

**COLUMBUS CITY SCHOOLS  
BOARD OF EDUCATION  
AUDIT AND ACCOUNTABILITY COMMITTEE MEETING**

**June 24, 2021  
at  
Virtual Meeting**

**Committee members present:**

James Ragland (Chair) - Board Member, Carol Beckerle (Vice-chair) - Board Member, Gregory Jordan - Community Member, Tim Grant - Community Member, Ilija Vadjon, Community Member, Cullen Daniel, Community Member

**Others present:** IA Carolyn Smith, Kevin O'Connor, James Barnes, John Stanford, Maurice Oldham, Terri Berchak, Kevin Saionzkowski, and Harold Saunders

**Committee member absent:** Jennifer Adair, Board President

Committee (the Committee) to order at 3:35 p.m.

Chair Ragland recognized the attendance of Committee Members: Carol Beckerle, Tim Grant, Gregory Jordan, Ilija Vadjon and Cullen Daniel.

The Committee welcomed new member Mr. Cullen Daniel. Member Daniel provided the Committee a brief background regarding his professional experience.

**Approval of Minutes**

The motion to approve the minutes of the regular meeting held on April 22, 2021 was made by Member Jordan and seconded by Member Grant. The motion passed unanimously.

**Committee Operations**

**A&A Committee Charter Revision**

IA Smith and the Committee discussed the proposed changes to the A&A Charter that aligns with the District's bylaws and policies, and the IIA Model Audit Committee charter.

The Committee made suggested language changes in the Background and Purpose (Section II), Authority (Section III), and the Procedures and Applicable Law (Section VII).

IA Smith, Counsel Barnes and the Committee engaged in further discussion regarding the A&A Committee Charter Revision.

IA Smith will draft proposed language to incorporate the Committee's suggested revisions. IA Smith, Chair Ragland, Vice-Chair Beckerle, and Counsel Barnes will meet to discuss the revisions prior to the next regularly scheduled meeting.

**Office of Internal Audit Report**

**OIA Table of Organization Chart**

IA Smith shared with the Committee over the course of a year or so, I have discussed various OIA staffing needs. We really need the addition of an IT auditor and other staff.

Providing the Board and senior management assurance that each department or function is operating as intended in alignment with the Board's goals and guardrails is instrumental in OIA achieving our mission.

Mr. O'Connor presented to the Committee four assumptions and three different scenarios Internal Audit made in coming up with the ability to perform risk-based cycle audits.

A separate IT Risk Assessment will be presented to the Committee in August.

Mr. O'Connor, IA Smith, Counsel Barnes and the Committee engaged in further discussion regarding OIA Table of Organization Chart.

### Review OIA FY 2022 Risk Assessment & Annual Audit Plan

IA Smith led the discussion of the OIA FY 2022 Risk Assessment and Annual Audit Plan.

Risk factors and weighting are the broad categories OIA assesses to arrive at risk ratings of the audit universe's business and audit units. The table on Page 12 of the audit plan outlined each risk factor and weight as follows: Control Design and Effectiveness (25%), Financial Impact/Operational Reporting (20%), Changes in People, Process, Systems and Regulatory Requirements (15%), Impact of Fraud, Waste & Abuse (15%), Velocity, Frequency, Complexity, Volume of Transactions (10%), Reputational Risk/Stakeholders Concerns (10%), and Prior Year Comments (5%).

IA Smith and the Committee engaged in further discussion regarding OIA FY 2022 Risk Assessment and Annual Audit Plan. COVID-19 impacted the FY 2020 & FY 2021 audit plan and will also impact FY 2022.

We will be finishing FY21 audit plan June 30. Each engagement was completed except for Talent Acquisition and Recruitment – approved for removal from the audit plan by the board committee.

A motion to approve and release the OIA FY 2022 Risk Assessment and Annual Audit Plan to the Board of Education was made by Vice-Chair Beckerle and seconded by Member Jordan. The motion passed unanimously.

Internal Audit Activity and Dashboard Report – Postponed due to time constraints

### **Legal and Ethical Compliance – Postponed**

#### **External Audits by Outside Entities**

None

#### **Adjournment**

A motion to adjourn the meeting was made by Member Jordan and seconded by Member Daniel. The Committee Chairperson adjourned the meeting at 5:52 p.m.

Due to conflicts with the first day of classes, the A&A meeting scheduled for August 26 will be moved to another date.