

September 9, 2015

To the Board of Education of Greenville Central School District

## INTERNAL CONTROL MATTERS

# Dear Board Members:

We have completed our audit of the financial statements of Greenville Central School District (the "District") as of June 30, 2015, and have issued our report thereon, dated September 9, 2015.

In planning and performing our audit of the financial statements of the District for the year ended June 30, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

The financial statements include all required communications regarding internal control. During our audit, we became aware of other matters that are not necessary to be reported in the required reports, however, we are presenting them here for your consideration.

# **Current Year Comments**

# Census Data for Other Post Employment Benefits

While testing the census data that was provided to the actuary for calculation of the other postemployment benefit liability, we noted two instances within our sample of data provided to the actuary that was not in agreement with the District's records. We noted one instance of a hire date for an active employee and one instance of a birthdate for a retiree which was not in agreement with the Districts records. These census data items support the valuation of the other post-employment benefit payable estimate. If these variances were noted with greater frequency, they could significantly affect the valuation of this estimate.

We recommend that the District assign an individual other than the report preparer to review this data prior to submission to the actuary to ensure an accurate census.

6 Wembley Court Albany, New York 12205 p (518) 464-4080 f (518) 464-4087

www.bonadio.com

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# **Repeat Comments**

# **Extraclassroom Receipts**

During our audit, we noted that certain extraclassroom receipts were not supported by adequate documentation. The students and advisors should provide a reconciliation of actual and expected receipts from fundraisers.

The following are some suggestions:

- For events, pre-numbered tickets should be used and then reconciled to total sales.
- For the sale of items, an inventory should be kept of the items for sale and reconciled to receipts.
- For the sale of items where money is collected before the items are delivered, a list of all money collected and from whom, should be submitted with the receipt. That will make it clearer how much money was paid in the event of a refund.

We would like to acknowledge the cooperation and the professional conduct of the business office personnel and thank all the School District personnel for the courtesy received during the course of our audit. Should you have any questions regarding the matters presented, we shall be pleased to discuss them at your convenience.

Very truly yours,

BONADIO & CO., LLP