



**OFFICE OF AUDITOR OF STATE**  
**STATE OF IOWA**

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**NEWS RELEASE**

FOR RELEASE

July 11, 2008

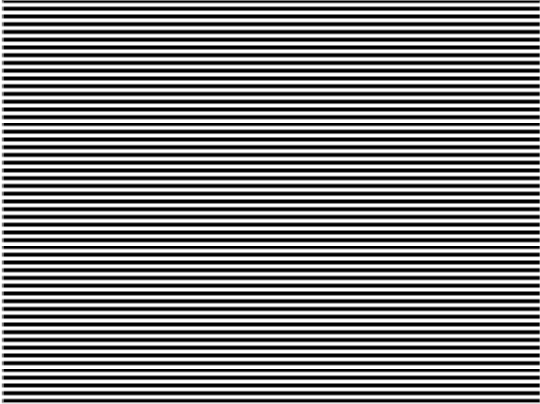
Contact: Andy Nielsen  
515/281-5834

Auditor of State David A. Vaudt today released a report on the Iowa Braille and Sight Saving School, Vinton, Iowa, for the year ended June 30, 2007.

The School is governed by the Board of Regents, State of Iowa and provides residential and day school educational programs for visually impaired youth, as well as a variety of resource services for mainstreamed students. For the year ended June 30, 2007, the average enrollment was 26 students and the average cost per student was \$164,812, compared to an average enrollment of 31 students and an average cost per student of \$147,967 for the prior year. During the year ended June 30, 2007, the School provided outreach services to 497 students compared to 510 students in the year ended June 30, 2006.

A copy of the report is available for review at the Iowa Braille and Sight Saving School, in the Office of Auditor of State and on the Auditor of State's web site at <http://auditor.iowa.gov/reports/reports.htm>.

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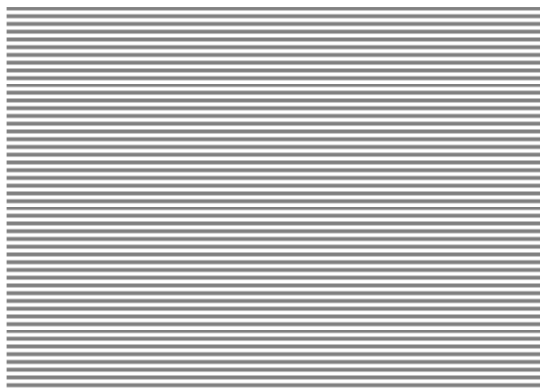
**REPORT OF RECOMMENDATIONS TO THE  
IOWA BRAILLE AND SIGHT SAVING SCHOOL**

**JUNE 30, 2007**

Office of  
**AUDITOR  
OF STATE**  
State Capitol Building • Des Moines, Iowa



**David A. Vaudt, CPA**  
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David A Vaudt, CPA  
Auditor of State

July 7, 2008

To the Members of the Board of Regents,  
State of Iowa:

The Iowa Braille and Sight Saving School is a part of the State of Iowa and, as such, has been included in our audits of the State's Comprehensive Annual Financial Report (CAFR) and the State's Single Audit Report for the year ended June 30, 2007. In addition to these reports, we also prepare a separate report of recommendations pertaining to each School's internal control, compliance with statutory requirements and other matters when our audits disclose findings we believe should be brought to your attention.

In conducting our audits, we became aware of certain aspects concerning the School's operations for which we believe corrective action is necessary. As a result, we have developed recommendations which are reported on the following pages. We believe you should be aware of these recommendations which pertain to the School's internal control. These recommendations have been discussed with School personnel and their responses to the recommendations are included in this report. Also, we have included on page 7 of this report certain unaudited financial and other information to report an average cost per student for the School for the five years ended June 30, 2007 as required by Chapter 11.28 of the Code of Iowa.

This report, a public record by law, is intended solely for the information and use of the officials and employees of the Iowa Braille and Sight Saving School, citizens of the State of Iowa and other parties to whom the Iowa Braille and Sight Saving School may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Iowa Braille and Sight Saving School during the course of our audits. Should you have questions concerning the above matters, we shall be pleased to discuss them with you at your convenience. Individuals who participated in our audits of the Iowa Braille and Sight Saving School are listed on page 6 and they are available to discuss these matters with you.

DAVID A. VAUDT, CPA  
Auditor of State

WARREN G. JENKINS, CPA  
Chief Deputy Auditor of State

cc: Honorable Chester J. Culver, Governor  
Charles J. Krogmeier, Director, Department of Management  
Timothy C. Faller, Interim Director, Legislative Services Agency

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Report of Recommendations to the  
Iowa Braille and Sight Saving School  
June 30, 2007

**Findings Reported in the State's Single Audit Report:**

No matters were noted.

**Findings Reported in the State's Report on Internal Control:**

No matters were noted.

**Other Findings Related to Internal Control:**

- (A) Segregation of Duties – One important aspect of internal control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible.
- Responsibilities for receipt collection, deposit preparation and reconciliation functions are not segregated from those of recording and accounting for disbursements.
  - Responsibilities for disbursement preparation are not segregated from those for recording cash disbursements.

Recommendation – We realize segregation of duties is difficult with a limited number of office employees. However, the School should review its control activities to obtain the maximum internal control possible under the circumstances.

Response – We will review procedures and obtain the maximum internal control with the current staff.

Conclusion – Response accepted.

- (B) Disposal of Capital Assets – The School's policy on disposal of surplus property requires Director approval prior to disposition. Fourteen capital assets were disposed of in the fiscal year. These fourteen items were listed on five disposal forms. Four of the five forms were not approved by the Director of Business Operations.

Recommendation – All capital assets disposals should be should be approved by the Director of Business Operations, as required.

Response – This was an oversight by the School during the time the former Director of Business Operations was leaving IBSSS. Procedures are in place to ensure capital assets are properly disposed of.

Conclusion – Response accepted.

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Report of Recommendations to the  
Iowa Braille and Sight Saving School  
June 30, 2007

**Findings Related to Statutory Requirements and Other Matters:**

No matters were noted.



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Report of Recommendations to the  
Iowa Braille and Sight Saving School

June 30, 2007

**Staff:**

Questions or requests for further assistance should be directed to:

Marlys K. Gaston, CPA, Manager  
Aaron P. Wagner, CPA, Staff Auditor  
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated on the audits include:

Scott G. Anderson, Assistant Auditor  
Michael L. Castagnoli, Assistant Auditor  
Michael R. Field, Staff Auditor

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Iowa Braille and Sight Saving School

Average Cost per Student

(Unaudited)

Year ended June 30, 2007

with comparative figures for four preceding years

Year	Average Number of		Average Cost Per Student *
	Students	Employees	
2007	26	112	\$ 164,812 **
2006	31	128	147,967 **
2005	32	126	130,054 **
2004	29	127	150,080 **
2003	37	121	111,241 **

\* The average cost per student excludes expenditures for outreach services beginning in 2004. For fiscal years 2007, 2006, 2005 and 2004, the School provided outreach services to 497, 510, 545 and 533 students, respectively.

\*\* For fiscal years 2007, 2006, 2005, 2004 and 2003, capital outlay for construction in progress totaling \$577,106, \$697,570, \$296,306, \$0 and \$147,226, respectively, paid by the Iowa Braille and Sight Saving School were removed from costs for purposes of this computation.