

TUCSON UNIFIED SCHOOL DISTRICT  
GOVERNING BOARD AUDIT COMMITTEE  
AGENDA

TIME: February 28, 2014  
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  
• Robert O'Toole, Chair

2:00 p.m. CALL TO THE AUDIENCE

ACTION ITEM

2:05 p.m. 1. January 24, 2014 Minutes

STUDY/ACTION ITEMS

2:10 p.m. 2. RFI No. 69 – Audit Committee Role in Selection of Outside Auditors  
• Legal Counsel

2:20 p.m. 3. RFI No. 70 – Overpayments

2:35 p.m. 4. RFI No. 71 – Status of Fixed Asset Inventory and Tracking Software

2:50 p.m. 5. RFI No. 72 – Status of Key Control

3:05 p.m. 6. Update on RFI No. 68 – Consolidation of Advertising

3:20 p.m. 7. Update on ERP Process

3:30 p.m. 8. Recent Monthly Financial Report to the Governing Board – Fiscal Year-to-date Expenditure

3:35 p.m. 9. Audit Committee Charter Review

3:40 p.m. 10. Role of School Board Members on Audit Committee

3:45 p.m. 11. Self Evaluation Forms and Results

3:50 p.m. 12. Discussion of Clothing Bank Procurement Contract

3:55 p.m. 13. 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

3:55 p.m. 14. Meeting Date/Time

4:00 p.m. 15. Future Agenda Item(s)

4:00 p.m. 16. Introduction of Governing Board Members/Superintendent

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 28, 2014

April 25, 2014

May 23, 2014