SUSQUEHANNA VALLEY

CENTRAL SCHOOL DISTRICT

INTERNAL AUDITOR'S REPORT

JUNE 30, 2024

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ERNEST SKIADAS
Certified Public Accountant
A Professional Corporation

INTERNAL AUDITOR'S REPORT

The Audit Committee and
Board of Education
Susquehanna Valley Central School District
1040 Conklin Road
Conklin, NY 13748

I have performed the procedures described below, which were agreed to by the Susquehanna Valley Central School District, solely to assist you in evaluating the performance of the District for the fiscal year ended June 30, 2024, in the areas addressed. The District's management is responsible for its financial records, internal controls and compliance with State laws and regulations. This engagement was conducted in accordance with the consulting standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified parties in this report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose. The District remains responsible for their accounting records, activity funds, fraud prevention and detection, and for maintaining effective internal controls over the financial statements and compliance.

The following is a recap of my assessment of risk in specific areas:

Governance and Control Environment	Low
Reliance of Student Performance Data	Low
Maintenance of Effort	Low
Electronic Banking	Low

The procedures and the associated findings are as follows:

1. Follow Up on Prior Year Findings

I reviewed the external auditor's management letter and the corrective actions taken. I also reviewed the corrective actions taken with respect to the findings from the prior year's internal audit.

All items have been properly addressed and the necessary procedures instituted to further strengthen internal controls.

The prior year internal audit findings have been addressed as follows:

a. The District is retraining to the food service director for comparing bid prices to invoice prices prior to approval for payment.

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1. Follow Up on Prior Year Findings - continued

b. The district has required retraining for accounts payable clerks to properly defaced invoices previously submitted for payment with a “Paid” stamp.

2. Governance and Control Environment

Reviewed policies for code of ethics and examined records for conflict of interest transactions.

Reviewed corrective action plans resulting from the external and internal audit findings.

Reviewed policies to ensure that all policies and procedures required by NYS Department of Education have been adopted.

We found no exceptions as a result of the procedures.

3. Reliance of Student Performance Data

Procedures were reviewed to ensure the district has assigned staff the responsibility for the accumulation of drop outs, test scores, enrollment and cohort data and adequate guidance and training has been provided.

Written policies and procedures were reviewed to ensure the required tasks are performed for reporting correct information.

Comparison of data to prior years and similar districts to assess the reasonableness of the data prior to its certification and submission to the Department was verified.

Determine that District staff reviewed data published on the School Report Card and other reports for accuracy and the district used the School Report Card or other officially published reports as tools to make improvements in student performance.

Determine that the district has controls to ensure student performance data are secured, input is reliable, and output is accurate.

Verify that the district maintains records and copies of reports submitted to the Department and the source documentation for lists of students, test results, cohort data, transfers in and out, etc.

Policies and procedures were reviewed to ensure all students who should be tested are tested, students with disabilities who are placed outside the district are tested and considered part of the district’s cohort, and home-schooled students take the necessary tests to satisfy assessment requirements.

Procedures were reviewed to ensure the district has a system to track the location of students individually including those who left the district and students who have been absent 20 consecutive school days are counted as dropouts.

We found no exceptions as a result of the procedures.

4. Maintenance of Effort (MOE)

Reviewed Maintenance of Effort Calculator and Questar worksheet.

Reviewed General fund account expenditures and MOE reduction adjustments/exceptions, if applicable.

Reviewed IDEA Special Aid fund account expenditures.

Reviewed for compliant, accurate and properly categorized reporting.

No exceptions were found as a result of these procedures.

5. Electronic Banking

Reviewed policies to verify what activities will be used, who is authorized to initiate transactions, who approves and transmits transactions, who records and reconciles the transactions. Selected a random sample and tested the above items.

Reviewed safeguards in place by the bank.

Tested written confirmations from the bank within a reasonable period and tested that electronic check images received are received from the bank.

No exceptions were found as a result of these procedures.

I was not engaged to and did not conduct an audit, the objective of which would be the expression of an opinion on the specified areas, accounts, or items. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the information and use of the Audit Committee and of the Board of Education of the District and is not intended to be and should not be used by anyone other than these specified parties.

Ernest Skiadas, CPA, P.C.

Ernest Skiadas, CPA, P.C.
Internal Auditor

December 18, 2024

AUDITOR'S COMMENTS AND OBSERVATIONS

A. Maintenance of Effort (MOE)

1. Observation: We obtained the Questar MOE worksheet, NYS compliance worksheet and the ST-3 and identified the amounts reported as spent on the MOE expenditures. The expenditures spent at the local level were $ 2,795,235 and state and local level were $5,633,569 during the 2022-23 year. The local per capita amount per student was $13,702 and the state and local per capita amount was $27,616. Each of these amounts exceeded the requirement and thus met the MOE test.

2. Observation: We traced the amounts from the district's financial report (ST-3) to the amounts used in both the Questar MOE worksheet and the NYS compliance worksheet and tested the calculations and found no exceptions.

3. Observation: We verified the child count of 204 for Students with Disabilities and found no exceptions.