

MINUTES FOR AUDIT COMMITTEE MEETING (Friday, June 28, 2019)

Details regarding discussions are available via the audio recordings posted on the TUSD Audit Committee page on the TUSD Internet at <http://govboard.tusd1.org/Board-Committees/Audit-Committee>

Members Present:

Jimmy Lovelace, Co-Chair
Darin Guthrie, Vice-Chair *[arr. @ 2:10 p.m.]*
Ravi Grivois-Shah
William J. Kelly, Ed.D.
Sarina Martinez *[arr. @ 2:07 p.m.]*
Rachel Wall
Bernie Wiegandt

Committee Member(s) Not Present:

None.

Others:

Leila Counts, Governing Board Member
Renee Weatherless, Executive Director, Finance *[arr. @ 2:27 p.m.]*
Robert S. Ross, Jr., General Counsel, Legal Services
Michele C. Gutierrez, Senior Staff Assistant II to the Governing Board

Meeting called to order at 2:01 p.m.

1. PUBLIC NOTICE

Procedural: 1.01 Notice of Meeting and Procedures

2. OPENING OF MEETING – 2:01 p.m.

Procedural: 2.01 Call to Order

Roll Call – Audit Committee attendance was established via self-introductions.

Action: 2.02 Approval of Agenda– No Action Taken.

3. CALL TO THE AUDIENCE – 2:08 p.m.

There were no persons wishing to speak.

4. ACTION ITEM(S)

Action, Minutes: 4.01 Minutes of Audit Committee Meeting – May 17, 2019 – 2:08 p.m.

Resolution: Motion to approve the May 17, 2019 Audit Committee meeting minutes as submitted.

Motion by William Kelly, second by Rachel Wall.

Final Resolution: Motion Passed

Yes: Jimmy Lovelace, Ravi Grivois-Shah, Rachel Wall, William Kelly, Bernie Wiegandt and Sarina Martinez.

Not Present at Vote: Darin Guthrie

5. STUDY/ACTION(S)

Study/Action: 5.01 Update on Internal Auditor – 2:10 p.m. STUDIED ONLY

Rob Ross provided information and responded to Committee member inquiries.

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

Study/Action: 5.02 FY2020 Budget – 2:27 p.m. STUDIED ONLY

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Jimmy Lovelace, Ravi Grivois-Shah, Darin Guthrie, William Kelly and Bernie Wiegandt. Rob Ross commented. Leila Counts Commented.

Study/Action: 5.03 FY19 Classroom Dollar Report – 3:23 p.m. STUDIED ONLY

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Sarina Martinez, Ravi Grivois-Shah, Jimmy Lovelace and Darin Guthrie. Rob Ross commented.

Study/Action: 5.04 FY19 Expenditure Update – 3:29 p.m.

Study/Action: 5.05 Up-to-Date Budget to Actual by Function – System Version – 3:29 p.m. STUDIED ONLY

Items discussed together.

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Jimmy Lovelace, Darin Guthrie and Bernie Wiegandt.

Study/Action: 5.06 Fund Balance with Cash Report – with Forecasted Cash Balances through Fiscal Year End by Month – 3:43 p.m.

STUDIED ONLY

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Jimmy Lovelace and Darin Guthrie.

Study/Action: 5.07 Internal Reporting of Tax Credit Activity to School Sites – 3:45 p.m. STUDIED ONLY

Renee Weatherless provided information and responded to Committee member inquiries.

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

Study/Action: 5.08 Addition of Board Member(s) to the Audit Committee – Charter Revision – 3:58 p.m.

Resolution: Motion to recommend charter revision to include a Governing Board Member on the Audit Committee for a one-year term and the Governing Board to determine whether it is a voting position.

Motion by Ravi Grivois-Shah, second by Bernie Wiegandt.

Final Resolution: Motion Passed

Yes: Jimmy Lovelace, Ravi Grivois-Shah, Rachel Wall, William Kelly, Darin Guthrie, Bernie Wiegandt and Sarina Martinez.

Jimmy Lovelace and Rob Ross provided information.

Persons commenting and/or asking questions were Bernie Wiegandt, Ravi Grivois-Shah, Jimmy Lovelace, William Kelly, Rachel Wall and Sarina Martinez. Rob Ross provided legal advice, information and responded to Committee member inquiries.

Study/Action: 5.09 Audit Committee Chair and Vice-Chair Elections – 4:18 p.m.

Resolution: Bernie Wiegandt made motion to approve Chair and Vice-Chair for a one-year term, with Darin Guthrie as Chair and Jimmy Lovelace as Vice-Chair.

Motion by Bernie Wiegandt, second by William Kelly.

Final Resolution: Motion Passed

Yes: Jimmy Lovelace, Ravi Grivois-Shah, Rachel Wall, William Kelly, Darin Guthrie, Bernie Wiegandt and Sarina Martinez.

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

Study/Action: 5.10 Audit Committee Annual Self-Evaluation – 4:22 p.m. STUDIED ONLY

Jimmy Lovelace presented information.

Darin Guthrie volunteered to draft a self-evaluation form and provide it to committee members.

Jimmy Lovelace, Ravi Grivois-Shah and Darin Guthrie commented. Michele Gutierrez provided information.

Study/Action: 5.11 Audit Committee 12-month Meeting Calendar – 4:23 p.m.

Motion to approve the Audit Committee meeting calendar schedule for 2019-2020 School Year, with a start time of 2:00 p.m.

Motion by Ravi Grivois-Shah, second by Darin Guthrie.

Final Resolution: Motion Passed

Yes: Jimmy Lovelace, Ravi Grivois-Shah, Rachel Wall, William Kelly, Darin Guthrie, Bernie Wiegandt and Sarina Martinez.

Jimmy Lovelace presented information.

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

Study/Action: 5.12 Charge to the Audit Committee by Regular TUSD Governing Board – 4:26 p.m. STUDIED ONLY

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

Study/Action: 5.13 Standing Item: Complaints Received via Various Avenues – 4:38 p.m. STUDIED ONLY

Rob Ross, Darin Guthrie and Jimmy Lovelace stated that they have not received new complaints.

William Kelly and Jimmy Lovelace commented.

Study/Action: 5.14 Standing Item: Request for Information (RFI) Request by Audit Committee – ITEM NOT ADDRESSED

Study/Action: 5.15 Meeting Date/Time – ITEM NOT ADDRESSED

Study/Action: 5.16 Future Items – ITEM NOT ADDRESSED

6. ADJOURN MEETING

Action: 6.01 Adjourn Audit Committee Meeting – 4:39 p.m.

Resolution: Motion to adjourn the Audit Committee meeting.

Motion by William Kelly, second by Darin Guthrie.

Final Resolution: Motion Passed

Yes: Jimmy Lovelace, Ravi Grivois-Shah, Rachel Wall, William Kelly, Darin Guthrie, Bernie Wiegandt and Sarina Martinez.

Approved this 23rd day of August, 2019.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By _____
Darin Guthrie
Audit Committee Chair