

**MEDINA CENTRAL SCHOOL DISTRICT  
EXTRACLASSROOM ACTIVITY FUNDS  
FINANCIAL REPORT**

**For Year Ended June 30, 2023**



BUSINESS  
ADVISORS  
AND CPAS

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BUSINESS  
ADVISORS  
AND CPAS

## INDEPENDENT AUDITORS' REPORT

To the Board of Education  
Medina Central School District, New York

### *Qualified and Unmodified Opinions*

We have audited the accompanying statement of cash receipts and disbursements of the Extraclassroom Activity Funds of the Medina Central School District for the year ended June 30, 2023 and the related notes to the financial statement.

### *Qualified Opinion*

In our opinion, except for the possible effects of the matter discussed in the basis for qualified opinion paragraph, the financial statement referred to in the first paragraph presents fairly, in all material respects, the cash receipts and disbursements of the Extraclassroom Activity Funds of Medina Central School District for the year ended June 30, 2023, in accordance with the cash basis of accounting as described in Note 1.

### *Basis for Qualified Opinion*

Internal accounting controls are limited over the cash receipts from the point of collection to the time of submission to the Central Treasurer. Accordingly, it was impracticable to extend our audit of such receipts beyond the amounts recorded.

### *Emphasis of Matter – Basis of Accounting*

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. This financial statement is prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

### ***Responsibility of Management for the Statement of Cash Receipts and Disbursements***

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the cash basis of accounting described in Note 1; and for determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

### ***Auditor Responsibilities for the Audit of the Financial Statement***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
December 13, 2023

**MEDINA CENTRAL SCHOOL DISTRICT**

**EXTRACLASSROOM ACTIVITY FUNDS**

**STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**

**For Year Ended June 30, 2023**

<u>Senior High School:</u>	<u>Cash Balance</u> <u>July 1, 2022</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Cash Balance</u> <u>June 30, 2023</u>
Class of 2022	\$ 1,846	\$ -	\$ 1,846	\$ -
Class of 2023	4,972	19,798	24,696	74
Class of 2024	5,042	4,133	2,253	6,922
Class of 2025	2,789	-	319	2,470
Class of 2026	928	4,565	3,606	1,887
Class of 2027	1,241	3,123	1,825	2,539
Class of 2028	1,000	-	68	932
A-V Club	140	360	75	425
AVID	4,384	-	136	4,248
Athletic Council	4,522	5,324	5,131	4,715
Baseball Club	837	-	732	105
Business Club	-	1,650	-	1,650
Boys' Basketball	590	-	-	590
Boys' Varsity Soccer	332	200	67	465
Boys' Varsity Swimming	506	-	-	506
Conservation Club	1,147	125	-	1,272
Field Hockey	356	45	-	401
FFA	1,552	39,010	31,226	9,336
FFA-Memorial Fund	1,283	5,205	262	6,226
Football Cheerleading	1,914	137	-	2,051
Girls Soccer	49	-	-	49
Girls Varsity Swimming	104	-	-	104
L.O.T.E. Travel	-	7,821	6,237	1,584
Masterminds/WLVL	500	1,000	607	893
Medina Football	3,344	14,978	12,074	6,248
Medina Lacrosse Club	83	7,608	4,207	3,484
Medina Track Team	556	-	-	556
MHS Acappella Choir	269	125	-	394
MHS Theater	-	11,492	2,776	8,716
Mirror	8,248	3,082	2,531	8,799
Mustang Mission	2,999	903	3,333	569
National Honor Society	2,182	3,020	1,320	3,882
PAAC	2,710	-	793	1,917
Photography Club	656	-	73	583
SAVI-2	750	3,130	2,383	1,497
SAVI Life Skills	94	-	-	94
Softball Team	502	348	-	850
Student Association	6,887	2,567	2,037	7,417
Tech Club	46	2,934	2,835	145
Volleyball	8	-	-	8
Washington Trip	1,726	21,862	22,006	1,582
Wrestling	2,082	5,834	3,980	3,936
<b>Total Senior High School</b>	<b>\$ 69,176</b>	<b>\$ 170,379</b>	<b>\$ 139,434</b>	<b>\$ 100,121</b>

