

**MILLER PLACE UNION FREE SCHOOL DISTRICT
MILLER PLACE, NEW YORK
COMMITTEE MINUTES
MAY 28, 2025**

Kind of Meeting: Audit Committee Meeting
Place of Meeting: Miller Place High School
Time of Meeting: 6:30 p.m.

Those Present:

Board Trustee:	Mr. John Galligan
Board Trustee:	Ms. Andrea Spaniolas
Superintendent of Schools:	Mr. Seth Lipshie
Assistant Superintendent:	Ms. Susan Craddock
School Business Official:	Ms. Colleen Card
Executive Director for Educational Services:	Ms. Sandra Wojnowski
Director of Human Resources:	Mr. Chris Herrschaft

Those Absent:

Board President:	Ms. Lisa Reitan
Board Vice President:	Mr. Bryan Makarius

Invitees:

Cullen & Danowski, Partner	Mr. Christopher Reino
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PLEASE NOTE: THE MINUTES, AS WRITTEN, ARE SUBJECT TO CHANGE AND ARE NOT CONSIDERED AN OFFICIAL RECORD UNTIL THEY HAVE BEEN APPROVED BY THE BOARD OF EDUCATION AT THE JUNE 18, 2025 BUSINESS MEETING.

Meeting Called to Order

The audit committee meeting was called to order at 6:37 p.m.

The committee met with the external audit firm Cullen and Danowski. The committee discussed the external audit function, annual audit report, and specific staff expectations and staff performance. The committee reviewed the audit objectives, engagement terms, auditor responsibilities, district responsibilities, the timing of the audit work, issuance of the final reports, and upcoming financial statement reporting changes. The Audit Committee will meet with the external auditors in August to review the district specific information and it is expected the Board of Education will accept the final external audit reports at the September board meeting.

The meeting was adjourned at 6:53 p.m.