

# Oakland Unified School District

Board of Education  
1011 Union Street, #940  
Oakland, CA 94607  
(510) 879-1944  
boe@ousd.org E-Mail  
<http://www.ousd.org>



## ACCESSIBILITY OF AGENDA AND AGENDA MATERIALS

Agenda and agenda materials are accessible at <http://www.ousd.org> or from any computer terminal in the Offices of the Board of Education and Superintendent, 1000 Broadway, Suite 300, Oakland, CA 94607-4099

## AMERICANS WITH DISABILITIES ACT COMPLIANCE AND LANGUAGE SERVICES

Individuals requiring interpretation or translation services or a reasonable accommodation to participate in meetings should notify the Office of the Board of Education seventy-two (72) hours prior to the meeting at either (510)879-8199(VM); or [boe@ousd.org](mailto:boe@ousd.org) (E-Mail); or (510) 879-2300 (eTTY/TDD); or (510) 879-2299 (eFax).

## **Meeting Minutes Long - Final**

**Monday, November 6, 2023**

**6:00 PM**

**Committee Room, KDOL TV Studio, B-237, Met West High School Entrance, 314  
East 10th Street, Oakland, CA 94606-2291, Internet - Zoom & Granicus;  
Broadcasted - KDOL-TV (Comcast Channel 27 and AT&T Channel 99)**

## **Audit Committee**

***Elizabeth Ross, Chairperson***

***Caroline Lee, Vice Chairperson***

***Jeffrey Hall, Secretary***

***Members: Jason Joseph, Bessie Weiss, Vincent Stewart, (Vacancy)***

## LEY CUMPLIMIENTO PARA AMERICANOS CON DISCAPACIDADES Y SERVICIO DE IDIOMAS

Personas que requieran servicios de traducción o interpretación o facilidades razonables para participar en juntas deberán notificar a la Oficina de la Mesa Directiva de Educación setenta y dos (72) horas antes de la junta ya sea al [\(510\)879-8199](tel:5108798199)(VM); o [boe@ousd.org](mailto:boe@ousd.org) (E-Mail); o [\(510\) 879-2300](tel:5108792300) (eTTY/TDD); o [\(510\) 879-2299](tel:5108792299) (eFax).

### 美國殘障人士法案條例遵守及語言服務

個別人士需要傳譯及翻譯服務或有合理安排去參與會議的應該在舉行會議之前的七十二 (72) 小時通知教育委員會。請致電[\(510\)879-8199](tel:5108798199) (留言) ; 或 [boe@ousd.org](mailto:boe@ousd.org) (電郵) ; 或[\(510\) 879-2300](tel:5108792300) (電子文字電話/聽障專用電信設備 (eTTY/TDD)) ; 或[\(510\) 879-2299](tel:5108792299) (電子圖文傳真 (eFax)) 。

## TUẦN HÀNH ĐẠO LUẬT NGƯỜI MỸ KHUYẾT TẬT VÀ DỊCH THUẬT

Những người nào cần thông ngôn hay phiên dịch hay một sắp xếp hợp lý nào để tham gia các buổi họp phải thông báo Văn phòng của Hội đồng Giáo dục bảy mươi hai (72) tiếng đồng hồ trước buổi họp, số điện thoại [\(510\)879-8199](tel:5108798199) (VM); hay là [boe@ousd.org](mailto:boe@ousd.org) (E-Mail); hay là [\(510\) 879-2300](tel:5108792300) (eTTY/TDD); hay là số [\(510\) 879-2299](tel:5108792299) (eFax).

## សេវាបកប្រែភាសា និងការអនុលោមតាមច្បាប់ជនជាតិអាមេរិកាំងពិការ

អ្នកណាដែលត្រូវការសេវាបកប្រែភាសាដោយផ្ទាល់មាត់ ឬជាលាយលក្ខណ៍អក្សរ ឬត្រូវការការជួយសម្រួលសម្រាប់ការចូលរួមក្នុងមូលដ្ឋាន ដើម្បីចូលរួមក្នុងកិច្ចប្រជុំសាធារណៈ ត្រូវផ្តល់ដំណឹងទៅកាន់ទីការិយាល័យនៃក្រុមប្រឹក្សាអប់រំ ឱ្យបានចិត្តសឹចពី (72) ម៉ោងមុនកិច្ចប្រជុំ តាមរយៈទូរស័ព្ទលេខ [\(510\) 879-8199](tel:5108798199) ឬតាមរយៈអ៊ីម៉ែល [boe@ousd.org](mailto:boe@ousd.org) ឬទូរស័ព្ទ eTTY/TDD លេខ [\(510\) 879-2300](tel:5108792300) ឬទូរសារលេខ [\(510\) 879-2299](tel:5108792299)។

