



Ben H. Wortham  
Superintendent of Schools

## SCHOOL DISTRICT OF CLAY COUNTY

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TO: Ben Wortham, Superintendent of Schools

FROM: Dr. George F. Copeland, Assistant Superintendent for Business Affairs

DATE: May, 2011

SUBJECT: Internal Funds Auditors for FY 2011

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It is time to appoint the accounting firms to perform the annual audits of the internal funds. We contacted ten firms and asked that they provide us with their proposals for the 2010-2011 audits. All of the ten firms responded that they would be interested in performing the audits under the guidelines we have established.

We are recommending that these ten firms be contracted to perform the following internal funds audits:

### Emily C. Helms, CPA, PA

- Clay High School
- Montclair Elementary School
- Lake Asbury Elementary School
- Doctor's Inlet Elementary School

### Adams & Harper, PA

- Green Cove Springs Junior High School
- Middleburg High School
- C. E. Bennett Elementary School
- McRae Elementary School

### Shirley W. Hatcher, CPA, PA

- Plantation Oaks Elementary School
- Swimming Pen Creek Elementary School
- Coppergate Elementary School
- Shadowlawn Elementary School

### DuVal & Company, CPA's, PA

- Lake Asbury Junior High School
- Grove Park Elementary School

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- Fleming Island High School
- Orange Park Junior High School

**Conner Hubbard & Company, LLC**

- Middleburg Elementary School
- Ridgeview Elementary School
- Keystone Heights Elementary
- Keystone Heights High School

**DDF CPA Group**

- Argyle Elementary School
- Lakeside Elementary School
- Orange Park High School
- W. E. Cherry Elementary School

**Magers & Associates**

- Lakeside Junior High School
- Thunderbolt Elementary
- Ridgeview High School
- Orange Park Elementary School

**Joan O. Michael, CPA, PA**

- Fleming Island Elementary School
- Oakleaf Junior High School
- Oakleaf Village Elementary School
- Tynes Elementary School

**Coleman and Associates, CPA firm**

- Adult Community Education
- Bannerman Learning Center
- Rideout Elementary School
- Wilkinson Junior High School
- Oakleaf High School

**Steven W. Keenan, CPA**

- Wilkinson Elementary School
- S. Bryan Jennings Elementary School
- R. M. Paterson Elementary School
- Clay Hill Elementary School

APPROVED: \_\_\_\_\_  
Ben H. Wortham, Superintendent