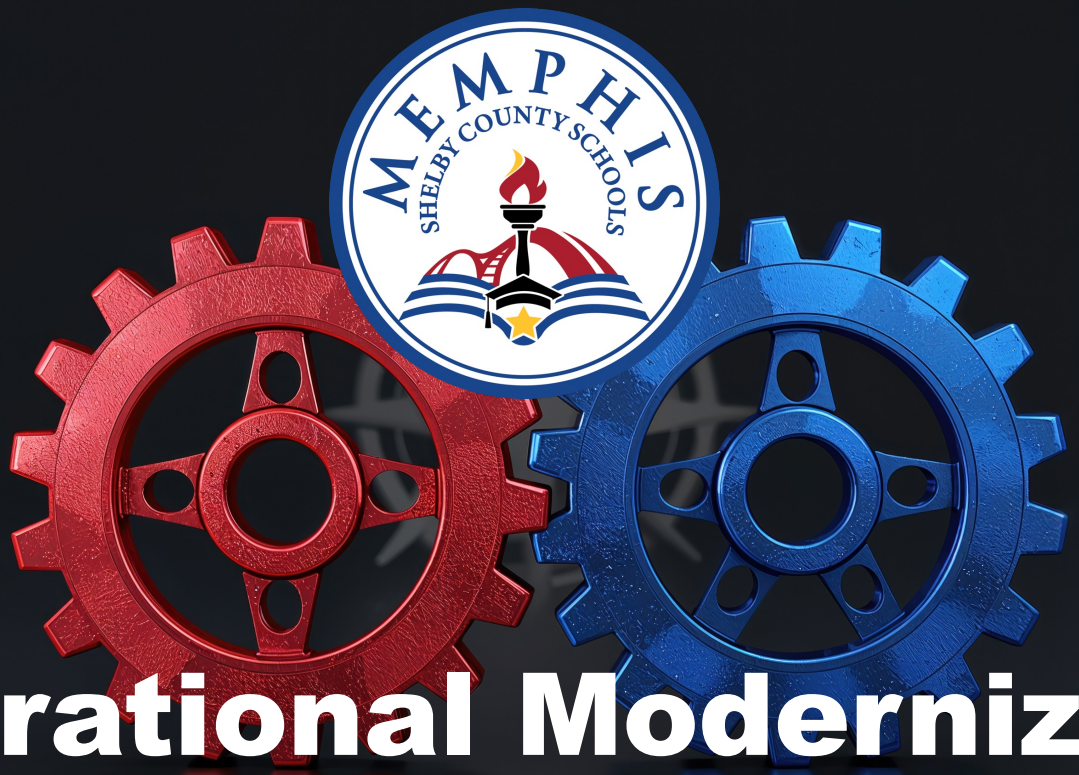


Operational Modernization & Excellence Plan

Including Digital Transformation, Payroll Controls, and Independent Compliance Co-Sourcing

Greatness Grows Here!

Purpose

- Strengthen internal controls and financial stewardship
- Modernize digital systems and streamline workflows
- Reinforce HR and payroll documentation integrity
- Enhance procurement and contract governance

Greatness Grows Here!

Strategic Change Management

PILLARS:

1. Operational Stabilization & Oversight
2. Procurement & Contract Reform
3. HR Documentation & Payroll Controls
4. Digital Transformation & Systems Integration
5. Program Optimization & Operational Efficiency
6. Independent Compliance Co-Sourcing
7. Compliance Calendar

Greatness Grows Here!

PILLAR 1

Operational Stabilization:

- Internal Controls Steering Committee established
- Cross-functional leadership oversight
- Monthly risk and compliance dashboard
- Superintendent-level monitoring and reporting
- Remediation timeline and protocol to address findings



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PILLAR 2

Procurement & Contract Reform:

- Districtwide contract inventory & digital repository with ROI verification and service delivery validation
- Sole/Single Source/Emergency SOP & approval workflow with vendor debarment verification
- Contract owner assignment & monitoring toolkit
- Deliverables-to-invoice reconciliation controls



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PILLAR 3

HR Documentation Integrity:

- Personnel file audit and compliance review
- Secure digital HR file management system
- Standardized file completeness checklist
- 100% File Integrity Initiative
- Automated separation notifications for system access termination and account reconciliation



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(PILLAR 3 cont.)

