



Duval County Public Schools

January 19, 2016, Audit Committee Meeting

Ms. Ashley Smith Juarez, Chairman
Ms. Paula D. Wright, Vice-Chairman
Ms. Becki Couch
Mr. Jason Fischer
Ms. Cheryl Grymes
Dr. Constance S. Hall
Mr. Scott Shine
Dr. Nikolai Vitti, Superintendent

ATTENDANCE AT THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: All Board Members were present with exception of Board Members Jason Fischer and Cheryl Grymes. Dr. Nikolai Vitti, Superintendent, and Ms. Karen Chastain, Chief Officer of Legal Services, were also present.

Call Meeting To Order

[CALL MEETING TO ORDER](#)

Minutes:

The meeting was called to order at 9:09 a.m.

Items To Be Discussed

[UPDATE OF AUDITS AND REVIEWS OF DISTRICT](#)

Minutes:

The Superintendent provided an Internal Auditing Update to the Board. The PowerPoint is attached to the minutes for review. A list of the many

issues identified by the state for Catapult Academy are included in the PowerPoint. The district will be more thorough in the future regarding the review of contracted schools. Discussion included the following:

- Graduation rate has improved over the last two years.
- Internal systems need to be improved.
- The district will need to play more of a role in reviewing student attendance due to the audit.
- A default letter will be sent to the Catapult Academy concerning the reimbursement to the district for overpayment due to incorrect reporting of students.
- We can only hold contracted schools accountable for what is in statute.

Board Member Shine requested the graduation rate for Catapult Academy. The Superintendent indicated that he will provide this by the end of the day.

Vice-Chairman Wright requested Karen Chastain, Chief of Legal Services, provide information concerning Andrew Post contract versus the ethics line. Andrew Post, Vice-President & Superintendent of Schools for Catapult Academy in Miami-Dade County Public Schools, who is also working for the district as a vendor/subcontractor. She also requested Michelle Begley, Board Internal Auditor, check for a possible audit finding.

Board Member Couch and Vice-Chairman Wright requested the total contract amount for Andrew Post.

Board Member Couch requested default letters be included in the agenda item with the responses for contracted schools. Karen Chastain, Chief of Legal Services will contact the Charter Office to determine how the information can be included.

Title 1 Audit Review - The Superintendent indicated that the Florida Department Of Education (FDOE) will be in Duval County to conduct the Title 1 Audit in March.

Speaker

Ashley Smith Juarez, Chairman
Paula Wright, Vice-Chairman
Becki Couch, Board Member
Connie Hall, Board Member
Scott Shine, Board Member

[INDEPENDENT AUDITING SERVICES RFP](#)

Minutes:

Michelle Begley, Board Internal Auditor, provided an update of the Request For Proposal (RFP) for an independent certified public accounting firm to provide external independent auditing services for the School District. The Board Members constitute the Audit Committee. One of the main responsibilities of this Committee is the auditor selection. Staff has started to review old RFP's from 2010. We will need the services of an external auditor for the 2016-17 audit. Michelle Begley, Board Internal Auditor would welcome comments or questions from the Board.

- The cost of an independent audit will be around \$200,000 a year.
- We are working on a tentative schedule.
- A preliminary RFP will be provided to the Board before it is available to the public.
- Once we receive the proposals, purchasing will provide copies to the Board Members and each Board Member will sign off to indicate it has been received. Updates to the proposals will be provided.
- One section staff will be comparing and reviewing will be the insurance requirements. We did not receive as many RFP from firms because of the insurance requirements.
- Board Members were cautioned not to speak to potential vendors but to direct them to Michelle Begley or purchasing.

Speakers

Ashley Smith Juarez, Chairman

Adjournment

ADJOURNMENT

Minutes:

The meeting was adjourned at 10:12 a.m.

CSM

Superintendent

Chairman