



MINUTES

**August 12, 2025 • Tuesday
12:00 – 1:00 p.m.
Education Services Center**

Attending	Mary Parker, Theresa Shelton, & Danielle Varda Brenna Copeland & Haley Lucero
Welcome & Approval of Minutes	The committee unanimously approved the minutes from the April 2025 meeting as amended.
Committee Purpose & Year Ahead	<p>Staff shared presentation revisiting the committee’s purpose (outlined in GP-07) and the plan for the year. The plan for the year will include a timeline for this year’s ACFR and audit completion.</p> <p>Purpose, authority, and membership reviewed. Roles of staff, auditors, AOC, and BOE reviewed. Differentiation of ACRF and Audit scope, deliverables, and objectives reviewed. Audit timeline and meeting schedule presented.</p> <p>Action Items:</p> <ol style="list-style-type: none"> 1) Committee agreed to publish AOC minutes publicly 2) Review and propose changes to GP-07.
FY24 Corrective Action Progress Monitoring	<p>Staff shared an update on the implementation of corrective action steps identified in January 2025 in response to the FY24 audit. Presented staff plan and status update to incorporate the FY24 ACFR feedback in the FY25 ACFR.</p> <p>The following topics addressed:</p> <ol style="list-style-type: none"> 1) Significant Deficiency: 2024-001 Journal Entry Review 2) Deficiency: Documentation of Review, Month & Year-End 3) Deficiency: Agreed Reclassifications on NICA
Wrap Up/Next Meeting	The next Audit Oversight Committee is currently scheduled for October 14 at 12:00pm.

Audit Committee Members:

Mary Parker, Board of Education
Tom Kletzker, FOC
Danielle Varda, Board of Education

Staff

Tracy Dorland, Superintendent
Brenna Copeland, Chief Financial Officer
Stephanie Novello, Exec Director of Accounting &
Finance