1 (Rev. 1/93) SINGLE PAGE COMMUNICATION TO THE COMMON COUNCIL

TO: THE COMMON COUNCIL: DATE: June 17, 2004

FROM: DEPARTMENT: Audit and Control

DIVISION: Audit

SUBJECT: [: **Audit Report of Buffalo City Comptroller**
[: **on the Buffalo School District**
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PRIOR COUNCIL REFERENCE: (IF ANY) [:
Ex. (Item No. xxx, C.C.P. xx/xx/xx)

TEXT: (TYPE SINGLE SPACE BELOW)

Mr. Richard P. Mills, Commissioner New York State Education Department and Mr. Alan Hevesi, State Comptroller of the New York State Office of State Comptroller.

The Comptroller has audit authority over the Board of Education as a result of New York State legislation. As a result of that authority, we have reviewed the financial reports on the District and conducted our own internal audit of one segment of its operation.

We have reviewed the reports of the State Comptroller's Office, the Audit Report and Management Letter from the Board's own auditors, and also reports by the Council of Great Schools. With this information and our own limited audits of the management controls at the Board, we audited Buffalo Board of Education of the Buffalo Public State Aid and Grant Cash Management.

We have assigned a relative risk factor of the various procedures and specific areas to help effectuate an efficient and effective audit process. We planned the scope and performed the audit procedures, held exit interviews, issued the reports with recommendations and filed the results with the Common Council. This is part of the audit reporting as required by the State Comptroller and the State Education Department.

The audit has identified control and performance issues, made recommendations based on the findings and encouraged participation in the cash flow projection procedures.

TYPE DEPARTMENT HEAD NAME: Andrew A. Sanfilippo

TYPE TITLE: Comptroller

SIGNATURE OF DEPARTMENT HEAD