



CITY OF PHILADELPHIA

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ALAN BUTKOVITZ
City Controller
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April 3, 2014

Dr. William R. Hite, Jr. Superintendent
School District of Philadelphia
440 N. Broad Street
Philadelphia PA 19130

Ref: Scrap Metal Disposal FSI 13-080

Dear Dr. William Hite:

After the City Controller investigators observed the driver of a School District of Philadelphia (District) van delivering scrap metal to a recycling center, investigators working with the District's Office of Inspector General were able to identify the van's driver as a District employee. The Controller's Office, in partnership with the District's Office of the Inspector General, conducted a joint investigation into the possible inappropriate disposal and use of the District's property.

The investigation established that the District employee inappropriately sold District property for a personal gain of over \$1,789. The employee also stole time and misappropriated the use of District property when he admitted to driving a District vehicle on District time to visit a recycling center on at least 24 occasions.

Please review the attached Report of Investigation and conduct the appropriate administrative actions. The City Controller is also recommending that the District develop and implement a policy and procedure similar to the one used by the City's Procurement Department, Surplus Property Disposal Unit. A copy of those procedures have been attached for your review.

Dr. William R. Hite
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I am requesting a written response within thirty (30) days detailing the administrative actions taken by the School District as result of this report.

Please do not hesitate to contact William Brown, Director of Fraud and Special Investigations at (215) 686-6673 with questions.

Very Truly Yours,



ALAN BUTKOVITZ
City Controller

AB: wb
Enclosure

CC: School Reform Commission
John F Downs, Inspector General, School District of Philadelphia