MINUTES

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

Participants:
Linda Todd, Senior Staff Assistant I to the Governing Board

ITEM ACTION

MEETING CALLED TO ORDER – 2:36 p.m.

ACTION ITEMS

1. Selection of Audit Committee Vice Chair

Persons commenting were Sandra Parker, Loretta Peto, Mark Stegeman, Lea Marquez Peterson and Cliff Altfeld.

# Governing Board Audit Committee Meeting Minutes

**February 14, 2008, 2:30 p.m.**

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2. **No. AC-RFI 17 - Financial Analysis of Closures**  
Information and Power Point provided from the February 12, 2008 Governing Board Meeting, Items #3 Budget Process Presentation and #4 Summary of Selected Financial Activity for seven months ending January 2, 2008

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

3. **No. AC-RFI 18 – Full Report of Oracle Proposal**  
Information provided for review. Sandra Parker commented. No discussion.

4. **RFI Tracking**  
Information and Comments provided by Sandra Parker.

| **STUDY/ACTION ITEMS** | |
|------------------------||

5. **Strategic Plans and Calendar items**  
- Committee Focus Items  
- External Auditor Overviews and Discussions  
- Reports to the Governing Board  
- Calendar Study/Action Items by Quarter  
- CAFR, Compliance Questionnaire, Management Letter  
- Other Ideas for Committee Review

Audit committee members discussed focus items; internal controls in the Finance Department, 301 funds, and questions were considered to ask the external auditor at a later date.

Persons commenting, asking questions and/or providing information were Sandra Parker, Loretta Peto, Lea Marquez Peterson, Mark Stegeman, and Cliff Altfeld.
6. Final Review and Approval of Committee Charter

Continued work and reviewed completed portion of the charter. General discussion regarding Governing Board representation on the Audit Committee and final typographical changes were made to the charter. Charter will be signed by the committee at the February 28th meeting after approval.

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

7. Proposed Agenda Items/Additional RFI’s

A Board Agenda Item to approve the charter and a briefing on the accomplishments of the Audit Committee prepared by Cliff Altfeld will be presented for approval to the Governing Board at their Regular Meeting on March 11, 2008.

Sandra Parker, Mark Stegeman and Cliff Altfeld commented

MEETING ADJOURNED  5:01 p.m.

Approved this 27th day of March, 2008.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By Sandra L. Parker
Audit Committee Chair

Lt
02-14-08 Audit Committee/Minutes