

WHITEHALL CSD
REPORT PRESENTATION TO BOARD OF EDUCATION
6/30/2024

SUMMARY OF AUDITORS RESULTS

FINANCIAL STATEMENTS:

TYPE OF AUDITORS REPORT ISSUED	UNMODIFIED
INTERNAL CONTROL OVER FINANCIAL REPORTING:	
MATERIAL WEAKNESS(ES) IDENTIFIED	NONE
SIGNIFICANT DEFICIENCY(IES) IDENTIFIED	NONE
NONCOMPLIANCE MATERIAL TO FINANCIAL STATEMENTS NOTED	NONE

EXTRA CLASSROOM ACTIVITY FUNDS

TYPE OF AUDITORS REPORT ISSUED	UNMODIFIED
---------------------------------------	-------------------

FINANCIAL OVERVIEW-GOVERNMENTAL:

GENERAL FUND

BALANCE SHEET

	<u>2024</u>	<u>2023</u>	<u>2022</u>
TOTAL ASSETS	\$ 10,765,293	\$ 10,144,284	\$ 9,662,953
TOTAL LIABILITIES	\$ 945,095	\$ 1,024,799	\$ 1,124,221
TOTAL FUND BALANCE	\$ 9,820,198	\$ 9,119,485	\$ 8,538,732
ASSET TO LIABILITY RATIO	11.4:1	9.9:1	8.6:1

FUND BALANCE & RESERVES- OVERVIEW

RESTRICTED (RESERVES)

	<u>2024</u>	<u>2023</u>	<u>2022</u>
EMPLOYEE BENEFIT ACCRUED LIABILITY	\$ 504,954	\$ 498,143	\$ 497,150
REPAIR	\$ 337,110	\$ 332,503	\$ 331,840
CAPITAL	\$ 2,967,445	\$ 2,927,417	\$ 2,921,580
UNEMPLOYMENT INSURANCE	\$ 96,163	\$ 94,865	\$ 94,676
TEACHER RETIREMENT CONTRIBUTIONS	\$ 215,787	\$ 212,876	\$ 212,451
EMPLOYEE RETIREMENT CONTRIBUTIONS	\$ 1,367,681	\$ 1,349,232	\$ 1,346,542
TAX CERTIORARI	\$ 52,359	\$ 51,653	\$ 51,550
TOTAL RESERVES	<u>\$ 5,541,499</u>	<u>\$ 5,466,689</u>	<u>\$ 5,455,789</u>

FUND BALANCE

ASSIGNED-ENCUMBRANCES	\$ -	\$ 414	\$ 223,691
-TAX REDUCTION & OTHER	\$ 866,477	\$ 286,042	\$ 303,500
UNASSIGNED	<u>\$ 3,412,222</u>	<u>\$ 3,366,340</u>	<u>\$ 2,555,752</u>
TOTAL FUND BALANCE & RESERVES	<u>\$ 9,820,198</u>	<u>\$ 9,119,485</u>	<u>\$ 8,538,732</u>

WHITEHALL CSD
REPORT PRESENTATION TO BOARD OF EDUCATION
6/30/2024

<u>STATEMENT OF REVENUE & EXPENDITURE</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>
TOTAL REVENUES	\$ 18,377,755	\$ 18,183,334	\$ 17,081,087
TOTAL EXPENDITURES	\$ 17,677,042	\$ 17,602,581	\$ 15,906,314
EXCESS/(DEFICIENCY)	\$ 700,713	\$ 580,753	\$ 1,174,773

BUDGET TO ACTUAL-REVENUES & EXPENDITURES

		<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
<u>REVENUE</u>					
	2024	\$ 19,771,459	\$ 19,771,459	\$ 18,377,755	\$ (1,393,704)
	2023	\$ 18,906,985	\$ 18,906,985	\$ 18,183,334	\$ (723,651)
	2022	\$ 17,106,045	\$ 17,101,545	\$ 17,081,087	\$ (20,458)

		<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>ACTUAL/ENC.</u>	<u>VARIANCE</u>
<u>EXPENDITURES</u>					
	2024	\$ 20,097,501	\$ 20,097,915	\$ 17,677,042	\$ 2,420,873
	2023	\$ 19,360,485	\$ 19,486,840	\$ 17,602,995	\$ 1,883,845
	2022	\$ 17,806,903	\$ 18,187,736	\$ 16,130,005	\$ 2,057,731

MOST IMPORTANT REASON FOR MANAGING THE DISTRICT'S FINANCIAL CONDITION IS TO SUSTAIN A SOLID EDUCATIONAL PROGRAM ON A LONG-TERM BASIS BY PROVIDING ADEQUATE RESOURCES AND FACILITIES.

