



**Nugent & Haeussler, P.C.**  
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October 7, 2019

To the President and Members  
of the Board of Education of the  
Beacon City School District  
Beacon, New York

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We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Beacon City School District for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 27, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Beacon City School District are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, in 2019 the District implemented Statements of Governmental Accounting Standards (GASB Statements) GASB Statement 83, *Certain Asset Retirement Obligations*, GASB Statement 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. We noted no transactions entered into by Beacon City School District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the Beacon City School District's financial statements were:

Management's estimate of the annual OPEB costs, deferred inflows and outflows of resources and related obligation which are based on a census of employee data and other relevant data provided to an independent actuarial firm. We evaluated the key factors and assumptions used to develop the annual OPEB costs and related obligation in determining that it is reasonable in relation to the financial statements taken as a whole.

Depreciation of fixed assets is based on estimated useful lives of the assets. We evaluated the key factors and assumptions used to develop the depreciation of fixed assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the annual pension costs and its proportionate share of related net pension assets, deferred outflows, net pension liabilities and deferred inflows which are based on information provided by New York State Employees' Retirement System (ERS) and the New York State Teachers' Retirement System (TRS) and other relevant data provided to independent actuarial firms hired by the retirement systems. We evaluated the key factors and assumptions used by the retirement systems to develop the annual pension costs and the District's proportionate share of related net pension assets, deferred outflows, net pension liabilities and deferred inflows in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The following material misstatements detected as a result of audit procedures were corrected by management. See attached detail of audit adjustments.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated October 7, 2019.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Beacon City School District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

General Fund

1. We reviewed the District's compliance with New York State Real Property Tax Law §1318 which limits the amount of unreserved, undesignated fund balance to an amount not greater than 4% of the District's budget for the upcoming school year. We found that the District's retained funds were in excess of the 4% limit.

We recommend that the District not retain fund balance in excess of the 4% limitation required by New York State Law. We also recommend that the District establish and fund, new and existing reserves within applicable general municipal and education law prior to the end of the fiscal year when, in its judgment, taking such action is in the best interest of the District and its taxpayers.

2. Upon our review of the District's calculation regarding the General Funds share of the cost of the summer handicap program we found that the calculation was not correct.

We recommend that the District ensure that the costs associated with the program are accurate and recorded in the Federal Fund and this information be utilized in calculating the amount that the General Fund is responsible to cover.

3. Upon our review of the District's bond anticipation notes we found that the activity was not recorded properly.

We recommend that the District review the journal entries necessary to record bond anticipation note issuance, renewal and redemptions.

4. Upon our review of the ERS accrual we found that the incorrect rate was used in the calculation which resulted in an overstatement of the accrual.

We recommend that the District ensure that the correct rates are used in calculating the accrual each year.

5. Upon our review of deferred tax revenue, we found that amount had not been adjusted from the prior year.

We recommend that the District ensure that the proper calculations are done for the deferred revenue amounts and adjusted accordingly each year.

6. Upon our review of the deferred revenue we found that the District did not reduce the balance by the 03/04 excess cost aid payment received.

We recommend that the District maintain a detail schedule of the amounts included in the deferred revenue account and adjust the balance as necessary each year.

7. Upon our review of the Unemployment Insurance Reserve activity for the year we noted that two withdrawals were made from the reserve during the year for which there was no formal documented Board Authorization.

We recommend that despite having conversations with the Board regarding such issues, things such as reserve withdrawal authorizations be formally brought to the Board, documented in the minutes to include a motion and approval of such.

#### School Lunch Fund

1. As noted in the prior year, our review of the School Lunch Fund found that the District is not properly recording the funds that are owed to the District from Heartland (the credit card processing company).

We recommend that the District setup an accounts receivable for the credit card transactions as they occur. When payments are received from Heartland, they should be posted against the receivable. This will also assist the District in reconciling the monthly credit card transactions with the deposits received so that they can verify the balance that is still owed to them by Heartland.

2. As noted in the prior year, the year-end adjustments for surplus food and the change in inventory were not recorded properly.

We recommend that the District carefully review and understand how to properly record the adjustments to reconcile the surplus food and year-end inventory balances.

3. Upon our review of the deferred revenue account we found the balance did not agree to the detail report of the total amount on account with the District. Additionally, we noted that the full amount of the negative balances that is to be funded by the General Fund was not transferred at year end.

We recommend that the District obtained the report of school lunch balances at June 30, 2019 and ensure that the full amount of the negative balances are written off and those funds are transferred from the General Fund. Additionally, we recommend that the total amount of the positive account balances be recorded as and accounts receivable at year end.

