

Office of Superintendent of Schools
Board Meeting of February 13, 2002

January 30, 2002

Office of Management and Compliance Audits
George Balsa, Chief Auditor

SUBJECT: INTERNAL AUDIT REPORT – REVIEW OF THE DIVISION OF INSTRUCTIONAL TECHNOLOGY AND MEDIA SUPPORT SERVICES, JANUARY 2002, PRESENTED BY THE OFFICE OF MANAGEMENT AND COMPLIANCE AUDITS

In accordance with the Audit Plan for the 2001-02 Fiscal Year (carryover from the prior fiscal year), the Office of Management and Compliance Audits reviewed the processes followed by the Division of Instructional Technology and Media Support Services to assist the schools in obtaining the necessary funds to provide technology, instructional materials, and library media services to students.

The Division of Instructional Technology and Media Support Services has performed in a manner to ensure approved funds are properly distributed to eligible schools and/or administrative offices. They have performed this through the establishment of an internal control environment that is conducive to safeguarding the district's assets and ensuring compliance with State/Federal/grant and other provisions regarding the use of those funds. There was an observation/recommendation that the administration has agreed to address.

In accordance with the procedures for the Office of Management and Compliance Audits, the Internal Audit Report - Review of the Division of Instructional Technology and Media Support Services, January 2002, is submitted to the School Board. The School Board Audit Committee reviewed the audit report at its January 29, 2002 meeting and will submit its recommendations to the School Board and the Superintendent of Schools by February 6, 2002.

Copies of this report will be distributed to School 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 Internal Audit Report - Review of the Division of Instructional Technology and Media Support Services, January 2002, presented by the Office of Management and Compliance Audits.

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