

**DANSVILLE 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
Dansville 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 Dansville 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 Dansville 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 8, 2023

DANSVILLE CENTRAL SCHOOL DISTRICT
EXTRACLASSROOM ACTIVITY FUNDS
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

For Year Ended June 30, 2023

| | Cash Balance <u>July 1, 2022</u> | <u>Receipts</u> | <u>Disbursements</u> | Cash Balance <u>June 30, 2023</u> |
|-----------------------------------|---|--------------------------|-----------------------------|--|
| Class of 2022 | \$ (951) | \$ 1,048 | \$ 97 | \$ - |
| Class of 2023 | 1,091 | 19,715 | 20,806 | - |
| Class of 2024 | 3,120 | 7,089 | 2,242 | 7,967 |
| Class of 2025 | 4,264 | 12,096 | 8,309 | 8,051 |
| Class of 2026 | - | 3,640 | 2,797 | 843 |
| 7th and 8th Grade Band | - | 1,786 | 1,707 | 79 |
| Best Friends Forever | 435 | - | - | 435 |
| Clay Target Club | 1,827 | 1,680 | 1,228 | 2,279 |
| Danua Staff - H.S. Yearbook | 9,516 | 3,542 | 4,112 | 8,946 |
| Dansville Archers | 971 | 531 | 831 | 671 |
| DHS Awards | 3,876 | 1,956 | 1,674 | 4,158 |
| DHS Chorus | 1,296 | 2,502 | 2,863 | 935 |
| DHS FBLA | 805 | 2,272 | 2,389 | 688 |
| DHS National Art Honor Society | 399 | - | - | 399 |
| DHS Springwater | 793 | 250 | 131 | 912 |
| DHS Student Council | 2,683 | - | 1,542 | 1,141 |
| DHS Tech Club | 3,064 | 2,348 | 1,385 | 4,027 |
| Drama Club | 12,545 | 18,399 | 8,599 | 22,345 |
| Elementary Band | 12,218 | 5,700 | 6,049 | 11,869 |
| Elementary School Library | 3,332 | 1,595 | 1,744 | 3,183 |
| Elementary School Ski Club | 5 | - | - | 5 |
| Elementary School Student Council | 6,442 | 18 | 1,132 | 5,328 |
| Elementary Yearbook | 227 | 2,623 | 2,386 | 464 |
| Extracurricular Tax and Interest | 501 | 5,878 | - | 6,379 |
| Gaming Club | 354 | - | - | 354 |
| International Club | 14,597 | 5,047 | 8,247 | 11,397 |
| Middle Memories - DMS Yearbook | 424 | 1,125 | 1,094 | 455 |
| National Junior Honor Society | 1,657 | 1,000 | 1,950 | 707 |
| National Honor Society | 169 | 1,863 | 1,550 | 482 |
| Primary School Student Council | 1,172 | 4,116 | 4,003 | 1,285 |
| TOTAL | <u>\$ 86,832</u> | <u>\$ 107,819</u> | <u>\$ 88,867</u> | <u>\$ 105,784</u> |

() Denotes red figure
(See accompanying notes to financial statement)

DANSVILLE CENTRAL SCHOOL DISTRICT

EXTRACLASSROOM 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 Dansville 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 Dansville 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 one checking account. The balance in this account is fully covered by FDIC Insurance.

DANSVILLE CENTRAL SCHOOL DISTRICT
EXTRACLASSROOM ACTIVITY FUNDS
AUDITORS' FINDINGS AND EVALUATION

We have examined the statement of cash receipts and disbursements of the Dansville 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. In particular, cash being handled by numerous students and faculty advisors at various functions provides an atmosphere of limited control over those receipts.

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 Deficiencies Pending Corrective Action:

Profit and Loss Statements –

Our examination revealed that profit and loss statements were not prepared for the FBLA Club candy cane fundraiser, and Elementary Yearbook Club for yearbook sales during the 2022-23 fiscal year.

We recommend a profit and loss statement be prepared for each fund raiser.

Change Fund –

Our examination revealed one instance in the Elementary School Library where the starting change fund was established from personal funds.

We recommend that change funds be established by a check made payable to the Faculty Advisor or a Board authorized change fund. At the conclusion of the event, the change fund should be redeposited into the extraclassroom activity bank account.

Disbursements –

Our examination revealed one instance in the Primary School Student Council where student minutes indicating student approval of donations or gifts could not be examined.

We recommend all donations and gifts be approved by student members and be documented in the respective clubs meeting minutes.

Current Year Deficiencies in Internal Control:

Disbursements –

Our examination revealed one instance in the 7th & 8th Grade Band, one instance in the Dansville Archers Club, and one instance in the DHS Springwater Club where payments lacked adequate supporting documentation such as an original vendor invoice or receipt.

In an effort to improve internal accounting control and avoid duplicate payments, all payments should be adequately supported by original vendor invoices or receipts.

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 Best Friends Forever Club, the DHS National Art Honor Society, and the Gaming Club were financially inactive during the 2022-23 fiscal year.

We recommend the status of these clubs be reviewed. If no future financial transactions are 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. The Primary Student Council had a Student Treasurer during the 2022-23 fiscal year.
2. Deposits were made timely for all receipts examined for the year under examination.
3. The profit and loss statements we examined were signed by the Student Treasurer.
4. There were no clubs with deficit cash balances as of 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, Barw & Co. LLP

Rochester, New York
December 8, 2023