



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

December 4, 2018

The Boston School Committee's Internal Audit Task Force held a meeting on December 4, 2018 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

Guests Present:

Sally Glora, City Auditor, City of Boston

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)
Michael O'Neill – 451 Agency and Member, Boston School Committee
Natalie Velasquez – State Street Corporation

Task Force Members Absent:

Dr. Joy Gray – Bentley University
Ranjani Narayanan – Deloitte
Marcia Schow – Manulife John Hancock

DOCUMENTS PRESENTED

Agenda

Task Force Meeting Minutes: November 29, 2018

December 4, 2018

CALL TO ORDER

Co-Chair Scott Baranowski called the meeting to order and welcomed everyone. He noted the objective for the meeting was to gain insights from Ms. Glora regarding the dependency of, and integration between, the Boston Public Schools (BPS) and the City of Boston, important areas of risk for BPS, challenges for the BPS internal audit function and the interplay of the BPS internal audit function and the City Auditor.

APPROVAL OF MINUTES

Approved – The Task Force approved by unanimous consent the minutes of the November 29, 2018 Internal Audit Task Force meeting.

SUMMARY OF DISCUSSION

Task Force Members and Ms. Glora conducted introductions. Task Force Members interviewed Ms. Glora, covering the following topics:

- The City Auditor function is principally a controllership function vs. an internal audit function. Operational-type audits may be requested from time to time by the Mayor, the Chief Financial Officer or other Committee and the City will typically engage an external firm to assist in those efforts.
- An overview of the City of Boston IT Systems/Applications, including the party(ies) who own and manage the systems, what each system is used for, and the extent to which BPS uses each system.
- Potential risk areas for BPS that an internal audit function might want to address.
- Potential challenges for the BPS chief internal auditor.
- The need for close collaboration and partnership between the BPS chief internal auditor and the City Auditor.
- The importance of keeping the City of Boston Audit Committee informed as to the activities of the BPS internal audit function.

At approximately 6:40 p.m., Ms. Glora left the meeting.

The Task Force members discussed reactions to the discussion with Ms. Glora and briefly discussed questions with respect to the internal audit policy and reporting lines that the Task Force will need to discuss with legal representatives (meeting date/time TBD).

PUBLIC COMMENT

No speakers.

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

December 4, 2018

ADJOURN

At approximately 6:56 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