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

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.

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

No Action Required, discussion only.

5. USFR Compliance Questionnaire Comments
   Appendix A
   • 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.

No Action Required, discussion only.

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.

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

No Action Required, discussion only.

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.

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

No Action Required, discussion only.
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.

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