Office of Auditor General (OAG)

Audit Recommendation Follow-Up as of October 31, 2023

Fairfax County
PUBLIC SCHOOLS
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Audit Recommendation Follow-Up Process

- OAG conducts audit recommendation follow-up and reports results to the Audit Committee/School Board on a quarterly basis.

- If audit recommendations are open for more than three years, OAG will conduct follow-up and report to the Audit Committee/School Board on an annual basis.

- For audit recommendations open for more than eight years, the audit will be closed.
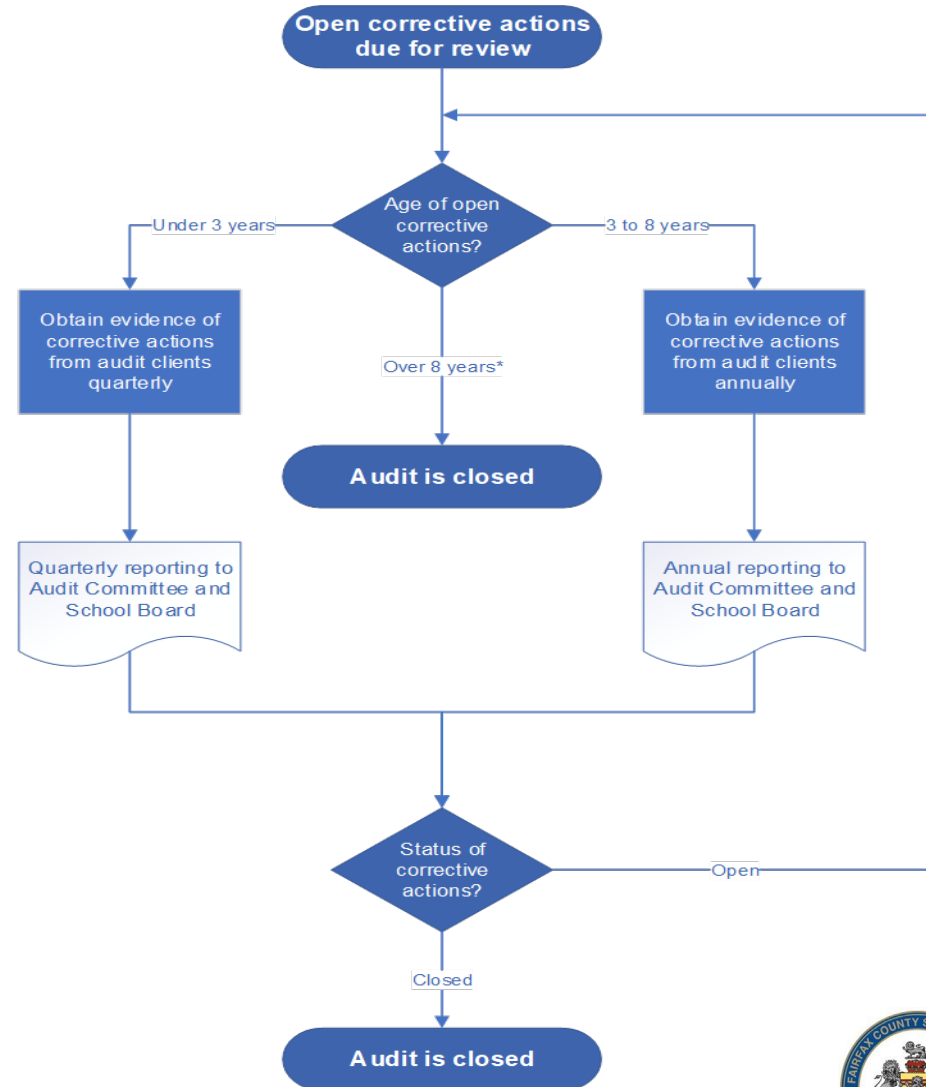
* Per FCPS Records Management Manual and Library of Virginia, audit records are retained for 8 years after the fiscal year in which the audit report was published.