### Federal Fund

1. Upon our review of the summer handicap program costs, we found that the District has an outside vendor who has been responsible for submitting the Districts costs via the NYS STAC website in order for the District to obtain reimbursement for costs such as those associated with the Summer Handicap program. It was also noted, that there was no one within the District who had access to the online STAC site, nor was there a process in place to monitor and track what the vendor was submitting. This ultimately resulted in the District not having access to information that was needed to properly prepare the spreadsheet to calculate the year end receivable from the state as well as the correct amount due from the General Fund.

We recommend that the District obtain access to the NYS STAC website and designate someone in house with the responsibility of reviewing the information that is being submitted by the outside vendor for accuracy as well as maintain an internal spreadsheet of the actual costs per student versus what the NYS approved rates are for each service. The NYS approved rates are what drives the amount of the funds due from NYS. This spreadsheet should be updated throughout the year for things such as rate changes, etc. Total costs should agree to the general ledger and this spreadsheet should be utilized at year end to record the receivable from NYS and to ensure that the proper amount of funds are transferred from the General Fund.

2. Upon our review of the summer handicap fund we found that the District transferred funds from the General Fund to cover its share of the costs however, the transfer was misposted to the Summer Handicap Revenue account and it should have been posted to the interfund revenue account. Additionally, the transfer was not for the correct amount.

We recommend that the District ensure that the revenue being transferred to the Federal fund for summer handicap costs be posted to the interfund revenue code. We further recommend that the District ensure that the amount being transferred agrees to the detailed calculation of the amount due.

3. Upon our review of the grants we found that there were numerous accounts payable items that had not been recorded as well as payments that had been misposted to the General Fund.

We recommend that the District implement a process to ensure that payments are coded to the correct fund and grant. In addition, a process should be in place at year end to identify and record accounts payable items and accruals as necessary.

### Capital Fund

1. Upon our review of subsequent payments, we found that there were a large number of payments that were made that were for the 18/19 year but which were not recorded as accounts payable at year end.

We recommend that the District implement a process to identify and record accounts payable items and accruals as necessary.

Extraclassroom Activity Fund

1. Our audit of the Extraclassroom Activity Fund found that one club had a negative balance as of the end of the year.

We recommend that each club reconcile their accounts throughout the month to ensure that funds are available before submitting a request for payment. Furthermore, no payments should be authorized without the club having funds to cover the payment.

Other Comments

1. The District has not had an internal audit function for several years which is in violation of section 2116-b of the NYS Education Law.

We recommend that the District take the necessary actions to hire and internal auditor and implement an internal audit function.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Beacon City School District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, Schedule of Funding Progress – Schedule of Changes in The District's Total OPEB Liability and Related Ratio's and the Schedule of Revenue, Expenditures and Changes in Fund Balance – Budget to Actual – General Fund, the Schedule of the District's Proportionate Share of the Net Pension Liability and the Schedule of District Contributions which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquires of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express and opinion or provide any assurance on the RSI.

We were not engaged to report on the Schedule of Change from Adopted Budget to Final Budget and the Real Property Tax Limit – General Fund, the Schedule of Capital Projects Fund – Project Expenditures and Financing Sources or the Net Investment in Capital Assets which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content and methods of preparing the information to determine that the information complies with prescribed New York State Education Department guidelines, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Board of Education and management of Beacon City School District and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



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NUGENT & HAEUSSLER, P.C.

Client: **BEAC1021 - Beacon City School District**  
 Engagement: **BEAC1021\*\* - Beacon City School District**  
 Period Ending: **6/30/2019**  
 Trial Balance: **3000A.00 - Fund A TB**  
 Workpaper: **3700A.00 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
<b>Adjusting Journal Entries JE # 1</b>				
To reverse entry #378				
A980.5799	PROCEEDS OF LONG-TERM DEBT		390,000.00	
A522.9732.600-00	PRINCIPLE-BUS BONDS			390,000.00
<b>Total</b>			<b>390,000.00</b>	<b>390,000.00</b>
<b>Adjusting Journal Entries JE # 2</b>				
To reverse entry #359 - item not recorded as receivable in prior year				
A410	DUE FROM STATE & FED GOVT		11,966.00	
A980.3260	TEXTBOOK AID			11,966.00
<b>Total</b>			<b>11,966.00</b>	<b>11,966.00</b>
<b>Adjusting Journal Entries JE # 3</b>				
To adjust for difference in Excess cost aid Receivable vs what was received in CY.				
A980.3101	BASIC AID		5,885.00	
A410	DUE FROM STATE & FED GOVT			5,885.00
<b>Total</b>			<b>5,885.00</b>	<b>5,885.00</b>
<b>Adjusting Journal Entries JE # 4</b>				
To record Tution Ch47 funds received and misposted to Federal				
A391	DUE FROM OTHER FUNDS		51,107.00	
A980.3104	CRP- Childrens Residential Project			51,107.00
<b>Total</b>			<b>51,107.00</b>	<b>51,107.00</b>
<b>Adjusting Journal Entries JE # 5</b>				
To reclassify Revenue for Lottery Aid Txb per NYS should be recorded in A3260				
A980.3102	LOTTERY AID		48,000.00	
A980.3260	TEXTBOOK AID			48,000.00
<b>Total</b>			<b>48,000.00</b>	<b>48,000.00</b>
<b>Adjusting Journal Entries JE # 6</b>				
To reclassify misposting of entry 380 from TRS to ERS				
A522.9020.800-00	TEACHER RETIREMENT		38,870.37	
A522.9010.800-00	EMPLOYEE RETIREMENT			38,870.37
<b>Total</b>			<b>38,870.37</b>	<b>38,870.37</b>
<b>Adjusting Journal Entries JE # 7</b>				
To adjust tax cert reserves to amounts calculated per pending schedules				
A877	RESERVE FOR TAX CERT 2017-2018		5,028.50	
A911	FUND BALANCE UNRESERVED		165,996.48	
A875	RESERVE FOR TAX CERT 2016-2017			21,725.26
A892	RESERVE FOR TAX CERT 2018-2019			149,299.72
<b>Total</b>			<b>171,024.98</b>	<b>171,024.98</b>
<b>Adjusting Journal Entries JE # 8</b>				
To adjust for error in opening balance adjustments - related to ERS entry from py				
A911	FUND BALANCE UNRESERVED		31,698.61	
A637	DUE TO ERS			31,698.61