Payroll Controls & Documentation:

- Standard Payroll Change Authorization Form
- Dual-approval workflow for compensation changes
- Monthly payroll reconciliation certification
- Documentation linked to digital personnel file
- Segregation of duties review



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PILLAR 4

Digital Transformation:

- Systems integration assessment (HRIS, Payroll, Procurement)
- Workflow automation for contracts & approvals
- Real-time documentation and audit trails
- Reduced manual and paper-based processes



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PILLAR 5

Program Optimization:

- Districtwide program inventory
- Redundancy and overlap analysis
- Vendor contract evaluation
- Alignment to strategic priorities
- Budget and staffing efficiency review



Greatness Grows Here!

PILLAR 6

Independent Compliance Co-Sourcing:

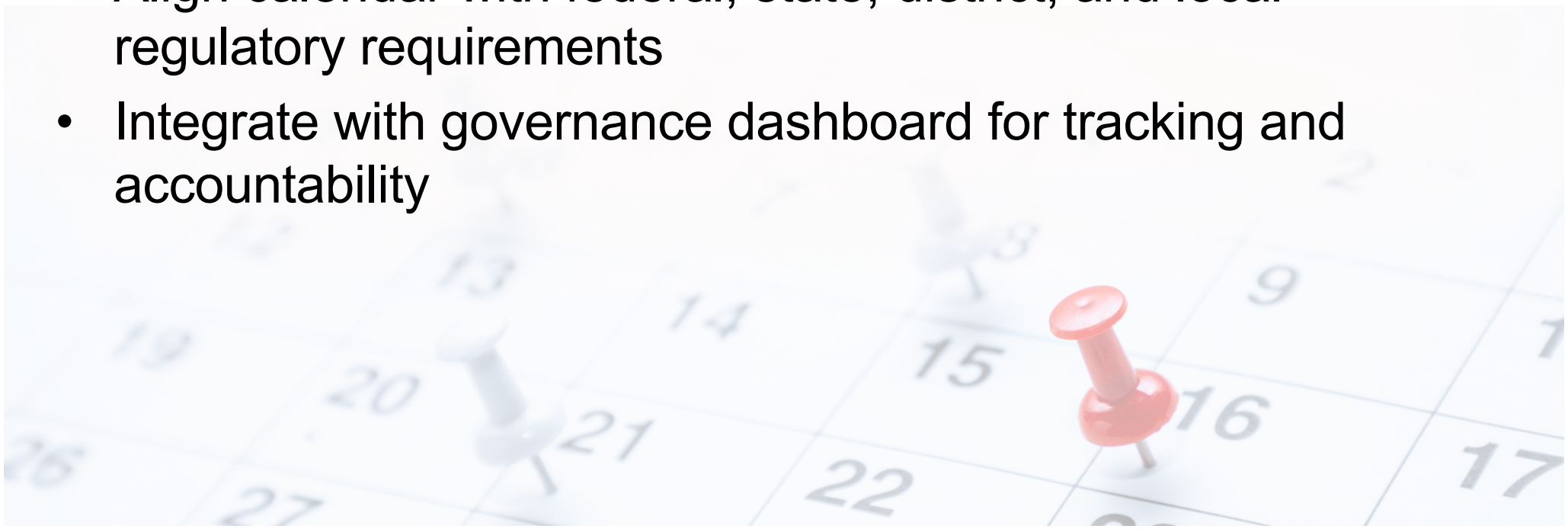
- Formal RFP for COSO-aligned advisory firm
- Internal control gap assessment
- Enterprise risk register development
- 12-month co-sourced internal audit support
- Governance and Operational maturity benchmarking

Greatness Grows Here!

PILLAR 7

Compliance Calendar:

- Establish annual or biennial compliance review cycle
- Schedule recurring internal control assessments
- Define key compliance milestones and reporting deadlines
- Align calendar with federal, state, district, and local regulatory requirements
- Integrate with governance dashboard for tracking and accountability



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90-Day Priority Milestones

- 100% Contract Repository Completion
- HR Active File Compliance ≥ 80%
- Payroll Documentation ≥ 95%
- Sole/Single Source/Emergency SOP Adoption
- RFP Issued for Independent Compliance Advisory

Greatness Grows Here!

Strategic Outcomes

- Strengthened governance, operations, and transparency
- Digitally modernized operations
- Sustainable compliance infrastructure
- Improved documentation integrity
- Enhanced public and legislative confidence

Greatness Grows Here!

Next Steps

- Convene Internal Controls Steering Committee for kickoff
- Assign pillar owners and establish workgroup timelines
- Launch 90-day sprint toward priority milestones
- Draft and issue RFP for independent compliance advisory
- Schedule first governance dashboard review with Superintendent
- (For Consideration: Office of Inspector General or Chief Compliance Officer)



THANK YOU