

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

**NAME OF SCHOOL DISTRICT: COLTS NECK TOWNSHIP BOARD OF EDUCATION**  
**COUNTY: MONMOUTH**

**AUDIT REVIEWS OF 10/15/15 APPLICATION FOR STATE SCHOOL AID-DISTRICT REPORT OF TRANSPORTED RESIDENT STUDENTS AND FY 2015-2016 EXAID**

**DATE OF BOARD MEETING: June 14, 2017**

**CONTACT INFORMATION: Vincent S. Marasco, School Business Administrator/Board Secretary**

**TELEPHONE NUMBER: (732) 946-0055 ext. 4101**

<b>RECOMMENDATION NUMBER</b>	<b>CORRECTIVE ACTION APPROVED BY THE BOARD</b>	<b>METHOD OF IMPLEMENTATION</b>	<b>PERSON RESPONSIBLE FOR IMPLEMENTATION</b>	<b>COMPLETION DATE OF IMPLEMENTATION</b>
1	The district enhances workpapers for students reported as Low Income on the ASSA to include the workpapers for students of district employees.	Cross reference district employees in the payroll system as well as BOE members with students who receive school lunch program	Vincent S. Marasco, Business Administrator/Board Secretary	Completion by the submission of the 2017-18 ASSA
2	The district enhances procedures in place to cross reference students transported with the Special Education Department to ensure accuracy and determine which students require special transportation needs.	Coordinated review by Special Services and the Transportation Department on a quarterly basis to determine which special education students require special transportation needs consistent with the child's Individual Education Plan.	Richard Beck, Director of Special Services; and Kathleen Holland, Transportation Coordinator	Completion by the submission of the 2017-18 DRTRS
3	The district ensures that students reported on the	Special services will verify through the students'	Richard Beck, Director of Special Services; and	Completion by the submission of the

EXAID application are required to receive and are in fact receiving a qualified Intensive Related Service and that the salaries and benefits of the in-district EXAID students' teachers are verified with the payroll department.

Individualized Education Plan that they require the Intensive Related Service. Review of payroll registers to verify salaries and benefits of teachers

Vincent S. Marasco,  
Business  
Administrator/Board  
Secretary

2017-18 EXAID

  
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CHIEF SCHOOL ADMINISTRATOR      6/14/17  
DATE

  
\_\_\_\_\_  
BOARD SECRETARY/BUSINESS ADMINISTRATOR      6-14-17  
DATE

**Vincent S. Marasco**  
**Business Administrator/  
Board Secretary**