<b><u>Wise Middle School:</u></b>	<b>Cash Balance</b>				<b>Cash Balance</b>
	<b><u>July 1, 2022</u></b>	<b><u>Receipts</u></b>	<b><u>Disbursements</u></b>		<b><u>June 30, 2023</u></b>
Character Club	\$ 2,457	\$ -	\$ -		\$ 2,457
Home and Career	1	-	-		1
Jr. FFA	205	464	412		257
Literary Club	441	3,733	3,733		441
Musical Program	226	4,771	2,864		2,133
Student Council	3,188	11,493	12,807		1,874
Square 1 Art	347	-	-		347
Technology	621	-	-		621
Whale Watch	1,558	48,014	48,069		1,503
Yearbook Club	2,971	3,236	3,252		2,955
<b>Total Wise Middle School</b>	<b><u>\$ 12,015</u></b>	<b><u>\$ 71,711</u></b>	<b><u>\$ 71,137</u></b>		<b><u>\$ 12,589</u></b>
<b><u>Oak Orchard Elementary School:</u></b>					
Activities Account	<b><u>\$ 13,606</u></b>	<b><u>\$ 9,892</u></b>	<b><u>\$ 12,532</u></b>		<b><u>\$ 10,966</u></b>
<b>GRAND TOTAL</b>	<b><u>\$ 94,797</u></b>	<b><u>\$ 251,982</u></b>	<b><u>\$ 223,103</u></b>		<b><u>\$ 123,676</u></b>

(See accompanying notes to financial statement)

**MEDINA CENTRAL SCHOOL DISTRICT**

**EXTRACLASROOM ACTIVITY FUNDS**

**NOTES TO FINANCIAL STATEMENT**

**June 30, 2023**

**(Note 1)      Accounting Policy:**

The transactions of the Extraclassroom Activity Funds are considered part of the reporting entity of the Medina Central School District. Consequently, the cash balances are included in the financial statements of the School District as part of the Custodial Fund.

The accounts of the Extraclassroom Activity Funds of the Medina Central School District are maintained on a cash basis, and the statement of cash receipts and disbursements reflects only cash received and disbursed. Therefore, receivables and payables, inventories, long-lived assets, and accrued income and expenses, which would be recognized under generally accepted accounting principles, and which may be material in amount, are not recognized in the accompanying financial statement.

**(Note 2)      Cash and Cash Equivalents:**

Cash and cash equivalents is comprised of three checking accounts. The balance in these accounts is fully covered by FDIC Insurance.

**MEDINA CENTRAL SCHOOL DISTRICT**

**EXTRACLASSROOM ACTIVITY FUNDS**

**AUDITORS' FINDINGS AND EVALUATION**

We have examined the statement of cash receipts and disbursements of the Medina Central School District's Extraclassroom Activity Funds for the year ended June 30, 2023. As part of our examination, we made a study and evaluation of the system of internal accounting control to the extent we deemed necessary to render our opinion.

There are inherent limitations in considering the potential effectiveness of any system of internal accounting control. Human errors, mistakes of judgment and misunderstanding of instructions limit the effectiveness of any control system.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

**Prior Year Deficiency Pending Corrective Action:**

**Reconciliations –**

Our examination revealed that not all fundraising events that require the collection of cash in exchange for goods are reconciled to the inventory sold.

In order to improve internal accounting control over items sold, we recommend the preparation of a reconciliation of items sold to the total cash collected at the conclusion of the fundraiser.

**Current Year Deficiencies in Internal Control:**

**Raffle –**

During the course of our examination, we noted the FFA conducted a 50/50 raffle during the 2022-23 fiscal year.

We recommend Administration review this item to determine if it is in accordance with District guidelines as well as the Laws of New York state and develop the necessary corrective action during the next fiscal year.



**(Current Year Deficiencies in Internal Control) (Continued)**

**Cash Collections**

During the course of our examination, we noted that cash collected for the Wise Middle School Musical Program is sometimes kept in an unsecured location prior to being brought to the Central Treasurer for deposit.

We recommend all cash collections be kept locked in a secure location prior to being deposited to the bank.

**Other Item:**

The following item is not considered to be a deficiency in internal control, however, we consider it an other item which we would like to communicate to you as follows:

**Inactive Clubs –**

As indicated on the statement of cash receipts and disbursements, the following were financially inactive during the 2022-23 fiscal year

<u>Senior High School</u>		<u>Wise Middle School</u>
Boys' Basketball	Medina Track	Character Club
Boys' Varsity Swimming	SAVI Life Skills	Home and Career
Girls' Soccer	Volleyball Team	Square 1 Art
Girls' Varsity Swimming		Technology

We recommend the status of these clubs be reviewed. If future financial transactions are not anticipated, they should be closed in accordance with the Board of Education policy.

**Prior Year Recommendations:**

We are pleased to report that the following prior year recommendations have been implemented to our satisfaction:

1. Sales tax was not paid on items purchased for resale during the year under examination.
2. Gift cards purchased and distributed were all accounted for with receiving signatures for the year ended June 30, 2023.

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We wish to express our appreciation to all client personnel for the courtesies extended to us during the course of our examination.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
December 13, 2023