

Scotia-Glenville School District  
Scotia, New York

Audit Committee Meeting Minutes  
May 8, 2023  
Room 143 MS

Meeting commenced at 5:30 PM

Attendees: Kim Talbot, BOE  
Hal Talbot, BOE  
Rick Frederick, BOE  
Drew Giaquinto, Business Manager  
Susan Swartz, Superintendent  
Catie Magil, PPS Director  
Bobbie DeLong, District Clerk  
Christine Carusone, Deputy Treasurer

Alexa Shaffer of Questar III reviewed the 2022-2023 Risk Assessment Audit. She reviewed the scope of the work and risk classifications, noting that one item from a previous audit had changed from a moderate risk to a low risk due to very little cash being handled in the lunch program.

Very little changed in regard to the prior year's comments and recommendations. There were only two new items identified during the audit, one in the area of information technology and the other in ECAF. Business Manager Giaquinto went over the District's corrective actions to both the prior year's issues and also the current year's items.

Ms. Shaffer then reviewed the 2022-2023 Medicaid Audit. She explained the scope of work and the audit objectives. There were six observations noted during the audit. Ms. Magil had provided corrective actions for these observations and explained to the committee the departments plans going forward. Ms. Shaffer noted that although most of the observations were related to session notes, the amount of findings was relatively small considering how many session notes are recorded each year.

Business Manager Giaquinto reported on the Burnt Hills Transportation audit, which included information about Scotia due to the shared services. This was a clean audit with very little findings.

The committee discussed what areas they would like to see audited in 2023-2024 and recommended transportation be looked at in the area of parts, supplies, invoicing and fuel pricing with the contract with Burnt Hills.

The meeting ended at 6:20 p.m.