarterly meetings to remind them of the importance of following Redbook procedures. Additionally, month end financial statements are reviewed at Central Office.

We will review the status of these comments during our next audit engagement. We have already discussed the comments and suggestions with District personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This communication is intended solely for the information and use of management, the Board of Education, the Kentucky Department of Education, and others within the District, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Riney Hancock CPAs PSC*