

**Putnam Valley Central School District,  
New York**

Extraclassroom Activity Funds

Statement of Cash Receipts, Cash Disbursements  
and Cash Balances

Year Ended June 30, 2018



## **Independent Auditors' Report**

**The Board of Education of the  
Putnam Valley Central School District, New York**

### **Report on the Financial Statements**

We have audited the accompanying statement of cash receipts, cash disbursements and cash balances of the Extraclassroom Activity Funds of the Putnam Valley Central School District, New York, as of and for the year ended June 30, 2018, and the related note to the financial statement.

### ***Management's Responsibility for the Financial Statement***

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the basis of accounting described in Note 1; this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

***Basis for Qualified Opinion***

Controls over cash receipts during the time period between when receipts are first received by student club members and when such receipts are given to School District personnel for initial entry in the accounting records are not sufficient to enable us to extend our audit procedures beyond the receipts recorded. Accordingly, we were unable to form an opinion with respect to the completeness of cash receipts.

***Qualified Opinion***

In our opinion, except for the possible effects of the matter discussed in the basis for qualified opinion paragraph, the financial statement referred to in the first paragraph presents fairly, in all material respects, the cash receipts, cash disbursements and cash balances of the Extraclassroom Activity Funds of the Putnam Valley Central School District, New York as of June 30, 2018 and for the year then ended, in accordance with the basis of accounting as described in Note 1.

***Basis of Accounting***

We draw attention to Note 1 to the financial statement, which describes the basis of accounting. The financial statement was prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

**Restriction on Use**

This report is intended solely for the information and use of the Board of Education, the State Education Department and management and is not intended to be and should not be used by anyone other than these specified parties.

*PKF O'Connor Davies, LLP*

**PKF O'Connor Davies, LLP**

Harrison, New York

September 20, 2018

**Putnam Valley Central School District, New York**

Extracurricular Activity Funds

Statement of Cash Receipts, Cash Disbursements and Cash Balances

Year Ended June 30, 2018

	Cash Balances Beginning	Receipts	Disburse- ments	Cash Balances Ending
<b>MIDDLE SCHOOL</b>				
7th Grade	\$ 5,077	\$ 5,471	\$ 4,897	\$ 5,651
8th Grade	8,636	6,047	4,568	10,115
Art Club	2,787	660	690	2,757
Drama Club	10,974	3,768	1,368	13,374
Go Green	1,291	223	1,124	390
Invoice	318	-	-	318
Student Council	4,538	53	180	4,411
Student Government	848	2,283	400	2,731
Yearbook	1,505	2,100	-	3,605
	<u>35,974</u>	<u>20,605</u>	<u>13,227</u>	<u>43,352</u>
Total Middle School				
<b>HIGH SCHOOL</b>				
Art Club	1,452	1,374	664	2,162
Cheerleading	5,859	8,817	7,388	7,288
Class of 2017	3,678	-	1,193	2,485
Class of 2018	12,207	21,563	33,697	73
Class of 2019	3,952	12,154	8,586	7,520
Class of 2020	3,143	2,095	1,347	3,891
Class of 2021	-	331	-	331
Drama Club	-	920	802	118
Environmental Club	861	-	219	642
Friends Network	1,714	-	1,714	-
GSA	52	75	125	2
History Club	10	345	300	55
Interact	66	60	125	1
Literacy Magazine	349	-	-	349
Make A Difference	3,050	8,054	5,544	5,560
Newspaper Club	62	-	-	62
NYSTATE TAX	739	-	719	20
Robotics Club	-	6,461	5,387	1,074
SADD	1,313	220	-	1,533
Stage Crew	2,044	3,937	3,692	2,289
Student Government	2,631	1,054	1,925	1,760
TempoMental	43	45	15	73
Theatre Works	14,633	18,355	20,295	12,693
Video Production Club	5,380	50	350	5,080
World Lang/Foreign Lang.	675	1,222	1,087	810
Wrestling	103	382	100	385
Yearbook	7,710	7,337	7,500	7,547
	<u>71,726</u>	<u>94,851</u>	<u>102,774</u>	<u>63,803</u>
Total High School				
Total All Schools	<u>\$ 107,700</u>	<u>\$ 115,456</u>	<u>\$ 116,001</u>	<u>\$ 107,155</u>

The accompanying note is an integral part of the financial statement.

**Note 1 - Summary of Significant Accounting Policies**

The transactions of the Extraclassroom Activity Funds are considered part of the reporting entity of the Putnam Valley Central School District, New York ("School District"). These funds are reflected in the financial statements of the School District within the Agency Fund.

**A. Basis of Accounting**

These financial statements were prepared on the basis of cash receipts and cash disbursements in conformity with the accounting principles prescribed by the New York State Department of Education, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this basis of accounting, revenues are recognized when cash is received and expenditures are recognized when cash is disbursed.

**B. Cash and Equivalents and Risk Disclosure**

**Cash and equivalents** Cash and equivalents consist of funds deposited in demand deposit accounts, time deposit accounts and certificates of deposit with original maturities of less than three months.

The Extraclassroom Activity Fund's deposits and investment policies follow the School District's policies. The School District's deposits and investment policies are governed by State statutes. The School District has adopted its own written investment policy which provides for the deposit of funds in FDIC insured commercial banks or trust companies located within the State. The School District is authorized to use demand deposit accounts, time deposit accounts and certificates of deposit. Permissible investments include obligations of the U.S. Treasury, U.S. Agencies and obligations of New York State or its political subdivisions.

Collateral is required for demand deposit accounts, time deposit accounts and certificates of deposit at 100% of all deposits not covered by Federal deposit insurance. The School District has entered into custodial agreements with the various banks which hold their deposits. These agreements authorize the obligations that may be pledged as collateral. Such obligations include, among other instruments, obligations of the United States and its agencies and obligations of the State and its municipal and school district subdivisions.

**Risk Disclosure**

**Interest Rate Risk** - Interest rate risk is the risk that the government will incur losses in fair value caused by changing interest rates. The School District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from changing interest rates. Generally, the School District does not invest in any long-term investment obligations.

**Custodial Credit Risk** - Custodial credit risk is the risk that in the event of a bank failure, the School District's deposits may not be returned to it. GASB Statement No. 40 directs that deposits be disclosed as exposed to custodial credit risk if they are not covered by depository insurance and the deposits are either uncollateralized, collateralized by securities held by the pledging financial institution or collateralized by securities held by the pledging financial institution's trust department but not in the School District's name. The School District's aggregate bank balances that were not covered by depository insurance were not exposed to custodial credit risk at June 30, 2018.

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Credit Risk** - Credit risk is the risk that an issuer or other counterparty will not fulfill its specific obligation even without the entity's complete failure. The School District does not have a formal credit risk policy other than restrictions to obligations allowable under General Municipal Law of the State of New York.

**Concentration of Credit Risk** - Concentration of credit risk is the risk attributed to the magnitude of a government's investments in a single issuer. The School District's investment policy limits the amount on deposit at each of its banking institutions.

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