

PITTSFORD CENTRAL SCHOOL DISTRICT
AUDIT OVERSIGHT COMMITTEE
FEBRUARY 6, 2013
ROOM 410
3:30 P.M.

Those present: M. Pero, L. Patterson, M. Gibson, D. Kenney, B. Kecskemety, I. Narotsky, J. Rynkiewicz, R. Walker

1. Claims Auditor Report: Laurie Patterson, Internal Claims Auditor, reported that there was nothing unusual to report, noting that there has been a staffing change in accounts payable and things are running smoothly with the substitute staff member in place. Mrs. Patterson said the physical inventory with food service will continue as well as the payroll verification process that is almost complete. Information on voided checks was in the AOC packet and Mrs. Patterson noted it is a much shorter list.
2. Self Evaluation of Labor Agreements: John Rynkiewicz from Ray Wager's office was present to review the evaluation of employee contracts and related reporting by the payroll department. It was noted that all reporting was done correctly and that it is a clean report with steps suggested where improvement is currently being taken care of. A brief discussion ensued about a few items.
3. Single Audit Report for the Year Ended June 30, 2012
It is the auditor's opinion that the District complied, in all material aspects, with compliance requirements that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2012. It is a very clean report.
4. Extraclassroom Activity Funds for the Year Ended June 30,2012
Mr. Kenney reviewed the Extraclassroom Activities Funds Report, noting that the auditors stated that they are looking hard to find an area for improvement. In the auditors opinion, aside from impracticable areas of auditing, the financial statement of the Extraclassroom Activity Funds presents fairly, in all material respects, cash receipts and disbursements. A discussion ensued about some of the funds
The Committee members agreed that they were comfortable recommending both the Single Audit Report and Extraclassroom Activity Funds to the Board of Education.
5. Information regarding Proposed Fiscal Stress Monitoring
Mr. Kenney said that as of the last audit report, we are continuing to focus on financial stability with much of the focus on fund balance and reserves. He also said that five years have passed since the Comptroller's Audit took place and we can expect it to come around again at any time.
6. District Booster Clubs
Mr. Kenney handed out the policy and regulations on Booster Clubs. After a brief discussion on the review of the financial records of Booster Clubs, Mr. Kenney said that he will contact Mr. Wager and report out what he would recommend to the Audit Oversight Committee at a future meeting.
7. Notes were approved for the September 27, 2012 AOC meeting.

Adjourned 4:25 p.m.

Respectfully submitted,

Veronica M. Walker
School District Clerk

