

# Inside Internal Audit

Baltimore County Public Schools  
Office of Internal Audit

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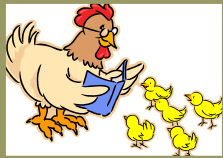
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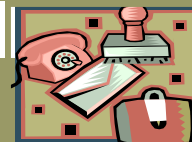
## Introduction and Purpose



- Welcome to the first edition of “Inside Internal Audit” the Office of Internal Audit’s quarterly newsletter. The purpose of this newsletter is to deliver timely, concise information that will help to improve the effectiveness and efficiency of BCPS operations. The newsletter will include topics, such as common audit findings and how to avoid them, “look fors” or “red flags”  for managers with financial responsibilities, and tips to improve internal controls over financial activities.
- The Office of Internal Audit is excited to provide this new service, and welcomes your feedback and ideas for future newsletter topics. Please email Carol D’Anna at [cdanna@bcps.org](mailto:cdanna@bcps.org) with your input.



*Educate Yourself - the more you know, the more you grow!*



## Background of the Office of Internal Audit

- The Office of Internal Audit reports directly to the Board of Education in order to maintain independence and objectivity.
- Our primary mission is to support the Board of Education of Baltimore County and the Baltimore County Public Schools in achieving system-wide goals and objectives.
- There are currently 10 staff members in the Office of Internal Audit.
- In addition to performing audits, we also provide consultative services to BCPS schools and offices.
- The Office of Internal Audit offers an on-site “New Principal Financial Orientation” to all newly appointed principals to assist them in their understanding of BCPS financial operations.

### Inside this issue:

- \*Introduction and Purpose
- \*Background of the Office of Internal Audit

### Next Issue:

The next issue, which will be published in October 2011, will contain information on maintaining compliance with procurement card policies and procedures.

### Staff:

\*Frances B. Parker,  
Chief Auditor, x355

\*Andrea M. Barr,  
Assistant Chief Auditor, x353

\*Andrea Manna, Auditor IV, x364

\*Debra Stevens, Auditor IV, x378

\*Lynn Bloom, Auditor III, x352

\*Jason Geisinger, Auditor III, x370

\*Andrea Jamison, Auditor III, x380

\*Jay Sporre, Auditor III, x323

\*Sandra Sample, Auditor II, x329

\*Carol D’Anna  
Administrative Assistant, x356