Sacramento City Unified School District
Management Review Team (MRT) Meeting

March 4, 2011
Florida Conference Room
MRT Meeting
2:00 – 3:00 p.m.

MRT AGENDA

Welcome/Check-In

I. Superintendent/Cabinet Member Comments—
   • Patty Hagemeyer, Chief Business Officer

II. 1/14/11-Minutes Review —

III. Corrective Action Status—
   • Annual ABS Surveillance Audit 12/15/10—12/17/10
         a) Corrective Action Request Form responses for the six (6)
            nonconformities were submitted to ABS and all responses were
            accepted.
   • Accounting Services Department Audit 1/20/11
      (Auditor: Quality Audit Team)
         a) CA-006-2011-11
            Nonconformity: lower level objectives not established

IV. Preventive Action Status—
   • PA-001-2010; Unsecured location for originals of building drawings & specifications;
     Received 11/16/10.

V. Root Cause Analysis Information—

VI. Upcoming Audit—Re-certification Audit (5-Day)
   • April 4/4/11 thru 4/8/11—All certified departments will be audited.

VII. ISO Internal Audit Report—Jon Rudolph

VIII. Resources Requested—
   • MRT Co-Management Representative
   • Administrative support for MRT and Document Control

IX. Discussion—
   • Other Issues/Open Forum