



Arizona State Board of Education

1700 W. Washington Street
Executive Tower, Suite 300
Phoenix, Arizona 85007
Phone: (602) 542-5057
Website: azsbe.az.gov



April 4, 2024

Lindsey Perry, Auditor General
Arizona Auditor General
2910 N 44th St, Ste. 410
Phoenix, Arizona 85018

Dear Ms. Perry:

Thank you for providing us with the preliminary report draft and granting us the opportunity to offer a response.

Board of Education (Board) did not pay some Board members in accordance with State laws and policies, contributing to overpayments totaling approximately \$551

Recommendation 1: The Board should request reimbursement from the Board member who was improperly overpaid \$157.53.

Board response: The finding of the Auditor General is agreed to and the audit recommendation will be implemented.

Response explanation: We acknowledge the finding and will request reimbursement from the Board member who was improperly overpaid \$157.53.

Recommendation 2: The Board should reimburse Board member expenses, including mileage and lodging, at State-approved rates in accordance with SAAM.

Board response: The finding of the Auditor General is agreed to and the audit recommendation will be implemented.

Response explanation: We acknowledge the finding and are committed to implementing the recommendation.

Recommendation 3: The Board should implement its training course and written policies and procedures for processing board member travel claim reimbursements.

Board response: The finding of the Auditor General is agreed to and the audit recommendation will be implemented.

President: Dr. Daniel Corr • *Vice President:* Katherine Haley
Superintendent of Public Instruction: Tom Horne
Jason Catanese • Jennifer Clark • Dr. Jacqui Clay • Dr. Scott Hagerman
Julia Meyerson • Karla Phillips-Krivickas • Dr. Robert Robbins • Anna Tovar
Executive Director: Sean Ross



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Response explanation: We acknowledge the finding and are committed to implementing the recommendation. The recommendation will be implemented no later than June 30, 2024.

Recommendation 4: The Board should document in a written procedure and implement its process to review payments after they have been processed in the payroll system.

Board response: The finding of the Auditor General is agreed to and the audit recommendation will be implemented.

Response explanation: We acknowledge the finding and are committed to implementing the recommendation. The recommendation will be implemented no later than June 30, 2024.

If any other information is needed, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Sean Ross".

Sean Ross
Executive Director

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