

Allen M. Vann, Chief Auditor
Office of Management and Compliance Audits

SUBJECT: AUDIT OF DISTRICT'S CUSTODIAL SERVICES

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

**LINK TO DISTRICT
STRATEGIC PLAN: ENSURE ADEQUATE AND EFFECTIVE INTERNAL
 CONTROLS AND OPERATIONAL EFFICIENCY**

Our objectives were to determine whether custodial services are efficient and effective. We found that the majority of the school administration, staff, PTSA presidents, parents and students surveyed expressed satisfaction with the custodial services provided. Nevertheless, the process currently used to allocate custodial services to the different locations in the District could be improved. Also, efficiencies and potential costs savings could be achieved if the amount of square footage maintained by custodians is brought in line with the 19,000 square feet recommended by the Florida Department of Education. Finally, the Department of Plant Operations needs to perform District-required annual sanitation audits. Management agreed with our findings and recommendations.

The School Board Audit Committee reviewed this report at its September 11, 2007 meeting, requested a follow-up on the audit findings be completed by June 30, 2008 and recommended transmitting it to the School Board.

Copies of this report will be distributed and placed on file in the Office of the Recording Secretary of the School Board and in the Citizen Information Center. Additional copies will be provided upon request

RECOMMENDED: That The School Board of Miami-Dade County, Florida, receive and file the Audit of District's Custodial Services.