



San Diego Unified SCHOOL DISTRICT

Board of Education

EUGENE BRUCKER EDUCATION CENTER
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John Lee Evans
President

Scott Barnett
Vice President

Richard Barrera
Trustee

Kevin Beiser
Trustee

Shelia Jackson
Trustee

AUDIT AND FINANCE COMMITTEE Education Center Conference Room 2226 December 5, 2012 MINUTES

Members Present: McAllister, Barnett, Wright, Harvey

Members Absent: Beiser

Staff Present: Schoenke, Frost, Carr, Salkeld, Macalos, Dobbs

Public: Sally Smith, David Page, Francine Maxwell

1. Meeting called to order (McAllister)	McAllister called the meeting to order at 4:01 p.m.
2. Public Comment on Agenda Items	<p>Sally Smith commented on items 3 and 5: Believes the school day is usurped by foundations and fundraising. These events should be run outside of instructional hours.</p> <p>Francine Maxwell commented on item 5: Advised at a Morse High SSC meeting a request was made on behalf of the MECHA club to use ASB funds for a trip.</p> <p>ACTION: Stephen Carr will refer concerns to the Area Superintendents' and return with feedback at the March 2013 committee meeting.</p>
3. Review Letter of Recommendations to the Board re: 2011-12 External Audit Report (McAllister)	<p>Introduction of the new District CFO Stanley Dobbs.</p> <p>Dobbs advised ASB and CDC findings are going to happen based on the nature of the programs (i.e. turnover, volunteers, new students, etc.).</p> <p>Letter revised to express the need for stronger controls and the committee's goal to have no repeat findings in the coming years.</p> <p>ACTION: The committee will present its letter of recommendation to the Board on December 11, 2012.</p>
4. Proposed Board Policy – Post Employment Restrictions (Schoenke/Frost)	<p>The Procurement Practices Committee will review the proposed policy. What enforcement does the District have after an employee leaves their job? Follow-up with Tom Montgomery, San Diego County Counsel for feedback.</p> <p>Barnett advised there are existing employees who have concurrent contracts with the district (i.e. Just Think Literacy).</p> <p>ACTION: Continue discussion on policy to March 2013 meeting after more research.</p>

5. Associated Student Body (ASB) Accounts (Dobbs)	Dobbs provided information on ASB CD accounts. Schools with large amounts of money sitting in CD's may have it earmarked for a specific purpose or due to the regular turnover of students and advisors in ASB, some schools may be unaware the money is there. In order to properly monitor these accounts, more research needs to be done to determine the original date the CD was purchased, the terms of the CD, and any restrictions for use. Advisors and students need to be trained in financial literacy in order to ensure proper handling of these accounts.
6. Roundtable	None.
Adjournment	5:07 p.m.

A special meeting of the Audit and Finance Committee will be held December 5, 2012, 4:00 p.m., Room 2226.

MAH