

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

NAME OF SCHOOL DISTRICT	RIDGEFIELD BOARD OF EDUCATION	COUNTY	BERGEN
TYPE OF EXAMINATION	NCLB Title I Audit		
DATE OF BOARD MEETING	June 28, 2018		
CONTACT PERSON	Floro M. Villanueva Jr.		
TELEPHONE NUMBER	201-945-0476		

RECOMMENDATION NUMBER	CORRECTIVE ACTION REQUIRED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1. The LEA must ensure that Title I funds are expended for intended beneficiaries at eligible schools, as set forth by the Step 4, Title I Eligibility Page of the District's NCLB Consolidated Application	YES	<ul style="list-style-type: none"> - Review of schools eligible to receive Title I funding based on eligibility page of Consolidated Application. - Discussion among Supervisor of Special Projects, Dir. of Curr & Instr, Superintendent & Business Administrator to ensure that programs using Title I funds are provided only to eligible schools - Assistant Business Administrator will ensure that charges on payroll, supplies, benefits and other program expenses are only expended in Title I eligible schools 	Supervisor of Special Projects, Director of Curriculum & Instruction, Superintendent of Schools, Business Administrator, Assistant Business Administrator	8/30/2018 and on going throughout the SY. Final review will be done on 5/30/19
2. LEA must improve the procedures utilized to account for expenditures related to the Title I, Part A program in accordance with the requirements of UGG, 2 C.F.R, 200.403 et. seq.	YES	<ul style="list-style-type: none"> - Supervisor of Special Projects will make sure that Time and Activity reports are maintained by all staff whose salary/benefits are charged to Title I program - Supervisor of Special Projects & Business Administrator will ensure that all employees paid through Title I funds are approved by the Board of Education - Assistant Business Administrator will ensure that charges made are based on approved agenda and consistent with time and activity report submission 	Supervisor of Special Projects, Business Administrator, Assistant Business Administrator	8/30/2018 and on going throughout the SY. Final review will be done on 5/30/19

	06/28/18		06/28/18
CHIEF SCHOOL ADMINISTRATOR	DATE	BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR	DATE