CULLEN & DANOWSKI, LLP
CERTIFIED PUBLIC ACCOUNTANTS

October 16, 2026

Board of Education
Huntington Union Free School District
Huntington Station, New York

Dear Members of the Board:

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the fiduciary fund of Huntington Union Free School District ("the District") as of and for the year ended June 30, 2026, in accordance with auditing standards generally accepted in the United States of America, we considered the District's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

However, during our audit, we became aware of deficiencies in internal control other than significant deficiencies and material weaknesses and matters that are opportunities for strengthening internal controls and operating efficiency. A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. The memorandum that accompanies this letter summarizes our comments and suggestions concerning those matters. This letter does not affect our report dated October 16, 2026, on the financial statements of Huntington Union Free School District.

We will review the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with District personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This communication is intended solely for the information and use of the Board of Education, Audit Committee, management, and others you deem appropriate within the District, as well as any governmental authorities you need to share this information with, and it is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Cullen & Danowski, LLP

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STATUS OF PRIOR YEAR'S COMMENTS

Extraclassroom Activities Fund - Transactions

The extraclassroom activities fund are the depository of student money. The New York State Education Department publishes the *Safeguarding, Accounting and Auditing of Extraclassroom Activities Fund*. These guidelines recommend procedures for organizing these activities, controlling receipts and disbursements, as well as recording and reporting transactions.

- During the prior year audit, in the sample of cash disbursements we tested, we noted that there were some instances where sales tax was not paid, as well as instances where detailed supporting documentation was not present for a few cash disbursements.

  During the current year audit, we did not note this finding. This comment is considered closed.

- During the prior year audit, in the sample of cash receipts we tested, we noted instances where the supporting documentation for cash receipts did not indicate student involvement, and some instances where a cash receipts package did not contain a completed inventory control form for product sales.

  During the current year audit, we did not note this finding. This comment is considered closed.

Calculation of Collateral for Deposits with Financial Institutions

The District's investments are governed by state statutes and district policy. Resources must be deposited in Federal Deposit Insurance Corporation (FDIC) insured commercial banks or trust companies located within the state. Collateral of a type authorized by the Board, and in accordance with General Municipal Law, is required for deposits not covered by FDIC insurance.

During the prior year audit, in the sample of transactions we tested, we noted that the collateral schedule maintained by the District did not reflect the proper offsetting bank balance amounts. Our test of the collateral pledged, indicated that the bank had pledged adequate collateral to cover deposits.

During the current year audit, in the sample of transactions we tested, we noted that the collateral schedule properly included the financial institution balances. Monthly collateral schedules were not available from the District, although the District indicated that the collateral is checked on an ongoing basis.

We recommend that the District consider preparing monthly collateral reports and include as part of the reporting packet for the Board of Education.

Financial Accounting Software Computer Permissions

The District utilizes a financial accounting software package to maintain its books and records. The District utilizes that program to also process its payroll. The District employs an Information Technology Director who assists with controls within the computer function.

During the prior year audit and the current year audit, in the sample of transactions we tested, we noted that certain individuals have computer permissions to access areas within the financial accounting software package that are not necessary to perform their job. The District did remove, during the current year, some access permissions for individuals who did not require rights as part of their job responsibilities.

We recommend that the District continue to review computer permissions for individuals to align those areas of access with job responsibilities.

Budget Transfers

Section 170.2 of the Commissioner of Education's Regulations provides for budget transfers and permits the Board of Education to facilitate the procedure by authorizing the Chief School Officer to make transfers within limits as established by the Board. Regulations do not allow budget transfers to be made from contingent expenditure codes to non-contingent expenditure codes, or between non-contingent expenditure.

During the prior year audit, in the sample of budget transfers we tested, we noted that there were a couple of budget transfers between non-contingent expenditure codes.

During the current year audit, in the sample of budget transfers we tested, we did not note transfers between non-contingent expenditure codes. This comment is considered closed.

Review of Accounts Payable and Open Encumbrances

The New York State Uniform System of Accounts provides for the recording of accounts payable and encumbrances. Under encumbrance accounting, purchase orders, and commitments are recorded as a reservation against budget appropriations so that the funds are available when payment is due. Encumbrances are relieved and recorded as expenditures and accounts payable when the goods or services are received.

During the prior year audit, in the sample of transactions we tested, we noted that the District implemented a system for review of accounts payable and encumbrances. As a result of our audit procedures, we proposed an audit adjustment to reduce accounts payable, which approximated $114,000.

During the current year audit, in the sample of transactions we tested, we noted that the District continued with their system for review of accounts payable and encumbrances. Nevertheless, there were encumbrances from the prior fiscal year that were rolled over, but the purchase orders were not fulfilled, and the encumbrances were not liquidated. As a result of our audit procedures, we proposed an audit adjustment to reduce accounts payable, which approximated $337,000.

We recommend the District continue with the review of accounts payable and encumbrances on a systematic basis.

Interfund Receivables and Payables

The operations of the District include transactions between funds. The District typically loans resources between funds for the purpose of providing cash flow. These interfund receivables and payables are expected to be repaid within one year.

During the prior year audit, in the sample of transactions we tested, we noted that interfund balances are at a high level and repayments had not taken place.

During the current year audit, in the sample of transactions we tested, we noted that the District used their current financial resources to repay interfund balances throughout the year. This comment is considered closed.

Summer Program for School Aged Students with Disabilities

The District is authorized by the State Education Department to offer summer educational services to school aged students with disabilities. The State establishes a prospective reimbursement rate each year for the program, which rate is reconciled based on annual expenditures and enrollment information reported by the District after the conclusion of the program year.

During the prior year audit, in the sample of transactions we tested, we noted that the costs to operate the program were higher than what was verified by the State as available for reimbursement. As a result, those expenditures in excess of the reimbursable amount recorded as a receivable, have the potential to not be reimbursed by the State.

During the current year audit, in the sample of transactions we tested, we noted that the District collected final amounts due from the State for the fiscal year ending June 30, 2023. A write-off of approximately $78,000 was recorded for the balance deemed to be uncollectible for that year. For the fiscal year ending June 30 2024, during the audit, we noted the balance outstanding from the State approximated $146,000. For subsequent years, it appears that amounts due from the State will be reimbursable.

