

# **Audit Committee**

## **Meeting Minutes**

**Attendees:** Kimberly Burke, Candice Caperton-Manley, Todd Heeter, Nancy Hollis, Jennifer Hough, Douglas Lies, Lori Segal, Meghna Sharma, Lily Wong, David Johnson, Laurie Grissom, Lane Ledbetter, Eric Lannen and Michelle Moore.

**Date and Time:** Tuesday, January 17, 2023, 5:00 pm

**Location:** Lonesome Dove Conference Room, CISD Administration Building

1. Call to Order
  - a. Nine of the ten committee members were present.
2. Call Roll of Committee members
3. Approval of Minutes from Meeting, November 16, 2022
  - a. There are two corrections to the draft of the Minutes: 1) spelling of Eric Laurence in the Attendees section to “Lannen” in the draft and 2) 2a “Mr. David John” to “Mr. David Johnson”. Minutes from November 16, 2022 meeting were approved.
4. Action Items
  - a. Presentation of Audit Report Draft for the fiscal year ended August 31, 2022:
    - 1) Auditors from Snow Garrett Williams went through the content of the draft of Audit Report and specifically in the following sections: Independent Auditor’s Report, Balance Sheet, Income Statements, Budgetary Comparison Schedule, and Schedule of Required Responses to Selected School First Indicators.
    - 2) Year 2021 Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association and from Association of School Business Officials International are included in the Audit Report for school excellence in Financial Reporting.
    - 3) An unmodified opinion (clean opinion) is issued on audited financial statements. It is the highest form of opinion to be issued on audited financial statements.

- 4) There were no instances of material weaknesses in internal controls over financial reporting and compliance for local state or federal funds disclosed in the Annual Financial Report.
  - 5) Grants, contracts and laws related to local, state, or federal funds were in compliance in all material respects.
- b. Auditors addressed questions/comments from the committee members.
  - c. Audit Report is expected to be presented to the Board at the January 23, 2023, board meeting. Upon the Board's approval and signing of the Certificate of Board, Audit Report will be finalized and filed with Texas Education Agency (TEA). The Deadline to file with TEA is January 28, 2023.
5. Meeting adjourned at 6:00 pm.