## الامتثال لقانون الأمريكيين ذوي الإعاقات (ADA) وتوفير الخدمات اللغوية

من يحتاج إلى خدمات الترجمة المكتوبة أو خدمات الترجمة الفورية أو الترتيبات التيسيرية المعقولة لكي يساهم في الاجتماعات فالمرجو منه إبلاغ مكتب إدارة التعليم إثنين وسبعين (72) ساعة قبل الاجتماع بوسيلة من الوسائل التالية:

الهاتف الصوتي:	الهاتف للصم والبكم:	الفاكس الإلكتروني:	البريد الإلكتروني:
510.879.8199	510.879.2300	510.879.2299	<a href="mailto:boe@ousd.org">boe@ousd.org</a>

## TRIAL ON-LINE SPEAKER CARD REGISTRATION

*The Audit Committee, in its desire to take more targeted Public Comment on Agenda Items, on a trial basis, within the current times allotted for Public Comment, is returning to its past practice of taking individual Public Comment on most items on the Agenda (except Consent). As a result, a separate Speaker Card (Request To Speak) is required to be filed by the commenter on each Agenda Item eligible for Public Comment.*

*On line Speaker Card Registration (Request To Speak) opens at minimum 72 hours in advance for a Regular Meeting or at minimum 24 hours in advance for a Special Meeting. Use the eComment Link to Request (Register) to Speak up to one hour before the beginning of the meeting. Manual Speaker Cards also will be available at the meeting for completion.*

*Request to Speak, on an eligible Agenda Item, as a matter of equity, is first registered, first called, in order of Registration whether participation is in person or virtually.*

*For advanced Registration, You must establish a one time OUSD eComment - Register To Speak Account providing your First Name and Last Name and your email address. Your First Name and Last Name, as Registered, must also show as the Participant or Profile Name on a teleconference system (i.e., zoom, webex, other). You will be requested to Register the first time you use the eComment - Request To Speak.*

*The Request To Speak System, after the one time registration, will remember you by first name and last name (profile) associated with your email address, making it easier for you to electronically Register or Request to Speak on an Agenda Item at a future OUSD legislative meeting, e.g., Board, committee, commission.*

*Early Pre-meeting Request To Speak (Registration) is urged for all - whether you plan to attend meeting in person or view meeting via teleconference or listen to the meeting by telephone. Names will be called in Request To Speak order received.*

*On line Request to Speak (Registration) automatically closes one-hour before commence of the legislative meeting. (No way to manually reopen.) Thereafter, a Request To Speak on an eligible Agenda Item is taken in person at the legislative meeting only via Manual Speaker Card. (If you registered pre-meeting on line to speak on an eligible Agenda Item, please do not re-register if you then attend the meeting in-person.) The Manual Speaker Card, for equity, will be placed in the queue behind pre-meeting registered speakers*

*If you registered to Speak on an eligible Agenda item, pre-meeting, if attending meeting in person, when your name is called, please walk to the Speaker's Podium and comment on the eligible Agenda item.*

*If you registered to Speak on an eligible Agenda Item, pre-meeting, if attending meeting on line, when your name is called, please raise your hand. Audit Committee staff will match your pre-registration name with on line profile, unmute you to speak and remute you upon conclusion.*

*If you wish to speak by telephone only please pre-register and enter as your First Name (area code) and Last Name (last four digits of your telephone number.). If you pre-registered to Speak on an Agenda item, when your profile (area code and last four telephone digits) is called for comment on the Agenda item, please press "9". Audit Committee staff will match your pre-registration name with on line profile, unmute you to speak and remute you upon conclusion.*

*Total Public Comment time on an eligible Agenda Item is established and announced by the Presiding Officer prior to first speaker on the eligible item for Public Comment.*

*For help, if needed, with eComment - Request to Speak (Registration), during this trial period, please phone 510/879-8658 weekdays.*

*Feedback accepted via eComment up to and through this Meeting and/or afterwards at [boe@ousd.org](mailto:boe@ousd.org).*

## **NOTICE - MEDIA/MEMBERS OF THE PUBLIC MAY ATTEND AND PARTICIPATE IN-PERSON OR VIRTUALLY**

*Members of the media and the public may attend and participate in the Committee meeting in-person in the Committee Room, KDOL TV Studio, B-237, Met West High School Entrance, 314 East 10th Street, Oakland, CA 94606-2291 or virtually as described herein.*

*The following information is for those members of the media and public interested in viewing or listening to the Committee meeting virtually.*

- *Zoom: To view by Zoom, please click <https://ousd.zoom.us/j/83211609626> on or after the Noticed meeting time. Instructions on how to join a meeting by video conference are available at: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>.*
- *Phone: To listen by phone (via Zoom), please do the following at or after the Noticed meeting time: call (669) 900-9128, then enter Webinar ID 832 1160 9626, then press "#". If asked for a participant id or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> -Joining-a-meeting-by-phone.*
- *To view the Audit Committee meeting from the District's Home Page - Upcoming Events & Live Meeting Video, please select the meeting name and click on the "In Progress" link under Video or go to the Legislative Information Center (under Board of Education on Home Page)>Calendar Tab>Calendar>Today>Audit Committee>"In Progress" link under Video.*

*Public comment in-person is permitted within the times allotted for public comment on the Agenda. Virtual comment will also be permitted within the times allotted for public comment on the Agenda in the following two ways:*

## **NOTICE - MEDIA/MEMBERS OF THE PUBLIC MAY ATTEND AND PARTICIPATE IN-PERSON OR VIRTUALLY (CONTINUED)**

- *To comment virtually by Zoom, if you have made a pre-meeting Request to Speak, when your name is called, click the "Raise Your Hand" button. You will be unmuted and allowed to make public comment. After the allotted time, you will then be re-muted. Instructions on how to "Raise Your Hand" is available at:*

*<https://support.zoom.us/hc/en-us/articles/205566129-RaiseHand-In-Webinar>.*

- *To comment by phone (via Zoom), if you have made a pre-meeting Request to Speak, when your name is called, press "\*9" to "Raise Your Hand." You will be unmuted and allowed to make public comment. You will then be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>.*

*In addition, members of the public may submit written comments for a posted Audit Committee Meeting Agenda Item, before a meeting or while a meeting is "In Progress," from the District's Home Page - Upcoming Events & Live Meeting Video by selecting Board of Education Agenda "eComment" or from the Legislative Information Center, as follows:*

- *If before Sunday, click Calendar Tab>Next Week>Audit Committee>eComment*
- *If Sunday or thereafter up thru day before Meeting, click Calendar Tab>This Week>Audit Committee>eComment*
- *If day of Meeting, click Calendar Tab>Today>Audit Committee>eComment*

*Or by clicking the "eComment" in bold link on the cover page of this Agenda.*

*Written comments made on an eligible Agenda item, upon clicking of the Submit Button, are immediately sent via email to all members of the legislative body and key staff supporting the legislative body. Each eComment is a Public Record.*

## **MEETING PROCEDURES**

*All Committee meetings shall begin on time and shall be guided by an Agenda prepared in accordance with Board Bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.*

**BOARD BYLAW 9131 - AUDIT COMMITTEE CHARGE OR RESPONSIBILITIES**

- (1) Recommend to the Board for approval the independent auditors.*
- (2) Review the independent audit engagement including the fee, scope, and timing of the audit, and any other services to be rendered, including non-audit services.*
- (3) Review with the independent auditor's district policies and procedures regarding internal auditing and internal accounting and financial controls.*
- (4) Upon completion of their audit, review with the independent auditors the cooperation they received from district personnel during the audit, the extent to which district resources could be used to minimize the time spent on the audit, and any significant matters of concern arising from the audit.*
- (5) Review with the independent auditors any significant transactions which are not a normal part of the district's business, any changes in accounting principles and practices, all significant proposed audit adjustments, and any recommendations that they may have for improving internal controls, choice of accounting principles or management systems.*
- (6) Review with the district's financial and accounting policies regarding internal accounting and financial controls.*
- (7) Review and recommend district policies to the Board to prohibit unethical, questionable, or illegal activities by district employees.*
- (8) Review with the internal auditor the organization and independence of the internal audit function; the goals and plans of internal audit including the nature and extent of work; problems and experiences in completing internal audits; and findings, conclusions, and recommendations as a result of internal audits.*
- (9) Upon completion of the independent audit, review with the district's financial and accounting managers their perception of the independent auditors, any significant matters of concern arising from the audit, and the extent to which recommendations made by the independent auditors have been implemented.*
- (10) Prepare semi-annual written reports to the Board relating the results of committee activities.*

