



MIDLAKES BUSINESS OFFICE

Karl Dubash, Business Administrator

PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

1490 State Route 488, Clifton Springs, NY 14432

PHONE: (315) 548-6430 | FAX: (315) 548-6439

To: Tracy Altman, Board of Education President
From: Karl Dubash, School Business Administrator
Subject: External Audit Findings and Corrective Action Plan

During the examination of the of the district's regulatory audit for fiscal year ending June 30, 2024, the external auditor noted the following deficiencies. The corrective action necessary to address each deficiency is listed under the District's response section. The audit results were very positive, and the financial condition of the District remains in good overall condition.

School Lunch Fund

Finding:

During the course of our examination, we noted that the fund balance in the School Lunch Fund at June 30, 2024 totaled \$709,699. This balance appears to be in excess of the three months average expenditures level recommended by Federal Regulation #7CFR Part 210.14(b).

Recommendation:

We recommend the District continue to develop the corrective action necessary for compliance with the Federal Regulation.

Response:

The District will continue to work with the New York State Education Department, Office of Child Nutrition to develop a corrective action plan necessary for compliance with the Federal Regulation. The Director of Food Services will be responsible for putting together this plan by June 30, 2025.

Bidding/Quoting

Finding:

Our disbursement examination revealed there is no formal procedure to ensure that the District is receiving pricing consistent with state or county contracts.

Recommendation:

We recommend the Administration review this item and implement the appropriate corrective action during the next fiscal year.

Response:

The District will work with vendors to verify that pricing is consistent with state or county contracts. The Directors of Operations (Food and Nutrition, Facilities and Transportation) will be responsible for this by June 30, 2025.