

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

**November 19, 2009
2:30 p.m.**

MINUTES

Committee Members Present:

Cliff Altfeld, Chair
Deborah S. Corcoran
Mary Matiella
Robert O'Toole
Sandy Parker, Co-Chair

Committee Members Absent:

None.

Others Present:

Bonnie Betz, Chief Finance Officer, TUSD Finance Department
Jay Johnston, Chief Operations Officer, Operations
Sara Specht, Heinfeld, Meech, and Co.
Kera Badalamenti, Heinfeld, Meech, and Co.
Michele Gutierrez, Senior Staff Assistant I to the Governing Board

ITEM

ACTION

MEETING CALLED TO ORDER – Cliff Altfeld called the meeting to order at 2:34 p.m.

ACTION ITEMS

1. Approval of October 22, 2009 Minutes

Deborah S. Corcoran moved approval. Mary Matiella seconded.
Approved 5-0.

STUDY/ACTION ITEMS

2. Coordination of Scheduling Regarding Outside Audits and Review

No Action Required, discussion only.

Two representatives from Heinfeld, Meech, and Co. answered and discussed committee members' questions regarding outside audits and reviews for the District.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker, Bonnie Betz, Sara Specht, and Kera Bedalamenti.

3. RFI Tracking List

Sandy Parker reported that all RFI's are completed and there are none pending.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker and Bonnie Betz.

4. RFI-45 – Stolen Assets

Jay Johnston, Chief Operations Officer for Tucson Unified School District, presented to the committee the procedures and changes that have occurred as a result of stolen assets from school properties.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker, Jay Johnston and Bonnie Betz.

5. RFI-44 – Follow-up: After-the-Fact Purchases

Bonnie Betz and Jay Johnston answered and discussed committee members' questions regarding after-the-fact purchases.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker, Bonnie Betz and Jay Johnston.

6. Election for replacement of Audit Committee Chair
Cliff Altfeld accepted nomination to be chair for one year.

Persons commenting, asking questions, or providing information was Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole and Sandy Parker.

7. Investigation Report from the Attorney General
Two representatives from Heinfeld, Meech, and Co. answered and discussed committee members' questions regarding the Investigation report from the Attorney General.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker, Bonnie Betz and Jay Johnston, Sara Specht and Kera Bedalamenti.

8. Audit Committee Charter
The committee discussed and answered questions that new committee member Deborah S. Corcoran had before signing the Audit Committee Charter.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker and Bonnie Betz.

9. Questions regarding Audit Committee review of issues pertaining to Expenditure of Schools Bond Funds
The committee reached consensus through discussion that it does not need to review issues pertaining to Expenditure of Schools Bond Funds. The BFOC has provided many ways of how the monies are spent.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker, Bonnie Betz and Jay Johnston.

Robert O'Toole moved approval.
Mary Matiella seconded.
Approved 5-0.

No Action Required, discussion only.

No Action Required, discussion only.

No Action Required, discussion only.

10. Proposed Agenda Items and/or Additional RFI's
Cliff Altfeld read the agenda for next month with items such as approval RFI Tracking, after the fact purchases, CAFR draft proposed and other items that other committees may submit before next month's committee meeting.

No Action Required, discussion only.

Persons commenting, asking questions, or providing information were Cliff Altfeld, Deborah S. Corcoran, Mary Matiella, Robert O'Toole, Sandy Parker and Bonnie Betz.

MEETING ADJOURNED 4:54 p.m.

Robert O'Toole moved approval.
Mary Matiella seconded.
Approved 5-0.

Approved this 17th day of December, 2009.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By _____

Clifford Altfeld
Audit Committee Chair

mcg
11-19-09 Audit Committee/Minutes