

KINGSTON CITY SCHOOL DISTRICT
EXTRACLASSROOM ACTIVITY FUND-CASH BASIS
Year Ended June 30, 2020

KINGSTON CITY SCHOOL DISTRICT
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Year ended June 30, 2020

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INDEPENDENT AUDITOR'S REPORT

To the Board of Education of the
Kingston City School District:

We have audited the accompanying financial statements of the Extraclassroom Activity Funds of the Kingston City School District as of June 30, 2020, which comprise the Statement of Assets and Fund Balance-Cash Basis and the related Statement of Cash Receipts and Disbursements-Cash Basis for the year then ended, and the related note to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements 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 statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, 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 statements 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 statements.

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets and fund balance of the Extraclassroom Activity Funds of the Kingston City School District as of June 30, 2020, and its receipts and disbursements 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 of the financial statements, which describes the basis of accounting. The financial statements are 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 that matter.

Raymond G. Preusser, CPA, P.C.

Claverack, New York
September 23, 2020

KINGSTON CITY SCHOOL DISTRICT
STATEMENT OF ASSETS AND FUND BALANCE-CASH BASIS
June 30, 2020

ASSETS

Cash	-J.W. Bailey Middle School	\$ 42,323.59
	-M. Clifford Miller Middle School	51,739.69
	-Kingston City High School	<u>186,930.58</u>
		<u>\$ 280,993.86</u>

FUND BALANCE

Fund Balance	-J.W. Bailey Middle School	\$ 42,323.59
	-M. Clifford Miller Middle School	51,739.69
	-Kingston City High School	<u>186,930.58</u>
		<u>\$ 280,993.86</u>

See auditor's report. See note to financial statements.

KINGSTON CITY SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS-CASH BASIS
Year ended June 30, 2020

Activities Per General Ledger	Balances 7/1/2019	Receipts	Disburse- ments	Balances 6/30/2020
<u>J.W. Bailey Middle School</u>				
Chorus 7/8	\$ 4,269.01	\$ 9,827.25	\$ 5,861.55	\$ 8,234.71
Dragons 7/8	-	2,356.58	1,504.03	852.55
Eighth Grade Activities	3,014.19	15,841.26	17,767.56	1,087.89
Empty Bowls	28.74	-	28.74	-
Explorers	1,141.80	8,445.00	7,657.50	1,929.30
Green Team	1,070.38	7,610.00	7,532.29	1,148.09
Honor Society	57.91	332.05	385.00	4.96
Literary (Arts) Magazine	27.00	-	-	27.00
Musical Theatre	5,188.97	8,573.88	6,221.61	7,541.24
Orchestra	1,995.51	2,799.53	2,569.35	2,225.69
Outdoor Adventure	22.18	-	16.00	6.18
Revolutionaries	515.24	2,708.04	2,738.04	485.24
Sales Tax	404.49	1,745.35	1,922.79	227.05
Seventh Grade Advisory	25.75	-	-	25.75
Sixth Grade Club	2,315.13	12,312.50	11,487.92	3,139.71
Ski Club	1,905.90	3,598.00	3,470.00	2,033.90
Spanish Club	147.88	-	-	147.88
Student Council	5,683.09	2,691.10	3,689.24	4,684.95
Team Builders	71.00	6,628.73	4,824.69	1,875.04
Yearbook	5,837.36	5,011.09	4,201.99	6,646.46
Totals	<u>\$ 33,721.53</u>	<u>\$ 90,480.36</u>	<u>\$ 81,878.30</u>	<u>\$42,323.59</u>

See auditor's report. See note to financial statements.

