



HUDSON CITY SCHOOL DISTRICT

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**Hudson City School District
Corrective Action Plan
2020-2021 Extra classroom Activity**

1. Cash Receipts

Comment: We found that generally, the internal accounting controls with regards to cash receipts were adequate to maintain proper accountability beyond the point of initial recording of the cash receipts. During our audit, we noted that there were two instances where funds were held longer than the recommended 72 hour period for the Jr. High School.

Recommendation: We recommend that all deposits be made in a timely manner.

District Response: We will remind all district staff that all deposits should be made in a timely manner. The district Treasurer will be reviewing audit reports to make sure this recommendation is being followed.

Anticipate Completion Date:

12/31/21

2. Inactive Clubs:

Comment: High School: During our audit, we noted twelve clubs were financially inactive during the year possibly due to the COVID-19 pandemic. In the Jr. High School: During our audit, we noted three clubs were financially inactive during the year possibly due from the COVID-19 pandemic.

Recommendation: We recommend a mid-year review of the inactive clubs and if the club is no longer in existence, the remaining funds should be disposed of as prescribed by the Board of Education.

District Response: We will do reviews in December and June for inactive clubs and if the club is no longer in existence, the remaining funds will be disposed of as prescribed by the Board of Education.

Anticipate Completion Date:

12/31/21 and 6/30/22

