



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHRISTOPHER D. CERF
Acting Commissioner

June 14, 2012

Mr. Henry Bermann, Superintendent
Pittsgrove Township Board of Education
1076 Almond Road
Pittsgrove, NJ 08318

Dear Mr. Bermann:

The New Jersey Department of Education has completed a review of funds received and disbursed from one or more federal programs by the **Pittsgrove Township Board of Education**. The funding sources reviewed include titled programs for the Education Jobs Act of 2010 (Ed Jobs) in particular, and/or Elementary and Secondary Education (ESEA) and the Individuals with Disabilities Education Act (IDEA). The review covered the period July 1, 2010 through April 20, 2012. The resulting report is enclosed. Please provide a copy of the report to each board member. All issued Ed Jobs monitoring reports will be posted on the department's website at <http://www.state.nj.us/education/finance/jobs/monitor/>.

Utilizing the process outlined in the attached "Procedures for LEA/Agency Response, Corrective Action Plan and Appeal Process," the Pittsgrove Township Board of Education is required, pursuant to N.J.A.C. 6A:23A-5.6, to publicly review and discuss the findings in this report at a public board meeting no later than 30 days after receipt of the report. Within 30 days of the public meeting, the board must adopt a resolution certifying that the findings were discussed in a public meeting and approving a corrective action plan which addresses the issues raised in the undisputed findings and/or an appeal of any **monetary** findings in dispute (emphasis added). A copy of the resolution and the approved corrective action plan and/or appeal must be sent to this office within 10 days of adoption by the board. Direct your response to my attention.

Also, pursuant to N.J.A.C. 6A:23A-5.6(c), you must post the findings of the report and the board's corrective action plan on your district's website.

By copy of this report, your auditor is requested to comment on all areas of noncompliance and recommendations in the next certified audit submitted to the New Jersey Department of Education. If you have any questions, please contact Anthony Hearn at (609) 633-2493.

Sincerely,

Robert J. Cicchino, Director
Office of Fiscal Accountability and Compliance

RJC/AH/dk:Pittsgrove Twp. BOE Cover Letter/ Ed Jobs
Enclosures

Distribution List

Christopher D. Cerf

Bari Erlichson

David Corso

Barbara Gantwerk

Justin Barra

Karen Campbell

Peggy McDonald

Anthony Hearn

Robert Bumpus

Stephen M. Eells

STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION
PO BOX 500
TRENTON, NJ 08625-0500

PITTSGROVE TOWNSHIP SCHOOL DISTRICT
1076 ALMOND ROAD
PITTSGROVE, NJ 08318
PHONE: (856) 358-3094



Education Jobs Fund Program
New Jersey K-12 Education

EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012

District: Pittsgrove Township School District
County: Salem
Dates On-Site: April 23 and 24, 2012
Case #: Ed Jobs-060-11

FUNDING SOURCES

Program	Funding Award
Ed Jobs	\$ 443,855
Title I	295,969
IDEA Basic	392,507
IDEA Preschool	10,144
Title IIA	40,933
Total Funds	<u>\$ 1,183,408</u>

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

BACKGROUND

The *Education Jobs Act of 2010 (Ed Jobs)* and other federal laws require local education agencies (LEAs) to provide programs and services to their districts based on the requirements specified in each of the authorizing statutes (ESEA, IDEA and Ed Jobs). The laws further require that state education agencies such as the New Jersey Department of Education (NJDOE) monitor the implementation of federal programs by sub recipients and determine whether the funds are being used by the district for their intended purpose and achieving the overall objectives of the funding initiatives.

INTRODUCTION

The NJDOE visited the Pittsgrove Township School District to monitor the district's use of *Ed Jobs* funds and the related program plans, where applicable, to determine whether the district's programs are meeting the intended purposes and objectives, as specified in the current year applications and authorizing statutes, and to determine whether the funds were spent in accordance with the program requirements, federal and state laws, and applicable regulations. The on-site visit included staff interviews and documentation reviews related to the requirements of the following programs: Ed Jobs, Title I; Title IIA; and IDEA for the period July 1, 2010 through April 20, 2012.

