

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

**November 29, 2007
2:30 p.m.**

MINUTES

Committee Members Present:

Sandra Parker, Chair
Cliff Altfeld
Loretta Peto
Lea Marquez Peterson
Mark Stegeman

Participants:

Beatriz Rendon, Chief Executive Officer, Educational Support Services
Rudy Flores, Interim Executive Director, Engineering, Facilities, and Planning
Richard Gastellum, Desegregation Administrator on Special Assignment
Darlene Matus, Program Budget Specialist, Academic Excellence
Alex Rodriguez, Clerk, Governing Board – participated via conference phone
Linda Todd, Senior Staff Assistant I to the Governing Board

Others:

John Wortan, U of A Student

ITEM

ACTION

MEETING CALLED TO ORDER – 2:32 p.m.

ACTION ITEMS

Approval of Minutes

- November 14, 2007

Approved by
consensus.

Item

Action

REQUESTS FOR INFORMATION

Studied Only. No
Action Taken.

No. AC-RFI 05 – Executive Session

Discussion regarding legal counsel's response and the open meeting law.

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

No. AC-RFI 06 – Code of Conduct

Beatriz Rendon submitted "New Hire" policies and Code of Conduct handouts to the committee for individual review. To be discussed at the December 13, 2007 meeting.

No. AC-RFI 07 – Financial Reporting Dates

Beatriz Rendon submitted handouts of the dates for Data Collection for school districts to the committee for individual review. To be discussed at a future meeting.

No. AC-RFI 08 – Copy of Vouchers

Copy of the Board Agenda Item listing vouchers for the period of October 1, 2007 – October 31, 2007 was submitted to the committee for individual review.

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

No. AC-RFI 09 – ICC Reports and Responses

Richard Gastellum provided handouts and presented information regarding the history of the TUSD Desegregation Case, Office of Civil Rights, and the impact Unitary Status will have on TUSD.

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

UNFINISHED BUSINESS

Discussion regarding Audit Committee Charter and Governing Board's Direction

Studied Only.
No Action Taken.

Via conference telephone call, Alex Rodriguez discussed his letter to Sandra Parker, communication and expectations for the committee regarding the Audit Committee Charter.

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

Continued Work on Framework of Committee Charter

Studied only.
No Action Taken.

- Audit Committee Charter Working Draft, Sec 8, November 14 notes.
- Audit Committee Charter Matrix, Sec 10, 12, 13, 14, 16, Internal Controls.
- Matrix, Sec 22, 23, 24, 26, 27 Code of Conduct, Anonymous Complaints, and Committee Calendar and Reports.

Loretta Peto led the Committee in discussion of the matrix for developing the Charter.

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

Discussion of Items for Future Meetings

Studied Only.
No Action Taken.

Subjects discussed were possibility of ending the December 13 meeting at 5:30 or 6:00 p.m. and sending a Charter draft electronically for individual review,

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

MEETING ADJOURNED by Consensus– 5:05 P.M.

Approved this 10th day of January, 2008.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By _____
Sandra L. Parker
Audit Committee Chair

Lt
11-14-07 Audit Committee/Minutes