

Office of Superintendent of Schools
Board Meeting of June 20, 2001

June 5, 2001

Management and Accountability
Carol Cortes, Deputy Superintendent

SUBJECT: ENGAGEMENT LETTER AND AUDIT PLAN BY KPMG LLP

As part of the yearly audit by the external auditors, an Engagement Letter and the Audit Plan are developed by KPMG LLP that establish the parameters by which the audit of the school system for the 2000-01 fiscal year is to be conducted.

The Engagement Letter sets forth the professional standards and contractual provisions that the external auditors must follow. The Audit Plan indicates the areas to be emphasized in their audit process for this year, which includes finance/financial trends, purchasing/procurement/credit cards, and construction management.

The School Board Audit Committee reviewed the Engagement Letter and the Audit Plan at its May 8, 2001 meeting and will submit its recommendations to the School Board and the Superintendent of Schools by June 13, 2001.

Copies of these documents will be distributed to Board Members, the Superintendent of Schools and appropriate district staff and will be placed on file in the Office of the Recording Secretary to the School Board and in the Citizen Information Center.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, receive and file the Engagement Letter and the Audit Plan for the external audit of the fiscal year ending June 30, 2001, by KPMG LLP.

CC/GB:wvd