The scope of work performed included the review of documentation including grant applications, program plans and needs assessments, grant awards, annual audits, board minutes, payroll records, accounting records, purchase orders, a review of student records, classroom visitations and interviews with instructional staff to verify implementation of Individualized Education Programs (IEP), a review of student class and related service schedules, an interview of child study team members and speech-language specialist and an interview of the program administrator regarding the IDEA grant, as well as current district policies and procedures. The monitoring team members also conducted interviews with district personnel, reviewed the supporting documentation for a sample of expenditures and conducted internal control reviews.

EXPENDITURES REVIEWED

The grants that were reviewed included Educational Jobs Act, Title I, Title IIA, and IDEA from July 1, 2010 through April 20, 2012. A sampling of purchase orders was taken from the entire population and later identified as to the grant that was charged.

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

GENERAL DISTRICT OVERVIEW OF USES OF TITLE I AND IDEA FUNDS

Title I Projects

The district is using its FY 2011-2012 Title I, Part A funds to implement targeted assistance programs. The services include push-in and pull-out models at the elementary and middle school level, and HSPA mathematics and language arts supplemental instruction at the high school level.

IDEA Projects (Special Education)

The majority of the FY 2011-2012 IDEA Basic funds are being used to reduce district tuition expenditures for students receiving special educational services in other public school districts and approved private schools for students with disabilities. In addition, the district funds one instructional assistant.

DETAILED FINDINGS AND RECOMMENDATIONS

Ed Jobs Act

Finding 1: The district did not keep copies of 1512 reports that were filed.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 20, Standards for financial management systems.

Required Action: The district must keep copies of all reports filed with the NJDOE.

Finding 2: The district's cash management report and 1512 report do not tie into the general ledger for salaries. In addition, the district did not retain detailed backup documentation to support the charges. The district does not have a mechanism to track funds, which impacts the validity of the data submitted for the 1512 report.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 20, Standards for financial management systems.

Required Action: The district must have formal tracking of Ed Jobs funding and the backup necessary to support the charges consistent with the federal guidance issued with regard to jobs created and jobs retained. The district must submit an updated list of charges with staffing detail through the end of the grant to the NJDOE for review or return the funds.

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

Title I

Finding 3: The district could not provide evidence that it notified all nonpublic schools that enroll resident students of the Title I equitable services requirement.

Citation: ESEA §1120 *Participation of Children Enrolled In Private School.*

Required Action: The district must notify nonpublic schools, located both within and outside the district's boundaries, that enroll resident students of the opportunity for their eligible students to receive equitable services. The district must submit a copy of the letters and documentation of mailings, refusal forms and affirmation of consultations to the NJDOE for review. Information on equitable participation of nonpublic students for Title I can be found on the NJDOE website at: <http://www.state.nj.us/education/title1/leg/policy/equitable.shtml>.

Finding 4: The district could not provide evidence of convening the annual Title I parent meeting.

Citation: NCLB §1118(c)(1): *Parental Involvement (Policy Involvement).*

Required Action: The district must convene its FY 2012-2013 annual Title I meeting for the parents/guardians of its identified Title I students and submit evidence of the meeting to the NJDOE for review (invitational letter/flier, agenda, meeting minutes, and sign in sheets must be obtained).

Finding 5: The school did not develop a school-level Title I parental involvement policy in conjunction with parents. (It is noted the district-level parent involvement policy was already developed.)

Citation: NCLB §1118(b): *School Parental Involvement Policy*, United States Department of Education's Title I, Part A Parent Involvement Non-Regulatory Guidance (Item D-1).

