

**CONNECTICUT STATE BOARD OF EDUCATION  
Finance, Audit and Budget Committee Meeting**

**Thursday, February 25, 2016  
Room 232, State Office Building  
165 Capitol Avenue, Hartford**

**Approved Minutes**

Members Present: Mr. Joseph Vrabely  
Mr. Stephen P. Wright

Others Present: Ms. Pamela V. Charland, Assistant to the Commissioner and  
State Board of Education  
Ms. Kathy Demsey, Chief Financial Officer  
Mr. Levy Gillespie, Director, Equal Employment Opportunity  
Ms. Gloria McCree, Director, Office of Internal Audit

Members Absent: Mr. Allan B. Taylor, Chair

The meeting was called to order at 9:36 a.m.

**Approval of Minutes – November 18, 2015**

A motion was made by Mr. Vrabely, seconded by Mr. Wright, and unanimously adopted to approve the minutes of the Finance, Audit and Budget Committee (Committee) meeting on November 18, 2015.

Vote: Yes: Mr. Vrabely and Mr. Wright  
No: 0  
Abstained: 0  
Absent: 1

Ms. Demsey reported that the State Department of Education Office of Finance & Internal Operations and the Office of Policy and Management are continuing to review the final impact of rescissions on various grants and programs. She also informed the Committee about the second quarter financial status of the Department, including magnet and charter schools, Connecticut Technical High School System (CTHSS) and central office.

The Committee discussed the statewide hiring freeze, the impact on position vacancies that were approved prior to the end of last year, and the potential deployment of staff to various new positions due to retirements and other staff shortages in the Department. There was a detailed discussion on the need to re-prioritize work and to perform the Department's workload in a potentially different and more efficient manner.

Ms. McCree provided an overview of the status of the various audits and projects being performed by the Office of Internal Audit (OIA) staff. She indicated that representatives within the Department met with personnel from West Haven to discuss the Carl D. Perkins grant. She informed the Committee that OIA is waiting for a determination from the federal government regarding some outstanding issues prior to releasing the final report. Ms. McCree also updated the Committee on work performed within CTHSS. She stated that OIA conducted both compliance and operational audits for CTHSS schools and then

summarized some of the key findings and recommendations. OIA and the Finance and Internal Operations Office plan to work together to address some of the inventory related findings. Additionally, Ms. McCree stated that she and Ms. Demsey are working with an external audit firm on a special project for Jumoke Academy. The project is expected to be completed in March 2016.

Ms. McCree also indicated that OIA is in the review/planning stages of three operational audits within a local educational agency and for grant recipients. She also stated that OIA has completed single audit activity for 2013-2014 and has started its review for 2014-2015.

At 11:20 a.m. the meeting was adjourned.

Recorded by Patricia Johnson, Secretary, Office of Internal Audit