



San Diego Unified SCHOOL DISTRICT

Board of Education

EUGENE BRUCKER EDUCATION CENTER
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Richard Barrera
President

John Lee Evans
Vice President

Scott Barnett
Trustee

Kevin Beiser
Trustee

Shelia Jackson
Trustee

AUDIT AND FINANCE COMMITTEE Education Center Conference Room 2226 December 12, 2011 - SPECIAL MINUTES

Members Present: McAllister, Wright, Stein, Barnett

Members Absent: Barrera

Staff Present: Schoenke, Carr, Salkeld, Macalos, Hanby

Public: Sally Smith

1. Meeting called to order (McAllister)	Chair McAllister called the meeting to order at 4:15 p.m.
2. PUBLIC COMMENT on Agenda Items	None.
3. Review Letter of Recommendation to the Board re: 2010-11 External Audit Report (McAllister)	MOTION: Approve letter of recommendation to the Board regarding the 2010-11 External Audit Report; approved unanimously with Barrera absent.
4. Recommendation to the Board for External Audit Firm to Complete the 2011-12 District Financial Audit, and Proposition S Performance and Financial Audits (Wright/Stein)	<p>The District received 4 responses to the Request for Proposal (RFP) for external auditors. Upon thorough review of the 4 proposals, the Committee decided to continue working with Christy White by accepting their proposal.</p> <p>MOTION: Approve recommendation to the Board at the December 14, 2011, Board meeting to hire Christy White Accountancy Corporation for a 3-year term beginning with the 2011-12 external audits; approved unanimously with Barrera absent.</p>
5. Internal Audit Review (Carr)	<p>Carr provided the requested report on School Police officer's practice of taking vehicles home.</p> <p>ACTION: Report on whether other large school district have their own police force. McAllister noted that due to the size of our District it is important to have our own police force.</p> <p>ACTION: Barnett requested a report on the nature of emergencies that arise at night and require school police, on-call assistance including an analysis of actual after hours use.</p>
6. Roundtable	<p>Carr advised the \$2.3 million CDC Attendance Understatement finding has been re-filed with the SDCOE and the District is awaiting reimbursement.</p> <p>This committee should prepare a yearly report to the Board separate from the annual letter of recommendation regarding</p>

	the external audit. ACTION: Prepare an annual report to the Board to be presented in June 2012. Add discussion of report to the March 2012 committee meeting agenda.
Adjourn	4:45 p.m.

The next meeting of the Audit and Finance Committee will be held in March 2012, TBD.

MAH