

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

SCHOOL DISTRICT NAME: Perth Amboy Public Schools
COUNTY: Middlesex County
TYPE OF EXAMINATION: Consolidated Monitoring
DATE OF BOARD MEETING: June 17, 2021
CONTACT PERSON: Pamela Spindel *PS 6/21/21*

TELEPHONE NUMBER: 732-376-6200 x30250

FAX NUMBER: 732-638-1009

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Title I: Finding 1: The district did not provide documented evidence of its notification to parents and adult students (18 of age or older) concerning information disclosed to military recruiters, postsecondary institutions, or prospective employers, when requested.	The Principal of Perth Amboy High School, in conjunction with the Director of Guidance and Related Services, will ensure that the required notification will be distributed to parents regarding the disclosure of students' names, addresses, and telephone numbers, upon request to military recruiters, postsecondary institutions, and/or prospective employers by October 15th each year. This letter will be shared with the Assistant Superintendent of Curriculum and Instruction two weeks prior to distribution for review. The Principal of Perth Amboy High School, in conjunction with the Director of Guidance and Related Services will ensure that information on how parents may opt-out of this public disclosure of information is included and will keep on-file a list	In October, the HS Principal in conjunction with the Director of Guidance and Related Services will send out the required letters to parents of those students who are 18 years of age or older by mail and/or email. The letters will include information on how parents may opt-out of this public disclosure of information. The incoming letters will be collected by the HS Principal and a tracking sheet will be created that depicts the list of parents who have decided to not disclose personal information. The letters will be reviewed by the Assistant Superintendent of Schools two weeks prior to distribution for review. This letter and list of parents who opted out of disclosing the information will be kept on file by the High School Principal and the Director of Guidance and shared with	Principal of Perth Amboy High School Director of Guidance and Related Services Director of Special Funded Programs	For the 20-21 SY, the letters were sent out on March 1, 2020 by the High School Principal via the Home School Liaison and were collected by the High School Principal, via the Home School Liaison. The HSL then shared this information with the High School Principal, secretary of guidance and the Office of Special Funded Programs. All the letters were uploaded to a Google folder and shared with the Office of Special Funded Programs. For the 21-22 SY, the letters will be sent out no later than October

	of parents who decided to not disclose such information.	the Director of Special Funded Programs.		15, 2021. The HS Principal and Director of Guidance and Related Services will assign a designee to collect the letters and maintain the list of parents who opt out. A sample of the letter is attached.
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 6/21/21

Date

Board Secretary/Business Administrator

Date

Chief School Administrator

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

SCHOOL DISTRICT NAME: Perth Amboy Public Schools
COUNTY: Middlesex County
TYPE OF EXAMINATION: Consolidated Monitoring
DATE OF BOARD MEETING: June 17, 2021
CONTACT PERSON: Rogelio Suarez
TELEPHONE NUMBER: 732-376-6200 x30260
FAX NUMBER: 732-638-1006

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p>Title III: Finding 1: The district did not meet the Title III requirement that districts monitor, for two years, the progress made by exited former English Language Learners (ELLs) on content and achievement standards.</p>	<p>The Director and the Bilingual/ESL Dept. will ensure that:</p> <ul style="list-style-type: none"> a written standard operation procedure is created for supervisors and general education teachers to monitor students in content area classes a written procedure will be developed to identify the criteria by which a student would re-enter a language program within two years if they do not demonstrate progress in general education classes due to English language proficiency level The District uses the NJDOE's sample Former ELL Monitoring tool as a model to create a district form to implement and collect data on the student's progress. The Assistant Superintendent of C & I will review these forms and processes. 	<ul style="list-style-type: none"> Starting AY 2021-22 we will conduct reviews of all exited ELLs after Marking Period 2 and End of Year. A Google Form version of the NJDOE 2 Year Monitoring Form was developed. This will facilitate the process of data collection and monitoring. A Standard Operating Procedure will be developed and disseminated to supervisors, content areas and ESL teachers September 2021 to be implemented AY 2021-22. A written procedure with guidelines will be developed and disseminated to all content 	<p>Director of Bilingual Education and World Languages</p> <p>Supervisor of BL/ESL & WL Grades P-4</p> <p>Supervisor of BL/ESL & WL Grades 5-12</p>	<p>Standard Operating Procedures, Guidelines, and Monitoring Form completed May 25, 2021.</p>

