

July 28, 2020

Rebecca Wilkinson, Ed. D., Executive Director
Oklahoma Statewide Virtual Charter School Board
840 Research Parkway, Suite 455
Oklahoma City, OK 73104

Dear Dr. Wilkinson:

This letter is to confirm our understanding of the terms of our engagement with the Oklahoma Statewide Virtual Charter School Board (OSVCSB). Audit services will be provided during the period August 1, 2020 through July 31, 2021. The audit objectives will be determined using a risk-based approach and will be formally communicated to management as developed.

As objectives are completed, separate reports to management with findings and recommendations will be provided. We will expect to receive management's written responses and planned corrective actions for the findings within ten (10) business days after submission. As required by law, all reports will be distributed to the applicable governmental entities and will be posted to the State Auditor and Inspector's website.

Our fee for services will be calculated at our standard hourly rates which vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Invoices for these services will be rendered each month as work progresses and are payable on presentation. Based on our preliminary analysis, the estimated fee is \$124,000 for the engagement period.

Management of the OSVCSB is responsible for making all necessary records and information available to us while ensuring such information is accurate and complete.

Our audit will be conducted in accordance with *Government Auditing Standards*, which requires that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our most recent peer review report and/or letter of comment accompanies this letter.

If the foregoing is in accordance with your understanding, please sign in the space provided and return to our office. We will be pleased to discuss this letter with you at any time.

Sincerely,



Cindy Byrd, CPA
Oklahoma State Auditor & Inspector

RESPONSE:

This letter correctly sets forth the understanding of the Oklahoma Statewide Virtual Charter School Board.

By: Rebecca Wilkinson
Title: Executive Director

7.28.20
Date

