

TO: Ben Wortham, Superintendent of Schools
FROM: Dr. George F. Copeland, Assistant Superintendent for Business Affairs
DATE: May, 2009
SUBJECT: Internal Funds Auditors for FY 2009

It is time to appoint the accounting firms to perform the annual audits of the internal funds. We contacted nine firms and asked that they provide us with their proposals for the 2008-2009 audits. All of the nine firms responded that they would be interested in performing the audits under the guidelines we have established.

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

Emily C. Helms, CPA, PA

- Clay High School
- Coppergate Elementary School
- Lake Asbury Elementary School
- Wilkinson Elementary School

Adams & Harper, PA

- Clay Hill Elementary School
- Green Cove Springs Junior High School
- Keystone Heights Elementary School
- Keystone Heights High School
- McRae Elementary School

Shirley W. Hatcher, CPA, PA

- Argyle Elementary School
- C. E. Bennett Elementary School
- Orange Park Elementary School
- Shadowlawn Elementary School

DuVal & Company, CPA's, PA

- Lake Asbury Junior High School
- Montclair Elementary School
- Orange Park High School
- Paterson Elementary School
- W. E. Cherry Elementary School

Conner Hubbard & Company, LLC

- Grove Park Elementary School
- Lakeside Elementary School
- Ridgeview High School
- Ridgeview Elementary School
- Thunderbolt Elementary School

DDF CPA Group

- Doctors Inlet Elementary School
- Fleming Island High School
- Orange Park Junior High School
- S. Bryan Jennings Elementary School

Davis, Monk & Company

- Lakeside Junior High School
- Middleburg Elementary School
- Middleburg High School
- Swimming Pen Creek Elementary School

Joan O. Michael, CPA, PA

- Fleming Island Elementary School
- Oakleaf 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

APPROVED: _____
Ben H. Wortham, Superintendent