

Charter Audit Committee Minutes

Tuesday, May 1, 2018
Department of Education
755 North Roop Street
Carson City, NV

MEMBERS IN ATTENDANCE

Michael Shafer, Audit Chairman, Department of Education
Rebecca Feiden, Director, Achievement School District
William Harty, Vice Chair, Somerset Academy of Las Vegas
Steve Weinberger, Administrator, Division of Internal Audit
James Smack, Chief Deputy Controller, Office of State Controller

STAFF ABSENT

CJ Manthe, Director, Business and Industry was absent.

STAFF PRESENT

Nate Hanson, Director of District Support Services
Suzanne Richards, Nevada Department of Education
Greg Ott, Deputy District Attorney, District Attorney Office

I. ROLL CALL/CALL TO ORDER

Chairman Smack called the meeting to order at 9:00 am. A quorum was established.

II. PUBLIC COMMENT I

There was no public comment.

III. APPROVAL OF MINUTES

The minutes from the April 27th meeting were reviewed. A motion to accept the minutes was made by Mr. Weinberger and seconded by Mr. Shafer. The minutes were unanimously approved and accepted.

IV. NOMINATION AND ADOPTION OF COMMITTEE VICE CHAIRPERSON

Mr. Smack asked for nominations for the Vice-Chairperson's position.

Mr. Shafer nominated Ms. Manthe as Vice-Chairperson of the committee. The nomination was seconded by Mr. Smack.

The committee voted unanimously to accept Ms. Manthe as Vice Chair.

V. REVIEW AND DEFINE AUDIT LIST CRITERIA

After some minor discussion, changes to the document were made.

The committee re-evaluated the points awarded for meeting the criteria. They discussed the definition of which charter schools should be allowed to participate in choosing auditors from the list as determined by their sponsorship. The Committee agreed that all charter schools classified under NRS 388A and NRS 388B should be included.

It was also agreed that a review and update the schools allowed will be needed annually.

Ms. Feiden motioned to approve the new criteria changes and Mr. Weinberger seconded. The committee approved the Audit list criteria as written.

VI. REVIEW AND APPROVAL OF AUDIT GUIDE

No further changes were proposed.

VII. OUTLINE AND APPROVE RFQ FOR CHARTER AUDITORS

The auditor list timeline was discussed.

The committee reviewed the schedule and agreed to move the meeting from June 12th to June 13th. They decided that the meeting would be held in order to review the submitted RFQ's.

The committee set the date for the release of the RFQ as May 25th, providing the Purchasing Division can review the document by that date.

The RFQ's will be due on June 8th.

No further action was taken on the outline and approval of the RFQ.

VIII. PUBLIC COMMENT II

There was no public comment.

IX. ADJOURNMENT

The meeting adjourned at 10:56: am.