

Date: February 7, 2019  
For ACTION \_\_\_\_\_  
For INFORMATION  X   
Board Agenda: Yes  X   
No \_\_\_\_\_

**FROM:** Betty E. Hobbs, Ed.D. Acting Chief Human Resources Officer  
Sandra Hardeman, Director of Employee Relations  
ThuHang Nguyen, Director of Employment Services  
Jim Loomis, Director of Compensation and Benefits

**THROUGH:** Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

**TO:** The Honorable Cindy Anderson, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Human Resources Audit Update

**SUMMARY:**

Since the October 11, 2018 Gibson presentation of the Human Resources Department audit, progress has been made on most of the recommendations. Of the 25 recommendations listed in the audit:

- 18 (72 %) recommendations are in progress;
- 4 (16 %) recommendations are ongoing; and
- 3 (12 %) recommendations have been completed.

All of the Human Resources audit recommendations and the corresponding statuses are detailed within the attached presentation. This report on the Human Resources audit is the first in a series of staff updates.

**BACKGROUND:**

The School Board approved a risk assessment of ACPS which resulted in the approved funding in the FY 2016 Combined-Funds Budget for an internal audit program. In January 2018, the School Board awarded a contract to Gibson Consulting Group to conduct a functional performance audit of Human Resources.

The audit began in February 2018 and was completed in September 2018. An internal audit report of the human resources function was presented by Gibson to the School Board on October 11, 2018.

**RECOMMENDATION:**

The Superintendent recommends that the School Board reviews the Human Resources Audit Report.

**ATTACHMENT:** Human Resources Audit Update PowerPoint Presentation

**CONTACT PERSON:** Betty E. Hobbs, Acting Chief Human Resources Officer