

Audit Committee Meeting-July 6, 2017

The meeting was called to order at 6:00pm. The following were in attendance:

Stephanie Quick-BOE

John Dattoria-BOE

Darlene Noyes, District Clerk

Guest-Cheryl DiStefano, Vieira & Associates

Audit Committee members asked Ms. DiStefano to review our appropriation status reports and encumbrance procedures to ensure that NYS regulations are being followed.

Committee members felt that there needs to be more transparency with budget transfers. They questioned the dollar amount that the Superintendent is able to approve without BOE approval. They questioned if we are over budgeting - why are we able to make large budget transfers in some lines? Athletic lines seem to be over budgeted every year. Do we need to budget better? There should be more detail of where money is going to and from as we are continuously shifting money.

In addition, committee members feel BOE reports do not seem up to date so that they are aware of what is going on in the District.

Mrs. Quick expressed concerns with Cash Flow Reports and how and when bills are being paid. Are bills being paid in a timely manner? Are they being held at the District for a length of time before being sent for payment?

Mrs. Quick had additional concerns pertaining to the Special Aid Funds, specifically Title I funds. Are we claiming that we use funds for parent engagement? If so, she does not believe that there is any parent engagement taking place. Mrs. Distefano reports that they could complete a compliance audit on those funds but this year they have already decided to focus on school lunch.

At this time, Ms. DiStefano reviewed documents included in their 2016 audit report.

Ms. DiStefano reviewed the scope of their work and asked the members of the Audit Committee if they are aware of any fraud allegations that she should be made aware of. None were noted.

Requests for Auditors:

Review appropriation status reports, encumbrance procedures, budget transfers

Cash Flow Reports-how & when bills are being paid

Over-budgeting

Meeting adjourned at 7:28PM

Respectfully submitted,

Darlene M. Noyes
District Clerk

