

## Audit/Finance Committee

### Meeting Summary

October 9, 2018

Members Present:	David Kiehle, Committee Chair	Sherri Fisher, Assistant Superintendent
	Stephanie Cogan, Committee Member	Anjelieeque Martinez, District Treasurer
	Neil Johanning, Committee Member	Paul Cuda, External Auditor
	Ed Sim, BOE President	Ken Claflin, External Auditor
	Jonathan Buhner, Superintendent	

Agenda Items	Recommendation / Topics Discussed	Timeline
1. Member Items	<ul style="list-style-type: none"> <li>• Title and other federal funds were discussed. We will provide a summary of federal and state grants and how they are allocated.</li> </ul>	<ul style="list-style-type: none"> <li>• Ms. Fisher will develop a summary of federal and state grant fund allocations for BOE members.</li> </ul>
2. 2017-2018 Draft External Audit Report	<ul style="list-style-type: none"> <li>• Cusack and Company attended the meeting to review the 2017-2018 annual External Audit Report. Paul Cuda, Lead Auditor and Ken Claflin, Government Oversight Auditor and Secondary Reviewer, presented to the draft external audit to the Committee. Overall, the external audit was clean and the District has appropriate fund balances with appropriate assets available to operate. Revenue and expenditure projections were realistic and meaningful.</li> <li>• Financial statements are materially accurate and there were no reportable conditions. The District's balance sheet now accounts for the full accrual of post-employment benefits as required under the new GASB accounting standards.</li> <li>• Mr. Cuda discussed the District's internal protocols and system of checks and balances. No comments or problems were found when checking internal systems and systems are functioning at a high level.</li> <li>• The Single Audit and Extra-Classroom Audit were briefly reviewed. No findings to report at this time.</li> </ul>	<ul style="list-style-type: none"> <li>• External Audit Report will be presented to the Board of Education for approval.</li> </ul>
3. Current Audits	<ul style="list-style-type: none"> <li>• Ms. Fisher reviewed all of the current audits which are ongoing.                             <ul style="list-style-type: none"> <li>○ NYS OSC Five-Year Financial Audit</li> <li>○ NYSED IDEA Audit (2017-2018)</li> <li>○ NYS DOL FMLA Audit</li> <li>○ NYS OSC PE Audit</li> <li>○ NYSED Three-Year Nutritional Service Audit</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Audits in progress during the 2018-2019 school year.</li> </ul>

<b>Agenda Items</b>	<b>Recommendation / Topics Discussed</b>	<b>Timeline</b>
4. Long Range Financial Plan & Reserve Plan	<ul style="list-style-type: none"> <li>Ms. Fisher discussed work which has begun to refine the District's long-range financial and reserve plans. The plans will be enhanced to take into account future program initiatives that Leadership Team members would like to accomplish over the next three fiscal years.</li> </ul>	<ul style="list-style-type: none"> <li>This work is ongoing and will mesh with proposed 2019-2020 budget development.</li> </ul>
5. New Financial Reporting Requirements	<ul style="list-style-type: none"> <li>Ms. Fisher reviewed the new reporting requirements related to spending by building from the NYS Department of Budget/NYSED and federal ESSA requirements.</li> <li>The Business Office is starting to prepare for this additional reporting and is working on the State reporting. We are still waiting on specific parameters for federal reporting which have not been provided at this point.</li> </ul>	<ul style="list-style-type: none"> <li>The District is preparing to meet the New York State reporting requirements for the 2019-2020 budget and the federal reporting requirements for December 2019 for South Colonie.</li> </ul>
6. Charitable Funds & Tax Credits – Update	<ul style="list-style-type: none"> <li>Ms. Fisher discussed the impact of the changes in tax law impacting the SALT tax deductions, the IRS guidance released, and the potential impact for local schools. No changes to current protocols are recommended at this time.</li> </ul>	<ul style="list-style-type: none"> <li>No action is recommended at this time.</li> </ul>
7. Next Meeting	<ul style="list-style-type: none"> <li>December 18, 2018 at 6:00 pm – District Office</li> </ul>	