

# LAURENS CENTRAL SCHOOL

"WHERE COMMUNITY AND SCHOOL CREATE SUCCESS."

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WILLIAM F. DORRITIE  
Superintendent

JOHN MUSHTARE  
Building Principal

October 28, 2020

NYS Education Department  
Office of Audit Services  
89 Washington Ave., Room 524 EB  
Albany, NY 12234

Dear Sir:

The purpose of this correspondence is to provide your office with the Laurens Central School District's response to the management letter as written by district auditors, Cwynar and Company.

**Comment #1: Segregation of duties over cash receipts (LCSD20.1)**

The Auditor recommends that the Deputy Treasurer reconcile the daily cash log to the amount recorded in the General Ledger.

**District Response:**

The district updated the daily cash log sheet to include a column for the Deputy Treasurer to check that receipts have been properly posted to the General Ledger. The Deputy Treasurer reconciles this monthly.

**Comment #2: Retiree Health Insurance (LCSD 20.2)**

The Auditor recommends a year end reconciliation of scheduled payments versus actual payments received.

**District Response:**

The district has updated their year end procedures to include this reconciliation.

**Comment #3: Compensated Absences Calculation (LCSD 20.3)**

The Auditor recommends the district develop procedures to ensure the district uses the proper rates to calculate year end compensated absences.

**District Response:**

The District Treasurer will have the Deputy Treasurer review the calculations and compare the rates used to the union and employment contracts.

**Comment #4: Excess Fund Balance (LCSD 20.4)**

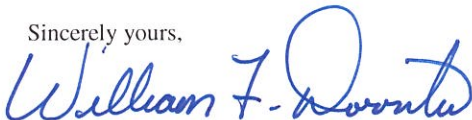
The Auditor recommends that the district develop a plan to comply with the fund balance limit.

**District Response:**

The district reviews fund balance annually and makes every effort to stay within the fund balance limit. For the 2019-2020 school year the district made the decision to keep excess fund balance. This decision was due to the financial effects of the Corona virus pandemic. The anticipated loss of revenue and additional expenses incurred due to the pandemic will have lasting financial affects on the district. The excess fund balance will help the District's future budgets.

Please contact my office at (607) 432-2050 Ext. 1121 or 1141 should you have any questions about the information provided.

Sincerely yours,



William F. Dorritie  
Superintendent