



Emma T. Banks, Ed.D.
Principal

Deokee Balliram, Ed.D.
Assistant Principal

Jon Myszkowski, M.Ed.
Community School Director

Gary Ricciardi
Community School Coordinator

Authorized Training
Center for:

Microsoft Authorized
Training Program

Microsoft Office User
Specialist

CISCO
Networking Academy

Florida State Board
Of Nursing

AutoDESK Certification

International Society
Of Certified
Electronics Technicians

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FILE COPY

November 4, 2010

Mark Escoffery, P.A.
Certified Public Accountant
4241 - A Northlake Boulevard
Palm Beach Gardens, FL 33410

Dear Mr. Escoffery,

According to our finding under Cash Management:

Finding: Amounts due to the Palm Beach County School District for transportation and other cost did not agree to the School accounting records.

Inlet Grove Community High School is taking the following action.

- The Accounting Technician will reconcile all invoices received from Palm Beach County School Board to the schools records on a monthly basis.

This will be included in the Account Procedures Manual.

Please feel free to contact me with any questions or concerns.

Sincerely,

Emma T. Banks, Ed.D.
Principal