

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

**January 21, 2010  
2:30 p.m.**

**MINUTES**

**Committee Members Present:**

Cliff Altfeld, Chair-arrived at 2:43 p.m.  
Deborah S. Corcoran  
Mary Matiella  
Sandy Parker, Co-Chair  
Robert O'Toole

**Committee Members Absent:**

None

**Others Present:**

Michele Gutierrez, Senior Staff Assistant I to the Governing Board

**ITEM**

**ACTION**

**MEETING CALLED TO ORDER** – Sandy Parker called the meeting to order at 2:35 p.m.

**ACTION ITEMS**

1. Approval of December 17, 2009 Minutes

Deborah S. Corcoran moved approval. Mary Matiella seconded. Approved 3-0. Robert O'Toole abstained. Cliff Altfeld was not present for the vote.

**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 Deborah S. Corcoran, Mary Matiella, Sandy Parker and Robert O'Toole.

3. RFI-46 – Follow-up: After-the-Fact Purchases  
Item postponed for discussion for February meeting.

No Action Taken.

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

4. CAFR

Committee discussed CAPR; questions will be addressed at the February meeting, due to no Finance Department representation.

No Action Required, discussion only.

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

5. USFR Compliance Questionnaire Comments  
Appendix A

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

No Action Required, discussion only.

Sandy Parker composed questions for Finance Department. Item postponed to February meeting, due to no Finance Department representation.

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

6. Anonymous Complaint and Investigation Form

Cliff Altfeld will be contacting TUSD's webmaster 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, Mary Matiella, Sandy Parker and Robert O'Toole.

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, Mary Matiella, Sandy Parker and Robert O'Toole.

8. Proposed Agenda Items and/or Additional RFI's  
Agenda items for February 18<sup>th</sup> meeting: CAPR Questions  
from Committee, RFI 46 – Followup: After-the-Fact  
Purchases

No Action Required, discussion  
only.

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

MEETING ADJOURNED 3:58 p.m.

Sandy Parker moved approval.  
Deborah S. Corcoran seconded.  
Approved 5-0.

Approved this 18<sup>th</sup> day of February, 2010.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By \_\_\_\_\_  
Clifford Altfeld  
Audit Committee Chair

mcg  
1-21-10 Audit Committee/Minutes