

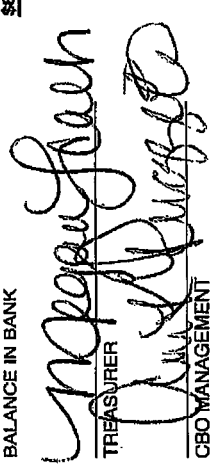
ELMIRA HEIGHTS CSD
September 30, 2016

	GENERAL WORKERS COMP RESERVE FIVE STAR	GENERAL CHECKING	GENERAL PREMIER	GENERAL MMA	GENERAL TAX	GENERAL ICS	GENERAL FUND
	CHASE	CHASE	CHASE	CCTC	CCTC	CCTC	SUMMARY
BALANCE PRIOR MONTH	\$695,660.66	\$33,378.95	\$443,468.29	\$858,555.78	\$100.00	\$1,609,250.70	\$3,640,414.38
CURRENT MONTH RECEIPTS	\$33.75	\$697,698.05	\$2,358,892.63	\$2,400,173.56	\$4,432,261.80	\$264.51	\$9,889,235.30
TOTAL	\$695,694.41	\$730,988.00	\$2,802,360.92	\$3,258,729.34	\$4,432,361.80	\$1,609,515.21	\$13,529,649.68
DISBURSEMENTS CURRENT MONTH	\$0.00	-\$666,385.57	-\$1,003,201.37	-\$20,000.00	-\$2,420,000.00	\$0.00	-\$4,109,586.94
BALANCE PER BOOKS	<u>\$695,694.41</u>	<u>\$64,602.43</u>	<u>\$1,799,159.55</u>	<u>\$3,238,729.34</u>	<u>\$2,012,361.80</u>	<u>\$1,609,515.21</u>	<u>\$9,420,062.74</u>
BALANCE PER BANK STATEMENT	\$695,694.41	\$102,060.67	\$1,799,159.55	\$3,238,729.34	\$2,012,361.80	\$1,609,515.21	\$9,457,520.98
LESS OUTSTANDING CHECKS	\$0.00	-\$37,458.24	\$0.00	\$0.00	\$0.00	\$0.00	-\$37,458.24
DEPOSITS IN TRANSIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$695,694.41</u>	<u>\$64,602.43</u>	<u>\$1,799,159.55</u>	<u>\$3,238,729.34</u>	<u>\$2,012,361.80</u>	<u>\$1,609,515.21</u>	<u>\$9,420,062.74</u>

	SCHOOL LUNCH PAYSCHOOLS	SCHOOL LUNCH CHECKING	SCHOOL LUNCH FUND	FEDERAL CHECKING
	CHASE	CHASE	SUMMARY	CCTC
BALANCE PRIOR MONTH	\$78,635.46	\$128,442.84	\$207,078.30	\$16,224.40
CURRENT MONTH RECEIPTS	\$6,154.02	\$9,193.01	\$15,347.03	\$40,000.00
TOTAL	\$84,789.48	\$137,635.85	\$222,425.33	\$56,224.40
DISBURSEMENTS CURRENT MONTH	-\$190.93	-\$14,639.73	-\$14,830.66	-\$44,090.12
BALANCE PER BOOKS	<u>\$84,598.55</u>	<u>\$122,996.12</u>	<u>\$207,594.67</u>	<u>\$12,134.28</u>
BALANCE PER BANK STATEMENT	\$83,319.90	\$121,770.42	\$205,090.32	\$12,134.28
LESS OUTSTANDING CHECKS	\$0.00	\$0.00	\$0.00	\$0.00
DEPOSITS IN TRANSIT	\$1,278.65	\$1,225.70	\$2,504.35	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$84,598.55</u>	<u>\$122,996.12</u>	<u>\$207,594.67</u>	<u>\$12,134.28</u>

	CAPITAL CHECKING CHASE	CAPITAL PREMIER CHASE	CAPITAL FUND SUMMARY	DEBT SERVICE CHASE
BALANCE PRIOR MONTH	\$66,113.25	\$41,551.70	\$107,664.95	\$651,889.38
CURRENT MONTH RECEIPTS	\$242,003.06	\$1.70	\$242,004.76	\$26.60
TOTAL	\$308,116.31	\$41,553.40	\$349,669.71	\$651,915.98
DISBURSEMENTS CURRENT MONTH	-\$287,900.73	\$0.00	-\$287,900.73	\$0.00
BALANCE PER BOOKS	<u>\$20,215.58</u>	<u>\$41,553.40</u>	<u>\$61,768.98</u>	<u>\$651,915.98</u>
BALANCE PER BANK STATEMENT	\$275,726.11	\$41,553.40	\$317,279.51	\$651,915.98
LESS OUTSTANDING CHECKS	-\$255,510.53	\$0.00	-\$255,510.53	\$0.00
DEPOSITS IN TRANSIT	\$0.00	\$0.00	\$0.00	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$20,215.58</u>	<u>\$41,553.40</u>	<u>\$61,768.98</u>	<u>\$651,915.98</u>

