

***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

**Claims Auditor
Report
Certification of Warrant**

May 2023

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

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: