

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

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SCHOOL DISTRICT NAME Pennsauken Public School COUNTY Camden
TYPE OF EXAMINATION Collaborative Monitoring DATE OF BOARD MEETING April 15, 2021
CONTACT PERSON Caroline Steer TELEPHONE NUMBER 856-662-8505 x6506 FAX 856-488-1940

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Title I Finding 1	The district will develop a uniform entrance and exit requirement form for classroom teachers and spreadsheet for BSIP teachers. The requirements for entrance and exit will be posted on the school website and mailed home to parents.	District supervisors and Directors will develop a form for teachers to recommend students. They will use these responses to compile a spreadsheet of students that have entered and use the same spreadsheet to track progress. Exit from the program will be noted here as well.	Caroline Steer Tarah Gillespie Lori Massey	Ongoing - Begin development in April 2021

Chief School Administrator

Date

Board Secretary/Business Administrator

Date

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Title I Finding 2	Letters will be sent home for students of A.E. Burling school for the 2020-2021 school year. A.E. Burling has applied for schoolwide status for 2021-2022. The notification for the next school year will happen in September 2021.	Mailing immediately and again in fall of 2022 will be done at the building level.	Caroline Steer Gregory Munford	Immediately and September 2021

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Title I Finding 3	Title I Parent & Family Engagement Policies will be written at each building level as opposed to the same one used for the entire district. Parents will be involved in writing the policy. The policy has been reviewed and corrected. The new policy was	Creating the Title I Parent & Family Engagement Policies will occur during stakeholder meetings. The Superintendent's office has already sent the policy to be updated.	Caroline Steer Ronnie Tarchichi	Immediately and continuing through next year's stakeholder meetings

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Title I Finding 4	The district will complete the Annual School Plan for the seven Title I schoolwide schools. The 2020-2021 ASP will reflect the current programs being delivered in the schools as well as intervention available.	The ASP will be completed in EWEG with the input from building stakeholder committees.	Caroline Steer	April 2, 2021 or more time if granted

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Title I SIA Finding 1	The district will complete the Annual School Plan for the seven Title I schoolwide schools. The 2020-2021 ASP will reflect the current programs being delivered in the schools as well as intervention available.	The ASP will be completed in EWEG with the input from building stakeholder committees.	Caroline Steer	April 2, 2021 or more time if granted

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Title III Immigrant Finding 1	The district will complete the Annual School Plan for the seven Title I schoolwide schools. The 2020-2021 ASP will reflect the current programs being delivered in the schools as well as intervention available.	The ASP will be completed in EWEG with the input from building stakeholder committees.	Caroline Steer	April 2, 2021 or more time if granted

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
IDEA Finding 1	The district will provide all parents of sufficient notice of meeting and all required components. This notice will be given early enough so all parents may attend.	The district will train all child study team members regarding the procedures for implementing the requirements for parent notification of meetings.	Michael McGovern	Immediate & ongoing

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
IDEA Finding 2	All meetings will have required participants and documentation of attendance including, but not limited to, general education teachers. Additionally written parents consent to excuse a tema member will be filed.	The district will train all child study team members regarding the procedures for including all necessary and required attendees at meetings.	Michale McGovern	Immediate & ongoing

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Perkins V Finding 1	The district will consistently issue purchase orders to all vendors prior to goods and services provided through the use of Perkins V funds.	The Business office will coordinate with the Purchasing department and the LEA to ensure this process happens.	Thomas Duane Tarah Gillespie	Ongoing

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Perkin V Finding 2	The district will ensure expenditures are charged to the correct general ledger account in accordance with the Uniform minimum Chart of Accounts for NJ Public Schools.	The Business office will review accounts monthly to maintain proper accounts are used for all charges	Thomas Duane	Ongoing

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Perkin V Finding 3	All staff charged to the federal grants will be reappointed annually by a board resolution.	A Board of Education agenda item submission will be submitted each year in a timely manner to request approval for all staff who are to be charged with the federal grant funds.	Thomas Duane Tarah Gillespie	September 2021 - ongoing

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Perkins V Finding 4	The district will ensure that all individuals that are funded with federal grant money will submit monthly personal activity reports.	The monthly activity reports will be dispersed to employees paid with federal grant money and housed in the Central office.	Tarah Gillespie	Ongoing

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Perkin V Finding 5	The district will maintain records that account for the salary amounts charged to the federal grants by individuals.	District records to reflect the salary amounts for individuals charged to the grant will be housed in the Central office.	Thomas Duane Tarah Gillespie	Ongoing

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