



# DeRuyter Central School

*Home of the Rockets*

711 Railroad Street, DeRuyter, NY 13052  
Phone: 315-852-3400 Fax: 315-852-9600

**Neal A. Capone, Ed.D.**

Superintendent of Schools

**Jenny Valente**  
Director of Special Education  
PK-4 Principal

**Stephen Rafferty**  
5-12 Principal

**Amanda Graham-Quirk**  
School Business Executive

December 11, 2024

**To:** Dr. Neal Capone, Superintendent  
**From:** Amanda Graham-Quirk, Business Administrator  
**Re:** Corrective Action Plan for 2023-2024 Extra Classroom Activities

Below are the findings from the 2023-24 Extra Classroom Audit and the Corrective Action Plan for each finding.

**Finding 1:**

During the course of our examination, we noted that the change fund for the Class of 2026 was established from the Faculty Advisor's personal funds. We recommend all change funds be established by a check made payable to the Faculty advisor and be redeposited into the extra classroom bank account at the conclusion of the event.

**Corrective Action Plan:**

The district has communicated to the Faculty advisors that the change funds need to be established by a check made payable to the Faculty Advisor before the event and redeposited as recommended by the auditors.

**Implementation Dates:**

By January 1st, 2025