Required Action: The district should provide technical assistance to its schools in the development of school-level parent involvement policies and ensure that its schools work with their stakeholder groups to develop a school-level parent involvement policy. For FY 2012-2013, each Title I school must distribute a school-level parent involvement policy to parents of students and send a copy to the NJDOE for review. The distribution date must be consistent with the dates reflected in the NCLB Consolidated Application on the Electronic Web Enabled Grant (EWEG) system. The school-level parent involvement policies must be posted to the district's website. The Parental Involvement Title I, Part A Non-Regulatory Guidance can be found at: <http://www2.ed.gov/programs/titleiparta/parentinvguid.pdf>.

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

Finding 6: The district did not inform parents of its Title I program selection criteria, why the child met the selection criteria and the course of action that the school has determined to remediate the child. All of these elements are required to be included in the notification letter to parents about their child's participation in the Title I program.

Citation: ESEA §1118(c): *Parental Involvement (Policy Involvement)*.

Required Action: The district must include in its parent notification letters the multiple measures used to identify the students and the reason for identification, as well as clearly defined exit criteria. The district notification letters must be updated for FY 2012-2013 to include more specificity regarding entrance and exit criteria. The district must submit a copy of the letter to the NJDOE for review.

Finding 7: The district is not tracking expenditures by attendance areas to ensure that the expenses for Title I schools are consistent with each attendance area's allocation on Eligibility Page, Step 4 of the FY 2011-2012 NCLB Consolidated Application.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 20, Standards for financial management systems; NCLB §9306(a)(5): *Other General Assurances (Assurances)*.

Required Action: The district must track Title I school-level allocations reflected in the FY 2011-2012 NCLB Consolidated Application for Title I funds (Eligibility Page, Step 4). The tracking for FY 2011-2012 must be submitted to the NJDOE for review.

Finding 8: The district does not have a comprehensive equipment inventory for items purchased with Title I funds.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 32, Equipment.

Required Action: The district must develop a system to track equipment purchased with federal grants. Although the state threshold for reporting equipment is \$2,000 in the EWEG system, the district may have its own lower threshold. The district must track any amount that is less expensive to track than it is to replace. All items on the inventory list must include the tag number, cost, location, date of purchase, name of grant that funded the purchase and item description. The district must submit a comprehensive inventory of all equipment purchased to the NJDOE for review.

Finding 9: On several occasions, the district failed to issue a purchase order prior to services being rendered (confirming order). The district's policy and state regulations require that a properly executed purchase order be issued prior to services being rendered.

Citation: N.J.S.A 18A:18A(2)(v) *Public School Contracts Law*.

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

Required Action: The district must implement a process to ensure that purchase orders are issued prior to receiving goods and services from vendors.

Finding 10: The district does not have a mechanism to track mandatory reserves, such as School in Need of Improvement (SINI) professional development and parental involvement, in its accounting system to ensure accuracy of final reports.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 20, Standards for financial management systems.

Required Action: The district must track its restricted reserves to ensure and verify spending of restricted amounts. The district must submit a list of account numbers being used for this purpose with a description of the accounts to the NJDOE for review.

Finding 11: The district's use of Title I funds to purchase iPads, a Promethean Board and to support professional development focusing on the curriculum and the salary of a preschool teacher supplants state and local funds.

Citation: NCLB §1120A(b): *Fiscal Requirements (Federal Funds to Supplement, Not Supplant, Non-Federal Funds)*.

Required Action: The district must reverse the charges for these unallowable activities and allocate state/local funds, rather than Title I funds. The district must provide a list of items that it has identified as supplanting to the NJDOE for review and the journal entry to reverse the expenditures.

Title IIA

There were no findings in Title IIA.

IDEA (Special Education)

Finding 12: The district did not consistently inform parents of reevaluation planning and IEP meetings through provision of notice of a meeting for students eligible for speech-language services. In addition, notices of meetings (identification, eligibility, reevaluation planning and IEP) did not consistently include all required components for students referred and/or eligible for special education and related services and referred and/or eligible for speech-language services. Noncompliance was due to a lack of implementation of district procedures.

