

Staff Follow Up: September 7, 2023  
Formal Motion – Audit Committee  
**Audit-090823-04**



Educating Today's Students to  
Succeed in Tomorrow's World

**Topic:** Internal Funds

**Staff Follow Up:** Chief Auditor to confer with the principals and come back with some recommendations on how to fix the controls noted.  
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**Addendum  
to Response:**

With respect to issues noted in the internal audit of Dave Thomas Education Center, the Chief Auditor is in process of setting up a meeting with the Deputy Superintendent of Operations and the Business Support Center, Associate Superintendent of Finance, Family & Community Engagement Departments the week of November 27, 2023. We will request the attendance of the Chief Academic Officer and the Associate Superintendent of Non-traditional Schools and the School Level chairs.

A copy of the audit report and the finding and the appropriate business practice bulletin is included on the meeting agenda to discuss potential OCA recommendations/controls to mitigate this finding.

**Response:**

The Chief Auditor discussed this issue and other issues with Deputy Superintendent Dr. Howard Hepburn. It was agreed that the Office of the Chief Auditor (OCA) will make presentations to the schools.

The first presentation will occur on October 24, 2023. At that time, the OCA team will address the various issues noted in recent reports to the principals, bookkeepers, and micro techs.

At this presentation, the OCA will go over the issues noted in the internal funds discussed at the September 7, 2023 Audit Committee meeting and will discuss other issues related to payroll, BTA, inventory, and caps & gowns as well.

The Business Support Center, Procurement, and Accounting & Financial Reporting will also be invited.

(Note: The Audit Committee had detailed discussions on this matter. However, the motion wording above is the official motion approved.)