

Schenectady City School District
AUDIT COMMITTEE MEETING MINUTES
May 11, 2011
108 Mont Pleasant – BOE Conference Room

Committee Members:

Andy Chestnut	Chair, Audit Committee	atrammellc@me.com
Cathy Lewis	Committee Member	lewisc@schenectady.k12.ny.us
Larry DeAngelus	Committee Member	LDeAngelus@HRBCLaw.com
Steven Weisse	Committee Member	sweisse@nycap.rr.com
Dave Weiser	Chief Business Official	weiserd@schenectady.k12.ny.us

1. Handouts
2. Internal Audit
 - a. Draft Report Status – There was a discussion on the expected arrival of the final version of the two (2) reports.
 - b. Overtime Monitoring – There was discussion that this may be a good topic to select for the upcoming year. A brief discussion occurred on some of the current practices.
 - c. RFP – There was a review of what to include in terms of deliverable and timelines to meet.
3. Follow-ups
 - a. Whistleblower Policy – distributed to all committee members
 - b. Business Office Organizational Chart – distributed to committee followed by a description of the roles of various staff.
4. Review of April Minutes – motion to approve made by Steven Weisse seconded by Larry DeAngelus (4-0)
5. Closing Comments
6. Next Meeting – June 29, 2011 @ 7:00 p.m. – BOE Conference Room