

***ALTMAR - PARISH - WILLIAMSTOWN
CENTRAL SCHOOL DISTRICT***

NEW YORK

***COMMUNICATING INTERNAL CONTROL
RELATED MATTERS IDENTIFIED IN AN AUDIT***

For Year Ended June 30, 2024



BUSINESS
ADVISORS
AND CPAS



BUSINESS
ADVISORS
AND CPAS

September 30, 2024

To the Board of Education
Altmar-Parish-Williamstown Central School District, New York

In planning and performing our audit of the financial statements of Altmar-Parish-Williamstown Central School District as of and for the year ended June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered Altmar-Parish-Williamstown Central School 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 Altmar-Parish-Williamstown Central School District's internal control. Accordingly, we do not express an opinion on the effectiveness of Altmar-Parish-Williamstown Central School District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. We did not identify any deficiencies in internal control that we consider to be material weaknesses. However, as discussed below, we identified certain matters involving the internal control and other operational matters that are presented for your consideration. This letter does not affect our report dated September 30, 2024 on the financial statements of the District. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. Our comments are summarized as follows:

Current Year Deficiency in Internal Control:

Reconciling Items –

During the course of our examination, we noted a few instances where funds were deposited to the wrong account which were identified during the monthly bank reconciliation process. However, the actual journal entries to correct the accounts in the financial software, were not completed in a timely manner.

We recommend the District review the bank reconciliations each month and ensure the reconciling items are addressed timely.

Prior Year Recommendation:

The following prior year recommendation has been implemented to our satisfaction:

1. All funds received that we tested were deposited to the bank in a timely manner.

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We believe that the implementation of these recommendations will provide Altmar-Parish-Williamstown Central School District with a stronger system of internal control while also making its operations more efficient. We will be happy to discuss the details of these recommendations with you at your convenience.

This communication is intended solely for the information and use of management, the Board, audit committee, and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

We wish to express our appreciation to the business office staff for all the courtesies extended to us during the course of our examination.

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
September 30, 2024