



Chappaqua Central School District

Joshua Culwell-Block
Assistant Superintendent for Business

Christine Ackerman Ph.D.
Superintendent of Schools

To: Board of Education
Dr. Christine Ackerman

Date: October 13, 2026

From: Joshua Culwell-Block & Jose Guevara

Re: Management Response to External Audit Management Letter for 2024-25 Audit

This letter serves as the Management's response and corrective action plan to the recommendations found in the Management Letter prepared by PKF O'Connor Davies, the District's External Auditors, as part of their responsibilities for the 2024-2025 fiscal year. The Auditor's recommendations are noted below, followed by Management's Response

Special Purpose Fund (EA2526-1)

Recommendation: The Special Purpose Fund is used to account for assets held by the School District in accordance with grantor or contributor stipulations. The School District holds assets for various memorial/scholarship funds in the Special Purpose Fund. During our audit, it was noted that seven of these accounts had no activity for the year.

Corrective Action: The business office will review inactive accounts in the special purpose fund at least once a year. When appropriate, accounts will be closed, and the remaining funds moved to other scholarship/memorial accounts or to the General Fund for any lawful purpose.

Responsible person(s): Assistant Superintendent for Business and District Treasurer

Anticipated completion date: 6/30/27

Sincerely,

Joshua Culwell-Block
Assistant Superintendent for Business

Jose Guevara
District Treasurer

CC: Audit Committee