

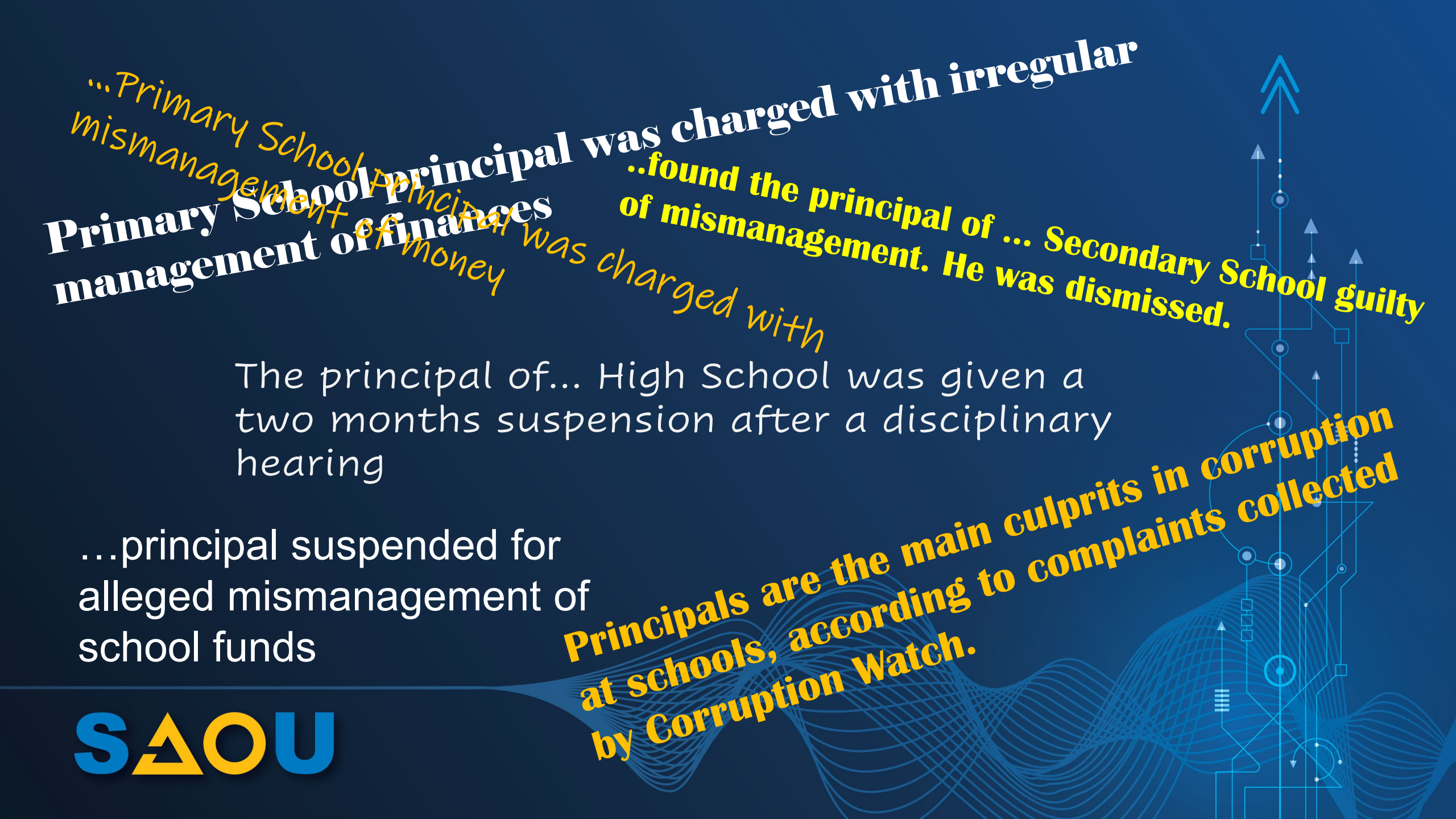
# AVOID THESE PITFALLS/POTHOLES

**PRESENTED BY: JA BREED**  
DATE: 20 JUNE 2022



**SAOU**

DIE VERANDERING IN ONDERWYS  
THE CHANGE IN EDUCATION



**Primary School principal was charged with irregular management of finances**  
**...Primary School principal was charged with irregular management of money**  
**..found the principal of ... Secondary School guilty of mismanagement. He was dismissed.**