- 1) OVERALL THE DISTRICT'S FINANCIAL CONDITION REMAINS STRONG.
- 2) CASH POSITION CONTINUES TO REMAIN STRONG AS COMPARED TO THE PRIOR YEAR.
- 3) ASSET/LIABILITY RATIO SHOWS DISTRICT IS IN SOUND FINANCIAL CONDITION.

WHITEHALL CENTRAL SCHOOL DISTRICT
BALANCE SHEET- GOVERNMENTAL FUNDS
June 30, 2024

	General	Special Aid	School Lunch	Debt Service	Capital Projects	Total Governmental Funds
ASSETS						
Unrestricted cash	\$ 3,761,591	\$ 162,412	\$ 103,110	\$ -	\$ 2,398,565	\$ 6,425,678
Restricted cash	5,541,499	-	-	170,957	-	5,712,456
Due from other funds	782,845	1,073	-	5,862	-	789,780
State and federal aid receivable	679,358	448,833	84,605	-	124,755	1,337,551
Inventories	-	-	5,053	-	-	5,053
Total Assets	\$ 10,765,293	\$ 612,318	\$ 192,768	\$ 176,819	\$ 2,523,320	\$ 14,270,518
LIABILITIES						
Accounts payable	\$ 24,344	\$ -	\$ -	\$ -	\$ -	\$ 24,344
Accrued liabilities	22,048	2,169	1,899	-	-	26,116
Bond anticipation notes payable	-	-	-	-	1,930,000	1,930,000
Due to other funds	1,073	596,579	174,570	-	5,862	778,084
Due to other governments	-	9,036	670	-	-	9,706
Due to teachers' retirement system	762,551	-	-	-	-	762,551
Due to employees' retirement system	79,603	-	-	-	-	79,603
Unearned revenues	-	4,530	2,490	-	-	7,020
Other liabilities	55,476	-	-	-	-	55,476
Total Liabilities	945,095	612,314	179,629	-	1,935,862	3,672,900
FUND BALANCES						
Non-spendable	-	-	5,053	-	-	5,053
Restricted	5,541,499	-	-	176,819	-	5,718,318
Assigned	866,477	-	-	-	-	866,477
Unassigned	3,412,222	4	8,086	-	587,458	4,007,770
Total Fund Balances	9,820,198	4	13,139	176,819	587,458	10,597,618
Total Liabilities and Fund Balances	\$ 10,765,293	\$ 612,318	\$ 192,768	\$ 176,819	\$ 2,523,320	\$ 14,270,518

See auditor's report. See notes to financial statements.

WHITEHALL CENTRAL SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE-
GOVERNMENTAL FUNDS
For Year Ended June 30, 2024

	General	Special Aid	School Lunch	Debt Service	Capital Projects	Total Governmental Funds
REVENUES						
Real property taxes	\$ 5,382,858	\$ -	\$ -	\$ -	\$ -	\$ 5,382,858
Other tax items	363,689	-	-	-	-	363,689
Charges for services	95,043	-	-	-	-	95,043
Use of money and property	15,722	-	203	2,312	36,770	55,007
Sale of property and compensation for loss	441	-	-	-	-	441
Miscellaneous	260,879	-	-	-	-	260,879
State sources	12,129,980	325,411	91,085	-	124,755	12,671,231
Federal sources	129,143	1,907,521	410,120	-	-	2,446,784
Sales	-	-	62,556	-	-	62,556
Total Revenues	18,377,755	2,232,932	563,964	2,312	161,525	21,338,488
EXPENDITURES						
General support	2,165,514	-	-	-	-	2,165,514
Instruction	9,085,683	2,214,860	-	-	-	11,300,543
Pupil transportation	1,148,285	42,988	-	-	-	1,191,273
Community service	25,000	-	-	-	-	25,000
Employee benefits	3,817,751	-	41,331	-	-	3,859,082
Debt service						
Principal	710,000	-	-	-	-	710,000
Interest	584,889	-	-	-	-	584,889
Cost of sales	-	-	567,367	-	-	567,367
Capital outlay	-	-	-	-	365,577	365,577
Total Expenditures	17,537,122	2,257,848	608,698	-	365,577	20,769,245
Excess (Deficiency) of Revenues Over Expenditures	840,633	(24,916)	(44,734)	2,312	(204,052)	569,243
OTHER SOURCES AND USES						
Bond anticipation notes redeemed	-	-	-	-	45,000	45,000
Premium on obligations	-	-	-	5,862	-	5,862
Operating transfers in	-	24,920	115,000	-	-	139,920
Operating transfers (out)	(139,920)	-	-	-	-	(139,920)
Total Other Sources (Uses)	(139,920)	24,920	115,000	5,862	45,000	50,862
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other (Uses)	700,713	4	70,266	8,174	(159,052)	620,105
Fund Balance - (Deficit) Beginning of year	9,119,485	-	(57,127)	168,645	746,510	9,977,513
Fund Balance - End of year	\$ 9,820,198	\$ 4	\$ 13,139	\$ 176,819	\$ 587,458	\$ 10,597,618

See auditor's report. See notes to financial statements.

