

TUCSON UNIFIED SCHOOL DISTRICT
GOVERNING BOARD AUDIT COMMITTEE
AGENDA

TIME: December 18, 2015
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. November 20, 2015 Minutes

INFORMATION ITEM

2:10 p.m. 2. Heinfeld, Meech & Co. – CAFR and Related Audit Issues

STUDY/ACTION ITEMS

2:40 p.m. 3. Update on Internal Auditor Position
• Renee LaChance

2:55 p.m. 4. Recent Monthly Financial Report to the Governing Board – Fiscal Year-to-date
Expenditure
• Renee Weatherless

3:10 p.m. 5. Draft Revisions of the Previously Proposed Revision of the Audit Committee
Charter

3:30 p.m. 6. 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

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3:35 p.m. 7. Meeting Date/Time

3:40 p.m. 8. 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

January 22, 2016

February 19, 2016

March 18, 2016