Client: **BEAC1021 - Beacon City School District**  
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 Period Ending: **6/30/2019**  
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 Workpaper: **3700A.00 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
<b>Total</b>			<b>31,698.61</b>	<b>31,698.61</b>
<b>Adjusting Journal Entries JE # 9</b>				
To adjust to Due TRS for error in curent year calculation (wrong rates used) and adjust year end adjustment amount due to entry #8.				
A637	DUE TO ERS		28,209.87	
A522.9010.800-00	EMPLOYEE RETIREMENT			28,209.87
<b>Total</b>			<b>28,209.87</b>	<b>28,209.87</b>
<b>Adjusting Journal Entries JE # 10</b>				
To reclassify equipment purchased for cafeteria to C fund expense and increase transfer line				
A391	DUE FROM OTHER FUNDS		36,749.62	
A522.1620.200-00	EQUIPMENT			36,749.62
<b>Total</b>			<b>36,749.62</b>	<b>36,749.62</b>
<b>Adjusting Journal Entries JE # 11</b>				
To adjust balance in retirement contribution reserve based on 18/19 final bill				
A827	RESERVE FOR RET CONTRIBUTION		70,934.00	
A911	FUND BALANCE UNRESERVED			70,934.00
<b>Total</b>			<b>70,934.00</b>	<b>70,934.00</b>
<b>Adjusting Journal Entries JE # 12</b>				
To adjust deferred tax revenue				
A694	DEFERRED TAX REVENUE		476,223.00	
A980.1001	REAL PROPERTY TAX			476,223.00
<b>Total</b>			<b>476,223.00</b>	<b>476,223.00</b>
<b>Adjusting Journal Entries JE # 13</b>				
To adjust deferred revenue for 03/04 excess cost aid received 02/14/19				
A691	DEFERRED REVENUE		402,952.00	
A980.3101	BASIC AID			402,952.00
<b>Total</b>			<b>402,952.00</b>	<b>402,952.00</b>
<b>Adjusting Journal Entries JE # 14</b>				
To adjust amount due to Library based on Library's portion of tax adjustments				
A631.1	DUE TO OTHER-HOWLAND LIBRARY		246.07	
A980.1001	REAL PROPERTY TAX			246.07
<b>Total</b>			<b>246.07</b>	<b>246.07</b>
<b>Adjusting Journal Entries JE # 15</b>				
To reclassify payments made items recorded as prior year accounts payable.				
A600	ACCOUNTS PAYABLE		89,063.19	
A522.2110.470-00	TUITIONS			3,711.40
A522.2250.470-00	TUITION-PPS			1,916.35
A522.2250.470-00	TUITION-PPS			76,573.00
A522.2815.401-00	CHARGES, OTHER DISTRICTS			6,862.44
<b>Total</b>			<b>89,063.19</b>	<b>89,063.19</b>
<b>Adjusting Journal Entries JE # 16</b>				
To reverse entry 382				

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 Period Ending: **6/30/2019**  
 Trial Balance: **3000A.00 - Fund A TB**  
 Workpaper: **3700A.00 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
A390	DUE BACK TO DISTRICT-charges		54.64	
A391	DUE FROM OTHER FUNDS			54.64
<b>Total</b>			<b>54.64</b>	<b>54.64</b>

**Adjusting Journal Entries JE # 17**

To transfer expenses to General Fund from Federal.

