




Horseheads Central School District

Business Office
One Raider Lane • Horseheads, NY 14845
(607) 739-5601, x4260 • Fax (607) 795-2415

TO: Board of Education

FROM: Ralph Marino, Jr., Ed. D.
Superintendent of Schools 

DATE: February 17, 2011

RE: Corrective Action Plan – Single Audit Report

Below is the Corrective Action Plan (CAP) for the Single Audit Report (A-133) ending June 30, 2010:

Page 8 – 2010-1 Finding: The School Business Administrator retired effective on December 31, 2010. At the October 28, 2010 Board of Education meeting, the following was approved:

- 1) GST BOCES as Purchasing Agent until June 30, 2011
- 2) GST BOCES as Supervisor of Accounting until June 30, 2011
- 3) GST BOCES as Shared Business Office Support until June 30, 2011
- 4) Superintendent of Schools as Acting School Business Administrator until June 30, 2011

With kind regards.

C: Linda Klievoneit, District Treasurer
Jessica Lawrence, Internal Auditor
Gerald Archibald, External Auditor
Gene Cvik, CBO Controller

RM/had

Quality Education for All

The Mission of the Horseheads Central School Community is to provide a quality education for all within a nurturing environment which promotes excellence, growth, and a sense of civic responsibility.