KINGSTON CITY SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS-CASH BASIS
Year ended June 30, 2020

Activities Per General Ledger	Balances 7/1/2019	Receipts	Disburse- ments	Balances 6/30/2020
<u>M. Clifford Miller Middle School</u>				
Drama	\$ 4,668.34	\$ 9,210.70	\$ 6,707.76	\$ 7,171.28
Adventure Club	-	9.00	-	9.00
Empty Bowls Club	14.26	-	-	14.26
Environmental Club	9.00	-	9.00	-
Guidance	1,134.10	-	1,134.10	-
International Club	670.09	1,477.87	397.20	1,750.76
Library	1,128.52	-	-	1,128.52
Marvels-7th Grade	23.01	2,398.30	2,052.00	369.31
Miller Beez	3,354.04	10,357.66	9,288.92	4,422.78
Miller Music	5,466.26	47,852.23	42,666.63	10,651.86
Mustang Muse	25.00	-	-	25.00
Nat'l Jr. Honor Society	198.29	-	-	198.29
Olympians	359.05	336.40	-	695.45
Senior Class	4,346.95	1,500.00	2,235.19	3,611.76
Ski Club	1,800.00	3,353.00	3,618.00	1,535.00
Spanish Club	-	-	-	-
Student Council	1,126.49	121.11	-	1,247.60
Sales Tax Payable	226.01	1,329.02	1,555.03	-
S.W.A.G.	-	1,134.10	-	1,134.10
Team Aquarius	95.91	-	-	95.91
Thunderbolts	206.75	-	-	206.75
Travelers (Team B)	1,965.73	1,355.00	1,102.00	2,218.73
Variety Show	3,087.07	-	-	3,087.07
Voyagers	819.57	-	-	819.57
Wizards (Team A)	2,021.42	3,878.50	3,568.75	2,331.17
Yearbook	10,234.13	-	4,567.64	5,666.49
6th Grade Youth Advisory Club	832.11	8,212.10	6,835.92	2,208.29
Youth Advisory Board	1,182.30	-	41.56	1,140.74
Totals	<u>\$ 44,994.40</u>	<u>\$ 92,524.99</u>	<u>\$ 85,779.70</u>	<u>\$ 51,739.69</u>

See auditor's report. See note to financial statements.

KINGSTON CITY SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS-CASH BASIS
Year ended June 30, 2020

Activities Per General Ledger	Balances 7/1/2019	Receipts	Disburse- ments	Balances 6/30/2020
<u>Kingston City High School</u>				
Art Club	\$ 7,026.62	\$ 2,112.00	\$ 1,712.15	\$ 7,426.47
Alpine Ski Team	714.82	2,126.00	951.20	1,889.62
Band	26,000.02	52,673.13	46,766.92	31,906.23
Battle of the Bands	542.94	-	542.94	-
Bible Club	187.65	77.00	144.00	120.65
Cheerleaders Club	7.11	659.23	350.00	316.34
Choir Club	3,344.21	31,316.30	32,791.55	1,868.96
Class of 2019	4,873.87	44.00	4,917.87	-
Class of 2020	8,871.40	7,462.26	2,785.78	13,547.88
Class of 2021	7,548.03	1,514.66	105.00	8,957.69
Class of 2022	2,476.85	2,255.51	93.50	4,638.86
Class of 2023	-	8,779.53	4,416.88	4,362.65
Colorguard	607.27	-	-	607.27
French Honor Society	690.59	497.00	900.00	287.59
Harvard Model UN	783.71	7,860.00	7,112.86	1,530.85
Highlights	6,899.69	-	80.08	6,819.61
Key Club	2,880.83	2,309.75	2,210.81	2,979.77
Career/Guidance Club	2,542.62	2,417.00	2,619.00	2,340.62
Garden Club	1,464.57	2,772.39	2,755.91	1,481.05
Girls, Inc.	27.50	-	-	27.50
Graphic Art Club	1,456.76	1,661.88	1,653.82	1,464.82
Hall of Fame	5,277.05	290.00	345.02	5,222.03
Jazz Ensemble	603.41	-	300.00	303.41
KHS Varsity Club	4,443.34	6,908.97	5,824.00	5,528.31
KHS-TV	2,092.39	-	442.89	1,649.50
International Relations Club	4,669.86	19,800.00	24,466.76	3.10
KHS Gay & Straight Alliance	202.96	63.00	150.00	115.96
Totals carried forward	<u>\$ 96,236.07</u>	<u>\$ 153,599.61</u>	<u>\$ 144,438.94</u>	<u>\$ 105,396.74</u>

See auditor's report. See note to financial statements.

