

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

**Thursday, February 29, 2024
450 Columbus Boulevard, Hartford
Plaza North - Meeting Room A**

Draft Minutes (Subject to change)

Members Present: Mr. Donald Harris, Jr., Chair

Via TEAMS: Ms. Bonnie Burr and Mr. Allan B. Taylor
Mr. Roger Persson, Chief of Fiscal and Administrative Services

Others Present: Keith Norton, Chief Strategic Planning Officer
Justin Cleary, Associate Accounts Examiner – OIA
Tom Markoski, Associate Accounts Examiner – OIA
Marisol Salaman, Account Examiner – OIA
Kerrian Denham, Administrative Assistant - OIA

Member Absent: Ms. Patricia Keavney-Maruca

The meeting was called to order at 3:01 pm by Chair, Donald Harris.

I. Approval of Minutes – December 5, 2023

A motion was made by Donald Harris, seconded by Allan Taylor, and unanimously adopted to approve the minutes of the Finance, Audit and Budget Committee meeting held on December 5, 2023.

Vote: Yes: 3
Absent: 1

II. Status of Position Vacancy: Director of Internal Audits

Keith Norton provided an update on the status of the Director of OIA vacancy. A candidate was chosen, an offer sent and accepted. The new Director will begin on March 22, 2024, pending Board approval.

III. Office of Internal of Internal Audit (OIA) – Status of Current Activity

Justin Cleary provided updates and highlights on the status of activities/projects the OIA team has conducted over the last quarter. These included the following:

- Federal and State Single Audit reviews for fiscal years 2021-2022 and 2022-2023.
- Implementation of improvements to OIA's Single Audit Database.
- Highville Charter School renewal review.
- Random Charter and Magnet School audit selection process.
- Open Choice Supplemental Transportation Grant reviews.

In addition, the following are upcoming projects: Review of the 2023-2024; Education Cost Sharing Grant Final Calculation and development of the 2024-2025 OIA Audit Plan.

Following an inquiry by Donald Harris, a brief discussion ensued regarding the overall process for open choice supplemental transportation grant review.

IV. Financial Matters (Mr. Roger Persson)

The current activity in fiscal, which is of priority, is the continued recruitment efforts to fill available and anticipated vacancies.

At approximately 3:30pm, Mr. Harris adjourned the meeting seconded by both Allan Taylor and Bonnie Burr. The meeting of the Finance, Audit and Budget Committee unanimously adjourned.

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