Miller Place Union Free School District
Office of the School Business Official

M E M O R A N D U M

TO: Dr. Marc Ferris

FROM: Bruce Singer

DATE: September 23, 2026

RE: District Response and Corrective Action Plan – 2025-2026 External Audit Reports

The following is the district's response and corrective action plan to the external audit reports and letters dated September 10, 2026, for the annual 2025-2026 fiscal audit conducted by the external auditors, Cullen & Danowski, LLP.

1. Management Letter – The District received a management letter this year with two comments, as follows;

   The first comment received was: ***"Extra classroom activities fund was used to pay for an end-of-year breakfast for school staff. These expenditures for a staff appreciation event do not appear to be directly related to the purpose of the student organization or the benefit of the students and, therefore, may not constitute an appropriate use of extra classroom funds***

   The district's corrective action plan is, as follows:

   We will discuss the auditors' comments with the Building Administration and the Extra Classroom student advisor.

2. The second comment received was: "***Noted that the assigned unappropriated fund balance in the school food service fund was in excess of the allowable three-month average expenditures by $284,800 as of June 30, 2026."***

The District's corrective action plan is as follows:

- Purchase equipment needed, as follows:
  - including a new double stack Convection Oven
  - four refrigerator units, and will review other food service equipment, as needed throughout the year.
  - New Point of Sale software
  - Charging the custodial salaries, percentage of time spent cleaning the cafeteria, to the school lunch fund.
- The district will continue to monitor and take action to bring the fund balance down to the allowable limit.

Should you have any questions, concerns, or require additional information regarding the external audit reports or letters, please feel free to contact me.

Copy: Mr. Christopher Reino, CPA, Cullen and Danowski, LLP, District External Auditor
Mr. Darin Iacobelli, CPA, Nawrocki Smith, LLP, District Internal Auditor