

# Wappingers Central School District Audit Committee Meeting

Monday, September 20, 2021

5:30 p.m. – Public Session

Location: TBD

## Agenda

1. Nominate Chair of the Audit Committee (5 min.)
2. Review Letters of Interest from Community Members (5 min.)
3. Oath of Office – Public Member of Audit Committee (5 min.)
4. Review of the DRAFT 2020-2021 external financial statements (20 min.)
5. Review of tracking spreadsheet (5 min.)
6. Set dates for Audit Committee meetings (10 min.):
  - a. Monday, November 15, 2021 at 5:30 p.m.: conduct the entrance interview for the Internal Risk Assessment, discuss RFP for external audit for 2022-2023, corrective action plan for 2020-2021 external audit (if applicable), review tracking spreadsheet, meet with ICA Sandra (if needed).
  - b. Monday, January 10, 2022 at 5:30 p.m. (snow date: TBD): discuss the internal risk assessment and any corrective action plan steps, Agreed Upon Procedures (AUP) work to be done by Bonadio for 2021-2022, review tracking spreadsheet, meet with ICA Sandra (if needed).
  - c. Monday, June 6, 2022 at 5:30 p.m.: to conduct the entrance interview with the 2021-2022 external audit team (Bonadio), corrective action plan follow-up for the internal risk assessment (if needed), review of draft AUP 2021-2022 report, as applicable, review tracking spreadsheet, meet with ICA Sandra (if needed).
7. Adjournment





---

## Audit Committee

---

**Dawn Raymond** <dawnmraymond@gmail.com>  
To: alberta.pedro@wcsdny.org

Fri, Aug 20, 2021 at 12:15 PM

Hello Ms. Pedro,

I hope you are well!

My name is Dawn Raymond, and I recently moved to the district back in May. I am interested in becoming an active member of the community and wish to join the audit committee.

I believe my experience in commercial insurance over the past fourteen years on the insurance carrier side and on the broker side can be a benefit to the committee. Currently, I am employed by Berkshire Hathaway Specialty Insurance Company, and have been with them for the past eight years. My role as a Multinational Program Coordinator involves working with multiple stakeholders, both within the organization and outside, to help build multinational programs for our insureds. This includes requesting and/or gathering claims history, exposures, financial data, application forms and Know Your Customer (KYC) documents and other required documentation. I also verify information is accurate for invoicing, and track payments for premium collected within the US and in foreign countries.

I look forward to hearing from you, at your earliest convenience, to discuss how my experience and qualifications will prove valuable in the audit committee.

Thank you for your consideration.

Kind Regards,

Dawn M. Raymond  
(718) 926-4994

---

---

## Interest in Audit Committee

2 messages

---

**Alberta Pedro** <alberta.pedro@wcsdny.org>  
To: "Silva, Christine" <christine.silva@us.belimo.com>

Wed, Aug 4, 2021 at 8:32 PM

Hi Christine: I hope your summer is going well.

The Audit Committee is looking for community members again this year and we are wondering if you'd be interested in volunteering to serve on the committee. If so, please send me an email expressing your interest.

Thank you,  
Alberta

Alberta Pedro  
Secretary to the Superintendent/District Clerk  
Wappingers Central School District  
25 Corporate Park Drive  
P.O. Box 396  
Hopewell Junction, NY 12533  
Tele.: 845-298-5000 x40145  
Fax: 845-896-1693  
alberta.pedro@wcsdny.org

*"The mission of the Wappingers Central School District is to empower all of our students with the competencies and confidence to challenge themselves, to pursue their passions, and to realize their potential while growing as responsible members of their community."*

Confidentiality Notice: This electronic mail transmission is intended for the use of the individual or entity to which it is addressed and may contain information belonging to the sender which is confidential. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this transmission in error, please notify the sender immediately by e-mail and delete the original message. Thank you for your cooperation.

Think Green - Not every email needs to be printed

---

**Silva, Christine** <christine.silva@us.belimo.com>  
To: Alberta Pedro <alberta.pedro@wcsdny.org>

Wed, Aug 4, 2021 at 8:34 PM

Absolutely! If you'll still have me, I'll be there. 😊

Get Outlook for iOS

---

**From:** Alberta Pedro <alberta.pedro@wcsdny.org>  
**Sent:** Wednesday, August 4, 2021 8:32:06 PM  
**To:** Silva, Christine <christine.silva@us.belimo.com>  
**Subject:** Interest in Audit Committee

[Quoted text hidden]

---

## Request To Be A Public Member Of Committees

---

**Rubin** <qbee5@optonline.net>  
To: alberta.pedro@wcsdny.org

Fri, Jul 9, 2021 at 9:38 AM

Dear Mrs. Pedro,

It is with great pleasure that I respectfully request to be a public member of the following committees: Wellness Committee, Legislative Action Committee, Audit Committee, District Wide School Safety Committee.

I've served as a Trustee in the WCSD, am currently a Trustee on the DCBOCES. I volunteer at the Castle Point VA, am the Presiding Officer of the local Jewish War Veterans Post, am a member of the Wappingers Veterans Advisory Committee. Before my retirement I worked for almost 40 years in healthcare as a purchasing agent.

I look forward to hearing from you.

Respectfully,

Rob Rubin