

AUDITS

The city contracts with a certified public accountancy firm to audit city accounts. The annual, comprehensive audit of the school department's accounts is conducted as part of the Annual City Audit.

If there are accounting concerns, generally these should first be referred to the city's accounting auditors. The school committee may request audits of the school system's accounts at its discretion and cost.

The annual audit concludes with a management letter outlining recommendations. The committee will be advised of recommendations made by the auditor for maintaining an efficient system of recording and safeguarding the school department's assets.

SOURCE: MASC LEGAL REF.: MGL 71: Section 47 and MGL 41: Section 52

Section 52. All accounts rendered to or kept in the departments of any city shall be subject to the inspection of the city auditor or officer having similar duties, and in towns they shall be subject to the inspection of the selectmen. The auditor or officer having similar duties, or the selectmen, may require any person presenting for settlement an account or claim against the city or town to make oath before him or them, in such form as he or they may prescribe, as to the accuracy of such account or claim. The willful making of a false oath shall be punishable as perjury. The auditor or officer having similar duties in cities, and the selectmen in towns, shall approve the payment of all bills or pay rolls of all departments before they are paid by the treasurer, and may disallow and refuse to approve for payment, in whole or in part, any claim as fraudulent, unlawful or excessive; and in that case the auditor or officer having similar duties, or the selectmen, shall file with the city or town treasurer a written statement of the reasons for the refusal; and the treasurer shall not pay any claim or bill so disallowed. This section shall not abridge the powers conferred on town accountants by sections fifty-five to sixty-one, inclusive.

Town Charter, Section 5-11, Independent Audit

Department of Education Accounting Compliance Guidelines, updated December 2015

Every Massachusetts school district is required to, within nine months of the close of its fiscal year, arrange for and undergo an independent audit of its financial records, to include using the Department of Elementary & Secondary Education Compliance Supplement, and submit the report of this audit to the Massachusetts Department of Elementary & Secondary Education (DESE). This requirement shall be satisfied if the school district's records are audited, to include using the Department of Elementary & Secondary Education Compliance Supplement, as part of a general audit of all municipal financial records. The audit must be conducted by an independent public accounting firm based on the compliance requirements, audit objectives and suggested audit procedures contained in this Compliance Supplement for Massachusetts School Districts (Compliance Supplement). The auditor shall comply with professional standards included in "Standards for Audit of Governmental Organizations, Programs, Activities and Functions" adopted by the Comptroller General of the United States in the conduct of the audit.

Policy Subcom 1st review: 5.4.16

Policy Subcom 2nd reading 9.29.16 – recommended no changes

1st Reading by school committee 9.14.16

2nd reading by school committee 11.9.16

Adoption by school committee 12.14.16