Audit & Finance BOE Sub-Committee
Thursday, January 15, 2026 - 4:00 p.m.
Olean High School - BOE Conference Room
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1. OPENING ITEMS:
A. Meeting called to order at 4:02 p.m.
B. Present: Present: Kevin Stevens (Chairperson), Rene' Garrison, Julio Fuentes, Dr. Genelle Morris, Jenny Bilotta, Jackie Reed

2. DISCUSSION ITEMS
A. Internal Audit Results
Dave DiTanna from Buffamante, Whipple Buttafaro, PC Presentation of External Activities Funds Audit Results.

The audit concluded that the District's procedures appear to be effective to accurately process and report its student activity balance.
A summary of recommendations was shared and the District has created a Corrective Action Plan for these recommendations.

Mr. DiTanna also shared the details of the Risk Assessment Update covering:
Personnel
Regulatory and Compliance
Food Service Program
Capital Projects
Equipment
Transportation
Cash Receipts and Billing
Purchasing and Cash Disbursement
Payroll
Health Insurance Benefits
Students Activities
Bank Accounts
Wire Transfers and Journal Entries
Information Technology

These reports will be submitted to the BOE for approval at the February 3, 2026 meeting.
After BOE approval the Business Administrator will submit to the State.

B. 26-27 Budget Presentation
Budget meetings have been conducted with individual buildings to prepare for the 2026-27 budget.
Jenny Bilotta discussed projections, enrollment, birthrates and how it will affect staffing.
She will present this information to the Board in detail at the February 3, 2026 BOE

C. BOCES Cooperative Purchasing Resolution
Jenny Bilotta explained the BOCES Cooperative Purchasing Resolution which will be presented to the Board for approval at the February 3, 2026, BOE meeting.

D. Unit Cost Methodology 2026-27
Jenny Bilotta explained that this is the method used to determine costs and that this will be presented to the Board for approval at the February 3, 2026, meeting.

3. ADJOURNMENT
A. Meeting Adjourned at p.m. 5:12
B: Next meeting: Thursday, February 12, 2026 at 4:00 in the BOE Conference Room.