A522.2250.450-00	SUPPLIES & MATERIALS-PPS		1,809.63	
A630	DUE TO OTHER FUNDS			1,809.63
<b>Total</b>			<b>1,809.63</b>	<b>1,809.63</b>

**Adjusting Journal Entries JE # 18**

To reclassify interest income recorded in the Federal fund in error

A391	DUE FROM OTHER FUNDS		19.18	
A980.2401	INTEREST & EARNINGS ON INVESTMENTS			19.18
<b>Total</b>			<b>19.18</b>	<b>19.18</b>

**Adjusting Journal Entries JE # 19**

To adjust for py summer handicap balances received but previously written off

A391	DUE FROM OTHER FUNDS		23,450.34	
A980.2703	REFUND PRIOR YEARS EXPENSES,			23,450.34
<b>Total</b>			<b>23,450.34</b>	<b>23,450.34</b>

**Adjusting Journal Entries JE # 20**

To adjust amount designated for subsequent year to the correct amount

A911	FUND BALANCE UNRESERVED		87,046.00	
A909	DESIGNATED FOR SUB YEARS			87,046.00
<b>Total</b>			<b>87,046.00</b>	<b>87,046.00</b>

**Adjusting Journal Entries JE # 21**

To record General Fund portion of additional A/P recorded for summer handicap

A522.9901.950-00	TRANSFER TO SPECIAL AID - SUM HAND		180.00	
A630	DUE TO OTHER FUNDS			180.00
<b>Total</b>			<b>180.00</b>	<b>180.00</b>

**Adjusting Journal Entries JE # 22**

To adjust for summer handicap payments made out of General fund

A522.9901.950-00	TRANSFER TO SPECIAL AID - SUM HAND		724.00	
A630	DUE TO OTHER FUNDS		3,619.00	
A522.2250.450-00	SUPPLIES & MATERIALS-PPS			3,619.00
A630	DUE TO OTHER FUNDS			724.00
<b>Total</b>			<b>4,343.00</b>	<b>4,343.00</b>

**Adjusting Journal Entries JE # 23**

To adjust for difference in FICA/benefits recorded in Federal fund for summer handicap program.

A522.2250.150-00	INSTRUCTIONAL SALARIES- Special Ed.		403.08	
A630	DUE TO OTHER FUNDS			403.08
<b>Total</b>			<b>403.08</b>	<b>403.08</b>

**Adjusting Journal Entries JE # 24**

Client: **BEAC1021 - Beacon City School District**  
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 Period Ending: **6/30/2019**  
 Trial Balance: **3000A.00 - Fund A TB**  
 Workpaper: **3700A.00 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
To adjust interfun transfer fro additional summer handicap costs to be paid by General Fund.				
A522.9901.950-00	TRANSFER TO SPECIAL AID - SUM HAND		36,022.74	
A630	DUE TO OTHER FUNDS			36,022.74
<b>Total</b>			<b>36,022.74</b>	<b>36,022.74</b>
<b>Adjusting Journal Entries JE # 25</b>				
To record additional expenses paid by General fund for summer handicap program.				
A391	DUE FROM OTHER FUNDS		9,069.00	
A522.2850.400-00	CONTRACTUAL EXPENSE			9,069.00
<b>Total</b>			<b>9,069.00</b>	<b>9,069.00</b>
<b>Adjusting Journal Entries JE # 26</b>				
To record transfer to capital fund from unappropriated fund balance				
A522.9950.900-00	TRANSFER TO CAPITAL FUNDS		200,000.00	
A630	DUE TO OTHER FUNDS			200,000.00
<b>Total</b>			<b>200,000.00</b>	<b>200,000.00</b>
<b>Adjusting Journal Entries JE # 27</b>				
PBC - TO MOVE EXPENSES TO FEDERAL FUND THAT BELONG TO IDEA 611 GRANT				
A391	DUE FROM OTHER FUNDS		9,600.00	
A522.2250.400-00	CONTRACTUAL EXPENSE-PPS			9,600.00
<b>Total</b>			<b>9,600.00</b>	<b>9,600.00</b>
<b>Adjusting Journal Entries JE # 28</b>				
pbc - to correct posting of expenses from federal to general				
A522.9060.800-00	HOSPITAL & MEDICAL INSURANCE		234.50	
A200	CASH - M&T MAIN CHECKING ACCOUNT			234.50
<b>Total</b>			<b>234.50</b>	<b>234.50</b>
<b>Adjusting Journal Entries JE # 29</b>				
To record funds approved to be put into insurance reserve				
A911	FUND BALANCE UNRESERVED		440,000.00	
A863	RESERVE FOR INSURANCE			440,000.00
<b>Total</b>			<b>440,000.00</b>	<b>440,000.00</b>