WHITEHALL CENTRAL SCHOOL DISTRICT
 SCHEDULE OF REVENUES COMPARED TO BUDGET- GENERAL FUND
 For Year Ended June 30, 2024

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
REVENUES				
Local Sources				
Real property taxes	\$ 5,711,750	\$ 5,377,004	\$ 5,382,858	\$ 5,854
Other tax items	13,607	348,353	363,689	15,336
Charges for services	36,215	36,215	95,043	58,828
Use of money and property	12,000	12,000	15,722	3,722
Sale of property and compensation for loss	750	750	441	(309)
Miscellaneous	23,750	23,750	260,879	237,129
Total Local Sources	5,798,072	5,798,072	6,118,632	320,560
State sources	13,893,387	13,893,387	12,129,980	(1,763,407)
Federal sources	80,000	80,000	129,143	49,143
Total Revenues	19,771,459	19,771,459	18,377,755	\$ (1,393,704)
Appropriated Reserves	40,000	40,414		
Appropriated Fund Balance	286,042	286,042		
Total Revenues, Appropriated Fund Balance and Reserves	\$ 20,097,501	\$ 20,097,915		

See paragraph on required supplementary information included in auditor's report.

WHITEHALL CENTRAL SCHOOL DISTRICT
SCHEDULE OF EXPENDITURES, OTHER USES AND ENCUMBRANCES COMPARED TO BUDGET-
GENERAL FUND
For Year Ended June 30, 2024

	Original Budget	Final Budget	Actual	Encumbrances	Variance Favorable (Unfavorable)
EXPENDITURES					
General Support					
Board of education	\$ 19,600	\$ 20,569	\$ 18,590	\$ -	\$ 1,979
Central administration	247,856	248,836	242,638	-	6,198
Finance	273,325	277,912	264,519	-	13,393
Staff	87,284	87,284	73,843	-	13,441
Central services	1,614,352	1,642,476	1,366,034	-	276,442
Special items	199,755	204,066	199,890	-	4,176
Total General Support	2,442,172	2,481,143	2,165,514	-	315,629
Instructional					
Instruction, administration and improvement	571,361	616,761	512,055	-	104,706
Teaching - regular school	4,323,799	4,212,426	3,818,983	-	393,443
Programs for children with handicapping conditions	3,339,506	3,320,556	2,969,290	-	351,266
Teaching - special school	-	128	128	-	-
Occupational education	432,371	432,731	351,904	-	80,827
Instructional media	824,007	831,558	605,140	-	226,418
Pupil services	947,721	1,013,210	828,183	-	185,027
Total Instructional	10,438,765	10,427,370	9,085,683	-	1,341,687
Pupil transportation	1,086,645	1,110,984	1,148,285	-	(37,301)
Community service	25,000	25,000	25,000	-	-
Employee benefits	4,714,919	4,598,418	3,817,751	-	780,667
Debt Service					
Principal	690,000	710,000	710,000	-	-
Interest	620,000	600,000	584,889	-	15,111
Total Expenditures	20,017,501	19,952,915	17,537,122	-	2,415,793
OTHER FINANCING USES					
Operating transfers out	80,000	145,000	139,920	-	5,080
Total Expenditures and Other Uses	\$ 20,097,501	\$ 20,097,915	17,677,042	\$ -	\$ 2,420,873
Net change in fund balance			700,713		
Fund balance- Beginning			9,119,485		
Fund balance- Ending			\$ 9,820,198		

See paragraph on required supplementary information included in auditor's report.

WHITEHALL CENTRAL SCHOOL DISTRICT
 SCHEDULE OF CHANGE FROM ORIGINAL BUDGET TO FINAL BUDGET AND
 THE REAL PROPERTY TAX LIMIT
 For Year Ended June 30, 2024

CHANGE FROM ORIGINAL BUDGET TO FINAL BUDGET

Original Budget	\$ 20,097,501
Additions:	
Prior year's encumbrances	414
Final Budget	\$ 20,097,915

SECTION 1318 OF REAL PROPERTY TAX LAW LIMIT CALCULATION

2023-24 Voter-approved Expenditure Budget	\$ 21,481,383
Maximum allowed (4% of 2023-2024 Budget)	\$ 859,255

General Fund Fund Balance Subject to Section 1318 of Real Property Tax Law*:

