

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

**May 12, 2011
2:30 p.m.**

MINUTES

Committee Members Present:

Cliff Altfeld, Chair
Jeffrey Abbott
Robert O'Toole, Co-Chair

Committee Members Absent:

None

Others Present:

Adrienne Sanchez, Interim Chief Financial Officer
Michele Gutierrez, Senior Staff Assistant I to the Governing Board

ITEM

ACTION

MEETING CALLED TO ORDER – Cliff Altfeld called the meeting to order at 2:40 p.m.

CALL TO THE AUDIENCE

No one requested to speak.

No action required.

STUDY/ACTION ITEMS

1. Upcoming Audit Issues and Scheduling
Adrienne Sanchez informed the committee that there are four annual audits coming up and one them is the USFR.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O'Toole and Adrienne Sanchez.

2. Semi-annual Report to Governing Board
Robert O'Toole presented the Audit committee's semi-annual report at the May 10, 2011 Governing Board meeting.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, and Robert O'Toole.

3. Computation of AZDOE Financial Penalty
Adrienne Sanchez informed the committee of Mr. Hupperthal's potential financial penalty decision for the district.

No Action Required,
discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O'Toole and Adrienne Sanchez.

4. Monthly Budget Update
Adrienne Sanchez reported on the budget. She reported that State aid would be reduced.

No Action Required,
discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O'Toole, and Adrienne Sanchez.

5. ERP Status and Milestones
Adrienne Sanchez reported that the district is doing a procurement for a consultant.

No Action Required,
discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O'Toole and Adrienne Sanchez.

6. RFP for TUSD Payroll Process
Adrienne Sanchez reported that an RFP was issued, proposals have been received, and progress is being made.

No Action Required,
discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O'Toole and Adrienne Sanchez.

7. Proposed Agenda Items and/or Additional RFI's
Agenda items for June 23, 2011 meeting: List the ongoing items and add Attendance Accounting Audit and Update on Inventory Plans for Inventory Control.

No Action Required,
discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O'Toole and Adrienne Sanchez.

8. Possible Rescheduling Meeting Time and Dates
Next meeting is scheduled for June 23, 2011 at 2:30 p.m.

No Action Required,
discussion only.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O'Toole and Adrienne Sanchez.

MEETING ADJOURNED 3:37 p.m.

Robert O'Toole
moved approval to
adjourn. Jeffrey
Abbott seconded.
Approved, 3-0

Approved this 23rd day of June, 2011.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By _____

Clifford Altfeld
Audit Committee Chair

mcg
05-12-11 Audit Committee/Minutes