

TUCSON UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AUDIT COMMITTEE
AGENDA

TIME: November 22, 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
• Robert O'Toole, Chair

2:00 p.m. CALL TO THE AUDIENCE

ACTION ITEM

2:05 p.m. 1. October 25, 2013 Minutes

STUDY/ACTION ITEMS

2:10 p.m. 2. RFI No. 65 – Sick/Vacation Payout Bargaining Group Spread Sheet

2:25 p.m. 3. Board Policy on After the Fact Purchases (DJ-R)

2:40 p.m. 4. RFI No. 66 – Asset Management

2:55 p.m. 5. RFI – Status of the RFP for Outside Auditors

3:05 p.m. 6. Audit Committee Charter Review

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

3:40 p.m. 9. Semi-Annual Report to the Governing Board November 12, 2013 Governing Board Meeting

3:45 p.m. 10. 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)

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- 3:50 p.m. 11. Meeting Date/Time
- 3:55 p.m. 12. Future Agenda Item(s)
- 4:00 p.m. 13. Introduction of Governing Board Members
- 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

*December 20, 2013 – 3rd Friday

*Due to Winter Break for TUSD, District Offices will be closed December 23, 2013 – January 3, 2014.

January 24, 2014

February 28, 2014