

NEW JERSEY DEPARTMENT OF EDUCATION  
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE  
CORRECTIVE ACTION PLAN

NAME OF SCHOOL DISTRICT : Sussex-Warriage Regional School District C \_\_\_\_\_ Sussex


TYPE OF EXAMINATION: Federal Collaborative Monitoring

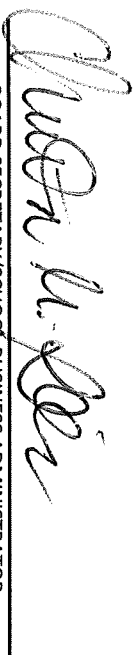
DATE OF BOARD MEETING: April 25, 2024

CONTACT PERSON: Christina M. Riker, SBA

TELEPHONE NUMBER: 973-875-3175 x4512 FAX NUMBER: 973-702-0764

| RECOMMENDATION NUMBER      | CORRECTIVE ACTION REQUIRED BY THE BOARD  | METHOD OF IMPLEMENTATION   | PERSON RESPONSIBLE FOR IMPLEMENTATION | COMPLETION DATE OF IMPLEMENTATION |
|----------------------------|--|--|---------------------------------------|-----------------------------------|
| Administrative Section # 1 | The district must be sure to file an amendment application to obtain approval for the use of ARP Summer Learning funds in a previously unopened line item or reverse the related appropriation and expenditures. The district must submit records of this correction to the Office of Fiscal Accountability and Compliance by June 30, 2024.   | Submit an amendment prior to mid-June 2024.  | Christina Riker                       | 6/30/2024                         |
| Administrative Section # 2 | The district must develop, revise, adopt and implement board policies and written procedures which address the requirements of Uniform Grant Guidance, and include relevant citations and references to current legislation, where appropriate.  | Mr. Gall and Policy Committee will review and develop, or revise and then adopt board policies and written procedures which address the requirements of Uniform Grant Guidance.                                  | Mr. Gall & Policy Committee           | 6/30/2024                         |
| Administrative Section # 3 | The district is required to implement procedures to confirm vendors are neither debarred, nor suspended prior to entering into purchase orders or contracts equal to or in excess of \$25,000.00. In addition, the district must maintain written records evidencing performance of these verifications on file for monitoring and audit purposes.   | For purchases in excess of \$25,000 confirm that vendors are neither debarred, nor suspended prior to entering into PO's or contracts.   | Christina Riker                       | 6/30/2024                         |
| Administrative Section # 4 | The district must adhere to the New Jersey Public School Contracts Law or applicable provisions of the Uniform Grant Guidance, whichever is the most restrictive, when obtaining goods and services. The district is required to submit reimbursement requests on a monthly basis. In addition, the district is responsible for maintaining supporting documentation for seven (7) years and for making it available to the NJDOE, The U.S. Department of Education and/or their authorized representative upon request. | Adhere to Public School Contracts Law or applicable provisions of the Uniform Grant Guidance, whichever is most restrictive when obtaining goods and services. Submit reimbursement requests on a monthly basis. | Christina Riker                       | 6/30/2024                         |

CHIEF SCHOOL ADMINISTRATOR  4/18/24 DATE

BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR  4/18/24 DATE

EXTRACT FROM THE MINUTES OF A MEETING OF THE  
BOARD OF EDUCATION OF SUSSEX-WANTAGE REGIONAL  
SUSSEX COUNTY, NJ AS RECORDED IN THE OFFICIAL SET OF MINUTES

The Board of Education of Sussex-Wantage Regional in the County of Sussex, New Jersey, convened in **regular session** on April 25, 2024 at 6:00 p.m. in the Sussex Middle School Media Center, 10 Loomis Avenue, Sussex, NJ 07461.

The following members of the Board of Education were present: Mrs. Alissa Cecchini, Mr. Nicholas D'Agostino, Mrs. Caitlin Space, Mrs. Stevie Vallone, Mrs. Danielle Zill-Barry and Mrs. Stephanie Tortorella

The following members were absent: Mrs. Taylor Dely, Mrs. Brittney Simmons, Mrs. Dorothy Witte

That the Board approve the Corrective Action Plan for the Federal Collaborative Monitoring conducted December 12 through 15, 2023. (F14)

Roll Call:       Ayes:   6  
                  Noes:   0  
                  Absent: 3

State of New Jersey  
County of Sussex

I, Christina M. Riker, Secretary of the Board of Education of Sussex-Wantage Regional in the County of Sussex, State of New Jersey, hereby certify that the foregoing extract from the minutes of the virtual meeting of the Board of Education of said district duly called and held on April 25, 2024, has been compared by me with the original minutes as officially recorded in my office in the minute book of said Sussex-Wantage Regional Board of Education and is a true, complete copy thereof and of the whole of said original minutes so far as the same relate to the subject matter referred to in said extract in witness I hereunto set my hand and affixed the corporate seal of said Board of Education the 26th day of April, 2024.



BOARD SECRETARY