

**BEMIDJI AREA SCHOOLS  
BEMIDJI, MINNESOTA**

**DATE: JULY 18, 2016**

**TO: BOARD OF EDUCATION, ISD #31**

**FROM: CHRIS J. LEINEN, DIRECTOR OF BUSINESS SERVICES**

**SUBJECT: AUDIT ENGAGEMENT LETTER FY 2015-2016**

**COMMENTS:**

Attached please find an audit engagement letter dated June 8, 2016 from the local firm of Miller McDonald. This letter sets out the services to be performed and the standard to be used in our annual audit. The total amount for the audit is not to exceed \$40,500 including expenses and includes a separate audit of our Activities Funds. This compares to \$39,500 for last years audit.

**ACTION:**

The motion was offered by \_\_\_\_\_, seconded by \_\_\_\_\_ and, carried ( ) to approve the audit engagement letter from Miller McDonald for the 2015-2016 annual audit..