

2023-24 Corrective Action Plan

The Lansingburgh Central School District hired The Bonadio Group to audit its financial statements for the 2023-24 school year. The district has undertaken a corrective action plan to address certain observations.

Accounts Payable and Encumbrances

The School District should analyze their encumbrances during its year-end closing process to ensure that monies paid after year-end are recorded in Accounts Payable.

Action Plan Response: The Business Office will analyze their encumbrances during its year-end closing process to ensure that monies paid after year-end are recorded in Accounts Payable for all funds.

Responsible School District Official – Linda Klime

Anticipated Completion Date: November 1, 2024

Extra classroom Activity Funds

Proper supporting documentation be maintained for each receipt and disbursement.

Action Plan Response: The School District is in the process of introducing a software product specifically for extra classrooms that will assist clubs with this issue.

Responsible School District Official – Linda Klime

Anticipated Completion Date: November 1, 2024

The School District should expend leftover funds or liquidate the leftover funds of inactive clubs to the account of the general student organization or student council, in accordance with the School District's policy.

Action Plan Response: The School District will notify the extra classroom clubs of the need to expend leftover funds or liquidate the leftover funds of inactive clubs to the account of the general student organization or student council, in accordance with the School District's policy.

Responsible School District Official – Linda Klime

Anticipated Completion Date: November 1, 2024

Stewardship and Compliance

The School District's unrestricted fund balance was outside of NYS Real Property Tax Law 1318 limit, which restricts it to an amount not greater than 4% of the School District's budget for the upcoming year.

Action Plan Response: School District administration will take excess fund balance into account as future budgets are developed.

Responsible School District Official – Linda Klime

Anticipated Completion Date: June 30, 2024