RFP 2027-1-DIST – Independent Financial and Compliance Audit Services

RFP 2027-1-CH – Independent Financial and Compliance Audit Services

Questions and Answers

Question: What services are you seeking? Financial Audit; Bond Audit; Federal Single Audit; SFP Audit

Response: Financial Audit, Bond Audit and Federal Single Audit as applicable. We recently completed a SFP Audit last year but should not require one in the near future.

Question: Why are you considering changing your auditor?

Response: It was time to go out to bid for auditing services

Question: Who is your current auditor? How many years have they provided your audit services?

Response: Chavan & Associates LLP have provided auditing services for 10 years.

Question: Will your current auditor be invited to bid?

Response: We posted this bid publicly on our website and sent it out to several auditing firms including our current audit firm.

Question: What were the prior year professional fees (or the budget) for Audit services?

Response:

Roseland School District Fiscal Year End June 30, 2025 Financial Audit Administration and Fees: $24,150

Roseland School District Fiscal Year End June 30, 2025 Bond Audit (for 2 Measures): $8,000

Roseland Charter School District Fiscal Year End June 30, 2025 Financial Audit Administration and Fees: $15,500 for the audit; $5,000 for the audit of major programs under Uniform Guidance and $2,250 for the preparation of tax forms.

Roseland Charter School District Fiscal Year End June 30, 2025 SFP Audit Administration and Fees (for two application numbers): $16,000

Question: Is the scope of the services requested the same as last year?

Response: Yes with the exception that there is an additional bond measure this year to audit.

Question: Has your organization (or its employees) been under any governmental investigation or regulatory examination in the past year?

Response: No

Question: Are you aware of any fraud in your organization? If so, please describe?

Response: No

Question: Do you suspect any fraud in your organization? If so, please describe?

Response: No

Question: Have there been any allegations of fraud against your organization or anyone in your organization in the past two years? If so, please describe?

Response: No

Question: Did you have any disagreements with your prior auditor?

Response: No

Question: How many journal entries and/or material adjustments did the auditor make last year? Please describe?

Response: No

Question: Were there any significant findings reported by the prior year auditor?

Response: There was a finding for the Roseland School District for the Citizens Oversight Committee – the District has had a challenging time getting people on the board and so it has been a finding. We continually post and reach out to local agencies to see how we can attract folks to be on the COC.

There was also a finding for Roseland Charter School District this last year, due to some of the sites using alternate personal payment methods (apple pay, cash app, paypal etc.) to collect payments for the Associated Student Body Accounts. Our correct action for this is to implement ASB Works in the 2026-27 school year so that the option to make payments via alternate payment methods are available to staff but are within a controlled environment.

Question: Has the District undergone any audits or inspections by regulatory agencies?

Response: Not in recent years but every few years CDE does audit federal programs and our School Food Nutrition Program.

Question: Is the District low risk or high risk?

Response: The Roseland School District is low risk; The Roseland Charter School is low risk

Question: Have there been any changes to the governance structure of the District during the audit period?

Response: No

Question: Have there been any significant changes in your management/staffing during the audit period?

Response: Yes, we have a new Chief Business Officer (started October 2024) and Superintendent (started July 2025 as Superintendent).

Question: Has the organization entered into any contracts, issued a bond, begun a major project, or become party to litigation that are not reflected in the prior audit? Please describe.

Response: Yes, the District has issued a bond, entered into contracts and began a major project since the last audit. The Charter has entered into contracts since the last audit. No litigation for either agency.

Question: What are your major concerns?

Response: Reserve levels for both the district and the charter.

Question: What are your board's major concerns?

Response: Reserve levels for both the district and the charter.

Question: What accounting system do you use? Has the Accounting system changed in the past year?

Response: We use Frontline Escape and we have been using this system for about 20 years.

Question: Are you open to conducting a remote audit?

Response: We are open to a remote audit

Question: When will a closed trial balance be available for the audit with all closing entries recorded?

Response: Mid-September

Question: When are you ready for us to audit?

Response: Starting July 1, 2026

Question: Do you have a specific due date for the audit issuance?

Response: Preferably in early December to ensure it is ready for approval of the Board by the due date.

Question: What meetings do you require the auditor to attend? When and where are they held?

Response: We do not generally require our auditors to attend our board meetings. The Board meetings are located within our school district boundaries in Santa Rosa, CA 95407.

Question: When are they typically scheduled?

Response: They are generally scheduled the 2nd and 3rd Wednesday of every month.

Question: Are there any other special reports / filings that you would require?

Response: The Roseland Charter School requires tax filing in addition to an audit.