

## **CHAPTER 7.00 - BUSINESS SERVICES**

### **7.12\* - Audits**

#### **POLICY:**

- (1) District Audits
  - (a) Periodic audits shall be made of the accounts and records of the District Office pursuant to Florida Statutes and State Board of Education Rules.
  - (b) The School Board may contract with an independent auditor to perform the annual financial audit of the District when the Auditor General advises the audit will not be completed within the twelve (12) month period immediately following the fiscal year.
    1. Selection of the auditor shall be pursuant to provisions in Section 11.45, Florida Statutes.
    2. The certified public accountant who coordinates the financial audit shall have completed twenty-four (24) hours of in-service training in government or governmental auditing as approved by the Board of Accountancy within the last three (3) years.
    3. At the conclusion of the audit field work, the preliminary findings shall be discussed with the School Board Chairman or designee and the Superintendent. The auditor's comments shall reflect items which are intended to be included in the final audit report.
- (2) Audits of Internal Funds
  - (a) Each principal shall report in writing to the auditor of internal accounts within ten (10) days of receipt of an audit report. The written report shall address the audit report and any discrepancies cited therein.
  - (b) The Superintendent may direct an audit of a school's internal funds without prior notification. Such audits may be conducted by a School Board employee or an independent accounting firm.

**STATUTORY AUTHORITY:** 1001.41 (2), 1001.42 (17), F.S.

**LAWS IMPLEMENTED:** 11.45; 1001.42 (1), 1010.04, 1011.06, 1011.07, F.S.

**STATE BOARD OF EDUCATION RULE:** 6A-1.087

## **CHAPTER 7.00 - BUSINESS SERVICES**

### HISTORY:

Adopted: 06/17/97  
Revision Date(s): 12/03/02  
Formerly: