



# Environmental Charter Schools

## Minutes

### Audit Committee Meeting

By Teleconference/Zoom

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**Date and Time**

Wednesday March 10, 2021 at 10:00 AM

**Location**

Zoom: <https://us02web.zoom.us/j/85364034781?pwd=aDg0c0ZkNGozRlhOcGt2UTFMdIXZz09>

or

Dial-In: 669-900-6833, Meeting ID: 853 6403 4781, Passcode: 755454

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**Audit Committee Members**

Mr. Anthony Jowid - Chair

Mr. Kennedy Hilario

Dr. Hughie Barnes

Dr. Madhu Chatwani

**Audit Committee Charter**

- Recommend appointment, retention and termination of the independent auditor to the Board on an annual basis or at the end of a multi-year agreement;
- Review and discuss with the independent auditor any material risks and weaknesses in internal controls identified by the auditor and the adequacy of ECS's accounting and financial reporting processes. Solicit recommendations from the independent auditor for the improvement of ECS's internal control procedures and particular areas where new or more detailed controls or procedures are desirable;

- Resolve any disagreements between management and the auditor regarding financial reporting and other matters;
- Pre-approve all auditing and non-audit services performed by auditors.

### **THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

### **PUBLIC SPEAKERS AT STANDING COMMITTEE MEETINGS**

Notice is hereby given that consistent with the requirements of the Ralph M. Brown Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

Environmental Charter Schools recognizes that it benefits greatly from public input and perspective. Individuals are invited to address the Committee on any topic or subject matter that falls within the Committee's purview. Speakers may sign up in person immediately prior to the beginning of the Committee meeting by speaking with the Committee Chair.

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each). Please note that the Committee allows a maximum of 10 minutes to each subject as determined by the Committee Chair.

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

### **REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at (310) 214-3408, option 5.

### **FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at (310) 214-3408, option 5.

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### **Committee Members Present**

Anthony Jowid (remote), Dr. Hughie Barnes (remote), Dr. Madhu Chatwani (remote), Kennedy Hilario (remote)

### **Committee Members Absent**

*None*

### **Guests Present**

Jeremiah David (remote), Tracy Bondi

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

Anthony Jowid called a meeting of the Audit Committee of Environmental Charter Schools to order on Wednesday Mar 10, 2021 at 10:09 AM.

### **C. Approve Agenda**

Dr. Madhu Chatwani made a motion to approve the agenda.

Dr. Hughie Barnes seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### **Roll Call**

Anthony Jowid      Aye

Dr. Madhu Chatwani Aye

Dr. Hughie Barnes Aye

Kennedy Hilario Aye

## **II. Presentations from the Floor**

### **A. Presentation from the floor on non agenda items**

None.

### **B. Presentations from the floor on agenda items**

None.

## **III. Discussion Items / Updates**

### **A. Audit Bid Review/Discussion**

*Director of Finance Tracy Bondi and Director of Compliance & Operations Jeremiah David presented:*

Based on the scoring in the ECS & MCP - Audit Bid Evaluation Matrix, the CliftonLarsenAllen proposal on average rated the highest across all proposals. The criteria used were:

**Proposal Completeness** = how thorough the proposal's information is toward meeting audit and tax services needs

**Vendor Information / References** = information within or outside the proposal on the auditor's company background, operational and financial health, etc.

**Prior Relevant Experience** = information within or outside the proposal that indicates the auditor's experience working with K-12 public school/charter school clients.

**Costs** = annual and multi-year costs as stated in the proposal

**Demonstrated Quality of Work** = information within or outside the proposal on the auditor's actual or demonstrable work product

The Audit Committee reviewed the proposal scoring and ultimately decided for the ECS staff recommendation to move forward with the CliftonLarsenAllen proposal.

#### **IV. Action Item**

##### **A. Recommend Board Approval of Auditor Contract/Proposal**

Dr. Hughie Barnes made a motion to recommend board approval of CliftonLarsenAllen auditor contract/proposal.

Kennedy Hilario seconded the motion.

The committee **VOTED** unanimously to approve the motion.

##### **Roll Call**

Anthony Jowid      Aye

Kennedy Hilario      Aye

Dr. Madhu Chatwani      Aye

Dr. Hughie Barnes      Aye

#### **V. Closing Items**

##### **A. Adjourn Meeting**

Dr. Madhu Chatwani made a motion to adjourn meeting.

Dr. Hughie Barnes seconded the motion.

The committee **VOTED** unanimously to approve the motion.

##### **Roll Call**

Anthony Jowid      Aye

Kennedy Hilario      Aye

Dr. Madhu Chatwani      Aye

**Roll Call**

Dr. Hughie Barnes Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:29 AM.

Respectfully Submitted,

Anthony Jowid