

CRCSD Audit Committee Minutes
12:00-1:30pm, January 20, 2021
Virtual-Zoom Meeting

Attendance:

Maureen Oviatt, Scott Arensdorf, Whitney Schreder, John Hammar, Jason Fisher, Drew Yoder, Chad Meyers, Janet Henry, Sherry Luskey, Sarah Brown, and David Nicholson

Absent: Gordon Epping

Guests: Jason Marshall (Grant Wood AEA–IT Coordinator), Craig Barnum (CRCSD–IT Exec Director), Jeff Lucas (CRCSD-Tech Director), and Chris Koeperich (RSM-Audit)

Review and approve minutes from the December 16, 2020 meeting:

Maureen Oviatt asked for any corrections to the minutes. John Hammer motioned to approve the minutes as written, it was seconded by Drew Yoder and the minutes were approved.

Review District IT risk management:

Jason Marshall (GWAEA) shared with the committee the District’s data that is hosted by Grant Wood and the measures they take to secure the data. Craig Barnum and Jeff Lucas (CRCSD) reviewed what is currently being done to secure the District’s data and their future plans on expanding the two-factor authentication and other network monitoring tools to secure the District’s data.

Review with the independent auditors any major issues with District’s controls in the annual audit work:

Chris Koeperich noted that the FY2020 audit report was recently finalized and will be presented at an upcoming board meeting. There were no significant deficiencies nor weakness identified and the District received a clean, unmodified opinion. Discussion followed about the report.

Review the risk assessment areas and process for the FY2021 District audit:

Chris Koeperich reviewed his firm’s planning process for the FY2021 audit plan presently being formulated and he reviewed the factors considered. Discussion followed.

Review Spring 2021 Agreed Upon Procedures (AUP) process and testing:

Dave Nicholson gave context to the AUP testing of the District Student Activity Fund (SAF). He noted that a significant change to the tracking system of SAF funds was made July 2020. Fund information is now reported in the GW Financial system as all other funds are. After discussion, it was decided to complete the spring AUP with the following provisions: the AUP will be updated with recommended testing from the auditor and the revised AUP will be presented at a special Audit Committee Meeting scheduled on Wednesday, February 17 for Board review in March. The Wednesday, March 17, 2021 Audit Committee meeting was cancelled.

Review of any financial complaint received and status of resolution:

Mr. Nicholson reported that there are no current complaints.

Review Other Items of Importance: Dave Nicholson reviewed the following items.

- a) Local Revenues and Financial Reports - December 2020 reports.
- b) Review previous meeting comments - None noted.
- c) Review recent article regarding state audit at Des Moines Public Schools
- d) March meeting date: March meeting moved to February 17, 2021

John Hammer motioned to adjourn the meeting, it was seconded by Scott Arensdorf and approved.

Meeting Adjourned at 1:30pm.

The next meeting of the committee will be on Wednesday, February 17, 2021.

By: _____
Maureen Oviatt

By: _____
Sarah Brown