

**MINUTES OF A WORK STUDY OF THE
GOVERNING BOARD OF
TUBA CDITY UNIFIED SCHOOL DISTRICT NO. 15**

July 29, 2009

(A complete audio recording of the meeting has been made and maybe reviewed in the Superintendent's Office.)

I. PRELIMINARY

Board President, Mary Worker called the Work Study to order at 6:10 p.m.

II. WORK STUDY

1. Vending Machines Report Mr. Higgins, Superintendent

A listing of vending machines (drinks, chips or candy machines) throughout the district was provided. As for profit; not sure if there is any and possibly not. Feel like that the vending machines need to go out to bid and possibly request for some profit intake.

2. Financial Report Update Ms. Laura Smith, Interim Business Manager

Ms. Smith indicated that the Business Office lost 2 people to retirement
Finding some discrepancies; wrong account codes
Mr. Gardner has been cleaning up the grants; just a few.
Doing cash reconciliation with County Office.
Waiting on final invoices to close-out for the SY'08-09.
Putting things in procedures in place to correct any deficiencies that the district was cited on.

III. ADJOURNED

Work Study concluded at 6:43 p.m.

Board Clerk

Board Approved: Pending Approval