

AUDIT COMMITTEE MEETING

November 20, 2017

PRESENT:

Doris Fischer
Laura Gavey
Christopher Madden
Rosemary Natoli
Peter Robinson
Brian J. Sales

Dr. Kathleen Bannon
Superintendent of Schools

Peter H. Michaelsen
Assistant Superintendent for Finance
& Operations

Susan Kanuika
Assistant Business Administrator

The meeting was called to order at 6:32 p.m. by Mrs. Laura Gavey, President in the Board of Education Conference Room at the Middle School.

The Internal Auditor, Marianne Van Duyne from R. S. Abrams was present. Ms. Van Duyne review the Periodic Duties Audit Report, January 1, 2017 through June 30, 2017, with the Audit Committee. Ms. Van Duyne was happy to report there were no findings and complimented the Business Office for doing a great job. Next, Ms. Van Duyne reviewed the Risk Assessment Update Report for Fiscal Year Ending June 30, 2017. All the areas that were reviewed are at Low Risk except one that is a Moderate Risk.

The next areas that Ms. Van Duyne's firm will be looking at will be Facilities and Capital Projects and Cash Receipts.

Mr. Michaelsen reviewed with the Audit Committee the Corrective Action Plan response to the Annual External Audit Citations in the Cullen & Danowksi Letter to Management, dated 10/6/17.

The next Audit Committee Meeting is scheduled for March 19, 2018, at 6:30 p.m. in the Board of Education Conference Room in the Middle School.

The meeting was adjourned at 7:08 p.m.

Mary Ellen Ruppert
District Clerk