



**OKALOOSA COUNTY SCHOOL DISTRICT
TECHNICAL ASSISTANCE MEMORANDUM
FINANCE**

FINANCE TAM: 2015-020

CONTACT: Alice Shannon, Financial Analyst
Accounting & Financial Reporting

TELEPHONE: 833-5832

TO: Selected Principals
FROM: Melissa O'Malley, Director
Accounting & Financial Reporting
DATE: October 9, 2014
SUBJECT: Child Care Review
Fiscal Year 2013-2014

The Accounting and Financial Reporting Department will be conducting their annual Child Care Review at your school. This review will cover your child care program's financial records for fiscal year 2013-2014.

Alice Shannon will be contacting your Child Care Coordinator to schedule a date and time for your school's review. Please provide her a quiet place to work as well as easy access to your 2013-2014 records. She will be at your school approximately three to four hours.

Should you have any questions or need additional information, please contact Alice Shannon at 833-5832.

Cc: Executive Staff
Child Care Coordinators
Julie Perry