CITY OF NEW YORK

THE SPECIAL COMMISSIONER OF INVESTIGATION FOR THE NEW YORK CITY SCHOOL DISTRICT

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Report Released Today - Copies Available

Today, Special Commissioner of Investigation Richard J. Condon released a report detailing an investigation which found that Wendy Carlton, a 55-year-old school secretary assigned to Queens High School for the Sciences at York College, stole more than \$25,000 in Department of Education (DOE) funds through a scheme that involved falsifying expenditure forms and using the school's Small Item Payment Process (SIPP) account for items that were never purchased. The SIPP account generated 124 checks payable to Carlton which she deposited into her personal bank account.

The investigation revealed that from fiscal year 2004 through 2006, Carlton siphoned approximately \$25,000 from the SIPP account under the pretense of purchasing books, dictionaries, cleaning supplies, and other items for the school. However, when asked to produce the corresponding purchase orders and receipts to justify the numerous checks issued in her name, Carlton was unable to provide any documentation. Using variations of her name, Carlton listed herself as a vendor to collect the payments. Carlton declined to be interviewed by SCI investigators.

In 2005, SCI investigated Carlton and substantiated similar charges which included making unauthorized personal purchases at the same school using a DOE procurement card. Carlton is currently awaiting a disciplinary hearing in that matter.

Commissioner Condon has referred his findings to the Queens County District Attorney for whatever action he deems appropriate. The Special Commissioner again recommended that Wendy Carlton's employment be terminated and that she be made ineligible for any future employment with the DOE.

The Office of the Special Commissioner of Investigation is part of the New York City Department of Investigation and Special Commissioner Condon reports to Commissioner Rose Gill Hearn.