

MINUTES  
CLARK COUNTY SCHOOL DISTRICT  
SPECIAL MEETING OF THE BOARD OF SCHOOL TRUSTEES  
ADMINISTRATIVE CENTER, ROOM 466  
5100 WEST SAHARA AVENUE, LAS VEGAS, NV 89146

AUDIT ADVISORY COMMITTEE

Wednesday, January 23, 2013

9:34 a.m.

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Roll Call:    Members Present  
                Patrick Patin, Chairperson  
                Cathy Jones  
                Tina Quigley  
                B. Keith Rogers  
                Erin Cranor, Board Liaison

Dwight D. Jones, Superintendent of Schools

Also present were: Jim McIntosh, Deputy Chief Financial Officer, Business and Finance Division; Janette Scott, Director, Internal Audit Department, Office of the Chief of Staff; Daniel Rushin, Senior Audit Manager, CPA, Kafoury, Armstrong, & Co.; and Stephanie Gatlin, Transcriber/Recording Secretary.

**ADOPT AGENDA**

*Adopt agenda.*

*Motion: Quigley    Second: Jones    Vote: Unanimous*

**APPROVE MINUTES**

*September 26, 2012, and November 7, 2012*

*Motion: Rogers    Second: Jones    Vote: Unanimous*

**APPROVE RECOMMENDED AMENDMENTS TO THE CLARK COUNTY SCHOOL DISTRICT  
AUDIT ADVISORY COMMITTEE BYLAWS AND CALENDAR**

Approval of recommended amendments to the Bylaws and Calendar of the Clark County School District Audit Advisory Committee, as recommended in Reference 2.02.

Mr. Patin went over the proposed changes to the Audit Advisory Committee Bylaws and Calendar as discussed at the Committee's September 26, 2012, meeting.

*Motion to recommend to the Board of Trustees to adopt the recommended changes to the Audit Advisory Committee Bylaws and Calendar.*

*Motion: Rogers    Second: Quigley    Vote: Unanimous*

**APPROVE UPDATE ON RECENTLY ISSUED GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) PRONOUNCEMENTS**

Approval regarding recently issued GASB pronouncements including GASB Statement No 65, Items Previously Reported as Assets and Liabilities and GASB Statement No 67, Financial Reporting for Pension Plans – an amendment of GASB Statement No 27.

Mr. Rushin gave an update on recently issued Governmental Accounting Standards Board (GASB) pronouncements.

McIntosh offered an explanation of how GASB Statement Nos. 63, 65, 67, and 68 could impact the District.

**APPROVE INDEPENDENT EXTERNAL AUDITOR FINDINGS AND RECOMMENDATIONS TO CLARK COUNTY SCHOOL DISTRICT MANAGEMENT FOR THE FISCAL YEAR ENDED JUNE 30, 2012**

Approval regarding the findings of the independent external auditor for the fiscal year ended June 30, 2012, including, but not limited to, internal control issues; the auditor's letter to management regarding current year recommendations; and the auditor's letter to management regarding an update on the prior year's recommendations.

Mr. McIntosh provided and went through the management letter by Kafoury, Armstrong and Co. and the "Internal Auditor's Report on Compliance with Requirements That Could Have a Direct and Material Effect on Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133" found in the Comprehensive Annual Financial Report (CAFR).

**APPROVE AMENDMENT OF THE APPROVED 2012-2013 AUDIT PLAN OF THE CLARK COUNTY SCHOOL DISTRICT INTERNAL AUDIT DEPARTMENT**

Approval on the amendment of the approved audit plan of the Clark County School District Internal Audit Department for the 2012–2013 fiscal year and the rolling audit plan, as recommended.

Mrs. Scott presented the Amended FY13 Audit Plan along with the original FY13 Audit Plan and the Actual Hours Used as of 12/31/12 and the Amended Rolling Audit Plan as of 12/31/12 for the Committee's review.

*Motion to approve the amended 2012-2013 Audit Plan and accompanying Rolling Audit Plan.  
Motion: Jones Second: Quigley Vote: Unanimous*

**APPROVE UPDATE ON THE CLARK COUNTY SCHOOL DISTRICT INTERNAL AUDIT DEPARTMENT**

Approval on work performed by and the status of the Clark County School District Internal Audit Department for the current fiscal year.

Mrs. Scott presented the Audit Plan Update for Fiscal Year 2013 as of 12/31/12.

## **APPROVE UPDATE ON THE "OPEN BOOK" BUDGET VISUALIZATION TOOL FOR CLARK COUNTY SCHOOL DISTRICT**

Approval regarding the recent implementation of District's budget visualization tool known as "Open Book".

Mr. McIntosh presented the "Open Book" portal, and he demonstrated how to navigate the visualization tool to view information, including the District's budget information.

Mr. Patin suggested placing a link to Open Book on the District's website homepage so that it is easy to locate.

## **APPROVE UPDATE FROM THE CLARK COUNTY SCHOOL DISTRICT'S FINANCIAL MANAGEMENT DEPARTMENT**

Approval regarding an update from District's financial management department on the current and future expected financial conditions.

Mr. McIntosh provided a brief update on the District's current status in the budget process and moving forward as the legislative session approaches. He said he would like to have a standing item on the Committee's agenda so that staff could provide updates whenever necessary.

## **FUTURE MEETING PLANNING**

*Motion to hold the next Audit Advisory Committee meeting on March 20, 2013, at 9:30 a.m. at the Administrative Center in room 466.*

*Motion: Quigley Second: Rogers Vote: Unanimous*

## **AGENDA PLANNING: ITEMS FOR FUTURE AGENDAS**

Mr. Patin noted that the Committee may begin reviewing the Board's governance policies.

Trustee Cranor stated that at the last joint Board and Audit Advisory Committee meeting, there was a discussion regarding the possible establishment of some type of budget development context and having the Committee be made aware of that context by which staff is developing the tentative budget.

Mr. Patin said he would have something on the next Committee agenda for the discussion of budget development. He said other agenda items would include internal audit updates and management updates.

## **PUBLIC COMMENT PERIOD**

None.

**ADJOURN:** 10:51 a.m.

*Motion: Jones    Second: Rogers    Vote: Unanimous*