

# *Vestal Central School District*

## **Independent Audit Report (June 30, 2021) Corrective Action Plan**

<b>FINDINGS</b>	<b>RECOMMENDATIONS</b>	<b>DISTRICT RESPONSE</b>	<b>STAFF RESPONSIBLE</b>	<b>IMPLEMENTATION DATE</b>
<p>1. High School Extraclassroom Activity: Cash Receipts - Unrecorded Deposits, During the current year, 2 of 15 High School receipts examined were not recorded in the club ledgers.</p>	<p><i>We recommend the student treasurers record all transactions as they happen and compare activity with the Central Treasurer to ensure proper recordkeeping.</i></p>	<p><i>The District accepts the findings and will make necessary adjustments. The Vestal High School and Vestal Middle School Central Treasurers will meet with student treasurers to inform them of their responsibility to accurately record club transactions.</i></p>	<p><i>Faculty Advisors, Central Treasurers, VHS Principal, VMS Principal</i></p>	<p>Fiscal Year 2021-2022</p>
<p>2. Inactive Clubs: In the current year, 12 clubs in the High School showed no financial activity. In the prior year, 3 clubs in the High School showed no financial activity. We noted during the current year that there were several clubs that will be closed in the 2021-2022 school year due to non-activity.</p>	<p><i>We recommend determining if these clubs have ceased activity permanently and, if so, that the remaining balances be closed in accordance with School District policy.</i></p>	<p><i>The District accepts the findings and will make necessary adjustments. Due to the COVID-19 pandemic, many clubs did not participate in fundraising activities during the 2020-2021 school year. Likewise, some clubs have not yet begun fundraising during the current 2021-22 school year.</i></p>	<p><i>Business Official, VHS Principal, Central Treasurer</i></p>	<p>Fiscal Year 2021-2022</p>

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<p>3. The School District is required to limit its net cash resources in the School Lunch Fund to an amount that does not exceed three months' average expenditures for its nonprofit school food service, or such other amount as may be approved with the NYS agency in accordance with 7 CFR §210.19(1). During the current year, the School District's net cash resources in the School Lunch Fund were \$28,487, which is in excess of the allowable amount.</p>	<p><i>We recommend the School District review its net cash resources in the School Lunch Fund and develop a plan to reduce them to an allowable amount.</i></p>	<p><i>The District will devise a plan to expend the excess funds in the School Lunch Fund resulting from the 2020-2021 school year operations.</i></p>	<p><i>Food Service Supervisor, Asst. Supt. for Finance</i></p>	<p>June 30, 2022</p>