	TRUST & AGENCY CHASE	PAYROLL CHASE	SIEBA BANCORP	TRUST & AGENCY SUMMARY	SCHOLARSHIP CHASE	CCTC	SCHOLARSHIP SUMMARY
BALANCE PRIOR MONTH	\$71,046.76	\$0.00	\$3,932.30	\$74,979.06	\$13,399.90	\$1,385.55	\$14,785.45
CURRENT MONTH RECEIPTS	\$743,575.49	\$471,395.22	\$3,376.85	\$1,218,347.56	\$9.33	\$1.75	\$11.08
TOTAL	\$814,622.25	\$471,395.22	\$7,309.15	\$1,293,326.62	\$13,409.23	\$1,387.30	\$14,796.53
DISBURSEMENTS CURRENT MONTH	-\$725,692.55	-\$471,395.22	-\$3,376.85	-\$1,200,464.62	\$0.00	\$0.00	\$0.00
BALANCE PER BOOKS	<u>\$88,929.70</u>	<u>\$0.00</u>	<u>\$3,932.30</u>	<u>\$92,862.00</u>	<u>\$13,409.23</u>	<u>\$1,387.30</u>	<u>\$14,796.53</u>
BALANCE PER BANK STATEMENT	\$102,107.19	\$1,198.87	\$3,794.30	\$107,100.36	\$13,554.03	\$1,387.30	\$14,941.33
LESS OUTSTANDING CHECKS	-\$13,177.49	-\$1,198.87	\$0.00	-\$14,376.36	\$0.00	\$0.00	\$0.00
DEPOSITS IN TRANSIT	\$0.00	\$0.00	\$138.00	\$138.00	-\$144.80	\$0.00	-\$144.80
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$88,929.70</u>	<u>\$0.00</u>	<u>\$3,932.30</u>	<u>\$92,862.00</u>	<u>\$13,409.23</u>	<u>\$1,387.30</u>	<u>\$14,796.53</u>

TREASURER

 CBO MANAGEMENT

ELMIRA HEIGHTS SCHOOL DISTRICT
CLAIMS AUDITOR REPORT
FOR THE MONTH OF SEPTEMBER 2016


FUND	CHECK DATE	CHECK NUMBERS	TOTAL
GENERAL FUND	9/1/2016	22704-22717	\$ 56,036.56
	9/8/2016	22718-22735	\$ 49,179.64
	9/15/2016	22736-22758	\$ 20,066.83
	9/22/2016	22759-22777	\$ 264,589.66
	9/29/2016	22778-22790	\$ 34,512.88
CAPITAL	9/1/2016	1945	\$ 6,203.50
	9/8/2016	1946	\$ 1,976.58
	9/22/2016	1947-1948	\$ 32,997.62
	9/29/2016	1949-1952	\$ 246,723.03
T&A	9/15/2016	14680	\$ 866.42
	9/29/2016	14691	\$ 1,714.83

TOTAL # CHECKS AUDITED 112

TOTAL \$ AMOUNT AUDITED \$ 714,867.55



CLAIMS AUDITOR SIGNATURE



DATE



G-4

**ELMIRA HEIGHTS SCHOOL DISTRICT
CLAIMS AUDITOR REPORT
FOR THE MONTH OF SEPTEMBER 2016**

***THE FOLLOWING CLAIMS WERE NOT IN COMPLIANCE DUE TO THE DISCOVERED CONDITIONS LISTED:**

DISCOVERED CONDITION	CHECK #	VENDOR	AMOUNT	CLAIMS AUDITOR REQUESTED CORRECTION	CORRECTIVE ACTION TAKEN	COMMENTS
CONFIRMING PO- INVOICE DATE PRIOR TO PURCHASE ORDER DATE SALES TAX CHARGED	22760	CTS Language Link	\$ 94.00	Translator services June 13, 2016.	None	PO's should be in place prior to requisition of goods and services.
REMIT NAME OR ADDRESS INCORRECT	22746	Henry Schein Inc	\$ 42.13	Wrong P.O. Box number on Remit To	Requested AP mail to correct P.O. Box #	None
REMIT NAME OR ADDRESS INCORRECT	22766	NVSCOSS	\$ 595.00	Check should be made payable to LEAF per invoice.	9/22 Requested AP to contact vendor to see if they will accept the check or if we need to void.	9/23 vendor emailed "ok" to leave check as-is.
MISSING APPROVAL SIGNATURE	22744	Foster's Disposal	\$ 229.00	Requested AP obtain signature on three invoices.	9/14 signatures obtained.	Approval signatures should be on file before writing up for payment.
MISSING APPROVAL SIGNATURE	22789	Sanico	\$ 249.80	Requested AP obtain signature on three invoices.	10/13 signatures obtained.	Approval signatures should be on file before writing up for payment.
MISSING SUPPORTING DOCUMENTATION	22760	CTS Language Link	\$ 94.00	Proper invoice not attached. Only a summary page with dollar amount, no vendor name, date, bill to etc.	9/22 AP requested invoice.	9/23 completed invoice on file.
INCORRECT BUDGET CODE	22755	TCI	\$ 1,148.00	Teacher Editions of books were coded under the textbook code. Requested AP obtain approval from Interim SBO to change to the teaching materials & supplies code.	9/26 Accountant recoded check.	Budget codes should be verified during the purchasing process.
INCORRECT INVOICE NUMBER						
OTHER: SPECIFY	22720	Chemung Canal Visa	\$ 671.86	1 of 4 payments is for a "Working Lunch" no other description as to who attended and what the purpose of the luncheon was for.	None	Paid credit card to avoid late fees. In the future working lunches should include a list of who was in attendance and the purpose.

