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MEMORANDUM

TO: Members, Utah State Board of Education

FROM: Brad C. Smith
Chief Executive Officer

DATE: August 6-7, 2015

ACTION: Bylaws Additions for Board Budgeting Procedures

Background:

USOE is progressing towards sound budget practices with Funds Control and Management internal controls in place. Internal audits indicate a lack of written policies and procedures governing budget, funds control, and funds management

Key Points:

Written Board rules and bylaws provide direction to USOE personnel for budget procedures and processes that are essential for fiduciary responsibility and internal controls governing Funds Control and Management that meet the requirements of the Budgetary Procedures and Money Management Act

Anticipated Action:

The Finance Committee will determine what processes or procedures require written Board rules or bylaws.

Contact: Scott Jones, Associate Superintendent, 801-538-7514