

El Paso Independent School District
Minutes of Board Finance Committee Meeting
January 25, 2005
4:00 p.m.
Education Center-Boeing

Present: Mr. David Dodge, Board Member, Board Finance Committee Chairperson
Ms. Lisa Colquitt-Muñoz, Board Member¹
Miss Leonor Garcia, Board Member
Mr. Sal Mena, Jr., Board President

Administration: Mr. Charles Tafoya, Superintendent
Mr. Kenneth Parker, Chief Business Officer
Mr. Hector Martinez, Associate Superintendent, Operations
Ms. Martha Piekarski, Executive Director, Accounting Services
Ms. Esther Jacobo, Director of Budget, Business Services
Dr. William Wachtel, Senior Researcher, Business Services
Mr. Walt Byers, Treasury Manager
Mr. Richard Romero, Manager, Accounting Services and Federal Program Oversight

Guests: Dr. Lorraine O'Donnell, Board Vice President²
Dr. Charles Roark, Board Member³
Mr. Craig Gibson and Ms. Marlene Wright, Dunbar/Broadbudd/Gibson LLP
Ms. Frances Wever, El Paso Federation of Teachers and Support Personnel

The meeting was called to order at 4:12 p.m. by Mr. Dodge.

The topics discussed were as follows:

1A. Review Draft of 2003-04 Audit by Dunbar, Broadbudd & Gibson

- a. Reviewed comparison graphs of 2000 – 2004
 - (1) Revenue
 - (2) General Fund expenditures
 - (3) General Fund equity
 - (4) Average Daily Attendance and General Fund cost per pupil
- b. Reviewed Annual Financial and Compliance Report
 - (1) Exhibit C3 – Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances (Deficit) to the Statement of Activities
 - (2) Exhibit G1 – Budgetary Comparison Schedule General Funds
 - (3) Schedule of Findings and Questioned Costs for the Year Ended August 31, 2004

1B. Management Letter Comments

- a. Reviewed Prior Year Comments – Recommendations and Status
- b. Reviewed Current year Comments – Observations and Recommendations
 - (1) Payroll/Personnel
 - (2) Accounts Payable/Cash Disbursements

¹ Ms. Colquitt-Muñoz arrived at 4:43 p.m.

² Dr. O'Donnell arrived at 4:17 p.m.

³ Dr. Roark arrived at 4:20 p.m.

- (3) Procurement/Bids
 - (4) Food Service
 - (5) Investment Officer Training
 - (6) District Improvement Plan
 - (7) Grant Accounting/Monitoring
- c. Expenditures under mandated funding
 - d. Administrative Correction Action Plan – quarterly report to Board of Trustees

Meeting Adjourned

The meeting was adjourned 5:21 p.m.

Date Approved: February 22, 2005