



Kevin Beiser
President

Marne Foster
Vice President

Richard Barrera
Trustee

Scott Barnett
Trustee

John Lee Evans
Trustee

AUDIT AND FINANCE COMMITTEE
Education Center Conference Room 2249
November 19, 2014
MINUTES

Members Present: McAllister, Wright, Harvey

Members Absent: Barnett, Beiser

Staff Present: Donovan, Salkeld, Hanby, Rowlands, Dulgeroff, Fulcher, Cashmon, DeGuzman, Duran, G. Harris, J. Felix, S. Ditto, T. Allen, D. Slieff, N. Monaghan, C. Trout-McPhee, A. O’Hara, L. Mageau, Christy White and Heather Daud

Public Present: Sally Smith

1. Meeting called to order (McAllister)	McAllister called meeting to order at 4:34 p.m. with Trustee Beiser absent.
2. Public Comment	Sally Smith provided a handout showing fundraising procedures for nonprofit organizations, foundations, or booster clubs.
3. Approval of Minutes (McAllister)	Approval of minutes for September 24, 2014 regular meeting has been tabled for approval at a future meeting.
4. Review of the 2013-14 Draft External Audit Report (Christy White—External Auditors)	The external auditors presented the draft external audit report for review. The district received an unmodified (unqualified) opinion and found no material weaknesses in internal control. There were 6 total findings; 3 repeat findings from the prior year and 3 new findings. There were no federal findings. Out of five prior year (FY 2012-13) findings, two have been fully addressed and solutions implemented, and the remaining three items – ASB (2014-01), After School Education and Safety (2014-03), and Kindergarten Continuance (2014-04) – were carried over to the 2013-14 audit report. ACTION: Regarding ASB accounts, continue training. NOTE: Of 24 sites audited only 5 had findings.
5. ASB Master Account (McAllister)	ACTION: McAllister will invite Wells Fargo to attend a future meeting to discuss ASB accounts.
6. External Auditor Recommendation (Wright/Harvey)	MOTION: Approve motion to make a recommendation to the Board at the December 9, 2014, Board of Education meeting, to hire Crowe Horwath for a three year term with two one year options; approved unanimously with Barnett and Beiser absent.
7. Roundtable	ACTION: Schedule special meeting during the week of December 1 to finalize audit and letter to the Board.

Adjournment	5:37 p.m.

A special meeting of the Audit and Finance Committee will be held December 2014, (TBD).

MAH