



STATUS REPORT

Bridgeport Public Schools Implementation of Forensic Audit Recommendations

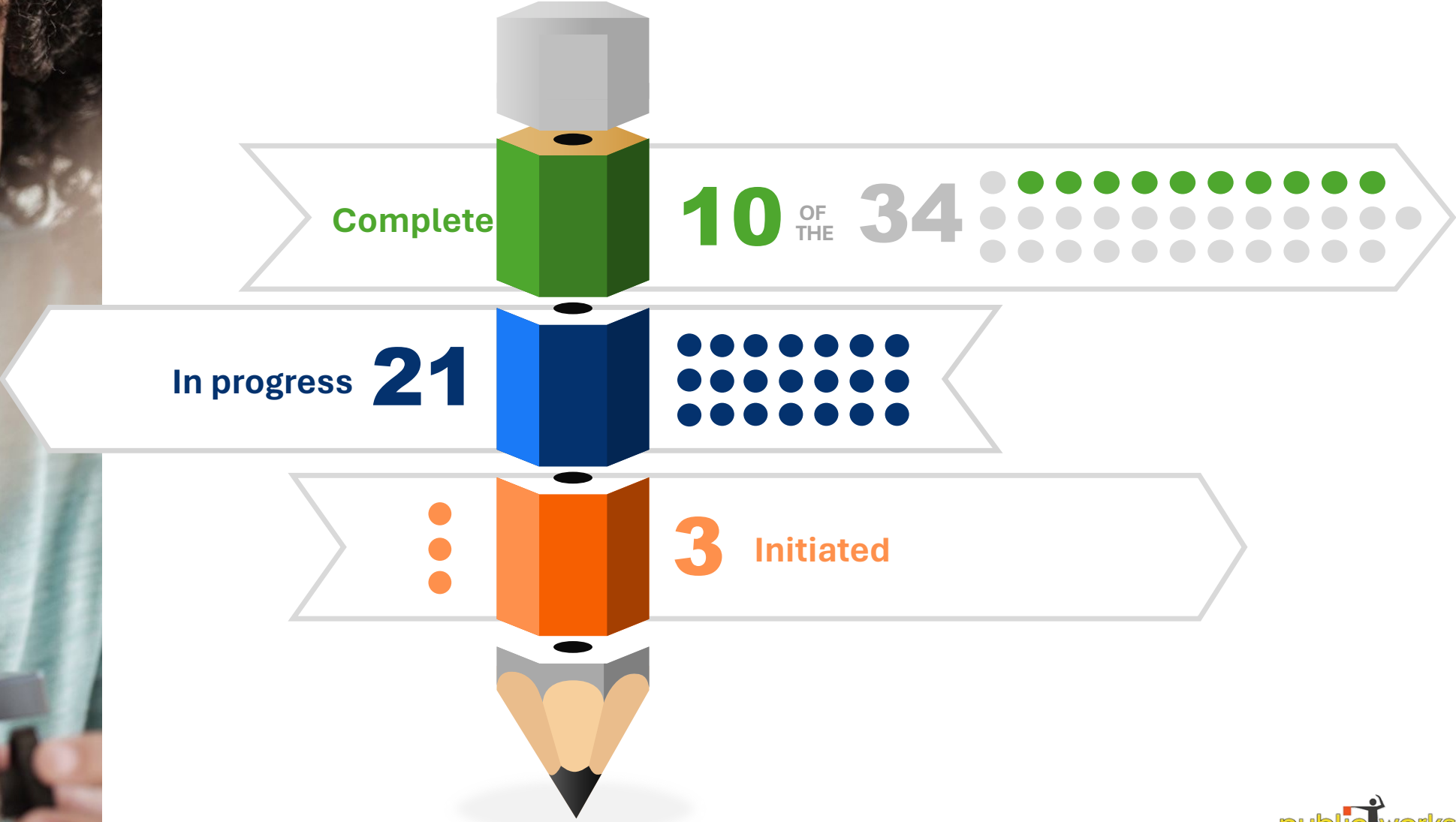
May 13, 2026

Prepared by: Public Works





Progress to date



Budget Development

AUDIT #	RECOMMENDATION	STATUS
1.	Develop a Budget Process that includes collaboration with district leadership and the community.	In Progress
2.	Develop Budget at the Account Level and control overspending during the year.	Complete
3.	Include educational factors into campus allocations.	Complete
4.	Include Capital Improvements/Maintenance Needs in Annual Budget process.	Complete
6.	Include department heads in budget building process (repeats #2).	In Progress
7.	Use other factors to determine campus level allocations (repeats #3).	Complete
9.	Continue to have Grants department draft grant budgets.	Complete
11.	Grant revenues and general fund revenues need to be separated.	In Progress
14.	Budget in operational categories with more specificity (related to #2).	In Progress

