

DISTRICT 11 BOARD OF EDUCATION AUDIT ADVISORY COMMITTEE

MEETING NOTES

January 8, 2016

8:15 a.m.

IT (B) Conference Room

Members Present: Nora Brown, Aaron Zimmerman, Chip Ecks, Cynthia Bernard, Jan Rennie, and Ed Plute
Members Absent: Marie Sullivan and Jeff Ingram
Ex-Officio Members Present: Mark Capps, Glenn Gustafson, and Kathy Box

Chairman Brown brought the meeting to order at 8:15 a.m. The meeting notes from the December 11, 2015 meeting were approved by all in attendance.

The committee then began a discussion of the upcoming RFP and triennial audit. Chairman Brown explained that three committee members would need to volunteer for the RFP review committee. It was decided that this conversation would be revisited in the next meeting as Marie Sullivan and Jeff Ingram were not in attendance.

The next order of business was Ed Plute's presentation of the PARCC and a discussion ensued. Upon the completion of the presentation and discussion, the committee thanked Ed Plute for his time and dedication.

Glenn Gustafson then gave the committee an update on the Hunt/Adams project. He additionally provided the committee with a review of Colorado's school finance situation. Glenn told the committee he could put together a power point presentation for the committee if requested.

Internal Auditor Nichole Imm then provided the committee with an update. Highlights included:

- Presentation of the final and completed audit score card
 - Provided timeline for release and training to all user groups
- 2 audits were conducted in December 2015
- 3 audits are scheduled for January 2016
- Overview of the fundraiser program structure
 - Volunteer Services playing an important role in the process
 - Database to be built
 - Vetting of vendors
 - Fundraising policies to be communicated to users in January 2016
 - Research of online fundraisers is under way
- Appropriate Expenditure Guidelines committee is now forming
 - Planning to hold first meeting in January 2016
 - Chairman Brown to provide names of community members for committee

The final order of business was the agenda for Friday, January 22nd.

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| • Middle school audit discussion | Dr. Gledich |
| • Review of MLO Plan Summary | Chairman Brown |
| • DAC Budget Subcommittee update | Jan Rennie |
| • February 12 agenda | Chairman Brown |

The meeting adjourned at 10:05 a.m. / respectfully submitted by Kathy Box