



STATE OF CONNECTICUT

STATE DEPARTMENT OF EDUCATION



November 27, 2007

TO: Mrs. Patricia B. Luke, Chair
Dr. Alice L. Carolan
Mr. Donald J. Coolican
Mr. Allan B. Taylor

FROM: Mr. Raymond T. Inzero, Chief
Office of Internal Audit

SUBJECT: **Audit and Department Matters Committee Meeting**
Wednesday, December 5, 2007 at 8:30 a.m. in Room 305

The following is the agenda for the December 5, 2007 Audit and Department Matters Committee meeting: *(estimated time 40 minutes)*

- I. **Approval of Minutes** – **Revised** September 5, 2007 *(attachment)*
- II. **Finance** *(Mr. Brian Mahoney)*
 - a) Budget Process Overview
- III. **Office of Internal Audit Agenda Items** *(Mr. Ray Inzero)*
 - a) Migrant Education Program – Status
 - b) Highville Mustard Seed Charter School- Receivership Status
 - c) Highville Charter School – Current Monitoring Issues
 - d) Request for OIA Assistance – Charter School Monitoring *(attachment)*
 - e) Federal Title I Monitoring Visit
 - f) Draft – Audit Policy *(attachment)*
 - g) School Construction Report and Ongoing Audit Issues
 - h) Quality Control Reviews (QCR) of CPA Workpapers
 - i) State Single Audit/ED001/ED001C Revisions
 - j) CTHSS Issues
- IV. **Affirmative Action Agenda Items** *(Mr. Carl Jordan)*
 - a) SDE Affirmative Action Grievance Log *(handout)*

RI:er
Attachments

cc: Ms. Pamela V. Bergin
Mr. George A. Coleman
Mr. Carl Jordan
Mr. Brian Mahoney
Dr. Mark K. McQuillan

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