CALL TO ORDER – 1:06 p.m.

Audit Committee attendance was established via self-introductions.

Darin Guthrie moved to address Call to the Audience before Item #1. Darin Guthrie moved approval; Ravi Grivois-Shah seconded. Approved Unanimously, in a voice vote 6-0.
CALL TO THE AUDIENCE
Audit Committee Chair, Jimmy Lovelace read the protocol for CTA. Person who spoke at Call to the Audience was: Lillian Fox re: Hiring process for school sites, Tax Credit Funds and CAFR Findings.

Audit Committee Chair Jimmy Lovelace asked if committee members wanted to respond to Call to the Audience.

Darin Guthrie and Jimmy Lovelace responded to comments from Lillian Fox regarding Tax Credit Funds.

STUDY/ACTION ITEM

1. Update on Internal Auditor
   - Janet Rico-Uhrig

Janet Rico-Uhrig presented information.

ACTION ITEM

MOTION AND VOTE TO RECESS AUDIT COMMITTEE MEETING TO EXECUTIVE SESSION – 1:17 p.m.

William Kelly moved approval to recess Audit Committee meeting to go into Executive Session; Rachel Wall seconded. Approved Unanimously in a voice vote 6-0.

2. Schedule an executive meeting at this time to consider the following matters:

   A. Personnel issues pursuant to A.R.S. §38-431.03 (A)(1); legal advice/instruction to attorney pursuant to A.R.S. §38-431.03 (A)(3) and (A)(4)
      1) Internal Auditor Interview – Part II
      2) Internal Auditor Application Screening

ACTION ITEM

MOTION AND VOTE TO ADJOURN EXECUTIVE MEETING AND RECONVENE COMMITTEE MEETING – 3:16 p.m.
STUDY/ACTION ITEM

1. Update on Internal Auditor
   - Janet Rico-Uhrg

Darin Guthrie moved that the Audit Committee recommend HR move forward with the candidate with the highest score be recommended to the Governing Board for the Internal Auditor position.

Janet Rico Uhrg stated that she will move forward to place an item for Board action on the March 12, 2019 Regular Board meeting.

ACTION ITEM

3. January 25, 2019 Minutes
   Unavailable at this time. ITEM POSTPONED

No action required.

STUDY/ACTION ITEMS

4. Meeting Date/Time
   - Possible meeting date change for March 15, 2019

Bernie Wiegandt moved to revise the next meeting date to February 25, 2019 at 3:00 p.m.

Persons commenting and/or asking questions were Rachel Wall, William Kelly, Darin Guthrie, Jimmy Lovelace, Ravi Grivois-Shah and Bernie Wiegandt. Rob Ross commented and provided legal advice.

Darin Guthrie made a motion to address Item 6 before Item 5.
6. Standing Item: Complaints Received via Various Avenues
   - Old Complaints/Formal Response – Jimmy Lovelace
   - New Complaints/Formal Response – Rob Ross
   - Complaint Form/Web Page – Darin Guthrie, Blaine Young and Cathy Thwing

Complaint Form/Web Page:
Darin Guthrie motioned to add the ability to attach backup materials to the complaint form functionality on the Audit Committee online complaint website.

New Complaints/Formal Response:
William Kelly motioned to say “Your concern has been reported to the Chair and Co-Chair for further consideration”. Seconded: Ravi Grivois-Shah.

Amended motion
William Kelly accepted the amended motion to read “To allow Legal Counsel to direct IT to make the appropriate edits.”

Old Complaints: Darin Guthrie reported that no new complaints have been received.

Rabih Hamadeh and Cathy Thwing presented information and responded to committee members’ inquiries. Persons commenting and/or asking questions were Darin Guthrie, Ravi Grivois-Shah, Jimmy Lovelace, Bernie Wiegandt, Rachel Wall and William Kelly. Rob Ross presented information and responded to Committee members’ inquiries.

5. Status of External Auditors
   - Renee Weatherless

Persons commenting and/or asking questions were Jimmy Lovelace, Ravi Grivois-Shah, Rachel Wall, Darin Guthrie and William Kelly. Rob Ross presented information and responded to Committee members’ inquiries.

Darin Guthrie moved approval; Ravi Grivois-Shah seconded. Approved Unanimously, in a voice vote 6-0.

William Kelly moved approval; Ravi Grivois-Shah seconded. Approved Unanimously, in a voice vote 6-0.

No action required.
7. Fund Balance with Cash Report – with Forecasted Cash Balances through Fiscal Year End by Month
   No action required.
8. FY19 Expenditure Update
9. Up-to-Date Budget to Actual by Function – System Version

Jimmy Lovelace commented that the Executive Director of Finance was called to a last minute meeting with the Superintendent. The Committee reviewed reports that were provided beforehand.

Persons commenting and/or asking questions were Jimmy Lovelace, Darin Guthrie, William Kelly, Ravi Grivois-Shah and Bernie Wiegandt.

10. Charter – Update
    • Rob Ross

Jimmy Lovelace and Rob Ross presented information and responded to Committee members’ inquiries. Rob Ross will submit an agenda item for the March Governing Board meeting.

Darin Guthrie made a motion to accept the Audit Committee Charter edits and recommendation action for the Governing Board to approve.

Persons commenting and/or asking questions were Rachel Wall, Ravi Grivois-Shah, Jimmy Lovelace, Darin Guthrie and William Kelly.

11. BoardDocs Update

Jimmy Lovelace presented information. Rob Ross presented information, responded to committee members’ inquiries and provided legal advice.

Persons commenting and/or asking questions were Darin Guthrie, Jimmy Lovelace and Ravi Grivois-Shah.
12. Standing Item: Request for Information (RFI) Request by Audit Committee
ITEM NOT ADDRESSED

Internal Control Issues
a. USFR Compliance – Questionnaire Comments
b. Accounting Records
c. Cash Handling
d. Capital Assets Control
e. Expenditures
f. Procurement
g. Payroll
h. Monthly Financial Reports
i. Student Attendance Reporting
j. Student Accounts
k. Auditor General Internal Controls
l. After-the-Fact Purchase Orders
m. Annual Single Audit Reporting Package (Each Year)
 n. Update on ERP Process
o. Consolidation of Advertising
p. Internal Auditor Status

ADJOURNMENT – 4:53 p.m.

Approved this 26th day of April 2019.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By ________________________________

Jimmy Lovelace
Audit Committee Chair