



Smithtown Central School District

26 New York Avenue, Smithtown, New York 11787

Andrew Tobin
Assistant Superintendent for Finance and Operations
(631) 382-2115

Mark Secaur, Ed.D.
Superintendent of Schools

To: Mark Secaur, Ed.D

From: Andrew Tobin

Date: November 13, 2024

Re: Corrective Action plan for the June 30, 2024 External Audit

This memorandum is in response to RS Abrams' management letter for the year ended June 30, 2024. The following addresses the only recommendation in the letter.

SCHOOL LUNCH FUND BALANCE

The District's June 30, 2024 fund balance in the school lunch fund exceeded the three month average expenditure level allowable by federal regulations by \$518,584. The District has an "Excess Fund Balance Spend Down Plan" approved by New York State Child Nutrition. During the 2023-24 fiscal year, the District purchased various equipment items for their food service program including hot and cold counters, milk boxes and coolers, refrigerators, convection ovens, and a dishwasher. The School Lunch Manager is closely monitoring the school lunch fund's fund balance and has plans in place for the 2024-2025 fiscal year to continue upgrading the food service program's equipment and facilities. Further, as of June 30, 2024, the District has encumbered funds in the amount of \$596,629 in the school lunch fund, which will be utilized in the 2024-25 year for the purchase of various equipment items for the District's food service program. It is therefore anticipated that the excess fund balance mentioned above will be exhausted by June 30, 2025.