

LaFayette Central School District

Four Schools, Three Buildings, Two Nations, One Goal: Excellence!

LaFayette Jr./Sr. High School
3122 Route 11 North
LaFayette, NY 13084

Big Picture School
3122 Route 11 North
LaFayette, NY 13084

C. Grant Grimshaw Elementary
5957 Route 20 West
LaFayette, NY 13084

Onondaga Nation School
3285 State Route 11A
Nedrow, NY 13120

TO: Board of Education
Jeremy Belfield Superintendent

FROM: Laurie Holtsbery, Business Administrator

RE: Corrective Action Plan-Financial Statements
2023-2024

DATE: October 9, 2024

In connection with the report Communicating Internal Control Related Matters Identified in an Audit received from Mengel, Metzger, Barr & Co. LLP, for the audit of the basic financial statements for the fiscal year ended June 30, 2024, the following Corrective Action Plan will be implemented.

School Lunch Fund

Observation: Federal Regulation #7CFR Part 210.09 recommends that the School Lunch Fund balance not exceed three months' average expenditures. As of June 30, 2024, the District's School Lunch Fund balance totaled \$253,007, exceeding three months' average expenditures.

Corrective Action Plan: The District will review the needs of the School Lunch program and address any deficiencies. The current year's School Lunch budget includes an appropriation of fund balance totaling \$120,954, reducing the unappropriated fund balance within the three months' average expenditures. The District will continue to regularly monitor actual spending to budget. This will be implemented by October 31, 2024, and continue throughout the year.

Disbursements

Observation: The District's purchasing policy allows for the use of purchase contracts of other municipalities (piggybacking) to comply with competitive bidding requirements. The audit noted the District does not have a procedure to verify and document that contracts meet all the prerequisites required by General Municipal Law.

Corrective Action Plan: The District will review the existing purchasing policy and purchasing regulation to include the appropriate process for verifying and documenting that all prerequisites have been met before participating in piggybacking procedures. The policy will be approved by the Board by December 31, 2024.

Mission: *At LaFayette, we put students first. Our mission is to educate, honor, and develop students to have self-respect, a commitment to the community, and a passion for excellence.*

Vision: *Inspire, empower, and prepare all students to achieve excellence.*