

**Michael J. Haran**

Claims Auditing & Municipal Consulting

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August 16, 2013

Ms. Heather McCallion  
President, Board of Education  
Southampton Union Free School District  
70 Leland Lane  
Southampton, NY 11968

This report is being furnished in accordance with our engagement as claims auditor for the Southampton Union Free School District as appointed by the Board of Education at its annual reorganization meeting in July 2012. Attached to this letter is a schedule of warrants audited and approved for payment for the Month of June for the year ending June 2013.

1. There was one instance where a purchase order was issued after the receipt of an invoice. An explanatory form was attached pursuant to district policy.
2. There was one instance where a hotel bill for an approved conference included room charges for a more expensive than that paid for other conference attendees. Payment was allowed to the hotel and the excess charge was subsequently deducted from the attendee's travel expense reimbursement.

We have discussed the above finding with Ms. Maria Smith. We thank Ms. Smith and her staff for their cooperation and for their efforts to improve the claims processing function.

Sincerely,



Michael J. Haran

Cc: Maria H. Smith, Assistant Superintendent for Business

SOUTHAMPTON UNION FREE SCHOOL DISTRICT  
 Claims Payment Summary - June 2013

Audit Date	Fund	Warrant #	Process From	Dates To	Check Start	# End	Checks	Amount
6/5/2013	A	55	6/1/2013	6/7/2013	140175	143842	122	\$ 2,024,812.40
6/5/2013	F	54	6/1/2013	6/7/2013	7639	7648	10	\$ 6,966.89
6/5/2013	F	55	6/1/2013	6/7/2013	7636	7638	3	\$ 710.00
6/5/2013	EXC	19	6/1/2013	6/7/2013	7044	7049	6	\$ 2,246.76
6/5/2013	A	56	6/1/2013	6/7/2013	998552	999554	3	\$ 1,429,781.54
6/5/2013	T	70	6/1/2013	6/7/2013	999547	999551	5	\$ 6,000,871.32
6/5/2013	T	69	6/1/2013	6/7/2013	17678	17684	7	\$ 10,694.04
6/5/2013	C	18	6/1/2013	6/7/2013	7373	7380	8	\$ 5,656.93
6/5/2013	T	68	6/1/2013	6/7/2013	17650	17677	28	\$ 19,976.86
6/5/2013	D	34	6/1/2013	6/7/2013	1465	1524	3	\$ 8,000.00
6/5/2013	F	56	6/1/2013	6/7/2013	7649	7655	7	\$ 1,135.00
6/19/2013	A	57	6/8/2013	6/21/2013	143843	143937	95	\$ 237,774.28
6/19/2013	A	58	6/8/2013	6/21/2013	143938	144034	97	\$ 40,764.10
6/19/2013	C	19	6/8/2013	6/21/2013	7381	7392	12	\$ 16,787.54
6/19/2013	T	72	6/8/2013	6/21/2013	17688	17697	10	\$ 33,268.21
6/19/2013	T	71	6/8/2013	6/21/2013	17685	17687	3	\$ 6,435.00
6/19/2013	A	60	6/8/2013	6/21/2013	999560	999562	3	\$ 14,127,423.75
6/19/2013	T	73	6/8/2013	6/21/2013	999555	999559	5	\$ 559,738.17
6/19/2013	F	57	6/8/2013	6/21/2013	7656	7657	2	\$ 103.79
6/19/2013	F	58	6/8/2013	6/21/2013	7658	7659	2	\$ 5,040.00
6/19/2013	F	59	6/8/2013	6/21/2013	7660	7664	5	\$ 600.00
6/19/2013	EXC	20	6/8/2013	6/21/2013	7050	7060	11	\$ 34,824.00
6/19/2013	D	35	6/8/2013	6/21/2013	1526	1528	3	\$ 33,563.75
6/19/2013	D	36	6/8/2013	6/21/2013	1525	1525	1	\$ 10.21
6/26/2013	T	74	6/8/2013	6/21/2013	999563	999564	2	\$ 1,329,573.04
6/26/2013	C	20	6/22/2013	6/28/2013	7393	7412	20	\$ 26,513.50
6/26/2013	A	61	6/22/2013	6/28/2013	140886	144106	73	\$ 310,218.81
6/26/2013	T	75	6/22/2013	6/28/2013	17698	17700	3	\$ 2,108.05
6/26/2013	F	60	6/22/2013	6/28/2013	7665	7666	2	\$ 2,308.00
6/26/2013	EXC	21	6/22/2013	6/28/2013	7061	7063	3	\$ 692.44
6/26/2013	A	62	6/22/2013	6/28/2013	999569	999570	2	\$ 357,545.91
6/26/2013	T	77	6/22/2013	6/28/2013	999565	999568	4	\$ 291,508.62
6/26/2013	T	76	6/22/2013	6/28/2013	17701	17704	4	\$ 612.55

\$26,928,265.46