OTHER: SPECIFY	22720	Chemung Canal Visa	\$ 671.86	1 of 4 payments is for support staff & teacher of the year gifts.	None	Paid credit card to avoid late fees - however this is considered gifting of public funds which is not allowed.
OTHER: SPECIFY	22720	Chemung Canal Visa	\$ 671.86	1 of 4 payments paid off of the wrong PO.	Had accountant recode the check to the correct purchase order.	None
OTHER: SPECIFY	22727	Lindsey Lawn & Garden	\$ 124.78	PO description only lists "Blanket PO"	None	Blanket PO's should list the description of what they cover, for example this PO should state "Blanket PO for maintenance supplies"

TOTAL CHECKS W/ DC 11

PERCENT TO TOTAL CHECKS 9.82%

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
TREASURER'S MONTHLY REPORT

EXTRA CLASSROOM	9/30/2016
CHECKING ACCOUNT	DATE

Beginning Available Balance	\$37,922.07
Deposits for Month:	
Cash Receipts	\$8,310.75
Other- Transfer from Savings, Void Checks	\$0.00
Total Receipts	\$46,232.82
Disbursements made during the month:	
By check	
From check #6917 to check #6937	\$6,282.99
Other- Transfer to Savings, NSF checks, Direct Withdrawal	\$0.00
Cash shown by records	\$39,949.83
Reconciliation with Bank Statements	
Balance as shown on bank statement @ end of month	\$41,412.89
Add: Deposits in Transit	\$0.00
Less: Outstanding checks	\$1,463.06
Reconciling item	\$0.00
Net balance in bank	\$39,949.83
Total Available Balance	\$39,949.83

OK my

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

October 13, 2016
01:09:54 pm

Outstanding Check Listing
Bank Account: OT CK CCTC - OT CHECKING CCTC

Check Number	Check Date	Remit To	Warrant	Fund	Recorded	Statement Date	Check Amount	Check Number	
006930	09/27/2016	HAYESITRACEY	0028	OT	No		\$14.86	006930	
006931	09/27/2016	MOOREMARY	0028	OT	No		\$112.00	006931	
006932	09/27/2016	PASTRICKS SCREENPRINTING AND AWARDS	0028	OT	No		\$528.00	006932	
006933	09/27/2016	SULLIVAN-BEMENT/PAMELA	0028	OT	No		\$140.34	006933	
006934	09/30/2016	BLACKICALLIE	0030	OT	No		\$466.90	006934	
006935	09/30/2016	HAYESITRACEY	0030	OT	No		\$69.19	006935	
006936	09/30/2016	HAYESITRACEY	0030	OT	No		\$106.05	006936	
006937	09/30/2016	HAYESITRACEY	0030	OT	No		\$25.72	006937	
Subtotal for Bank Account: OT CK CCTC - OT CHECKING CCTC							Grand Total	\$1,463.06	
							Net	\$1,463.06	

Grand Total \$1,463.06
Net \$1,463.06

Selection Criteria

Bank Account: OT CK CCTC
Check date is thru 09/30/2016
Checks Cleared/Voided Thru: 09/30/2016
Sort by: Check Number
Printed by KELLY BUCKLEY (OT)

G-5

OTHER FUND Trial Balance for Fiscal Year 2017
 Cycle 03
 Post Dates From 07/01/2016 To 09/30/2016

G-5

G/L Account	Description	Debits	Credits
Assets			
200.02	Cash - CCTC	39,949.83	
200.03	Cash - Stu Council Savings CCT	8,579.65	
Budgetary and Expense Accounts			
522.01	Middle School Store		0.00
522.02	Middle School Build'rs		1,070.00
522.03	Middle School Yearbook		1,394.46
522.05	Middle School Student Council		3,156.44
522.07	7th Grade Class		518.49
522.08	8th Grade Class		550.08
522.14	Class of 2014		6,205.45
522.17	Class of 2017		11,644.90
522.18	Class of 2018		4,960.26
522.19	Class of 2019		1,148.69
522.20	Class of 2020		1,500.00
522.50	TAE Band	0.00	
522.52	Key Club		965.65
522.54	TAE Student Council		3,609.45
522.55	TAE SPARTAN COFFEE CORNER		1,620.85
522.58	Junior Rotarian		75.00
522.59	TAE Art Club		121.70
522.60	Student Council Savings		8,579.65
Liabilities and Fund Balance			
203.00	Sales Tax Holding Account		1,408.41
600.00	Accounts Payable		0.00
800.00	Extra Classroom Funds		0.00
Grand Totals		48,529.48	48,529.48