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
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

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

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

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

Approved this 23rd day of August, 2019.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By ____________________________
Darin Guthrie
Audit Committee Chair