

March 9, 2020

Bulletin No. 20-037

TO: Chief Business Officials and Directors of Fiscal Services
Charter Schools and *Sponsoring School Districts

Subject: **2019/20 Charter School Annual Audit Information – due to COE no later than March 31, 2020.**

We are collecting information regarding audits for charter schools that will issue a **separate** audit report for fiscal year 2019/20

All charter schools must provide the following information by completing the *attached form* and returning it to this office, attention Linda Cowell, Business Advisory Services, no later than **Friday, March 31, 2020**, **with a copy to the sponsoring district.**

- 1) Name of the sponsoring school district
- 2) Name of charter school
- 3) Name and address of the contracted CPA firm
- 4) Fiscal year(s) covered by the audit contract
- 5) Audit fee for each fiscal year. If the charter school is charged an hourly rate, or if the amount needs an adjustment for the COLA (if any), provide an estimate of the total cost.

If this information is not provided by the charter school, we will be contacting the sponsoring district.

If you have any questions, please contact your Business Services Advisor or me at (909) 386-9676.

Sincerely,

Ted Alejandre
County Superintendent of Schools

Thomas G. Cassida, Jr.
Director
Business Advisory Services

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