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**MONTICELLO CENTRAL SCHOOL DISTRICT  
CORRECTIVE ACTION PLAN  
In response to EXTERNAL AUDIT REPORT  
For the period July 2023 – June 2024**

The District's External Auditors, Cooper Arias, CPA, LLP presented the External Audit Report to the Audit Committee at their meeting on September 19, 2023. The Board of Education accepted the report at their regular meeting on October 5, 2023.

The report contained two comments as follows:

**EXTRACLASSROOM ACTIVITIES**

We noted several fundraisers that did not have the required profit and loss reports. At the completion of each fundraiser, a profit and loss report must be prepared to detail the revenues, expenses and net income/loss from the activity.

**Management's Response -**

The District Treasurer, Elizabeth Terwilliger, spoke with both Faculty Treasurers, Eric Shewmaker and Tyler Laufersweiler on September 19, 2024 about the requirement to complete profit and loss statements and that the student treasurer must be involved in the preparation of the report. She explained the purpose of the Extra Classroom Account is for students to learn how to run a business.

**This has been corrected beginning with the September 2024 student activities.**

We noted several Middle School receipts that did not have the required signatures. We did not note any problems with the High School activity. All transactions in the extra classroom activities must have at least two signatures, with one being the student representative, and the other being either the club advisor and/or central treasurer.

**Management's Response -**

The District Treasurer, Elizabeth Terwilliger, spoke with the Middle School Faculty Treasurer Tyler Laufersweiler on September 19, 2024 about the requirement to have two signatures on each receipt and that one must be the student treasurer.

**This has been corrected beginning with September 2024 receipts for the Middle School activities.**

**There were no other findings or comments.**