

South Huntington UFSD  
 Corrective Action Plan  
 Year Ending June 30, 2022

Area	Finding	Explanation/Corrective Action	Due Date	Status	Internal Auditor Comments
Bank Reconciliations	The District is carrying old checks that were outstanding for more than one year and are still present on the June 30, 2022 bank reconciliation.	All checks over one year old are to be written off and held in escrow for 6 years after 2 attempts to contact the payee are unsuccessful. If left unclaimed, the funds can be moved back to the General Fund as per NYS General Municipal Law S21.	June 1, 2023	The District Treasurer reviews all outstanding checks annually in May and will extend the review to capture and include any checks approaching a 1 year stale date. The District Treasurer then follows the procedures outlined in NYS General Municipal Law S21.	
School Lunch Fund	The School Lunch fund balance exceeded the 3-month average expenditure allowable by Federal regulations 7CFR Part 210.14 (b)	The district has plans to use this fund balance to purchase equipment to more efficiently run the food service program. Items being considered for purchase include a refrigerated vehicle to transport food; various warming trays, ovens, as well as other relevant cafeteria related items.	June 1, 2023	The Director of the School Lunch Program will continuously monitor the needs of the program, the equipment, and furniture in the various cafeterias. As needs arise and funding permits the Director will purchase necessary items.	