Citation: N.J.A.C. 6A:14-2.3(k)3,5; 20 U.S.C. §1414(b)(1); and 34 CFR §300.304(a).

Required Action: The district must ensure that parents are provided notice of a meeting in writing, that contains all required components early enough to ensure that the parent has an opportunity to attend. In order to demonstrate correction of noncompliance, the district must conduct training for speech-language specialists regarding the procedures

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

for implementing the requirements in the citation listed above. Additionally, the district must submit to the NJDOE copies of notices of identification, eligibility, reevaluation planning and IEP meetings conducted between June 2012 and October 2012 for students eligible for special education and related services and students eligible for speech-language services.

Finding 13: The district did not consistently obtain written parental consent to conduct an initial evaluation when it is determined that additional evaluations are required for students referred for special education and related services. Noncompliance was due to a lack of implementation of district procedures.

Citation: N.J.A.C. 6A:14-2.3(a); 20 U.S.C. §1414(a)(1)(D); and 34 CFR §300.300(a)

Required Action: The district must ensure that informed written parental consent is obtained when required and maintained in student files. In order to demonstrate correction of noncompliance, the district must conduct training for child study team members regarding procedures for implementing the requirements in the citation listed above. Additionally, the district must submit documentation of parental consent to conduct initial evaluations that were conducted between June 2012 and October 2012 for students referred for special education and related services to the NJDOE for review.

Finding 14: The district did not consistently provide copies of evaluation report(s) to parents at least 10 days prior to the determination of eligibility for students referred for speech-language services. Noncompliance was due to a lack of implementation of district procedures.

Citation: N.J.A.C. 6A:14-3.5(a); 20 U.S.C. §1414(b)(4); and 34 CFR §300.306(a).

Required Action: The district must ensure that parents are provided copies of evaluation report(s) not less than 10 days prior to the determination of eligibility. In order to demonstrate correction of noncompliance, the district must conduct training for speech-language specialists regarding procedures for implementing the requirements in the citation listed above. Additionally, the district must submit documentation of provision of evaluation report(s) to parents for students initially evaluated for speech-language services and for students assessed to determine continued eligibility as part of the reevaluation process that were conducted between June 2012 and October 2012 to the NJDOE for review.

Finding 15: The district did not provide to students eligible for special education and related services written notice of graduation that contain all the required components. Noncompliance was due to a lack of implementation of the district procedures.

Citation: N.J.A.C. 6A:14-4.11(b)2.

Required Action: The district must ensure that parents or adult students are provided with written notice prior to graduation that contains all required components. In order to demonstrate correction of noncompliance, the district must conduct training for child study team members regarding the procedures for implementing the requirements in the citation listed above. Additionally, the district must submit to the NJDOE written notice

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

of graduation for students who are graduating at the conclusion of 2011-2012 school year.

Finding 16: The district did not consistently convene IEP team meetings (identification, initial eligibility determination, initial eligibility/IEP, reevaluation, redetermination of eligibility meetings) with required participants for students eligible for speech-language services. Noncompliance was due to a lack of implementation of district procedures.

Citation: N.J.A.C. 6A:14-2.3(k)1(i-vii); 20 U.S.C. §1414(d)(1)(B); and 34 CFR §300.321(a).

Required Action: The district must ensure that IEP team meetings are conducted with required participants and that documentation of attendance is maintained in students' files. In order to demonstrate correction of noncompliance, the district must conduct training for speech-language specialists regarding the procedures. To demonstrate implementation of the procedures, the district must submit to the NJDOE the IEP participants signature page from identification, eligibility, initial, annual review, and reevaluation meetings for students referred and/or eligible for speech-language services whose IEP team meetings were conducted between June 2012 and October 2012.

