

Corrective Action Plan 2024

Finding 2024-001: Fund General Ledger and Year-end Closing Procedures:

The district will review its closing process and internal controls over reconciliations, monthly board reports, grant and annual reporting and monitoring to ensure reports are timely and accurate, both during the year and at year-end.

Finding 2024-002: Unassigned Fund Balance:

The district has put a plan in place through a reserves plan to ensure we are maintaining proper accordance to Section 1318 of the NYS Real Property Tax law of 4%.

Finding 2024-003: Capital Projects:

Old capital projects with no activity will be reviewed for completion and any residual funds will be transferred to the funding source or reserved for the payment of debt as appropriate. The district will also review the status of our capital projects, at least annually, as part of our year-end closing process in order to ensure accurate annual reporting and as a check to verify that all planned funding for a particular project was received.

Finding 2024-004: Annual Sexual Harassment Prevention Training:

Not all district employees completed this annual prevention training, therefore the district will ensure completion of this training from every employee and obtain certification of completion for all employees annually.

Finding 2024-005: NYS Education Department Requirements:

Given the district filed the required audited financial statements after the deadline of October 15th, the district will work to ensure proper and timely filing for the June 2024 audit and for future years.

Finding 2024-006: Interfund Balances:

The district will analyze the cash balances, making corresponding adjustments to interfund receivables and/or payables as appropriate. We will also consider the ability of the respective funds which have interfund liabilities to be able to pay those liabilities and determine the timing of those repayments.