

**WAYLAND SCHOOL COMMITTEE**

**Summary Review of ORC's Recommendations – Restatement of FY11 Expenditures**

September 10, 2012

During the Regular Session of the Wayland School Committee on Monday, September 10, 2012, the Committee reviewed and discussed the Operational Review Committee's recommendations on the Abraham's restatement of FY2011. This memo summarizes the Committee's response to the ORC's recommendations.

**III.A FINDINGS AND RECOMMENDATIONS – GENERAL FUND**

Personal Service Salary and Wage Restatement

The School Committee agrees with the recommendations of the ORC

**III.B FINDINGS AND RECOMMENDATIONS – SPECIAL REVENUE FUNDS**

**1. Acceptance of Statutes Authorizing Revolving Funds**

**2. Votes of School Committee with respect to Revolving Fund Fees and Charges**

The School Committee agrees with the recommendations of the ORC. The School Committee will revoke and formally re-establish the revolving accounts.

**3. Cash Receipts/Revenues Recorded on the General Ledger for School Special Revenue Funds**

A. School Grants Revenues as recorded on the General Ledger

No action required

B. Cash Receipts of School Revolving Funds as Recorded on the General Ledger

The School Committee agrees with the recommendations of the ORC.

**4. Personal Service (wage) charges to the Revolving Funds**

**5. Fringe Benefit Charges to the Revolving Funds**

**6. Utility Allocations/"Costs" charged to Fee Based Programs**

The School Committee agrees with the recommendations of the ORC.

**7. First Student Invoices for BASE Program charged to Full Day Kindergarten Program**

The School Committee agrees with the recommendations of the ORC. The SC noted that expenses were reclassified between FDK and BASE and First Student now charges expenses directly to the FDK and BASE programs.

**8. BASE Program and Full Day Kindergarten Program Subsidy (Donation) to the METCO Program**

The School Committee agrees with the recommendations of the ORC. The SC noted that expenses were reclassified between FDK and METCO.

**9. Revenues of the Fee Based Programs Not Stated Correctly on the General Ledger**

The School Committee agrees with the recommendations of the ORC. Revenues have been decreased by the amount of returns in the restatement and a contra account has been established to capture such refunds.

**10.a Pay Outs without Invoices or Documentation**

The School Committee agrees with the recommendations of the ORC.

**10.b Payout of \$3,500 from the Athletic Fund without documentation**

The School Committee agrees with the recommendations of the ORC.

**11. Athletic Program and Fees**

The School Committee agrees with the recommendations of the ORC.

**12. Balances in the Revolving Funds (5 Year History)**

For fee supported programs, once sufficient expenses have accumulated the balance of the revolving account will be transferred to the operating budget to cover the expenses. Expenses for total fee based programs will be charged directly to the revolving account.

**13. The School Committee Voted “Offsets” to the FY 11 Budget and Recording on the General Ledger**

The School Committee is waiting for the completion of the audit of School Accounts before taking any action to restate total fee based programs

**14. The Cost Basis of a Fee Charged in the Commonwealth**

The School Committee agrees with the recommendations of the ORC.

**15. Consistency in Budgetary Reporting of the Revolving Funds and Use of “Deferral” Accounting for Fees to Match Respective Fiscal Year (and Impacts)**

The School Committee ~~does not~~ agrees with the ORC’s recommendation

**16. The Role of the School Committee with respect to the Special Revenue Funds**

The School Committee agrees with the recommendations of the ORC.

**17. Balance retained at June 30, 2011 in the Building Use Fund**

The School Committee agrees with the recommendations of the ORC.

**18. High School Parking Fund**

The School Committee agrees with the recommendations of the ORC

**19. Instrumental Music Fee**

The School Committee agrees with the recommendations of the ORC

**20. Lost Books Revolving Funds**

The School Committee agrees with the recommendation of the ORC.

**21. Grant Expenditures**

The School Committee agrees with the recommendation of the ORC.