

**Tucson Unified School District No. 1  
Governing Board Audit Committee Meeting  
Board Room, Morrow Education Center  
1010 East Tenth Street  
Tucson, Arizona 85719**

**January 10, 2008  
2:30 p.m.**

**MINUTES**

**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.

**Item**

**Action**

**REQUESTS FOR INFORMATION**

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

No Action Taken.

Additional information provided for review.  
No discussion.

No. AC-RFI 12 – Historical Budget Documents

No Action Taken.

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 Action Taken.

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 24<sup>th</sup> meeting.

Studied Only.  
No Action Taken

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.

Studied Only.  
No Action Taken

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

Studied Only  
No Action Taken

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

Studied Only.  
No Action Taken.

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

Lt  
01-10-08 Audit Committee/Minutes