The principal of... High School was given a two months suspension after a disciplinary hearing

...principal suspended for alleged mismanagement of school funds

**Principals are the main culprits in corruption at schools, according to complaints collected by Corruption Watch.**



# INTRODUCTORY REMARKS

- ✓ Another opportunity
- ✓ History
- ✓ Laws and regulations
- ✓ Knowledge about financial management
- ✓ 'Schools are businesses'



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# ATTITUDE/DISPOSITION

- ⊖ 'I don't do that!'
- ⊖ 'Don't tell me ...'
- ⊖ Your task as FM
- ⊖ Don't isolate yourself or the school



# CHANGING ROLE OF A PRINCIPAL

- ⊖ Less time for contact with vital roleplayers
- ⊖ Corroborative and shared decisionmaking
- ⊖ Resource management



# SGB AND PRINCIPAL

- ⊖ SASA clear distinction
- ⊖ SGB formulates, principal implements
- ⊖ Grey areas due to overlaps
- ⊖ Don't assume anything
- ⊖ Mutual understanding



## **SGB AND PRINCIPAL (cont.)**

- ⊖ Finance Committee, policy**
- ⊖ Management vs Budget control**
- ⊖ Mismanagement and misuse**
- ⊖ Principal not to report on finances at SGB**



# RELATIONS

- ⊖ Mismanagement – bad working relation
- ⊖ Balance
- ⊖ Communication to non-paying parents
- ⊖ Don't wish parents away
- ⊖ Tension leads to mistakes





# EMPLOYMENT OF STAFF

- ⊖ School as employer – laws
- ⊖ Contracts
- ⊖ Remuneration

(Basic financial systems for schools, WCED)

The logo for SAOU (South African Open University) is located in the bottom right corner. It features the letters 'S', 'A', 'O', and 'U' in a stylized font. The 'S' and 'O' are blue, while the 'A' and 'U' are yellow. The logo is set against a background of a large, light blue triangle composed of many thin, parallel lines that create a sense of depth and perspective.

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## **SMALL MISTAKES ...!**

- ⊖ Cash – as little as possible**
- ⊖ Tuck shop – two models**
- ⊖ Sports tours – proper feedback**
- ⊖ Incentives – be careful**
- ⊖ Credit cards – be discreet**



## **SMALL MISTAKES ...! (cont.)**

- ⊖ Photocopiers – buy, not lease**
- ⊖ Vehicles – capital investment**
- ⊖ Minutes of meetings – complete and correct**
- ⊖ Budget process - transparent**



## SMALL MISTAKES ...! (cont.)

- ⊖ Regular control of statements
- ⊖ Temptation to work around the budget
- ⊖ Inaccurate stats have influence on next budget



## **FRAUD:**

**The intention to commit an illegal or irregular act or to attain a goal which is not in harmony with law or policy.**

**SAOD**

## **FRAUD: (cont.)**

- Maladministration or financial misconduct in handling or reporting money**
- Irregular behaviour in allocation of funds**
- Manipulative conduct in awarding contracts**
- Invoicing for work not done**

**(Basic financial systems for schools, WCED)**

The logo for SAOOU is located in the bottom right corner. It features the letters 'S', 'A', 'O', and 'U' in a bold, blue, sans-serif font. The letter 'A' is replaced by a yellow triangle. The logo is set against a background of a large, light blue triangle that is composed of many thin, parallel lines radiating from its base, creating a sense of depth and movement.

**SAOOU**

## **FRAUD: (cont.)**

- Theft of funds**
- Personal use of assets**
- Abuse of internet services of the school**
- Deliberately refusing to report or act upon dishonest or suspicious conduct**
- Non completion of leave forms and non submission of leave forms**

**(Basic financial systems for schools, WCED)**



## **CORRUPTION:**

**Directly or indirectly accepts or gives any gratification from or to any other person, whether for the benefit for him/herself or for the benefit of another person in an illegal, dishonest or unauthorised manner.**

**UNODC**



## **CORRUPTION: (cont.)**

- **Performing favours for friends or relatives**
- **Avoiding compliance with protocols**
- **Kickbacks, e.g. Cash**
- **Employment offers for family or friends**
- **Funding of personal expenses**
- **Gifts of any kind, special treatment or favours**
- **Tampering of documents**

**(Basic financial systems for schools, WCED)**



Thank you!

