

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

TIME: October 26, 2012
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 September 28, 2012 Minutes

STUDY/ACTION ITEMS

2:10 p.m. 2. Welcome to Committee Member, J. Thomas House – Orientation Materials to include

- Copy of CAFR
- Copy of Audit Committee Charter
- Sample of RFI Form
- School Finance Article – Cliff Altfeld
- Open Meeting Law Brochure and TUSD Map
- Other Miscellaneous Information

2:20 p.m. 3. RFI #58 – Information on Student Fund Raising Activities Magee Middle School

2:35 p.m. 4. RFI #59 – Information on After the Fact Purchases approved for 2010-2011

2:50 p.m. 5. Review and Discussion of USFR Compliance Questionnaire for FY Ended June 30, 2011

3:00 p.m. 6. TUSD Single Audit Reports Package, June 30, 2011

3:10 p.m. 7. Coordination with Outside Auditors – Jimmy Lovelace

- USFR Compliance 2010
- USFR Compliance June 30 for 2011

3:20 p.m. 8. Is there a District Response to 28 CAFR Comments?

3:30 p.m. 9. Most Recent Special Procurement Audit

3:40 p.m. 10. Semi-Annual Report to the Governing Board – Robert O'Toole
• October 9, 2012 Governing Board Meeting

- 3:45 p.m. 11. 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. 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)

3:50 p.m. 12. Meeting Date/Time

3:55 p.m. 13. 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

November 16, 2012

December 21, 2012

January 25, 2013