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

December 15, 2017
2:00 p.m.

MINUTES

Committee Members Present:
Jimmy Lovelace, Co-Chair
Charles Andrade
Darin Guthrie
Charles Kill

Committee Members Not Present:
Rachel Wall, Chair
Victoria Soto

Others Present:
Demetrius Lee, Internal Auditor
Renee Weatherless, Executive Director, Financial Services
Robert S. Ross, Jr., General Counsel
Mary Alice Wallace, Director of Staff Services to the Governing Board
Michele C. Gutierrez, Senior Staff Assistant I to the Governing Board

ITEM ACTION

CALL TO ORDER – 2:02 p.m.

CALL TO THE AUDIENCE
There were no persons wishing to speak. No action required.

ACTION ITEMS

1, November 17, 2017 Minutes

Darin Guthrie moved approval, Chuck Kill seconded. Approved 3-0, in a voice vote. Charles Andrade Abstained.
STUDY/ACTION ITEMS

2. Internal Auditor Update Report
   • Demetrios Lee

Demetrios Lee updated the committee with his most current assignment, Title I Audit. He explained that it has been slow receiving the requested information but he has slowly been receiving it. Estimates completion in January.

Persons commenting/asking questions were Jimmy Lovelace, Chuck Kill, Renee Weatherless and Darin Guthrie.

Rob Ross provided legal advice and answered questions.

3. Auditor General Performance Audit
   • Renee Weatherless

Renee Weatherless reported to the Audit Committee that she had received the Draft of the Auditor General Performance Audit but was not able to disclose any information according to the Auditor General’s instructions. The exit conference is pending.

The Committee requested notice as soon as the final report is released.

Persons commenting/asking questions were Jimmy Lovelace, Chuck Kill and Darin Guthrie.

Rob Ross provided legal advice and answered questions. He plans to talk to the Auditor General’s Counsel regarding disclosure timeline.

4. FY18 Expenditure Update
   • Renee Weatherless

Renee Weatherless informed the Audit Committee that the FY18 Expenditure Update that was scheduled for the December 12, 2017 Regular Governing Board meeting was postponed but the Board agenda item was posted online. Therefore, she provided information and answered the committee’s questions. She reported that eligible teachers received the 1.06% stipend in the December 15, 2017 paychecks.

Persons commenting/asking questions were Jimmy Lovelace, Charles Andrade, Darin Guthrie and Chuck Kill.

Rob Ross provided information.
5. Complaint Policy
   - Audit Committee Monitoring Quarterly

   Renee Weatherless suggested having a continuous standing item for each meeting for items such as Call to the Audience follow-up or complaints received through other avenues.

   Persons commenting/asking questions were Jimmy Lovelace, Chuck Kill and Darin Guthrie.

   Rob Ross provided legal advice and answered questions.

6. Meeting Date/Time

   Next scheduled meeting is on Friday, January 26, 2018.

   Chuck Kill mentioned that he would not be able to attend the February and March Audit Committee meetings.

   Jimmy Lovelace commented.

7. Future Agenda Item(s)

   Items for the January meeting will be; Draft CAFR Available Components presented by Heinfeld, Meech & Co.; December Minutes of the Audit Committee; RFP Selection; Internal Auditor Update Report; Internal Auditor-Title I Report; Up-to-date Budget to Actual by Function; Auditor General Performance Audit; and Standing Item: Complaints Received via Various Avenues.

   Persons commenting/asking questions were Jimmy Lovelace, Darin Guthrie and Chuck Kill.

   **ADJOURNMENT** – 2:55 p.m.

   Chuck Kill moved approval, Charles Andrade seconded. Approved Unanimously, in a voice vote. 4-0.

   Approved this 26th day of January, 2018.