



Audit Committee Meeting Date: February 24, 2021

Health and Safety Checks Audit- Status Update

Audit Plan

Objective/Goals: To determine whether school buildings (where students are attending in person classes) are in compliance with the building safety plan put in place due to the coronavirus pandemic.

Background Information: As the District begins to have students attending in person classes and/or activities, compliance with each school building safety plans will be crucial to safeguarding the health and safety of District students and staff.

Risks: There is a risk school building will not be in compliance with the building safety plans which could lead to an increased risk of spreading the coronavirus.

Timing: This audit will begin when/if students begin attending in person classes and/or activities.

Results of on-site visit will be provided to District administration within two working days of the site visit to ensure timely feedback. A summary of the results of the site visits completed to date will be provided to the Audit Committee at each meeting while the audit is underway.

Audit Scope, includes but not limited to:

1. Review of the building safety plans
2. Determination of whether the building is in compliance with the building safety plan

NOTE: The audit will not determine the adequacy of the building safety plans, it will only determine compliance with the building safety plan.

Current Status

- We have begun planning to test some building that are offering LIPI (limited in person instruction) in preparation for more wide scale testing when the District provides hybrid opportunities.
- A primary audit liaison has been selected by District management to help facilitate the audit, and we are working on developing a communication plan to ensure there are no surprises.
- We have been provided with a list of school buildings that are currently providing LIPI, the roll out dates for LIPI at additional school buildings, the building safety plans for each, and we have begun reviewing them.
- We have met with several members of the District administration to provide an overview of the audit and provide some general ideas of what they can expect during the audit.
 - Claire Hertz, Deputy Superintendent Business & Operations
 - Dan Jung, Chief Operating Officer
 - Dr. Russ Brown, Chief of Systems Performance
 - Joe Crelier, Director of Risk Management
- We are working to create a format for students to provide OIPA with student's perspective on this audit.
 - Current volunteers include: Parker Myrus and Jackson Weinberg - both members of the Audit Committee, and Nathaniel Shue, Student Representative to the PPS Board.



- We are looking to diversify student input so if you are aware of any student who may be interested in volunteering please let me know and I will be happy to reach out to them.

Next Steps

- We are working to develop a generic checklist of items that we will test for when onsite, as well as a list of any items we may request while onsite.
 - It is our intent to provide the checklist to the audit liaison (as well as a list of agreed upon leadership team members) so they can distribute them as widely as they wish before any onsite visits take place.
- It is our intent to provide the audit liaison (as well as a list of agreed upon leadership team members) with notification of which buildings we are planning to test the following week. For example, we are tentatively planning to email out on Wednesdays the list of building we are planning to visit at any point during the following week.
 - We welcome the audit liaison to distribute that notification broadly so no one is surprised when we show up onsite.
- We are committed to providing the audit liaison (as well as a list of agreed upon leadership team members) results of the onsite visit within two business days to ensure timely feedback.
- We are planning to provide the Audit Committee with a summary report of testing completed to date at each Committee meeting. The Committee can expect to receive the first report in the April 7, 2021 meeting.

Questions, comments, or feedback?