


Office of Shared Accountability  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland

February 28, 2012

MEMORANDUM

To: Dr. Margaret Pastor, Principal  
Stedwick Elementary School

From: Roger W. Pisha, Supervisor, Internal Audit 

Subject: Report on Audit of Independent Activity Funds for the Period  
October 1, 2008, through December 31, 2011

This audit report presents the results of our examination of the financial records, reports, and internal accounting controls relating to the Independent Activity Funds (IAF) for your school for the period designated above. The examination was made to evaluate the adequacy of accountability over these funds, compliance with applicable Montgomery County Public Schools (MCPS) policies and procedures, and effectiveness of IAF management.

In our meeting on February 22, 2012, with you and Mrs. Diane Adams, administrative secretary, we reviewed our previous report dated December 23, 2008, and the status of present conditions. We advised you that Mrs. Adams has done an excellent job and is committed to maintaining the IAF records in compliance with MCPS accountability requirements. Some minor nonsystemic issues were discussed and resolved with your staff.

We appreciated the cooperation and assistance of Mrs. Adams, which greatly facilitated our audit. You and your staff are to be commended for your second consecutive IAF audit with no reportable findings. A response to this report is not required.

RWP:GB:sd

Copy to:  
Mr. Bowers  
Dr. Lacey  
Mr. Talley  
Dr. Williams  
Mrs. DeGraba  
Mrs. Milwit  
Mr. Doody