

PUBLIC MEETING NOTICE

Internal Audit Committee Meeting

November 6, 2013, 4 p.m.

Location:

Edward L. Kelly Leadership Center

14715 Bristow Road

Manassas, Virginia 20112

Room 1132

Agenda:

I. Meeting Called to Order

II. Approval of Minutes

III. Presentation of Audit Reports

School Audits:

1. Time and Leave (Conducted by Human Resources Staff)

IV. 2014 Audit Plan

V. Chief Internal Auditor Position

1. Review of Job Description
2. Hiring Process