

November 13, 2020

To: Members of the Board

The Following is an agenda for the Audit Committee Meeting with the Internal Auditor from TST BOCES via Zoom:

6:00 p.m. Call to Order

6:00 p.m. Report Provided by Chris Sutton, Internal Auditor from TST BOCES  
(Memo #3834-21)

6:10 p.m. Discussion

6:15 p.m. Recommended Action:

1. Superintendent Recommends: THAT the Audit Committee accept the report and recommendations within the internal audit and approve the corresponding corrective action plan to be presented to the Board of Education.

6:15 p.m. Adjournment of the Audit Committee Meeting

The following is a tentative agenda for regular meeting to be held on Tuesday, November 17, 2020 at 6:00 p.m. via Zoom

6:15 p.m. **A. Call to Order**

- Pledge to the flag

6:20 p.m. **B. Claims Auditors Report**

6:25 p.m. **C. Recommended Actions Routine Matters**

Superintendent recommends: THAT that the Board approve the following:

- Minutes of the regular board meeting held on October 20, 2020
- Claims Auditor's Report for the month of November 2020
- Treasurer's report, Statement of Accounts, Budgetary Transfer Report and Outstanding Check Listing for the month of October 2020
- Extra Classroom Activity Fund report for the month October 2020

6:30 p.m. **D. Administrative Reports**

1. PK-5 Principal Report- Penny Kephart
2. 6-12 Principal/ Athletic Report- Erin Peck
3. Superintendent/Business Admin Report- Kory Bay

6:45 p.m. **E. Discussion**

- Tax Collection Report
- Safety Plan
- Winter Sports
- Internal Audit Report from the Audit Committee

6:50 p.m. **F. Other Recommendations**

1. Superintendent recommends: THAT the Board approve the return of unpaid school and town library taxes for filing with the Treasurer's office of Steuben and Yates Counties.
2. Superintendent recommends: THAT the Board approve the school's safety plan for the 2020-2021 school year.
3. Superintendent recommends: THAT the Board accept the recommendation of the Audit Committee to approve the report, recommendations, and corrective action plan provided by the Internal Auditor from TST BOCES.

6:55 p.m. **G. Executive Session**

1. CSE Recommendations
2. Personnel (Student Teachers, Appointments, Substitutes, Coaching Contracts)
3. Substitute Hourly Rates
4. Office Staffing
5. Coaching Contracts

7:15 p.m. **H. Discussion (if needed)**

7:20 p.m. **I. Additional Recommendations**

7:30 p.m. **J. Adjournment**