

TUCSON UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AUDIT COMMITTEE
A G E N D A

TIME: February 15, 2013
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
• Clifford Altfeld, Chair

2:00 p.m. CALL TO THE AUDIENCE

ACTION ITEMS

2:05 p.m. 1. Approval of January 25, 2013 Minutes

STUDY/ACTION ITEMS

2:10 p.m. 2. Introduction of New Governing Board Members

2:15 p.m. 3. Heinfeld, Meech & Co.
• CAFR

3: 00 p.m. 4. Update on ERP Process

3:05 p.m. 5. Status of District Cash Flow and Status of Expenditure vs. Budget

3:20 p.m. 6. Annual Financial Report and Revisions

3:30 p.m. 7. Recommendation for District to Hire Internal Audit Staff

3:40 p.m. 8. 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 – Soon
- k. Auditor General Internal Controls
- l. After-the-Fact Purchase Orders
- m. Annual Single Audit Reporting Package (Each Year)

Audit Committee Meeting
February 15, 2013 – 2:00 p.m.
Page 2

- 3:45 p.m. 9. Recent Monthly Financial Report to the Governing Board
- 3:50 p.m. 10. Communication with Governing Board
- 3:55 p.m. 11. Meeting Date/Time
- 4:00 p.m. 12. 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.

Future Meeting Dates

March 22, 2013

April 26, 2013

May 24, 2013