Unrestricted fund balance:	
Committed fund balance	\$ -
Assigned fund balance	866,477
Unassigned fund balance	3,412,222
Total unrestricted fund balance	\$ 4,278,699

Less:	
Appropriated fund balance	866,477
Encumbrances included in committed and assigned fund balance	-
Total adjustments	\$ 866,477

General Fund Fund Balance Subject to Section 1318 of Real Property Tax Law	\$ 3,412,222
Actual percentage	15.88%

* Per Office of the State Comptroller's "Fund Balance Reporting and Governmental Fund Type Definitions", Updated April 2011 (originally Issued November 2010), the portion of General Fund Fund Balance subject to Section 1318 of the Real Property Tax Law is: unrestricted fund balance (i.e., the total of the committed, assigned and unassigned classifications), minus appropriated fund balance, amounts reserved for insurance recovery, amounts reserved for tax reduction, and encumbrances included in committed and assigned fund balance.

We will be pleased to discuss these comments in further detail at your convenience, perform any additional study of these matters, or assist you in implementing the recommendations. Our comments are summarized as follows:

Other Matters:

Fund Balance

Section 1318 of Real Property Tax Law establishes the maximum unassigned fund balance that can be retained by a school district. The current law limits this amount to 4% of the ensuing year's budget. The District's financial statements for the year ended June 30, 2024, indicate that the unassigned fund balance is in excess of the legal limit.

We recommend that the District formulate a plan to control or use the excess fund balance.

This communication is intended solely for the information and use of the Board of Education, management, the audit committee, the New York State Education Department and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the Business Office personnel for their courtesies received during the course of our audit.

Very truly yours,
RAYMOND G. PREUSSER, CPA, P.C.

WHITEHALL CENTRAL SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS-CASH BASIS
Year ended June 30, 2024

Activities Per General Ledger	Balances 7/1/2023	Receipts	Disburse- ments	Balances 6/30/2024
Assembly Club	\$ 1,961.61	\$ 4,989.73	\$ 2,623.90	\$ 4,327.44
Band	4,956.31	3,524.50	4,599.51	3,881.30
Class of 2020	(336.81)	336.81	-	-
Class of 2022	831.23	-	831.23	-
Class of 2023	243.33	-	243.33	-
Class of 2024	4,497.60	9,597.36	14,007.08	87.88
Class of 2025	11,793.74	9,107.83	11,733.40	9,168.17
Class of 2026	11,873.52	17,383.33	2,046.91	27,209.94
Class of 2027	4,431.30	9,380.00	94.54	13,716.76
Classbook	13,285.06	5,289.50	11,861.75	6,712.81
Drama Club	16,506.50	16,251.08	21,565.72	11,191.86
Excelsior Club	14,303.92	2,470.00	5,005.00	11,768.92
Horizons Club	387.86	26,871.68	26,071.44	1,188.10
Jr. Horizons Club	570.25	1,955.00	2,402.06	123.19
Interest	1,552.89	683.38	-	2,236.27
Jr. Honor Society	4,723.46	1,205.00	1,045.10	4,883.36
Natl English Honor Society	81.78	5,873.05	5,842.28	112.55
Natl Sr. Honor Society	2,779.78	3,673.00	1,948.30	4,504.48
RAVE	98.59	-	98.59	-
SADD	1,005.10	1,000.00	229.75	1,775.35
Student Council	7,469.89	1,335.09	824.76	7,980.22
Vocal Club	2,225.66	3,324.50	2,980.95	2,569.21
Totals	<u>\$ 105,242.57</u>	<u>\$ 124,250.84</u>	<u>\$ 116,055.60</u>	<u>\$ 113,437.81</u>

See auditor's report. See note to financial statements.

WHITEHALL CENTRAL SCHOOL DISTRICT
AUDITOR'S FINDINGS AND EVALUATION

Cash Receipts:

We found that generally, the internal accounting controls with regards to cash receipts were adequate to maintain proper accountability beyond the point of initial recording of the cash receipts.

During our audit, we noted the following:

1. Some instances of funds being held longer than the recommended three days.
2. Some instances of cash receipts missing supporting documentation. (Copy of Checks, Tally Sheets, etc.)

We recommend that all cash receipts be properly completed and deposited within three days of receipt of funds.

Fundraising Activities:

All fundraising activities must have the written approval of the Building Principal before they can be undertaken. When any such activity is completed, be it a dance involving admissions or an actual fundraiser, the organization must submit a Profit and Loss Statement to the Central Treasurer showing the complete results of the event. In addition, during a fundraiser, the organization should maintain "tally sheets" whereby those turning in funds will be duly recorded to backup all deposits.

Currently we noted that Profit and Loss Statements are not being prepared for fundraisers and related activities. We recommend that this process be instituted as required by all clubs.

See auditor's report.