

ST. LAWRENCE-LEWIS BOCES
CLAIMS AUDITOR REPORT

Claims audited for the quarter ending March 25, 2026

<i>January 31, 2026</i>	538 Claims - General Fund	Check Numbers - 271436 - 271822
	29 Claims - Federal Fund	Check Numbers - 075054 - 072079
	1 Claim – Capital Fund	Check Numbers – 000811
	28 Claims – Trust & Agency	Check Numbers - 017258 - 017273
<i>February 28, 2026</i>	620 Claims - General Fund	Check Numbers – 271823 – 272261
	43 Claims - Federal Fund	Check Numbers – 072080 – 072113
	1 Claim – Capital Fund	Check Numbers – 000812
	109 Claims – Trust & Agency	Check Numbers 017274 – 017290
<i>March 25, 2026</i>	753 Claims - General Fund	Check Numbers -272262 - 272811
	47 Claims - Federal Fund	Check Numbers - 072114 – 072153
	1 Claim – Capital Fund	Check Numbers – 000813
	28 Claims – Trust & Agency	Check Numbers – 017291 – 017295
	1 Claim – Custodial Fund – Healthcare	Check Numbers - 001522
	17 Claims – Special Education Special Stipends	Check Numbers 23597 -23613

Findings for the quarter were as follows:

Date Audited	Purchase Order #	Vendor	Purchase Order Date	Invoice Date	Amount	Requisitioner Write Up	Reason for	Reason for
1/7/2026	A26-03545	US Foods, Inc	1/05/2026	04/04/25	\$71.35	Northwest Tech/Career Alt & Adult Ed	Invoice dated before Purchase Order	Prior Fiscal Year Expense Not processed in timely manner to be charged back to 2024-2025
1/14/2026	A26-03686	NYSSBA/NYS School Boards Assoc.	1/8/2026	06/06/25	\$100.00	SLL BOCES Administrative Offices	Invoice dated before Purchase Order	Prior Fiscal Year Expense Not processed in timely manner to be charged back to 2024-2025
2/4/2026	A26-04092	Claxton-Hepburn Medical Center	2/1/2026	10/31/25	\$580.00	Northwest Tech	Invoice dated before Purchase Order	Prior Approval & Purchase Order required for all purchases
	A26-03928	NYS Restaurant Association Educational Foundation, Inc.	1/29/2026	12/18/25	\$350.00	Northwest Tech	Invoice dated before Purchase Order/ Field Trip Request dated 1/9/26	Prior Approval & Purchase Order required for all purchases

2/25/26	F26-00303	Cengage Learning	2/12/26	1/31/26	\$2,867.00	Career, Alt & Adult Learning	Invoice dated before Purchase Order	Prior Approval & Purchase Order required for all purchases
	A26-04299	Solvents & Petroleum Service Inc.	2/12/26	11/19/25	\$606.30	Southwest Tech	Invoice dated before Purchase Order	Prior Approval & Purchase Order required for all purchases
	A26-04423	NYS Dept. of Environmental Conservation Saratoga Tree Nursery	2/24/26	1/6/26	\$625.00	Seaway Area Tech/John Morgan	Invoice dated before Purchase Order	Prior Fiscal Year Expense Not processed in timely manner to be charged back to 2024-2025
3/18/26	A26-04780	Claxton-Hepburn Medical Center	3/12/26	2/25/26	\$260.00	Northwest Tech Center	Invoice dated before Purchase Order	Prior Approval & Purchase Order required for all purchases
	A26-04778	The Inspector, LLC	3/12/26	2/27/26	\$150.00	Northwest Tech Center	Invoice dated before Purchase Order	Prior Approval & Purchase Order required for all purchases

All corrections were made; any questions answered, and problems promptly resolved. The Business Office staff continue to be very cooperative.

Diane Ladison, Internal Claims Auditor
March 25,2026