

**FRISCO ISD
RECOMMENDATION TRACKING
FISCAL YEAR 2020**

AUDIT NUMBER	AUDIT	AUDIT REPORT DATE	RECOMMENDATION(S)	ESTIMATED IMPLEMENTATION	STATUS	PERSON(S) RESPONSIBLE
20-01	IT SECURITY AND GENERAL CONTROLS	10/25/19	1. Develop IT Security Awareness compliance training.	N/A		Kirk Ryan, Director of Technical Services
			2. Ensure that periodic internal and external penetration testing is conducted.	N/A		
			3. Ensure that network operating systems on network servers are routinely updated and patched	N/A		
			4. Enforce password complexity requirements.	N/A		
			5. Disable VPN accounts that are not utilized within a certain time interval.	N/A		
			6. Develop a comprehensive IT Security Policy.	N/A		
20-02	RISK MANAGEMENT	12/6/19	1. Improve compliance with Texas Administrative Code 120.3 (b) and (c).	N/A		Tim Sanz, Director of Risk Management
			2. Improve compliance with TAC 110.101 (e).	N/A		
			3. Comply with 40 CFR 763.95 – Warning Labels.	N/A		
			4. Ensure District boilers are inspected as required by Texas Department of Licensing and Regulation, Sec. 755.025 (d) and require inspection certificates to be sent to Risk Management rather than campuses.	March 2024	New contract with Liberty Mutual. Approximately 3 years to have all boilers inspected based on inspection schedule.	

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			5. Implement a document management system, either manual or electric, to store inspections in a centralized repository.	N/A		
			6. Develop a Risk Management process and procedures manual.	See dates in status section	Risk Management Manual Section(s): Projected Completion Dates: Workers Compensation 09/01/2021 Unemployment Compensation 12/01/2021 Environmental Health & Safety 03/01/2022 Professional Development 06/01/2022 Facilities Compliance 09/01/2022	

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					Student Insurance 12/01/2022 Fleet Vehicle Management 03/01/2023 Property/Casualty Insurance 06/01/2023 Risk Management Procurement 09/01/2023 Operations & Maintenance 12/01/2023	
20-03	AFTERSCHOOL PROGRAMS (YMCA AND ALPHABEST)	11/12/19	1. Ensure the school listing for YMCA afterschool care sites is kept current.	N/A		Amanda Campbell, Director of School Services
			2. Formalize the YMCA contract.	N/A		
			3. Consider utilizing only one after school program provider.	N/A		
			4. Monitor the AlphaBest contract to ensure compliance with the guaranteed minimum revenue share per year.	N/A		Sally Turner, Coordinator of Childcare

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20-04	FERPA (Family Educational Rights and Privacy Act)	2/18/20	1. Comply with 34 CFR 99.7 (b) (2).	N/A		Erin Miller, Chief Student Services Officer
			2. Comply with 34 CFR 99.30 (b) (2).	N/A		
			3. Ensure FERPA compliance training is completed annually as required by the District.	N/A		
20-05	STUDENT TRAVEL	4/20/20	1. Comply with Student Travel Guidelines to ensure consistency among campuses.	N/A		Dr. Chris Clark, Managing Director of Academic Programs
			2. Comply with the Student Travel Guidelines related to parent permission forms. Also, ensure permission forms are retained for two years following the event and longer if an incident occurs and that District approved permission forms are utilized.	January 2022	IAD performed testing and it was determined that the issue remains unresolved. IAD will retest in November 2022.	
			3. Comply with the Student Travel Guidelines related to chaperone ratios and gender requirements.	N/A		
			4. Comply with the Student Travel Guidelines related to chaperone background checks.	N/A		
			5. Ensure that all prospective chaperones sign and acknowledge the Chaperone Information & Guidelines 5th Grade Outdoor	January 2022	IAD performed testing and it was determined	

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			<p style="color: red;">Education Program.</p>		<p>that the issue remains unresolved. IAD will retest in November 2022.</p>	
20-06	TITLE IX	7/20/20	6. Develop a comprehensive Student Travel Procedures Manual.	N/A		Dr. James Hill (Managing Director of Human Resources) (Title IX Coordinator - Employees) Paige Hoes (Managing Director of Secondary Student Services) (Title IX Coordinator - Students)
			7. Develop student travel related training.	N/A		
			1. Improve compliance with 34 CFR 106.8 (a).	N/A		
			2. Improve compliance with 34 CFR 106.9 (b).	N/A		
20-08	TRAVEL	10/2/20	1. Improve compliance with District Travel Guidelines related to State Hotel Occupancy Tax Exemption Certificates and detailed receipts for Board travel.	N/A		Robin Turnbull, Director of Budgeting/Accounting
			2. Ensure the Superintendent's travel reimbursement forms are approved by a designated Board member.	N/A		

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			3. Improve compliance with District Travel Guidelines regarding gratuity limits and detailed receipt requirements.	N/A		
			4. Improve compliance with the District Travel Guidelines related to Out of State Travel or update the Guidelines.	N/A		
			5. Ensure process controls are in place to mitigate the possibility of duplicate payment of travel expenses.	N/A		

Status Reference:

Implemented

Outstanding

Partially Implemented - Management Assumes Residual Risk

Not Implemented

N/A – Follow-up audit not yet started, or recommendation has been implemented.

Overdue for more than 1 year