

**OFFICIAL MINUTES OF THE BOSTON SCHOOL COMMITTEE'S
INTERNAL AUDIT TASK FORCE MEETING**

January 29, 2019

The Boston School Committee's Internal Audit Task Force held a meeting on January 29, 2019 from 5 – 7 p.m. at Boston City Hall, One City Hall Square, Room 608, Boston, MA 02201. For more information about any of the items listed below, visit www.bostonpublicschools.org, email esullivan3@bostonpublicschools.org or call the Boston School Committee Office at (617) 635-9014.

ATTENDANCE

Task Force Members Present:

Scott Baranowski – Wolf & Company, Task Force Co-Chair
Thomas Berton – Cambridge Savings Bank
David Dyson – The Nature Conservancy
Judi Gonsalves – Liberty Mutual, Task Force Co-Chair
Jonathan Joint – Boston College Student
Jim McGough – Wolf & Company (non-voting member)

Task Force Members Absent:

Dr. Joy Gray – Bentley University
Ranjani Narayanan – Deloitte
Michael O'Neill – 451 Agency and Member, Boston School Committee
Marcia Schow – Manulife John Hancock
Natalie Velasquez – State Street Corporation

DOCUMENTS PRESENTED

Agenda

Task Force Meeting Minutes: January 15, 2019

*Boston School Committee Internal Audit Task Force Meeting
Boston City Hall
Room 608*

January 29, 2019

CALL TO ORDER

Co-Chair Scott Baranowski called the meeting to order and welcomed everyone. He noted the objectives for the meeting were to review the Office of Human Capital's feedback on the Chief Internal Auditor Job Description and to walk through a draft of the presentation of our work to key stakeholders and the Boston School Committee.

APPROVAL OF MINUTES

The Task Force was unable to approve the minutes of the January 15, 2019 Internal Audit Task Force meeting as a quorum was not present. This approval will be tabled until the next Task Force meeting.

SUMMARY OF DISCUSSION

Mr. Baranowski noted that a reply from the BPS Legal Counsel regarding the Office of Internal Audit Policy was still pending, therefore, we will keep this item on the agenda for the next meeting.

The Task Force members discussed the comments on the Chief Internal Auditor Job Description received from Dr. Emily Qazilbash, Chief of Human Capital, and proposed minor wording changes to the Qualifications section.

Ms. Gonsalves provided an overview of the approach used in developing the first draft of the presentation of our work that will be given to our key stakeholders and the Boston School Committee. The Task Force Members discussed specific questions and proposed some changes to the initial draft.

PUBLIC COMMENT

A student from Emerson College attended to observe a public meeting as part of a school assignment.

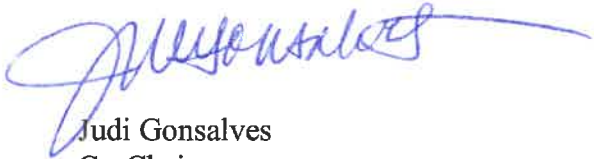
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ADJOURN

At approximately 6:33 p.m., the Task Force voted by unanimous consent to adjourn the meeting.

Attest:



Judi Gonsalves
Co-Chair
Boston School Committee Internal Audit Task Force