



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Mrs. Patricia B. Luke, Chair
Mr. Allan B. Taylor
Mr. Stephen P. Wright

FROM: Mr. Richard G. LeMay, Supervising Accounts Examiner
Office of Internal Audit

DATE: September 1, 2011

SUBJECT: Finance, Audit and Department Matters Committee Meeting
September 14, 2011, at 9:30a.m. in room 321

The following is the agenda for the September 14, 2011, Finance, Audit and Department Matters Committee meeting:

- I. **Approval of Minutes** – March 16, 2011 (*attachment I*)
- II. **Affirmative Action Agenda Items** (*Mr. Levy Gillespie*)
 - a) 2010 – 2011 Affirmative Action Plan – Update
- III. **Office of Internal Audit Agenda Items** (*Mr. Richard LeMay*)
 - a) Memorandum of Understanding School Construction – DAS/DCS and SDE – OIA’s Involvement
 - b) Single Audit and Agreed – Upon Procedures (ED-001)
 - c) CTHSS Audit Activities – Oliver Wolcott Audit – Windham Inventory
 - d) Review of DSS Transferred Programs and OIA Audit Activity Impact
 - e) Auditor’s of Public Accounts (State Auditors) Update
 - f) Development of RESC Magnet School, Agreed Upon Procedures Package
 - g) Finalization of OIA’s Annual Audit Plan
- IV. **Other Matters**

RL/pj
cc: Mrs. Pamela V. Charland
Mr. George A. Coleman
Mr. Levy Gillespie
Mr. Brian Mahoney

Attachments