

Resolution # 134

WHEREAS, the Hamilton Township School District Board of Education, at the regularly scheduled meeting on November 29, 2018 acknowledged receipt of the Office of Fiscal Accountability and Compliance Investigative Report (OFAC Case # SAAU-5-18) dated September 28, 2018; and

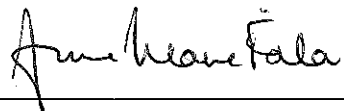
WHEREAS, a public hearing was held on October 18, 2018 to discuss the findings of the aforesated report and to provide members of the public and members of the Board of Education the opportunity to comment on the findings; and

WHEREAS, a Corrective Action Plan (CAP) was presented by the Superintendent and Board Secretary at a public hearing held on November 29, 2018 to address the findings, make recommendations, and implement corrections within a given time period; and

BE IT FURTHER RESOLVED, that the Board of Education, for the aforementioned Corrective Action Plan, by roll call vote, approves the CAP (9-0-0)

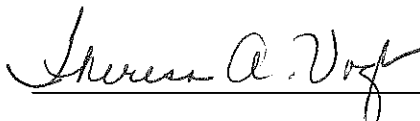
BE IT FURTHER RESOLVED, that the Investigative Report and the Corrective Action Plan are placed on the district's Website for public viewing.

Attest,



Anne-Marie Fala, Business Administrator/Board Secretary

Notary



THERESA A. VOGT
Notary Public
New Jersey
My Commission Expires Dec. 21, 2021

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

NAME OF SCHOOL DISTRICT HAMILTON TOWNSHIP BOARD OF EDUCATION
COUNTY ATLANTIC

AUDIT REVIEWS OF 10/14/16 APPLICATION FOR STATE SCHOOL AID- DISTRICT REPORT OF TRANSPORTED RESIDENT STUDENTS and FY 2016-2017 EXAID

DATE OF BOARD MEETING 11/29/2018
CONTACT PERSON ANNE - MARIE FALA
TELEPHONE NUMBER (609) 476-6303

RECOMMENDATION NUMBER	ACTION APPROVED BY THE BOARD	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
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| 1. The district improves procedures to cross reference reported ASSA enrollment to the October New Jersey School Registers and other supporting workpapers each school year, at the time of ASSA submission; | The district shall cross reference ASSA On Roll counts to October NJ School attendance registers. | | Comparison of enrollment data to school registers. | school business office staff. | Fall of 2018 |
| 2. ASSA Sent Full Time, Received Full Time and Low Income enrollment workpapers which reconcile to every grade level and special education category reported on the ASSA are maintained and compared to Master Eligibility Lists and actual meal applications. | The district shall cross reference Sent FT/Received FT and Low Income enrollment counts to October MEL and October NJ attendance register. | | Comparison of MEL and SPED workpapers to school registers and out of district attendance records, Contracts and other supporting documents. | school business office, food service and CST staff. | Fall of 2018 |
| 3. The district report Transported Students based on actual transportation status and special needs identified in each IEP. | The district shall cross reference DRTRS with SPED documentation, Including but not limited to IEP records. | | Comparison of DRTRS data with SPED documentation and attendance Registers. | school business office, transportation coordinator and CST staff. | Fall 2018 |

CHIEF SCHOOL ADMINISTRATOR _____ **DATE** 11/30/2018 **BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR** Anne Marie Fala **DATE** 11/30/2018



Hamilton Township School District

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Curriculum and Instruction
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November 30, 2018

Ms. Christine A. Soto
Executive Legal Affairs Officer and Acting OFAC Director
Office of Fiscal Accountability and Compliance
NJ Department of Education
P.O. Box 500
Trenton, NJ 08625-0500

Dear Ms. Soto,

SUBJECT: Hamilton Township School District OFAC Case #SAAU-5-18

In response to your letter dated September 28, 2018, enclosed you will find the Corrective Action Plan addressing the findings stated in the Review of ASSA, DRTRS, and Extraordinary Aid for the 2016-17 School Year. In addition, I have also enclosed the Hamilton Township Board of Education resolution, dated November 30, 2018.

The Review of ASSA, DRTRS, and Extraordinary Aid for the 2016-17 School Year and the corrective action plan are posted on the district's website pursuant to N.J.A.C. 6A:23A-5.6(c).

At this time, the Hamilton Township Board of Education is requesting an appeal of the findings contained in your review. We are asking for reconsideration of your original determination based on the documentation provided. Please contact my office directly if you have any questions regarding our request for appeal.

Respectfully,

Anne-Marie Fala
School Business Administrator

 All Children Can Learn! All Children Can Succeed!

RECIPIENT OF NATIONAL BLUE RIBBON AWARD, NEW JERSEY DEPARTMENT OF EDUCATION STAR SCHOOL AND BEST PRACTICE AWARDS

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