

TSBVI BOARD COMMITTEE MEETING

AUDIT, COMPLIANCE, AND MANAGEMENT REVIEW

February 18, 2022

Call to Order

Lee Sonnenberg called to order the meeting of the TSBVI Board Committee on Audit, Compliance, and Management Review at 8:07 a.m. on February 18, 2022 in Building 600, Room 104, 1100 W. 45th Street, Austin, Texas. Board members Elaine Robertson and Michael Hanley were also present. TSBVI staff members participating in the meeting were Emily Coleman, Superintendent and Susan Houghtling, Planning and Evaluation Coordinator. Participating via Zoom videoconference was Chika Cherry, contracted auditor with Garza/Gonzalez and Associates.

Consideration of Approval of Minutes of November 19, 2021 Meeting

Elaine Robertson moved to approve the minutes of the November 19, 2021 Audit, Compliance and Management Review Committee meeting and Michael Hanley seconded the motion. All board members were in favor of the motion.

Report from the Internal Auditor

a. Consideration of Approval of the 2022 Annual Audit Plan

Chika Cherry, auditor with the firm Garza/Gonzales and Associates said that Texas Government Code requires that an annual internal audit plan be completed for each state agency. The proposed audit plan was developed in accordance with the framework required by the State Auditor's Office. Methodology for the report included a risk assessment process in which documents and staff and board member questionnaires were reviewed as well as applicable laws and regulations, and audit and monitoring reports. Following this review 16 areas were identified as potential audit topics. For each area, a risk analysis was completed and results compiled to develop an overall risk assessment. For each potential audit topic, eight risk factors were considered and the 16 areas then were identified as of high, moderate or low risk.

Ms. Cherry discussed the results for the 16 potential audit topics. Information Resources (IR) and safety and security were identified as high risk areas. An IR audit would be better addressed by the Texas Department of Information Resources who offer comprehensive risk assessment. Six of eight risk factors were identified as a moderate risk related to safety and security. The last audit that included safety and security was conducted by the Legislative Budget Board in 2017 and TSBVI is still working on some of those recommendations. Board President Lee Sonnenberg also recommended an audit for this area in the near future. The 86th Legislature mandated new safety requirements and it would be good to see if those are in place.

Ms. Cherry reported that the recommendations for the FY 2022 internal audit and other functions included completion of the 2022 risk assessment and preparation of this internal audit plan, the Public Funds Investment Act audit that has been completed, an audit of safety and security, follow-up of prior year internal audits and preparation of the 2022 Internal Audit Annual Report later in the year, and any other areas as recommended by the Board.

Michal Hanley moved to approve the 2022 Annual Internal Audit Plan and Elaine Robertson seconded the motion. All board members were in favor of the motion.

Ms. Cherry stated that she will reach out to TSBVI to determine the start time for the safety and security audit.

Consideration of Approval of Board Policies AA, AB, AE, AE-E, BA, BBBB, BBD, BE, BI, BQ, BQA, and GBA.

Susan Houghtling briefly reviewed the explanations for policy recommendations to review, amend or delete each of the 12 policies presented. The policies addressed the School's legal status and name, educational philosophy of Texas public education, TSBVI's vision/mission/philosophy/purpose/long-range goals, the Board's legal status, provisions related to electioneering and the Board, board member training requirements, board meeting requirements, the School's planning and decision-making process and provisions related to the Public Information Act.

Michael Hanley moved to approve the review only of policies AA, AB, and BA with no changes recommended. Elaine Robertson seconded the motion and all board members were in favor of the motion.

Ms. Robertson moved to approve the recommended amendments to policies AE, AE-E, BBBB, BBD, BE, BQ, BQA and GBA. Michael Hanley seconded the motion and all board members were in favor of the motion.

Ms. Robertson moved to approve the deletion of policy BI. Mr. Hanley seconded the motion and all board members were in favor of the motion.

Adjournment

Elaine Robertson moved to adjourn the meeting and Michael Hanley seconded the motion. All Board members were in favor of the motion. The meeting of the Audit, Compliance, and Management Review Committee adjourned at 8:59 a.m.