

Board Special Meeting

John Stanford Center – Board Office Conference Room

2445 3rd Avenue South, Seattle, WA 98124



Audit & Finance Committee Meeting Agenda Thursday, February 11, 2016 4:30 – 6:30 pm

Call to Order

5 mins

1. Board members and staff present
2. Approval of Agenda
3. Approval of January 14, 2016 meeting minutes

Washington State Auditor's Office Entrance (Wiley)

10 mins

Special Attention Item

1. Travel Procedures (Gotsch) 10 mins
2. Insurance Replacement Cost Appraisals (Staudt) 10 mins

Items Requiring Board Action on March 2 and/or March 16, 2016

1. Robert Half Int'l Master Contract -Information Only (Navarro) 5 mins
2. McDonald International School 2015-16 Annual Fund for Language Immersion Support Campaign for Language Immersion Instructional Assistants (Stone) 10 mins
3. John Stanford International School 2015-16 Annual Fund for Language Immersion Instructional Assistants (Stone) 10 mins

Annual Reports

1. Annual Title I State & Federal Grants Summary Report (Stone) 10 mins

Regular Agenda

1. Monthly Grants Update (Stone) 5 mins
2. Monthly Budget Update (Sebring) 10 mins
3. SMART Goal #4 Early Hiring (Codd) 5 mins
4. Monthly Human Resources Adult Title IX Update (Codd) 5 mins
5. Monthly Head Start Financial Report Updated (Gousie) 5 mins
6. Monthly Procurement Updated (Murphy) 5 mins
7. Monthly Financial Status Update (Tsoi) 5 mins
8. Committee Annual Work Plan (Gotsch) 5 mins

Upcoming Meetings

- March 10, 2016 - Monthly Finance Meeting
- March 15, 2016 - Quarterly Audit Meeting

Follow Up Items

- Departing Employee Checklist (Codd)

*Please note that A&F is a working committee of the Board. Documents may change before the meeting and/or prior to their introduction before the Board. The Board Office maintains the archive for documents that were presented at the meeting. Due to the June 2015 change to the district website, documents for this meeting are provided on the pages below.