



PORTLAND PUBLIC SCHOOLS

OFFICE OF DEPUTY SUPERINTENDENT

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STAFF REPORT

Date: March 21, 2024

To: PPS Board of Directors

From: Myong Leigh, Interim Deputy Superintendent of Business & Operations

Subject: Appointment of the 2023-24 Financial Auditor

BACKGROUND

Staff is requesting that the Board resolve to appoint Talbot Korvola & Warwick (TKW) as the 2023-24 financial auditor. Typically, the PPS financial auditor is appointed by the PPS Board of Directors at the first regular board meeting in July. However, the Board's Audit Committee has requested that staff conduct a request for proposal (RFP) process to seek alternate options for financial audit services. Due to uncertainty on the timeline for this process, staff delayed the appointment of the financial auditor. The District has started the process to issue the RFP for the financial auditor beginning with services for the 2024-25 fiscal year. An amendment to the current TKW contract was approved at the March 19, 2024 Board meeting; this amendment extends the contract date and amount to include audit services for 2023-24.

RELATED POLICIES/BEST PRACTICES

To comply with the requirements of Oregon Revised Statutes (ORS), the Portland Public Schools Board of Education appoints a financial auditor each fiscal year. ORS 328.456, 327.137, 297.405 require the appointment of a financial auditor for the School District.

ANALYSIS OF SITUATION

If the Board does not appoint TKW as the financial auditor, staff would need to immediately adjust plans for the 2023-24 audit; financial audit meetings are scheduled to begin in April 2024. Staff would need to seek an alternate auditor within a constrained timeline and may be at risk of not meeting the requirements of the Oregon Revised Statutes.

FISCAL IMPACT

No immediate fiscal impacts associated with this appointment.

COMMUNITY ENGAGEMENT (IF APPLICABLE)

Not applicable.

TIMELINE FOR IMPLEMENTATION / EVALUATION

If approved, staff will work with TKW on the 2023-24 financial audit.

BOARD OPTIONS WITH ANALYSIS

See Analysis of Situation section above.

CONNECTION TO BOARD GOALS

Not applicable.

STAFF RECOMMENDATION

Staff recommends the board resolve to appoint TKW as the 2023-34 financial auditor.

As a member of the PPS Executive Leadership Team, I have reviewed this staff report.

ML (Initials)

ATTACHMENT

Appointment of financial auditor resolution