Amherst Central School District

Anthony J. Panella
Superintendent

Laura N. Bosinski
Assistant Superintendent for Finance and Operations

December 18, 2023

New York State Education Department
Office of Audit Services
Room 524 EB
89 Washington Avenue
Albany, New York 12234

To whom it may concern,

Please receive this correspondence as submission of the Corrective Action Plan for the finding identified in the June 2023 External Audit completed by Drescher and Malecki, LLC for the Amherst Central School District.

Auditor Recommendation** regarding **Unrestricted Fund Balance Calculation:
We suggest that the District consider the establishment of certain restricted fund balance or increasing current restrictions which would set aside these "one-time" revenues in a reserve to be utilized for future needs of the District. We recommend that the District consult with its legal advisor to ascertain its reserve options, including creating further reserves.

Description of actions taken/planned to be taken:
The District recognizes that we ended our 2023 fiscal year with available unappropriated fund balance in excess of the 4 percent allowed by Real Property Tax Lax §1318. We will work to reduce our unappropriated fund balance to the allowable 4% limit before the end of the current fiscal year, while maintaining our programming for our students, staff and community. The District will continue to focus on conservative budgeting practices and compliance with all applicable local, state and federal regulations.

Date actions completed or will be completed:
June 30, 2024

Name of responsible party/parties:
Laura Bosinski, Assistant Superintendent for Finance and Operations

Please contact me with any questions regarding the information contained in this Corrective Action Plan for the June 2023 External Audit for the Amherst Central School District.

Sincerely,

Laura N. Bosinski
Assistant Superintendent for Finance and Operations