**Arkansas Department of Education**

**Fiscal Distress Early Intervention Checklist**

**Must be returned to Fiscal Services and Support by August 30, 2022**

**For the 2021-2022 school year, has the district experienced any of the following?**

1. Paid penalties, interest, or late fees on tax deposits and/or vendors within the past year?

**Yes No**

2. Addressed and corrected all audit findings from the most recent audit?

**Yes No**

3. Received a cash flow loan or entered into a Line of Credit agreement in the past **two** years?

**Yes No**

4. A declining balance that could threaten the fiscal integrity of the school district?

**Yes No**

5. Capital outlay expenditures paid from the district’s balance?

**Yes No**

**Any act or violation determined to jeopardize the fiscal integrity of a school district, including, but not limited to:**

6. Failure to properly maintain school facilities;

**Yes No**

7. Violation of local, state, or federal fire, health, or safety code provisions or law;

**Yes No**

8. Violation of local, state, or federal construction code provisions or law;

**Yes No**

9. State or federal audit exceptions or violations;

**Yes No**

10. Failure to provide timely and accurate legally required financial reports to the department, the Division of Legislative Audit, the General Assembly, or the Internal Revenue Service; **Yes No**

11. Insufficient funds to cover payroll, salary, employment benefits, or legal tax obligations;

**Yes No**

12. Failure to meet legally binding minimum teacher salary schedule obligations;

**Yes No**

13. Failure to comply with state law governing purchasing or bid requirements;

**Yes No**

14. Default on any school district debt obligation;

**Yes No**

15. Material discrepancies between budgeted and actual school district expenditures;

(such as variance of unrestricted fund balance 2019-2020 budget to 2019-2020 actual)

**Yes No**

16. Failure to comply with audit requirements;

**Yes No**

17. Failure to comply with rules concerning general business manager qualifications.

**Yes No**

18. Failure to comply with any provision of the Arkansas Code that specifically places a school district in fiscal distress based on non-compliance.

**Yes No**

19. What is the average number of days between the receipt of the bank statements and reconciliation with APSCN reports?

**Days**

20. Any other fiscal condition of a school district deemed to have a detrimental negative impact on the continuation of educational services by that school district. **Yes No**

21. Has the school district experienced two (2) or more indicators of fiscal distress in one (1) school year that the superintendent deems to be at a nonmaterial level, but that without intervention could place the district in fiscal distress?

**Yes No**

School District

Superintendent Signature Date

Please return to:

Arkansas Department of Education

Fiscal Services and Support

Four Capitol Mall, Rm. 105-C Little Rock, AR 72201

OR

Email: [ade.fiscaldistress@ade.arkansas.gov](mailto:ade.fiscaldistress@arkansas.gov)

SUBJECT: Early Intervention Checklist/District Name