

***Claims Auditor Report
Certification of Warrant
Audit of Disbursements
'January 2026***

Checks issued off-cycle this month: The following check(s) were processed off-cycle:

Confirming Purchase Orders - (Goods or services began/received prior to the PO being issued)

Prior Year Invoices for fiscal years 2024 and 2025

PO#250445 Guardian Gym Equipment

Additional Information/Adjustments Necessary for Approval:

The following purchase order/claim was missing the supervisor's signature.

Claim for Medicare Reimbursements -\$497,321.00, PO#260526 USPS POC 8084603

The following purchase orders had budget codes that differed from those listed on the Warrant Report. **PO#260247 Cell Mechanic Inc**

The following Purchase Order(s)/Vendor/Claim had a remit-to address that differed from the one shown on the invoice. **PO# 260702 Chef Works, PO#260863 Really Good Stuff**

The following purchase order(s)/vendor had an invoice attached not recorded on the report.

The following PO had an incorrect invoice attached.

PO#260675 New York School for the Deaf

The following Purchase Order(s)/Claim(s) did not have a supervisor's signature.

Claim form for Medicare Reimbursement-\$497,321.00

The following PO /Claim Form had an incorrect payment amount recorded.

**Claim form for Donna Jackson, PO#260363 Staples Advantage, PO#260560 Frederica McLean
PO#260526 USPS POC 8084603**

The following purchase order(s) include an invoice for services rendered after the contract expired.

The following purchase order does not have an invoice number listed on the report.

Other observations/ comments:

All CORRECTIONS were subsequently made.

Leeoia Mullings- Glover

Claims Auditor

1-31-26