Budget Reporting and Monitoring

AUDIT #	RECOMMENDATION	STATUS
5.	Include original budget and amended budget numbers in financial reports in comparison to actual expenditures.	In Progress
8.	Establish formal budget amendment process by Board during the year.	Initiated
10.	Make Budget data available to campuses and departments throughout the year; formalize budget transfer processes.	In Progress
12.	Limit and document budget adjustments.	In Progress
15.	Hold department heads and campus leaders accountable for monitoring their budgets (enhances #10).	In Progress
16.	MUNIS access should be granted to all department leaders and others deemed necessary by those leaders for at least read-only access to their department's financial data.	Complete
21.	Consider involving the grants director in the review process for state grant reports, even if their approval is not required.	Complete
23.	Provide time at leadership meetings for Q&A on budget and finance matters.	In Progress

Purchasing and Accounts Payable

AUDIT #	RECOMMENDATION	STATUS
17.	Use MUNIS for purchasing requests rather than Formstack.	In Progress
18.	Improve the receiving and invoice processes by signing and approving invoices.	In Progress
19.	Maintain adequate documentation of contracting processes carried out jointly by the City and BPS.	Initiated
20.	Control grant purchases and other expenditure transactions to ensure money is being used as intended.	In Progress
24.	Track all Activity Funds through MUNIS.	In Progress
25.	Use MUNIS rather than Excel spreadsheets for Activity Funds (repeats #24).	In Progress
28.	Examine the current use of Procurements Cards and determine future use.	In Progress
29.	Document travel guidelines and train staff on use.	Complete
30.	Document inventory and asset management processes and procedures.	In Progress

Accounting

AUDIT #	RECOMMENDATION	STATUS
13.	Record all revenues; no offsets to expenses.	In Progress
22.	Establish appropriate internal controls over journal vouchers.	In Progress

Facilities Management and Communication

AUDIT #	RECOMMENDATION	STATUS
26.	Share capital projects and routine maintenance schedules internally.	Complete
27.	Open lines of communication between the individual schools and the facilities department so that needs can be communicated efficiently.	In Progress

Human Resources

AUDIT #	RECOMMENDATION	STATUS
31.	Perform routine review of employee master listing to search for duplicate information in the address, phone number and email address.	In Progress
32.	Assign a unique district email address to each employee that is tied to their MUNIS employee record.	Complete
33.	Hold annual training and as part of new employee onboarding to ensure employees are aware of the various systems and how to use in their job.	Initiated
34.	Hold annual training on districtwide policies and procedures.	In Progress





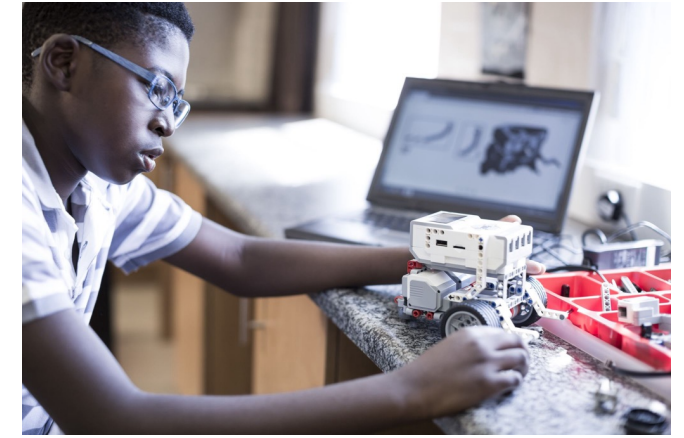
Not in the CLA Audit Recommendations but Require Attention

RECOMMENDATION	STATUS
Benefit Process	In Progress
Bargaining Agreements as they relate to benefits	Initiated
Payroll	In Progress
Cash Handling Procedures	In Progress
Documenting Organization Structure, Job Descriptions, Reporting Relationships	In Progress



Overall Vital Accomplishments

- Budget Creation & Budget Calendar Process Established
- Finance & Human Resources Procedures in Place
- Improved Internal Controls & Transparency



Next Steps for BPS Leadership

- Adopt and Implement well-researched technology options
- Follow procedures established by Public Works and modify as needed
- Train staff to implement procedures to increase efficiency and reduce operational risks

Next Steps for Public Works LLC Team

- Continue making progress on correcting issues related to the CLA recommendations
- Create a sustainability plan for ongoing use by BPS leadership



THANK YOU!


public works
making good ideas work for the better