



Washington Audit Committee Meeting

Thursday, January 20th, 2022
9:00-10:00am

UPDATE: LIMITATIONS ON IN-PERSON PUBLIC PARTICIPATION PURSUANT TO COUNTY HEALTH ORDERS

Summit Public Schools recognizes that our community includes students, staff, family members, and directors who are in some of the highest risk categories of the [COVID-19 Virus](#). In accordance with Governor Inslee's State of Emergency Proclamation, [Proclamation 20-28.15](#) and recommendations from county health officials, including the Kings County Department of Health, Summit Public Schools recommends "social distancing" (i.e. avoid group gatherings unless completely necessary) to help mitigate the spread of COVID-19. Please note:

Please note:

- Members of the Board of Directors and the officers of Summit Public Schools Washington plan to participate in this meeting via teleconference.
- Members of the public will be able to observe and offer public comment through our teleconference and videoconference system at their preferred location.
- Summit Public Schools will continue our established practice of receiving public comment from speakers using the teleconference system.

Public Options for Attending the Meeting

This Summit Board meeting is accessible by conference call through the following link:

<https://summitps.zoom.us/j/93771430565> or

Dial in number: +1 669 900 6833 , Meeting ID: 93771430565

If you have any questions or need any assistance in participating in the SPS Board meeting, please contact Valeria Torres at vtorres@summitps.org or 650-544-5754.

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Public Participation

Summit Public Schools Washington (“SPS”) welcomes your participation at this meeting of the Board of Directors. The purpose of a public meeting of the Board of Directors is to conduct the affairs of SPS in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in SPS.

This Agenda contains a brief general description of each item to be considered. Except as authorized by law, no action or discussion by the Board shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Board of Directors after the posting of this agenda are available upon request at [the Summit Home Office, 780 Broadway, Redwood City, California] or via email to boardmanager@summitps.org

To assist participation in our meetings, the following guidelines are provided:

1. Copies of the posted agenda are available to all audience members in the meeting room and upon request. Copies of the posted agenda are also available at each satellite site, on the SPS website, and upon request to info@summitps.org.
2. “Request to Speak” forms are available to all audience members who wish to speak on any item listed on agenda item(s) and, during regular meetings of the Board only, matters under the subject matter jurisdiction of the Board. Linked [here](#) is the online Speaker Form.
3. In accordance with the Open Public Meeting Act, the Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. Without taking action, Board members or staff members may ask for clarification or briefly respond to statements made or questions posed by the public about items not appearing on the agenda.
4. The Board requests that members of the public who wish to speak on agenda items specify the agenda item on their Request to Speak Form and adhere to the limits detailed below.
5. Public comment on each agenda item and non-agenda item is limited to three (3) minutes for each speaker. An individual speaker may not cede their time to another speaker.
6. The total time allotted to public comment on non-agenda items during regular meetings of the Board shall not exceed fifteen (15) minutes. The Board will not receive public comment on non-agenda items during special meetings of the Board.
7. The total allotted to public comment on agenda items shall not exceed twenty (20) minutes.
8. During public comment, the Board may direct staff to respond to your concern or consider the matter for a subsequent Board meeting item. The Board cannot guarantee that any item submitted for consideration will be presented to the Board at the meeting immediately following the request.
9. The Board reserves the right to increase or decrease the total time allowed for public comment, or total topic time, depending on the topic and the number of persons wishing to be heard upon motion of the Board Chair. The Board Chair may direct staff to survey the Request to Speak forms and may ask that additional persons speak only if they have something new to contribute.
10. In compliance with the Americans with Disabilities Act (ADA) and upon request, SPS may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact Valeria Torres at vtorres@summitps.org or 650-544-5754.

11. The Board invites members of the public with specific school site questions to submit them directly to the Executive Director of the school site and/or the Superintendent. The Board will direct the Superintendent to coordinate responses to any formal requests presented during public comment. The appropriate staff member will furnish answers to questions.

AGENDA OF BUSINESS

Audit Committee

Name	Present	Not Present
Shirline Wilson	Present	Not Present
Stefan Weitz	Present	Not Present

Agenda Items

Item Number	Agenda Item	Time
1	Call to Order / Roll Call	9:00-9:01am
2	Approval of Agenda for January 20, 2022 SPS Washington Audit Committee meeting	9:01-9:02am
3	Approval of Minutes for January 15, 2021 SPS Washington Audit Committee meeting	9:02-9:03am
4	Public Comment	9:03-9:08am
5	Required Communication Letter from Audit Firm	9:08-9:10am
6	High Level Presentation of Fiscal Year 21 Audit a) FY 21 Audit Memo b) FY 21 Audit Report and Financial Statements c) FY 21 Auditor Representation Letter d) FY 21 990 Tax Form e) FY 21 GASB Tieout f) FY 21 Covenants Worksheets	9:10-9:25am
7	Request recommendation to the SPS Washington Board of Directors	9:25-9:29am
8	Adjournment	9:30am

THE ORDER OF BUSINESS AND TIMINGS 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, provided that the Board takes action to authorize such change. The timing and schedule listed on the agenda are preliminary estimates only and are subject to change depending on the duration of public comment and discussion around prior items