

**BAINBRIDGE-GUILFORD CENTRAL SCHOOL
BILL SCHEDULE SUMMARY FOR May 26, 2023**

WARRANT # A-54

Fund	Total	Checks
General (A)	352,907.38	53060-53102 <i>PO</i>
School Lunch (C)	0.00	
Special Aid (F)	6,100.37	3285-3293 <i>PO</i>
Capital (H)	<u>990.00</u>	3010 <i>PO</i>
Total Paid for Bill Schedule	<u>\$359,997.75</u>	

Notes/Comments:

Bainbridge-Guilford Central School Claims Auditor Report

Fund	Warrant #	\$ Amount	Note	Fund	Warrant #	\$ Amount	Note
A, F, H	54-AIP	\$359,997.75	1-2				

A=General Fund C=School Lunch F=Special Aid H=Capital Fund TA=Agency

All claims were checked in accordance in the following areas and found to be in compliance with the exceptions of those items listed under the "comments" section of this report.

- | | |
|--|---|
| <input checked="" type="checkbox"/> Applicable Discounts Taken
<input checked="" type="checkbox"/> Proper Itemization & Documentation
<input checked="" type="checkbox"/> Mathematically Correct | <input checked="" type="checkbox"/> Sales Tax Charges Removed
<input checked="" type="checkbox"/> Timely Payment
<input checked="" type="checkbox"/> Authorized by Purchasing Agent |
|--|---|

Comments:

1. CR # 53060 payable to 62007 - invoice date 4/13/23 prior to purchase order date ~~4/14/23~~

2. CR # 53066 payable to Bainbridge Cross Club - verify that this is an appropriate use of funds - Gifts

To the District Treasurer:

I hereby certify that I have audited the above claims of the district and you are hereby authorized and directed to pay to the claimants the amount of each claim allowed and to charge each to the proper fund.

Signed: Christyn O'Shea

Date: 5/26/23

Teresa M. Burnett
Accounts Payable Clerk
Bainbridge-Guilford Central School

Response to Claims Auditor report dated May 26, 2023
Warrant #A-54, dated May 26, 2023

Item 1: Invoice Date Prior to PO Date

The “invoice” dated before the purchase order date was used as a quote to create the purchase order since the product had not been ordered yet. When the signed purchase order was received indicating the product had been received, we requested an invoice from 6zero7 so we could issue payment for the item. When the invoice was received, unfortunately, it was the same “invoice” that was sent as a quote for the product and we didn’t realize it.

Item 2: Appropriate Use of Funds - Gifts

Payment was reviewed by the attorney who confirmed the amount exceeded what is reasonably permissible under law for a token of appreciation. The district has voided the check.

**BAINBRIDGE-GUILFORD CENTRAL SCHOOL
BILL SCHEDULE SUMMARY FOR JUNE 9, 2023**

WARRANT #

A-56

Fund	Total	Checks
General (A)	44,513.79	53116-53171 <i>PO</i>
School Lunch (C)	62,051.91	7354-7369 <i>PO</i>
Special Aid (F)	396.52	3294-3296 <i>PO</i>
Capital (H)	<u>59,000.00</u>	3011 <i>PO</i>
Total Paid for Bill Schedule	<u><u>\$165,962.22</u></u>	

Notes/Comments:

Bainbridge-Guilford Central School Claims Auditor Report

Fund	Warrant #	\$ Amount	Note	Fund	Warrant #	\$ Amount	Note
A,C,F	55-Payroll	887,849.49	—				
A,C,F	57-Payroll	2,184,070.69	—				
A,C,F,H	56-A/P	165,962.22	—				

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All claims were checked in accordance in the following areas and found to be in compliance with the exceptions of those items listed under the "comments" section of this report.

- | | |
|--|---|
| <input checked="" type="checkbox"/> Applicable Discounts Taken
<input checked="" type="checkbox"/> Proper Itemization & Documentation
<input checked="" type="checkbox"/> Mathematically Correct | <input checked="" type="checkbox"/> Sales Tax Charges Removed
<input checked="" type="checkbox"/> Timely Payment
<input checked="" type="checkbox"/> Authorized by Purchasing Agent |
|--|---|

Comments:

To the District Treasurer:

I hereby certify that I have audited the above claims of the district and you are hereby authorized and directed to pay to the claimants the amount of each claim allowed and to charge each to the proper fund.

Signed: *Justin O'Connell*

Date: 6-11-23

**BAINBRIDGE-GUILFORD CENTRAL SCHOOL
BILL SCHEDULE SUMMARY FOR JUNE 23, 2023**

WARRANT # A-60

Fund	Total	Checks
General (A)	361,699.11	53172-53213 <i>KD</i>
School Lunch (C)	9,770.58	7370-7373 <i>KD</i>
Special Aid (F)	68.06	3297 <i>KD</i>
Capital (H)	<u>8,238.00</u>	3012-3013 <i>KD</i>
Total Paid for Bill Schedule	<u>\$379,775.75</u>	

Notes/Comments:

Bainbridge-Guilford Central School Claims Auditor Report

Fund	Warrant #	\$ Amount	Note	Fund	Warrant #	\$ Amount	Note
A, C, V	58-Bond	2,025,665.50	—				
A, C, F, H	60-AID	379,775.75	—				

A=General Fund C=School Lunch F=Special Aid H=Capital Fund TA=Agency

All claims were checked in accordance in the following areas and found to be in compliance with the exceptions of those items listed under the "comments" section of this report.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Applicable Discounts Taken
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<input checked="" type="checkbox"/> Timely Payment
<input type="checkbox"/> Authorized by Purchasing Agent |
|--|--|

Comments:

To the District Treasurer:

I hereby certify that I have audited the above claims of the district and you are hereby authorized and directed to pay to the claimants the amount of each claim allowed and to charge each to the proper fund.

Signed: *Christy DeLoat*

Date: 6/25/26