The following presents the **quarterly** status of audit recommendations since the last follow-up presented to the Audit Committee:

Item #	Fiscal Year	Report Number	Audit Title (linked to final audit report)	Report Issue Date	Recommendations			
					Total	Previously Closed	Closed this Period	Outstanding
1	2022	22-1001	Community Use	March 2022	15	13	2	0
2	2022	22-1002	IT Technology Platform Implementation and Hardware Acquisition & Management	September 2022	5	3	0	2
3	2023	23-1001	Succession Planning and Leadership Development	February 2023	2	0	0	2
4	2023	23-1003	Employee Evaluation Process	September 2023	4	0	1	3
5	2024	23-1003	Food and Nutrition Services	February 2024	3*	0	0	3
				Total	**29**	**16**	**3**	**10**

* These recommendations are **not** due as of October 31, 2023.

The final two recommendations were closed this period:

1. **Ratifying School Age Child Care (SACC) Memorandum of Understanding (MOU) –** FCPS Leadership has met with Fairfax County and working with Division Counsel to update the MOU agreement.

2. **Recommendations for (a) Revenue Opportunities and (b) Assessing the Fee Structure –** Community Use presented recommendations (high level) for revenue opportunities and fee structure to the Audit Committee and will discuss further at advisory committees.

Two recommendations are currently past due, including **(1) Integrate Financial IT Asset Information with RequestIT and (2) Follow a Consistent Data Collection and Data Entry Process.**

Management Updates:

In its goal to modernize technology tools at FCPS, the Department of Information Technology (DIT) recently implemented Freshworks, a cloud-based IT service management software. Freshworks was first piloted internally within IT and has since expanded access to all FCPS for IT helpdesk functionality. Currently, DIT is configuring and implementing the asset management module within the new IT Service Management tool. The new target completion date for the asset management module implementation is June 30, 2024. Integrating the FOCUS financial data into the asset management system will require custom integration work between county and the vendor. That work will commence once the core asset management module is live.

Two recommendations are currently past due:

1. **Develop Division-Wide Succession Plan and Enhance Leadership Development Framework:** The Office of Professional Learning (OPL) has completed the action related to creating a plan for ensuring all central office administrators receive consistent Professional Development (PD) to develop leadership competencies. Seven corrective actions remain outstanding:

   - Five corrective actions are currently on hold including: (1) developing a plan for expansion of PD for Schedule A employees, (2) increasing opportunities for Mentorship within and across central office department, (3) seeking alternate funding for two operational specialist positions and (4) seeking funding for developing a mentoring and coaching initiative for leaders in critical positions that align to national standards and practices. The action for (5) HR and OPL to form a joint working group to form a succession plan and explore the development policies and regulations to align with industry leading practices is in process. Additional resources are required to fully explore and implement a division wide succession strategy.

   - Two actions related to (1) developing guidelines on establishing documentation and communication of knowledge management and (2) expanding Pathways to leadership communication and opportunities are not due yet.

2. **Evaluate All Domains of Principal Pipeline Model:** This action is currently in process. A third window was established for the pool participation applications and essay provision was reduced. Additional recommendations have been forwarded for consideration to senior leadership and work will continue to develop with additional coordination with subject matter experts**.**

One recommendation was closed this period:

1. **Compliance with Evaluation Requirements:** Actions related to resuming communication to all stakeholders and turning on notifications are closed. Evaluation guidance communications have been sent to principals/program managers and updates via emails will continue throughout the school year via Action/Info Gram. Also, notifications in MyPDE have been turned on that communicates deadlines.

Three recommendations remain outstanding and are currently past due:

1. **Update to Performance Assessments and Evaluations Regulation:** This recommendation is past due. Office of Employee Relations (OER) has completed the action to update the HUB and make the necessary updates to Regulation 4440. OER has routed the Regulation for review and currently awaiting for approval.

2. **User Experience of MyPDE:** The action related to increasing employee engagement of MyPDE and enhancing MyPDE training is in process. Also, Short tutorials are posted on Hub on how to complete tasks in MyPDE. Action related to OER continuing their efforts to enhance Dashboard with more resources and trainings throughout the school year is still open.

3. **Employee Evaluation Monitoring and Communication:** The action to complete quality control checks of random employee files and run the completions will not be completed until January 2024, after mid-year evaluation deadline.

- OAG will continue to follow up on open items on a quarterly basis.

- Audit Recommendation Follow-Up as of January 31, 2024, is scheduled to present at the April Audit Committee Meeting.