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**AUDIT AND COMPREHENSIVE ANNUAL FINANCIAL REPORT**

An audit of the accounts of the school district shall be made annually by a public school accountant selected by the board of education. The audit examination shall be conducted in accordance with statute and generally accepted auditing standards and shall include all funds over which the board has direct or supervisory control and will be completed within four months after the end of the school fiscal year

An auditor's fee shall be established in each fiscal year. The board of education shall select an auditing firm experienced in school accounting and willing to perform the required services for the established fee.

The Board of Education will prepare and publish a Comprehensive Annual Financial Report (CAFR) in accordance with the requirements of N.J.A.C. 6A:23-2.2(i).

The Board will engage only a licensed public school accountant to conduct the audit in accordance with N.J.S.A. 18A:23-1 et seq. which has an external peer/quality report as required in N.J.A.C. 6A:23-2.2(i)1.

The Board Secretary will receive the audit report and recommendations of the public school accountant and prepare or have prepared a synopsis or a summary of the annual audit and recommendations prior to the meeting at which the report will be discussed by the Board. Copies of the summary will be available to members of the public.

Within thirty days of the receipt of the audit report, the Board will, at a regularly scheduled public meeting, cause the recommendations of the public school accountant to be read and discussed and the discussion duly noted in the minutes of the Board meeting.

The Board will implement the audit recommendations and report such implementation to the Commissioner.

The Board directs the Superintendent and other appropriate district officers and employees to cooperate fully with the public school accountant and to keep faithfully such records and reports as will assist in the audit process.

**Date:**

**First Adoption: May 17, 1989**

**Review Date: January 25, 2009**

**Revision and Adoption: February 26, 2009**

**Review Date: December 29, 2010**

**Revision and Adoption: January 27, 2011**

**Legal References:**

<u>N.J.S.A.</u> 18A:6-68	Bookkeeping and accounting system (educational services commission)
<u>N.J.S.A.</u> 18A:18A-1 <u>et seq.</u>	Public School Contracts Law
<u>N.J.S.A.</u> 18A:23-1 <u>et seq.</u>	Audits and auditors
<u>N.J.A.C.</u> 6A:23A-1.2	Definitions
<u>N.J.A.C.</u> 6A:23A-16.2(i)	Principles and directives for accounting and reporting
<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
<u>N.J.A.C.</u> 6A:32-12.2	School level planning

**Possible**

**Cross References:** 1100 Communicating with the public  
1120 Board of education meetings  
3570 District records and reports  
3571 Financial reports  
9127 Appointment of auditor

Key Words

Audit, Auditor