

IPSWICH AD HOC SCHOOL AUDIT COMMITTEE

Ipswich High School

134 High Street

January 7, 2014, 7:30 PM

Committee Members in Attendance: Kevin Murphy, Nishan Mootafian, Carl Nysten, Steve Fortado, Larry Seidler, Moriah Marsh

Other Officials in Attendance: None

Abbreviations Used: BOS – Board of Selectman, FinCom – Finance Committee, SC – School Committee

Documents Used:

Citizen Queries: none

Review of Minutes: Unanimously approved Minutes of December 4, 2014 Meeting.

Meeting Notes:

Discussed status of Job Analysis Questionnaire (JAQ) from Abrahams Group. JAQs were sent to 58 school staff and 18 town staff. App. 67% of respondents have submitted responses so far.

The school department has been busy compiling requested documents for Abrahams. Dozens of documents have been requested on all aspects of school and town operations. The School Central Office has been very helpful in gathering required data.

Discussed invoicing for Abrahams Group. Motion to approve payment for the 1st 2 invoices moved by Nishan Mootafian, second by Larry Seidler.

Discussed facilities rentals policy documents submitted to the Committee for Abrahams Group.

New Business: None

Motion to Adjourn:

Moved by Nishan Mootafian, seconded by Larry Seidler. Meeting adjourned at 8:30 PM.