

AUDIT COMMITTEE OF THE SCHOOL BOARD OF THE CITY OF VIRGINIA BEACH

MINUTES OF AUDIT COMMITTEE MEETING

School Board Chambers

School Administration Building

January 14, 2026

Audit Committee members present:

David Culpepper, Chair
Matt Cummings
Larry Davenport
Carolyn Weems
Kathleen Brown, Ex Officio

Other individuals present:

Karen Woodson, School Board Internal Auditor
Kasey MacFarlane, Senior Internal Auditor
Sarah Branch, Internal Auditor
Lisa Martin, Executive Office Associate
Kamala Lannetti, School Board Attorney
Crystal Pate, Chief Financial Officer
Daniel Hopkins, Director of Business Services
Jack Freeman, Chief Operations Officer
Laura Harden, Audit Director at Cherry Bekaert

I. Call to Order

The January 14, 2026, meeting of the Audit Committee was called to order at 1:18 p.m. by Mr. Culpepper.

II. Election of the Audit Committee Chair

Ms. Weems nominated Mr. Culpepper to remain as the Chair. With no other nominations, Mr. Culpepper called for a vote, and he was elected as Chair without objection.

III. Adoption of the Agenda

Mr. Culpepper requested a motion to adopt the agenda. Mr. Cummings moved. Ms. Weems seconded. The motion passed without objection.

IV. Approval of Audit Committee Meeting Minutes

Mr. Culpepper requested a motion to approve the September 29, 2025, regular meeting minutes. Ms. Weems moved. Mr. Cummings seconded. The motion passed without objection.

V. External Audit Presentation by Cherry Bekaert LLP

Ms. Harden presented the Annual Comprehensive Financial Report, then left after her presentation.

VI. Completed Reports

The following reports were presented to the Audit Committee:

- Expenditure Analysis – John B. Dey Elementary School
- Procurement of Sole Source Contracts/Purchases Audit
- Change in Bookkeeper School Activity Funds Audit – Corporate Landing Elementary School
- Cash Disbursements Audit
 - Mr. Freeman left the meeting after this presentation.
- 2025 Annual Report / 2026 Work Plan
 - Mr. Culpepper requested a motion to approve the Calendar Year 2026 Work Plan. Mr. Cummings moved. Ms. Weems seconded. The Work Plan was approved without objection.

VII. Peer Review

Ms. Woodson reported that the Department of Internal Audit recently had an external peer review and passed without a management letter, which is the best possible outcome.

VIII. Work-in-Progress

Ms. Woodson reported the following items as work-in-progress:

- Utility Expense Audit
- Investigation #2594
- Ventilation Improvement Projects Grant Audit

IX. Proposed Six-Month Work Schedule

The proposed six-month work schedule was discussed, noting that all engagements are on the approved work plan.

X. Other Items to Discuss

There were no updates from Management.

XI. Closed Meeting

At 2:17 p.m., Mr. Culpepper entertained a motion to recess into closed session, so moved by Ms. Weems and seconded by Mr. Cummings. The motion passed without objection. The committee recessed into closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3712, (D) of the Code of Virginia, 1950, as amended, for the following purposes:

Personnel Matters: Discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals; pursuant to Section 2.2-3711, (A) (1), namely to discuss:

- Investigation at an elementary school; and
- Investigation at a high school.

Individuals present for the discussion: Mr. Culpepper, Ms. Weems (left the meeting at 2:30 p.m.), Mr. Cummings, Mr. Davenport, Ms. Brown, Ms. Lannetti, Ms. Branch, Ms. MacFarlane and Ms. Woodson.

Certification of closed session: At 2:45 p.m., Mr. Cummings made a motion, seconded by Mr. Davenport, that the Audit Committee certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed; and only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed, or considered. The motion passed without objection.

XII. Adjournment

There being no other business before the Audit Committee, Mr. Culpepper adjourned the meeting at 2:48 p.m. The next meeting will be held on May 27, 2026, at 1:15 p.m.