

**Orange County Public Schools  
Audit Advisory Committee  
Minutes of Meeting August 25, 2020**

Chair Roth called the meeting to order at 7:59 a.m. Committee Chair Debi Roth and member Scott Funston were present with School Board Internal Auditor Linda Lindsey as was ex-officio member Amy Envall. Members Dan Williams, Tammy Campbell, and Kay Redlich and Superintendent Barbara Jenkins attended by WebEx.

**Approval of Minutes**

Minutes of the meeting of June 9, 2020 were approved.

**Meeting with External Auditors**

Ms. Lindsey introduced the partner in charge of the district's external audit firm, Ron Conrad and the manager on the job, Brandi Grovac both of whom attended via WebEx.

Mr. Conrad turned the presentation over to Ms. Grovac who used slides (copy on file) to discuss the following topics with the Audit Committee:

- Auditors' responsibility
- Communications
- The engagement team
- Audit status and timing
- Areas of audit emphasis

She noted that the team was unable to complete the internal controls review and testing due to the stay-at-home order, but these will be completed when field work resumes in September. Due to the virus, Cherry Bekaert plans to conduct as much of the audit remotely as is feasible. Mr. Conrad then took over the presentation and discussed new and coming financial reporting requirements

He inquired of the committee of their knowledge of any fraud and they replied none. A few questions were asked and answered.

Members of the committee thanked Mr. Conrad and Ms. Grovac for their presentation. At this point the representatives of Cherry Bekaert left the meeting. (8:26)

**Review Internal Audit Annual Report**

Ms. Lindsey presented highlights from the annual report for 2019-2020 and requested feedback and comments from the committee members regarding the content and presentation.

Committee members expressed appreciation for the report and complimented its appearance. Mr. Williams recommended that definitions of the terms used in the “Audit Results at a Glance” chart be added next time and Ms. Lindsey indicated that this would be done.

## **CAE Report**

### Audit Status Report and Follow-up Status Reports:

Ms. Lindsey asked if there were any questions on the reports. Mr. Funston requested trend information to show the change in status of open recommendations over time. Ms. Lindsey will prepare this and send it to the members as well as include it in subsequent reports.

Ms. Redlich asked about the high risk item from the IT Security Assessment related to patch management. She would like to see this addressed because patch management should be a high priority in managing security vulnerabilities. Ms. Lindsey will get with the CIO to address this concern.

### Progress of Work

Ms. Lindsey reported that work has slowed a bit recently as audit clients have been requesting deferrals of audit requests due to re-opening of schools. The team has honored these requests to a great extent and have several audit projects open simultaneously to try and maintain productivity as best as they can. We are optimistic that this situation will improve as we get further into the school year.

The school audits have begun and are going well so far.

### MK Insight Functionality

The MK Insight audit management software functionality sessions are going exceedingly well. We have learned more about the functions we currently use as well as about those we haven't yet tapped. Three sessions have been held so far with another 1 or 2 planned. Additionally we are looking to implement upgrades to both MK Insight and IDEA in the next month.

### CPE Plan

The department will be developing the CPE plan for the coming year with a mind to no travel other than, perhaps, local mileage and continuation of remote learning as much as possible. We have been doing quite a bit of this over the last six months.

### Comments from Superintendent Jenkins

Dr. Jenkins expressed appreciation for the work of the Audit Advisory Committee and thanked them for their service. She commented on the court ruling for the state teachers' union, which is going to be appealed by the State, and indicated that our

School Board will be monitoring these matters while seeking to avoid “whiplash” for students, families and staff.

The meeting adjourned at 8:58 a.m.

The next regular meeting will be November 17, 2020 at 8:00 a.m.