

## MINUTES

### Fairfax County School Board

#### Gatehouse Administration Center I

Work Session No. 71/Audit

April 26, 2007

#### 71.01 Call to Order and Announcements

Audit Committee Chairman Stephen Hunt convened the meeting at 4:30 p.m. with the following Board members present:

Catherine A. Belter (Springfield)  
Stephen Hunt (At Large)

Also present were Division Superintendent Jack Dale; Deputy Superintendent Dr. Richard Moniuszko; Chief Financial Officer Deirdra McLaughlin; and Director, Office of Internal Audit, Theresa Weatherman.

#### DISCUSSION

#### 71.02 Proffer Update

- Mrs. Weatherman gave a final update regarding actions taken regarding proffers and noted that Dean Tistadt and Lee Ann Pender attended the March Audit Committee meeting of the Board of Supervisors and obtained agreement on the timing of proffer transfers.

#### **Draft Audit Reports** (Exhibit A)

- The petty cash issues are consistent with those noted in previous audits and the number of funds is slowly decreasing;
- the procurement card administration audit notes issues that were addressed prior to the completion of the audit;
- the credit card process, monitoring of card usage, and an explanation of how cards are coded to enhance financial efficiency was discussed; and
- the Cluster IV report was discussed along with an explanation of the difference between the scope of this audit versus the administration audit discussed earlier in the meeting.

#### **FY2008 Suggested Topics**

- Dr. Dale questioned the logic behind auditing the grants that have recently begun.
- it was noted that the grants would not be audited until later in FY 2008;
- following the audit, there would be time for corrective measures, if needed, prior to the grant closeout process; and
- Mr. Hunt asked for the proposal to be provided in a grant chart format for the next meeting.

The meeting was adjourned at 5:30 p.m.