Committee Members Present:
Sandra Parker, Chair
Cliff Altfeld
Lea Marquez Peterson
Mark Stegeman

Absent:
Loretta Peto

Participants:
Marisa Mandal, Interim Director of Finance
Linda Todd, Senior Staff Assistant I to the Governing Board

ITEM ACTION

MEETING CALLED TO ORDER – 2:44 p.m.

ACTION ITEMS

Approval of Minutes
- November 29, 2007
- December 13, 2007

Mark Stegeman moved approval, Lea Marquez Peterson seconded. Approved by Consensus.
REQUESTS FOR INFORMATION

No. AC-RFI 11 – Organization Audits and/or Internal Audits completed by the District #2

Additional information provided for review.
No discussion.

No. AC-RFI 12 – Historical Budget Documents

Beatriz Rendon provided documents, budget and quarterly reports. Available for committee to review.

Persons commenting, asking questions and/or providing information were Sandra Parker, Marisa Mandal, Mark Stegeman, and Lea Marquez Peterson.

No. AC-RFI 13 – Current Financial Report

No Information submitted to date. Information to be presented at a future meeting.

Persons commenting, asking questions and/or providing information were Sandra Parker, Marisa Mandal, Mark Stegeman, Lea Marquez Peterson and Cliff Altfeld.

FUTURE AGENDA ITEMS

• Committee is requesting a budget/financial process overview presentation by Marisa Mandal at the January 24th meeting.

Persons commenting, asking questions and/or providing information were Sandra Parker, Marisa Mandal, Mark Stegeman, and Cliff Altfeld.

• Future Audit Committee meeting dates were reviewed and discussed to be finalized at the January 24, 2008 meeting.

Persons commenting, asking questions and/or providing information were Lea Marquez Peterson, Sandra Parker, Marisa Mandal, Mark Stegeman, and Cliff Altfeld.
UNFINISHED BUSINESS

Framework of the Committee Charter

Continued work and reviewed completed portion of the charter. Other items discussed were internal controls, external auditors and voucher verification.

Persons commenting, asking questions and/or providing information were Sandra Parker, Marisa Mandal, Mark Stegeman, Lea Marquez Peterson, and Cliff Altfeld.

NEW BUSINESS

Potential Calendar Items for Quarterly Meetings

Discussion regarding the Audit Committee Report to the Board to include the charter, status of the external auditor, and self-evaluation of Audit Committee

Persons commenting, asking questions and/or providing information were, Mark Stegeman, Sandra Parker, Cliff Altfeld, and Lea Marquez Peterson.

MEETING ADJOURNED by Consensus– 4:57 P.M.

Approved this _____ 24th ______ day of _____ January, 2008.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By __________________________________________

Sandra L. Parker
Audit Committee Chair

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01-10-08 Audit Committee/Minutes