

**Tucson Unified School District No. 1
Governing Board Audit Committee Meeting
Board Room, Morrow Education Center
1010 East Tenth Street
Tucson, Arizona 85719**

**February 18, 2010
2:30 p.m.**

MINUTES

Committee Members Present:

Cliff Altfeld, Chair-arrived at 2:36 p.m.
Deborah S. Corcoran
Sandy Parker, Co-Chair

Committee Members Absent:

Robert O'Toole

Others Present:

Bonnie Betz, Chief Finance Officer, Financial Services
Michele Gutierrez, Senior Staff Assistant I to the Governing Board

ITEM

ACTION

MEETING CALLED TO ORDER – Cliff Altfeld called the meeting to order at 2:36 p.m.

ACTION ITEMS

1. Approval of January 21, 2009 Minutes

Deborah S. Corcoran moved approval. Sandy Parker seconded.
Approved 3-0

STUDY/ACTION ITEMS

2. RFI Tracking List

Sandy Parker commented the tracking list was up-to-date.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, and Sandy Parker.

3. RFI-46 – Follow-up: After-the-Fact Purchases
Bonnie Betz answered the committee's questions and concerns.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Sandy Parker and Bonnie Betz.

4. CAFR Questions from Committee
- Compensated and Uncompensated Absences
 - Tracking and Accounting

No Action Required, discussion only.

Committee Members and Bonnie Betz discussed questions and concerns regarding CAPR.

5. USFR Compliance Questionnaire Comments
Appendix A

No Action Required, discussion only.

- Comments for Fiscal Year End June 30, 2009
- Comments for Fiscal Year End June 30, 2008

Bonnie Betz answered Sandy Parker's list of questions regarding USFR Compliance Questionnaire.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Sandy Parker and Bonnie Betz.

6. Anonymous Complaint and Investigation Form
Cliff Altfeld contacted Governing Board President and the Director of Staff Services to setup Anonymous Complaint and Investigation Form on website.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, and Sandy Parker.

7. Monthly Budget Update
Audit Committee reviewed monthly budget update that Bonnie Betz presents each month to the Governing Board during the regular board meeting.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Sandy Parker and Bonnie Betz.

8. Proposed Agenda Items and/or Additional RFI's
Agenda items for March 25th meeting: USFR Compliance
Questionnaire Comments Appendix A-Comments for Fiscal
Year End June 30, 2009-Tax Credits with the IT
Policies/Attendance, Status of Audit Reports Board USFR,
and RFI 47 – Procedures for Cash Receipts.

No Action Required, discussion
only.

Persons commenting, asking questions, or providing
information were Cliff Altfeld, Deborah S. Corcoran, Sandy
Parker and Bonnie Betz.

MEETING ADJOURNED 4:20 p.m.

Sandy Parker moved approval.
Deborah S. Corcoran seconded.
Approved 3-0.

Approved this 25th day of March, 2010.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By _____
Clifford Altfeld
Audit Committee Chair

mcg
2-18-10 Audit Committee/Minutes