**A. Call to Order**

*Chairperson Elizabeth Ross called the November 6, 2023, Audit Committee Meeting to order at 6:10 P.M.*

**B. Roll Call**

**Present** 4 - Member Bessie Weiss  
Secretary Jeffrey Hall  
Vice Chairperson Caroline Lee  
Chairperson Elizabeth Ross

**Absent** 3 - (Vacancy) (Vacancy)  
Member Vincent Stewart  
Member Jason Joseph

## C. Speaker Request Cards/Modification(s) To Agenda

*A request to speak at this Committee Meeting, may be made in-person or virtually as stated in this Agenda.*

*Modification(s) to the Agenda, by the Audit Committee, allows for any change in the printed Order of Business including, but not limited to, an announcement that an Item or Legislative File will be considered out of Agenda printed order, that consideration of an Item has been withdrawn, postponed, rescheduled or "pulled" or taken off of the Committee General Consent Report for separate discussion and/or possible action.*

*None*

## D. Adoption of Committee Minutes



D.-1

[23-2521](#)

**Minutes - Audit Committee – May 22, 2023**

Adoption by the Audit Committee of its Meeting Minutes of May 22, 2023.

**Attachments:**     [23-2521 Minutes - Audit Committee – May 22, 2023](#)

*Chairperson Ross opened the floor for discussion and consideration of the May 22, 2023, Committee Meeting Minutes.*

*Discussion - None*

*Public Comment - Assata Olugbala*

**A motion was made by Vice Chairperson Lee, seconded by Secretary Hall, that the May 22, 2023 Committee Minutes be Adopted. The motion carried by the following vote:**

**Aye:**    4 -    Member Bessie Weiss  
                      Secretary Jeffrey Hall  
                      Vice Chairperson Caroline Lee  
                      Chairperson Elizabeth Ross

**Absent:**   3 -    (Vacancy) (Vacancy)  
                      Member Vincent Stewart  
                      Member Jason Joseph

Enactment No: 23-2080

## E. Adoption of the Committee General Consent Report

*"Adoption of the Committee General Consent Report" means that all items appearing under this topic are approved in one motion unless a Member of the Committee requests that an item be removed and voted on separately or otherwise acted upon. Generally, these items are routine in nature, and are acted upon in one motion to conserve time and permit focus on other-than-routine legislative items on the agenda.*

None

## F. Unfinished Business



F.-1

[23-0564](#)

### **Progress Update - Audit Findings 2021 - 2022 - Corrective Action Plan - Audit Committee**

A Progress Report to the Audit Committee by the Chief Business Officer, or designee, on the California Department of Education's review of the District's Audit Findings for 2021 - 2022 and the District's Corrective Action Plan for said Findings, including payroll and vacation.

**Attachments:** [23-0564 Progress Update - Audit Findings 2021 - 2022 - Corrective Action Plan - Audit Committee \(11/6/2023\)](#)

*Ryan Nguyen, Controller, gave a brief summary on the California Department of Education's review of the District's Audit Findings for 2021 - 2022 and the District's Corrective Action Plan for said Findings, including payroll and vacation.*

*Controller Nguyen responded to comments and questions from the Committee.*

*Discussion - Member Weiss, Chairperson Ross,*

*Public Comment - Carol Delton, Assata Olugbala*

**Discussed**

## G. New Business





G.-1

[23-1971A](#)**2022-23 Annual Statement of All Receipts and Expenditures of the District Unaudited Actuals - Year End Close - Chief Business Officer**

A presentation to the Audit Committee, with the Chief Business Officer, or designee, of Resolution No. 2324-0153 - Annual Statement of All Receipts and Expenditures of the District for Fiscal Year 2022-23 (Unaudited Actuals).\*

\* The District's General Fund Unrestricted and Restricted ending fund balances, for FY 2022-23, are \$118,353,704.41 and \$164,775,839.84, respectively.