KINGSTON CITY SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS-CASH BASIS
Year ended June 30, 2020

Activities Per General Ledger	Balances 7/1/2019	Receipts	Disburse- ments	Balances 6/30/2020
<u>Kingston City High School (Continued)</u>				
Totals brought forward	\$ 96,235.87	\$ 153,599.61	\$ 144,438.94	\$ 105,396.74
Make a Wish	510.38	1,763.36	2,026.77	246.97
Manos Unidas	1,715.27	2,477.19	1,137.00	3,055.46
Maroon (Yearbook)	3,930.99	13,761.81	7,253.89	10,438.91
Mock Trial	884.44	-	-	884.44
Musical Theatrics	25,068.84	6,042.00	16,555.18	14,555.66
Nat. Honor Society	2,165.16	3,756.00	1,550.00	4,371.16
Nordic Ski Club	794.68	-	794.68	-
Orchestra Club	2,593.94	14,236.45	12,437.74	4,392.65
PBIS	383.65	4,765.31	4,922.38	226.58
Peer Tutoring	5,817.48	-	1,566.00	4,251.48
Pop Up Gallery Club	459.00	-	459.00	-
Reason and Rhyme	546.24	240.00	-	786.24
Robotics Club	874.50	1,013.00	780.22	1,107.28
Science Olympiads	476.01	227.00	156.67	546.34
Spanish Honor Society	1,008.36	-	200.00	808.36
Sports Clubs	7,851.20	49,908.39	38,200.28	19,559.31
Student Assn.-General	5,567.56	3,063.72	2,887.81	5,743.47
Student Assn.-Interest	3,495.16	346.01	566.76	3,274.41
Student Success	625.85	1,149.00	616.71	1,158.14
SWAT	3,956.61	1,401.20	1,591.27	3,766.54
Todays Students	427.59	-	-	427.59
SAVI	156.37	10.00	59.83	106.54
Sales Tax	366.77	1,138.44	1,270.45	234.76
Wrestling Club	1,592.32	153.00	153.77	1,591.55
Totals	<u>\$ 167,504.24</u>	<u>\$ 259,051.49</u>	<u>\$ 239,625.35</u>	<u>\$ 186,930.58</u>

See auditor's report. See note to financial statements.

KINGSTON CITY SCHOOL DISTRICT
NOTE TO FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies:

The Extraclassroom Activity Fund of the District represents funds of the students of the district. The Board of Education exercises general oversight of these funds. The Extraclassroom Activity Fund is independent of the district with respect to its financial transactions, and the designation of student management. Separate financial statements are issued for the fund. The District also reports the fund in its financial statements, within the Fiduciary Fund.

The books and records of the Kingston City School District's Extraclassroom Activity Funds are maintained on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this basis of accounting, assets are increased when cash is received and decreased when cash is disbursed.

See auditor's report.

KINGSTON CITY SCHOOL DISTRICT
AUDITOR'S FINDINGS AND EVALUATION

Cash Receipts:

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.

J.W. Bailey School:

During our audit of cash receipts we noted the following:

1. Some instances where deposits were not made within three days of the receipt of funds.
2. Some instances of receipts lacking supporting documentation (Copies of checks, tally sheets, etc.)

M.C. Miller Middle School:

1. Some instances where deposits were not made within three days of the receipt of funds.
2. Some instances of receipts lacking supporting documentation (Copies of checks, tally sheets, etc.)

High School:

1. Some instances where deposits were not made within three days of the receipt of funds.

We recommend that cash receipts be properly completed and funds are forwarded by the Clubs to the Central Treasurer for deposit within three days. In turn, the Central Treasurer should then deposit within a three day period after receipt of these funds. The cash receipts should then be properly filed and accessible.

See auditor's report.

KINGSTON CITY SCHOOL DISTRICT
AUDITOR'S FINDINGS AND EVALUATION (CONTINUED)

Inactive Clubs:

J.W. Bailey School:

During our audit, we noted that three student activities were financially inactive during the current year.

M.C. Miller Middle School:

During our audit, we noted that eight student activities were financially inactive during the current year.

We recommend that the clubs be reviewed and if the club is no longer in existence, the remaining funds should be disposed of as prescribed by the Board of Education.

Cash Disbursements (All Schools):

Due to the COVID-19 pandemic not all required signature on payment orders were able to be obtained from March-June.

See auditor's report.