

Syosset Central School District

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October 4, 2019

Director Office of Audit Services
Room 524 EB
89 Washington Avenue
Albany, NY 12234

Dear Mr. Conway:

The following comments collectively represent the corrective action plan for the Syosset Central School District in response to the external audit reports for the 2018-19 school year prepared by our auditors, Cullen & Danowski, LLP.

In their prior year review it was noted that the district's food service fund balance exceeded the value of three month's expenditures. During the current year audit they noted that our remaining fund balance was now in compliance.

The auditor's review of sample transactions in the extra-classroom accounts from the prior year noted that three clubs ended the year with a negative balance. During the current year audit no clubs had negative balances. The auditors noted that some of the student activity fund deposit forms were not signed by the central treasurer. These forms were signed by the club treasurer and club advisor, and the signature of the central office reviewer was provided on the WinCap-generated treasurer receipt. The central treasurer and the business manager will work together to determine the documented support on the deposit forms to ensure consistency.

Sincerely,
Patricia Rufo