From:	O"Leary, Deborah (SAO)
To:	Hill, Amy
Cc:	Waltman, Ginny (SAO)
Subject:	RE: Follow up on reported loss
Date:	Thursday, November 17, 2022 10:31:56 AM
Attachments:	image001.png

Hi Amy,

Initially, I would like to review the documents that initiated the District's concern. After I take a look at those documents, I will likely request other ASB expenditure transactions and corresponding supporting documentation.

Could you please tell me the time frame this employee worked for the District and if this person also had access to a purchase card?

Thank you,

Debbie

From: Hill, Amy <amy.hill@prosserschools.org>
Sent: Thursday, November 17, 2022 10:22 AM
To: O'Leary, Deborah (SAO) <olearyd@sao.wa.gov>
Cc: Waltman, Ginny (SAO) <waltmang@sao.wa.gov>
Subject: RE: Follow up on reported loss

External Email

Good morning,

Most of our files are in paper form so an onsite review would probably be best. However, I can work on getting these scanned over if that is more helpful.

Will you please send a list of what information you would be looking at so that I can start compiling that for you?

All my best,
Amy

Amy Hill
Business Manager
Prosser School District
1500 Grant Ave., Prosser, WA 99350
Office: 509-786-3323 x2008 | Fax: 509-786-2062
Cell: 509-778-2029

From: Ellis, Matt <Matt.Ellis@prosserschools.org>
Sent: Wednesday, November 9, 2022 5:43 PM
To: O'Leary, Deborah (SAO) <olearyd@sao.wa.gov>
Cc: Waltman, Ginny (SAO) <waltmang@sao.wa.gov>; Hill, Amy <amy.hill@prosserschools.org>
Subject: RE: Follow up on reported loss

Hi Deborah,

I believe that there are layers to this and that the SAO will want to do a deep dive in multiple areas. I have attached Amy Hill on this email, she is our new business manager. Amy can provide you the documentation that you are looking for and she can also put you in contact with our previous business manager (to assist in identifying historic issues). Amy will work on getting this information to you as soon as possible.

Thanks,

Matt Ellis

From: O'Leary, Deborah (SAO) <olearyd@sao.wa.gov>
Sent: Wednesday, November 9, 2022 3:51 PM
To: Ellis, Matt <Matt.Ellis@prosserschools.org>
Cc: Waltman, Ginny (SAO) <waltmang@sao.wa.gov>
Subject: Follow up on reported loss

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Good afternoon,

I am following up on our previous conversation regarding the potential loss at the District. I spoke with our Investigation Manager and we would like to go ahead and complete this review ahead of the regularly scheduled audit.

I will begin my review by looking over the records you used to determine there was a potential loss. Are these documents available electronically or will I need to review these onsite?

Thank you,

Deborah O'Leary, CFE
Assistant Audit Manager, Office of the Washington State Auditor
(509) 581-3973| www.sao.wa.gov

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