Finding 17: The district did not consistently document all required considerations and statements in each IEP for students eligible for speech-language services. Specifically, IEPs did not consistently include:

- statement of whether related services are provided individually or in a small group setting; and
- the Present Level of Functional Performance Statement did not contain documentation of students' strengths.

Noncompliance was due to a lack of implementation of district procedures.

Citation: N.J.A.C. 6A:14-3.7(c)1-11, (e) 1-17, and (f); 20 U.S.C. §1414(d)(3)(A)(B); and 34 CFR §300.324(a)(1)(2).

Required Action: The district must ensure that each IEP contains all required components. In order to demonstrate correction of noncompliance, the district must conduct training for speech-language specialists regarding district procedures. To demonstrate that the district has corrected the individual instances of noncompliance, the district must conduct annual review meetings and revise IEPs for specific students whose IEPs were identified as noncompliant. The district must submit to the NJDOE the revised IEPs, along with the IEPs for students whose annual review meetings were conducted between June 2012 and October 2012. Names of the students whose IEPs were identified as noncompliant will be provided to the district by the special education monitor.

Finding 18: The district did not consistently document in the IEPs of students removed from the general education setting for more than 20 percent of the school day (including students placed

PITTSBORO TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012

in separate settings), consideration of placement in the least restrictive environment (LRE). Specifically, IEPs did not consistently include individualized documentation of:

- the potentially beneficial or harmful effects which a placement in general education may have on the student with disabilities or other students in the class; and
- for those students placed in separate settings, and activities to transition the student to a less restrictive environment.

Noncompliance was due to a lack of implementation of district procedures.

Citation: (LRE) N.J.A.C. 6A:14-4.2 (a)8(i),(ii) and (iii).

Required Action: The district must ensure that when determining the educational placement of a child with a disability, the IEP team considers the general education class first and that all required decisions regarding the placement are documented in the IEP for each student removed from general education for more than 20 percent of the school day. The district must also ensure that for students placed in separate settings, the IEP team identifies activities to transition the student to a less restrictive environment and document them in each IEP. In order to demonstrate correction of noncompliance, the district must conduct training for child study team members regarding the district's procedures. To demonstrate that the district has corrected the individual instances of noncompliance, the district must conduct annual review meetings and revise the IEPs for specific students with IEPs that were identified as noncompliant. The district must submit the revised IEPs, along with the IEPs for students whose annual review meetings were conducted between June 2012 and October 2012 to the NJDOE for review. Names of the students with IEPs that were identified as noncompliant will be provided to the district by the special education monitor.

Finding 19: The district did not consistently provide to students beginning at age 14, written invitations to meetings where post-school transition was being discussed. Noncompliance was due to a lack of implementation of the district procedures.

Citation: N.J.A.C. 6A:14-2.3(k)2x and 3.7(e)13, 3.7(h); 20 U.S.C. §1414 (d)(1)(A)(i)(1)(VIII); and 34 CFR §300.322.b(2).

Required Action: The district must ensure that each student with an IEP age 14 or above is provided with a written invitation to any IEP meeting where transition to adult life will be discussed. In order to demonstrate correction of noncompliance, the district must conduct training for child study team members regarding the district's procedures. Additionally, the district must submit copies of invitations addressed to students age 14 and above inviting the student to IEP meetings conducted between June 2012 and October 2012 to the NJDOE for review.

Finding 20: The district did not maintain documentation of the frequency, duration and effectiveness of the interventions provided in the general education setting through the

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

Intervention and Referral Service (I&RS). Noncompliance was due to a lack of implementation of district procedures.

Citation: N.J.A.C. 6A:14-3.3(c)

Required Action: The district must ensure that I&RS documentation includes the frequency, duration and effectiveness of the interventions provided in the general education setting. In order to demonstrate correction of noncompliance, the district must conduct training for I&RS committee members regarding the procedures for implementing the requirements in the citation listed above. Additionally, the district must submit documentation for students who were provided interventions in general education conducted between June 2012 and October 2012 to the NJDOE for review. Monitors from NJDOE will conduct onsite visits to verify the completion of corrective action activities.

