



NEWARK UNIFIED SCHOOL DISTRICT

Audit Committee

NUSD District Office, Board Library
5715 Musick Avenue, Newark, CA 94560

April 1, 2019 at 4:00 p.m.

MINUTES

I. **Call to Order**

II. **Roll Call**

In attendance by 4:00 pm were members Nancy Thomas, Elisa Martinez, Lynne Klein and Aaron Weisz. Also present were NUSD staff members Pat Sanchez, Khai Nguyen, Kim Lola, Susan Condon, and Sarah Wilson. Community member Cary Knoop was also present.

III. **Adoption of Agenda** (Discussion/Action)

Ms. Thomas moved; Ms. Klein seconded. Three ayes to approve the agenda for April 1, 2019 (Thomas, Klein, Martinez).

IV. **Public Comments**

There were none.

V. **Approval of Minutes** (Discussion/Action)

Ms. Thomas moved; Ms. Klein seconded. Three ayes to approve the minutes from January 17, 2019 (Thomas, Klein, Martinez).

VI. **Review of FCMAT Follow-Up Letter** (Discussion)

The purpose of the letter from FCMAT (dated February 15, 2019) was to provide NUSD with an update regarding progress made in implementing the recommendations identified by the Fiscal Crisis and Management Assistance Team (FCMAT) in its final report for NUSD dated June 13, 2017.

Mr. Sanchez suggested a spreadsheet/grid listing out FCMAT's recommendations and a timeline as to who is addressing which recommendation and by when.

Ms. Thomas and Ms. Martinez asked if there's a plan to avoid deficit spending. Ms. Martinez said the Board wants to be involved before deficit spending occurs.

Mr. Nguyen mentioned the governor's May Revision may change the outlook for the future budgets.

Mr. Sanchez said if the ratio of spending is 85% personnel and 15% non-personnel, we must be as efficient/economical as possible in the 15%.

Re Special Ed, Ms. Lola discussed Maintenance of Effort -- the requirement placed upon many federally funded grant programs to demonstrate that the level of State and local funding remains constant from year to year.

Mr. Sanchez suggested, re enrollment, a comprehensive model for position control and position inventory.

Mr. Sanchez asked if the TK expansion has "worked." Ms. Klein asked how many TK kids. The answer was 120 kids.

Ms. Martinez recommended more transparency (internal controls) about what drives decisions.

Re the monthly reports that go to Board, Mr. Weisz asked for a way to compare to last year/past years.

Ms. Thomas requested a trend chart showing how services/operating expenses have changed over time.

Ms. Lola suggested customizing the monthly reports so more info can be seen.

Ms. Thomas asked about the absence of updates to Board policies.

VII. **NUSD Audit Report for Year Ended June 30, 2018 REVISED**

Ms. Lola explained the change (seen on page 89 of the 2017-18 Audit Report for Year Ended June 30, 2018) was to amend the number of students from 19 to 12 to reflect the correction in students designated as Unduplicated. Though erroneously included in the Free and Reduced Lunch count, 7 students were still counted as Unduplicated due to their English Language Learner status. The auditors verified this change and amended the finding.

VIII. **Future Meetings** (Discussion/Action)

The next meeting is scheduled for Tuesday, April 9 at 5:00 pm.

IX. **NUSD Comments** (Discussion)

Mr. Nguyen discussed the NUSD Measure G Audit Report for Fiscal Year ended June 30, 2018. The report contained no audit findings. The report will be presented to the Citizens' Bond Oversight Committee (CBOC) on April 9, 2019. It was approved by the Board of Education on March 21, 2019.

Ms. Condon discussed FIT (Facility Inspection Tool) reports. She is implementing FIT reports at all sites by August 2019.

X. **Audit Committee Comments** (Discussion)

There were none.

XI. **Adjournment**

The meeting adjourned at 5:20 pm.