

*Claims Auditor Report  
Certification of Warrant  
Audit of Disbursements  
May 2023*

**Checks issued off-cycle this month:** The following check(s) were processed off-cycle:

- Regents Research Fund    PO #231493                                  \$ 100.00

\*\*In addition to the attached list.

**Confirming Purchase Orders** - (Goods or services began/received prior to the PO being issued):

None noted.

**Prior Year Invoices:**

• Hyde Park Central School District	Vendor # 2535	\$ 5,593.20
• Goshen Central School District	Vendor # 6118	50,767.00
• City School District of New Rochelle	Vendor # 510	5,380.00
• John Coleman Elizabeth Seton	Vendor # 2421	28,715.56
• Ossining UFSD	Vendor # 5469	61,281.27
• AMIC/The Clearview School	Vendor # 2279	7,805.00
• Yorktown CSD	Vendor # 2668	27,252.75
• White Plains City School District	Vendor # 3161	1,332.60
• AMIC Inc., /The Clearview School	Vendor # 2279	1,113.00
• Julia Dyckman Andrus Memorial	Vendor # 1848	1,234.02

**Additional Information/Adjustments Necessary for Approval:**

While the accounts payable processing for fiscal year 2022-2023 has improved, there is always room to strive towards minimal re-work.

The business office should schedule a workshop with personnel responsible for submitting and processing Purchase Orders/Claims. Enforcing timelines, and 'how-to' are critical in maximizing efficiencies.

**Other observations/ comments:**

The district should strive to ensure that all departments as much as possible – adhere to the Accounts Payable Calendar. Failure to do so, would result in processing payments outside of the Calendar schedule.

*Sandra C. Myke,*

*Claims Auditor*

*6/28/23*

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Report  
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**May 2023**

	SCHEDULED CASH		WIRE		OFF SCHEDULE		TOTAL
	DISBURSEMENTS	TRANSFERS	DISBURSEMENTS	VOIDS	DISBURSEMENTS	VOIDS	
<b>General Fund</b>	\$ 11,245,566.52			(\$8,362.01)		\$ 11,237,204.51	
<b>School Lunch</b>	\$ 356,903.52					\$ 356,903.52	
<b>Capital Fund</b>	\$ -					\$ -	
<b>Federal Fund</b>	\$ 346,690.04					\$ 346,690.04	
<b>Trust &amp; Agency</b>	\$ -					\$ -	
<b>Expendable Trust</b>	\$ -					\$ -	
<b>CM</b>	\$ -					\$ -	
<b>Volume of activity reviewed:</b>		246		13		259	
<b>All amounts are mutually exclusive.</b>							
<b>Totals</b>	\$ 11,949,160.08			(\$8,362.01)		\$ 11,940,798.07	
<b>Total Warrant for this month</b>	<b>\$ 11,940,798.07</b>						

To the District Treasurer: I hereby certify that I have verified the claims in number, and checks sequentially numbered in the total amounts as shown above. As the Claims Auditor, I have authorized and supported the payments to the claimants certified above; the amounts allowed and charged to the proper funds.

Submitted by: Sandra C. Myke  
Claims Auditor

*Sandra C. Myke*

Date:

6/28/2023

Notes: