



Step Up For Students Board

Finance and Audit Committee

Purpose: The Finance and Audit Committee is charged with overseeing the organization's yearly audit and recommending finance and accounting improvements to the full board. The Finance and Audit Committee is created by a board resolution and its composition is reviewed annually and approved by the full board.

Membership: The Committee shall be composed of at least two board members selected by the board who are independent of and not compensated by Step Up For Students. If the board Chair is not a member, the Chair may attend meetings of the Committee and vote on Committee actions.

Authority and Responsibility:

1. Selecting the audit firm to conduct an independent audit of the organization's financial statements.
2. Reviewing and approving the audit scope and fees.
3. Reviewing and approving any proposed involvement of the audit firm in activities other than the annual audit.
4. Ensuring a direct line of communications with the organization's auditor.
5. Providing oversight of management's performance with respect to required and recommended financial responsibilities and disclosure.
6. Consider and review, with management and the auditors, the adequacy of the organization's risk management methodology and internal controls, including digital information system controls and security.
7. Providing oversight of the organization's conflict of interest policy and keeping the board apprised of any changes required in the policy or its implementation.
8. Reviewing the adequacy of financial reports provided by the board and making recommendations for their improvement.
9. Reviewing and addressing the management letter and auditor's comments.
10. Review any serious difficulties or disputes with management encountered during the course of the audits.
11. Review other matters related to the conduct of the audits that are to be communicated to the Committee under generally accepted auditing standards.
12. Review published documents containing the organization's financial statements and consider whether the information contained in these documents is consistent with the information contained in the financial statements.
13. Initiate an investigation into any matter brought to its attention within the scope of its duties, with the power to retain outside counsel it deems appropriate.
14. Make recommendations to the board based on the committee's review activities.