

AUDIT COMMITTEE

I. Designation of Audit Committee

- A. The Board of Education (the Board) has established an audit committee as a subcommittee of the Board to assist the Board in the oversight of both internal and external audit functions.
- B. The Audit Committee is comprised of one or more members of the Board of Education, and members of the Waterville Central School District (the District) community who have been appointed in this role.

II. Role of the Audit Committee

- A. The Audit Committee operates in an advisory capacity to the Board. Committee recommendations are not binding.
- B. The Audit Committee shall be responsible to:
 - 1. make recommendations regarding the appointment of the external auditor;
 - 2. meet with the external auditor prior to the start of the annual audit;
 - 3. discuss with the external auditor the auditor's risk assessment of the District's fiscal operations;
 - 4. review the draft annual audit and the draft management letter, and work with the external auditor to interpret these documents for the Board;
 - 5. make a recommendation to the Board regarding acceptance of the audit report; and
 - 6. review any corrective action plan developed by the District in response to an external audit.
 - 7. Assist in the oversight of the internal audit function (see Policy 4402), Internal, including making recommendations regarding the appointment of the internal auditor, review significant findings and recommendations of the internal auditor, monitoring the implementation of such recommendations, and participating in the evaluation of the internal auditor.
- C. The Audit Committee shall hold regularly scheduled meetings, and report to the Board annually. The Audit Committee's report must include, at least, the following:
 - 1. The activities of the Audit Committee.
 - 2. A summary of the minutes of the Audit Committee's meetings.
 - 3. Significant findings brought to the attention of the Audit Committee.

POLICY

FINANCIAL MANAGEMENT

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AUDIT COMMITTEE

4. Any indications of suspected fraud, waste, or abuse.
5. Significant internal control findings.
6. Activities of the internal audit function.

Waterville Central School District

Legal Ref: NYS Education Law § 2116-c; 8 NYCRR 170.12

Adopted: 03/09/10

Revised: 11/18/14, 4/4/23