

TUCSON UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AUDIT COMMITTEE
AGENDA

TIME: January 22, 2016
2:00 p.m.

PLACE: Board Conference Room
Morrow Education Center
1010 E. Tenth Street
Tucson, Arizona 85719

2:00 p.m. CALL TO ORDER

2:00 p.m. CALL TO THE AUDIENCE

ACTION ITEM

2:05 p.m. 1. December 18, 2015 Minutes

STUDY/ACTION ITEMS

2:10 p.m. 2. Audit, USFR Findings, Compliance Questionnaire, Review of Audit Findings
Corrective Action Plan (Each area will have 15 minutes.)

- Finance – Renee Weatherless
- Purchasing – Kevin Startt
- Asset Management – Christina Cruz
- Attendance Accounting – Nancy Mueller
- Student Finance – Julie Versluis

3:25 p.m. 3. Draft Revision of the Audit Committee Charter

3:50 p.m. 4. Proposed Agenda Items and/or Additional RFI's

Internal Control Issues

- a. USFR Compliance – Questionnaire Comments
- b. Accounting Records
- c. Cash Handling
- d. Capital Assets Control
- e. Expenditures
- f. Procurement
- g. Payroll
- h. Monthly Financial Reports
- i. Student Attendance Reporting
- j. Student Accounts
- k. Auditor General Internal Controls
- l. After-the-Fact Purchase Orders
- m. Annual Single Audit Reporting Package (Each Year)
- n. Update on ERP Process
- o. Consolidation of Advertising
- p. Internal Auditor Status

3:55 p.m. 5. Meeting Date/Time

3:55 p.m. 6. Future Agenda Item(s)

4:00 p.m. ADJOURNMENT

- One or more Committee members will/may participate by telephonic or video communications.
 - a) Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting, Director of Staff Services to the Governing Board at 225-6070. Requests should be made as early as possible to arrange the accommodation.
- All times are approximate and any agenda item may be taken up after the 2:00 p.m. meeting time.
- If authorized by a majority vote of the members of the Governing Board Audit Committee, any matter on the open meeting agenda may be discussed in executive session for the purpose of obtaining legal advice thereon, pursuant to A.R.S. 38-431.03 (A)(3). The executive session will be held immediately after the vote and will not be open to the public.

Future Meeting Dates

February 22, 2016-Monday

March 18, 2016

April 22, 2016