

STATE OF LOUISIANA LEGISLATIVE AUDITOR

Louisiana Technical College,
Hammond Campus
Department of Education
Board of Elementary and
Secondary Education
State of Louisiana
Hammond, Louisiana

June 25, 1997

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Financial and Compliance Audit Division

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LEGISLATIVE AUDITOR

LOUISIANA TECHNICAL COLLEGE,
HAMMOND CAMPUS
DEPARTMENT OF EDUCATION
BOARD OF ELEMENTARY AND
SECONDARY EDUCATION
STATE OF LOUISIANA
Management Letter, Dated April 2, 1997
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Involving the governmental entity, R.S. 42:1112(B) further prohibits a public servant from participating in transactions involving the governmental entity in which, to his actual knowledge, involves any member of his immediate family. During the period when certain personnel actions were taken, the Hammond Campus was a school under the Region 2 Management Center.

Between July 1, 1991, and September 18, 1995, Mr. George W. Foster participated, on six different occasions, in payroll and personnel matters involving Mrs. Jimmys Foster, an employee of the Hammond Campus resulting in a \$14,208 increase in Mrs. Jimmys Foster's annual salary. According to Mr. George W. Foster, he was unaware that state ethics laws prohibited his participation in matters regarding his wife and did not realize that his actions might create a conflict of interest.

The Board of Elementary and Secondary Education and the Department of Education should seek an opinion from the Louisiana State Board of Ethics regarding Mr. George W. Foster's actions and take appropriate disciplinary actions, if any, as a result of his participation. In a letter dated May 1, 1997, Mr. Francis N. Babbs, Director, Louisiana Technical College, Hammond Campus, concurred with the facts of the finding. He also stated that the matter had been referred to the Board of Elementary and Secondary Education for action.

This report is intended for the information and use of the technical college and its management. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Respectfully submitted,



Daniel G. Kyle, CPA, CFE
Legislative Auditor

JTB:LWJ:d



DANIEL S. KYJE, Ph.D., CPA, CFE
LEGISLATIVE AUDITOR

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April 2, 1997

**LOUISIANA TECHNICAL COLLEGE,
HAMMOND CAMPUS
DEPARTMENT OF EDUCATION
BOARD OF ELEMENTARY AND
SECONDARY EDUCATION
STATE OF LOUISIANA
Hammond, Louisiana**

As part of our audit of the State of Louisiana's financial statements for the year ending June 30, 1997, we conducted certain procedures at the Louisiana Technical College, Hammond Campus. Our procedures included (1) a review of the technical college's internal control structure; (2) tests of financial transactions for the years ended June 30, 1997, and June 30, 1996; and (3) tests of adherence to applicable laws, regulations, policies, and procedures governing financial activities transactions for the years ended June 30, 1997, and June 30, 1996.

The Annual Fiscal Reports of the Louisiana Technical College, Hammond Campus are not within the scope of our work, and, accordingly, we offer no form of assurance on those reports. The technical college's accounts are an integral part of the State of Louisiana's financial statements, upon which the Louisiana Legislative Auditor expresses an opinion.

Our procedures included interviews with selected management personnel. We also evaluated selected documents, files, reports, systems, procedures, and policies as we considered necessary. After analyzing the data, we developed recommendations for improvements. We then discussed our findings and recommendations with appropriate management personnel before submitting this written report.

Based upon the application of the procedures referred to previously, all significant findings are included in this report for management's consideration.

Prohibited Participation in Certain Transactions

Mr. George W. Foster participated in payroll and personnel matters involving his wife, Mrs. Jeremye Foster, while he was Director of Region 2 Management Center, which appears to violate state law. Louisiana Revised Statute (R.S.) 49:1122(A) prohibits a public servant from participating in transactions in which he has a personal substantial economic interest of which he may be reasonably expected to know.

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Hammond, Louisiana**

Management Letter
Dated April 3, 1989

Under the provisions of state law, this report is a public document. A copy of this report has been submitted to the Governor, to the Attorney General, and to other public officials as required by state law. A copy of this report has been made available for public inspection at the Baton Rouge office of the Legislative Auditor.

June 25, 1989