

**Connecticut State Board of Education  
Finance, Audit and Budget Committee Meeting**

**Tuesday, December 5, 2023  
450 Columbus Boulevard, Hartford  
4<sup>th</sup> Floor North – Meeting Room A**

**Approved**

Members Present: Mr. Donald Harris, Jr., Chair  
Mr. Allan B. Taylor

Via TEAMS: Ms. Bonnie Burr  
Ms. Keavney-Maruca  
Mr. Roger Persson

Others Present: Ms. Gloria McCree, Director of Internal Audit

The meeting was called to order at 3:06 p.m.

**I. Approval of Minutes – August 22, 2023**

A motion was made by Mr. Harris, seconded by Mr. Taylor, and unanimously adopted to approve the minutes of the Finance, Audit and Budget Committee meeting on August 22, 2023.

**II. Office of Internal of Internal Audit (OIA) - (Ms. Gloria McCree)**

Ms. McCree discussed the status of current audit activity for the quarter. This included updates and highlights of the status of Federal and State Single Audits for 2021 – 2022, Forms Review and Analysis, and Charter School Reviews.

In addition, updates on the status of the three vacancies within the Office of Internal Audit were discussed. The Administrative Assistant and the Accounts Examiners' positions were recently filled. Interviews are scheduled in December for the Director of Internal Audit position.

**III. Financial Matters (Mr. Roger Persson)**

Mr. Persson discussed potential lapse with the state budget and provided an overview of funds being held back by OPM, as well as anticipated Adult Education shortfall. The Committee was also updated on the status of ESSER I, ESSER II and ARP ESSER grants. Additionally, he discussed current action items including the following:

- FOI request for Pandemic Funding information
- EANs Equipment vs. Supplies
- Recruitment of additional staff members (including 1 Fiscal Administrative Supervisor, 1 Supervising Accountant, 3 Fiscal Administrative Assistants, 1 Material Storage Supervisor 2, and 1 Grants & Contracts Specialist)

At 3:44pm a motion was made by Mr. Harris and seconded by Ms. Keavney-Maruca and Ms. Burr and unanimously adopted to adjourn the Finance, Audit and Department Matters Committee meeting.

Recorded by Kerrian Denham, Administrative Assistant - Office of Internal Audit