Finding 21: The district did not consistently conduct multidisciplinary initial evaluations for students referred for speech-language services by obtaining an educational impact statement from the classroom teacher. Noncompliance was due to a lack of consistent implementation of district procedures.

Citation: *Multidisciplinary Initial Evaluations* N.J.A.C. 6A:14-2.5(b)6 and 3.6(b).

Required Action: The district must ensure that a multidisciplinary evaluation is conducted for students referred for speech-language services by obtaining a statement from the general education teacher that details the educational impact of the speech problem on the student's progress in general education. In order to demonstrate correction of noncompliance, the district must conduct training for speech-language specialists regarding the procedures for implementing the requirements in the citation listed above. Additionally, the district must submit initial evaluation reports for students referred for speech-language services whose eligibility meetings were held between June 2012 and October 2012 to the NJDOE for review.

Administrative

Recommendation 1: The district's comprehensive annual financial report (CAFR) shows a "Due to Grantor" for IDEA funds from FY 2002-2003.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 20, Standards for financial management systems.

Recommended Action: The district must report back the final outcome of the internal review of the grant and submit documentation to support its outcome to the NJDOE for review. If the CAFR is correct, then funds must be refunded to the NJDOE.

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

Recommendation 2: The district does not have internal control policies and procedures to prevent contracting with disbarred vendors.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 36, Procurement.

Recommended Action: The district should update internal control policies to prevent errors from potentially occurring.

Recommendation 3: The district does not have formal written policies for requesting reimbursement from the EWEG system; however, the district's practice for requesting reimbursement was verified through questions concerning the district's internal controls.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 20, Standards for financial management systems.

Recommended Action: The district must have a formal board policy concerning the reimbursement of grant funds and should submit this to the NJDOE for review.

Recommendation 4: Under the New Jersey's Public School Contracts Law (PSCL), districts are not required to advertise for bids or competitively contract the provision of goods and services by vendors on the state contract list. In accordance with the PSCL [N.J.S.A. 18A:18A:10(a)], a board of education may place its order with a vendor offering the lowest price, including delivery charges, that best meets the requirements of the board of education. However, for all federal funds, districts need to review 34 CFR Part 80.36 on procurement requirements. The federal procurement regulations under this section do not include all the exemptions allowed under the PSCL and therefore, it is our understanding these federal regulations require districts to competitively contract or bid all goods and services over the bid threshold, whether exempt under PSCL or not. The federal rules do include provisions for procurement by "noncompetitive proposals," but only under certain circumstances.

The NJDOE has requested clarification from the federal government regarding vendors on the state contract list and we are still waiting for a definitive response. It is the department's position and recommendation to the federal government that such contracts do not need any additional documentation beyond the statutory requirement under N.J.S.A. 18A:18A:10(c) that prior to placing orders, the board of education shall document with specificity that the goods and services selected best meet the requirements of the board of education. See LFN 2010-3 issued January 15, 2010 for more information on competitive contracting for districts and professional development services.

Citation: EDGAR, PART 80--*Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, Section 36, Procurement.

**PITTSGROVE TOWNSHIP SCHOOL DISTRICT
EDUCATION JOBS CONSOLIDATED MONITORING REPORT
JUNE 2012**

Recommended Action: The district should review 34 CFR Part 80.36 and use open and competitive procedures where at all possible. The district should also analyze and include documentation in its files that demonstrates the district ensured the costs were reasonable.

The NJDOE thanks you for your time and cooperation during the monitoring visit and looks forward to a successful resolution of all findings and implementation of all recommendations contained in this report.

If you have any questions, please contact Anthony Hearn via phone at (609) 633-2492 or via email at anthony.hearn@doe.state.nj.us.