**Attachments:** [23-1971A Memorandum - 2022-23 Annual Statement of All Receipts and Expenditures of the District Unaudited Actuals - Year End Close - Chief Business Officer \(11/6/2023\)](#)

*Ryan Nguyen, Controller, responded to the Committee's questions and comments on Resolution No. 2324-0153 - Annual Statement of All Receipts and Expenditures of the District for Fiscal Year 2022-23 (Unaudited Actuals).\**

*Discussion - Member Weiss, Secretary Hall, Vice Chairperson Lee, Chairperson Ross*

*Public Comment - Carol Delton, Assata Olugbala*

**Discussed**



G.-2

[23-2569](#)**Audit Report - Fiscal Year Ending June 30, 2023 - Progress Update - Chief Business Officer**

A report to the Audit Committee by Lisa Grant-Dawson, Chief Business Officer, or Designee, or Eide Bailly, auditor(s), on the timeline and current status of the District's Financial Statements (Audit Report) for Fiscal Year Ending June 30, 2023.

**Attachments:** [23-2569 Audit Report - Fiscal Year Ending June 30, 2023 - Progress Update - Chief Business Officer](#)

*Ahmad Gharaibeh, Auditor gave an oral report on the timeline and current status of the District's Financial Statements (Audit Report) for Fiscal Year Ending June 30, 2023.*

*Ahmad Gharaibeh stated that the Audit Report for Fiscal Year Ending June 30, 2023, is scheduled to be complete by December 15, 2023.*

*Auditor Gharaibeh responded to Committee Member's comments and questions. Nathan Edelman, Auditor provided additional comments.*

*Discussion - Member Weiss, Chairperson Ross*

*Public Comment - Carol Delton, Assata Olugbala*

**Discussed**



G.-3

[23-2570](#)**Reduction of Membership - Audit Committee**

A discussion and possible adoption by the Audit Committee of a recommendation to the Board of Education requesting that Board Bylaw (BB) 9131 Advisory and Oversight Committees and Commissions be amended, effective February 1, 2024, reducing the Membership of the Audit Committee from seven (7) to five (5) Members.

**Attachments:** 23-2570 Board Bylaw (BB) 9131

*Chairperson Ross opened the floor for discussion and consideration on requesting that Board Bylaw (BB) 9131 Advisory and Oversight Committees and Commissions be amended, effective February 1, 2024, reducing the Membership of the Audit Committee from seven (7) to five (5) Members.*

*Discussion - None*

*Public Comment - None*

**A motion was made by Secretary Hall, seconded by Member Weiss, to reduce Committee Membership from seven (7) to five (5) members and Members with [internal and/or external audits] Expertise from three (3) Members to two (2), be Adopted. The motion carried by the following vote:**

**Aye:** 4 - Member Bessie Weiss  
Secretary Jeffrey Hall  
Vice Chairperson Caroline Lee  
Chairperson Elizabeth Ross

**Absent:** 3 - Member Vincent Stewart  
Member Jason Joseph  
(Vacancy) (Vacancy)

Enactment No: 23-2081

## **H. Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Committee**

*This section of the agenda provides an opportunity for a member of the Public, for three minutes per person, or less, depending on the number of speakers, to directly address the Committee on any item of interest to a member of the Public that is not on the current agenda, but is within the subject matter jurisdiction of the Committee. Minutes are not transferrable from speaker to speaker. This item is limited to a total of thirty (30) minutes. The Committee may not discuss or take any action on a non-agenda item not appearing on the posted agenda for this meeting, except the Committee or staff may briefly respond to a statement made or questions posed by a member of the public, as authorized by law. In addition, on their own initiative or in response to questions posed by the public, a member of the Committee or its staff may ask a question for clarification, make a brief announcement, or make a brief report of his or her own activities.*

H.-1 [23-2522](#)

### **Public Comment on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Audit Committee - Up To 30 Minutes – November 6, 2023**

Public Comment on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Audit Committee - Up To 30 Minutes - November 6, 2023.

**Presentation/Acknowledgment Made**

## **I. Introduction of New Legislative Matter**

*This section of the Agenda is devoted to the introduction of new legislative matter within the subject matter jurisdiction of the committee by a Committee member or Members of the Public.*

None

## **J. Adjournment**

*Chairperson Ross adjourned the Meeting at 7:31 P.M.*

Prepared By: \_\_\_\_\_

Approved By: \_\_\_\_\_