		<p>teachers and ESL teachers.</p> <ul style="list-style-type: none"> • These tools will be available to our staff in our Dept. website. • Train staff during our first 75 Minute Dept. Meeting in October 2021. • Bilingual Supervisors will review student assessment data after the Winter and Spring assessments cycles (e.g. STAR ELA) to monitor student progress and a report will be provided to the Director for review and further action. • Data will be collected in the Spreadsheet derived from the Google Form to see trends and possible areas with growth deficits in ELs. 		
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Chief School

Administrator Date Board Secretary/Business Administrator Date

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

SCHOOL DISTRICT NAME Perth Amboy Public Schools COUNTY Middlesex

TYPE OF EXAMINATION Consolidated Monitoring

DATE OF BOARD MEETING June 17, 2021

CONTACT PERSON Dr. Jessica Neu

TELEPHONE NUMBER 732-376-6200 x30220

FAX NUMBER 732-638-1008

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
DEA: Finding 1: The district did not consistently provide parents of students eligible for special education and related services notice of meetings that contained all required components.	The Director of Special Services in conjunction with the Supervisors of Special Services will ensure that the Child Study Team consistently provides, through the use of a tracking spreadsheet, parents of students eligible for special education and related services notice of meetings that contain all required components as per the NJ Special Education 6A:14 code.	A monitor from the NJDOE will conduct a site visit to: • interview staff • review notice of a meeting provided for meetings conducted between July 2021 and October 2021 • review the oversight procedures Frontline/IEP Direct training on the NJ Special Education 6A:14 required forms and letters was completed on 4/29/2021 from 9:00-11:00 (see attendance sheet and video recording of sessions in monitoring folder).	NJ DOE Supervisors of Special Services: monthly supervisor review of meeting notices. Documentation to be maintained in a log. Director of Special Services; monthly articulation meetings with supervisors and building administration. Documentation logs will be reviewed.	Onsite visits by NJDOE to be determined At the end of each month June 25, 2022

		<p>67</p> <p>The Child Study Team will upload all meeting notices to the Document Repository in Frontline/IEP Direct in addition to being placed in the Child Study Team files.</p>		
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Chief School

Administrator Date Board Secretary/Business Administrator Date

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**NEW JERSEY DEPARTMENT OF EDUCATION
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CORRECTIVE ACTION PLAN**

PAGE 2

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p>DEA: Finding 2: The district did not consistently document that required participants, specifically, general education teachers, were in attendance at the following annual review meetings: reevaluation planning, eligibility and IEP meetings, for students eligible for special education and related services.</p>	<p>The Director of Special Services in conjunction with the Supervisors of Special Services and Building Principals will ensure that the Child Study Team consistently documents, through the use of a tracking spreadsheet, required participants, specifically, general education teachers, who were in attendance at the following annual review meetings: reevaluation planning, eligibility and IEP meetings, for students eligible for special education and related services as per the NJ Special Education 6A:14 code.</p>	<p>A monitor from the NJDOE will conduct a site visit to:</p> <ul style="list-style-type: none"> interview staff review notice of a meeting provided for meetings conducted between July 2021 and October 2021 review the oversight procedures <p>Frontline/IEP Direct training completed on NJ Special Education 6A:14 required forms and letters for all case managers was completed on 4/29/2021 from 9:00-11:00 (see attendance sheet and video recording of sessions in monitoring folder).</p> <p>The Child Study Team will upload all attendance</p>	<p>NJ DOE</p> <p>Supervisors of Special Services: monthly supervisor review of completed attendance sheets. Documentation to be maintained in a log.</p> <p>Building Principals: monthly review of general education teacher attendance at IEP meetings. Documentation to be maintained in a log.</p> <p>Director of Special Services: monthly articulation meetings with supervisors and building administration. Documentation logs will be reviewed.</p>	<p>Onsite visits by NJDOE to be determined</p> <p>At the end of each month</p> <p>June 25, 2022</p>

sheets and parental consent to waive the presence of a general education teacher prior to the IEP meeting to the Document Repository in Frontline/IEP Direct in addition to being placed in the Child Study Team files.



RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p><u>6A: Finding 3:</u> The district did not consistently conduct evaluations within three years of the previous classification date for students eligible for speech-language services and for students eligible for special education and related services.</p>	<p>The Director of Special Services in conjunction with the Supervisors of Special Services will ensure that the Child Study Team consistently, through the monitoring of the special education platform, conducts reevaluations within three years of the previous classification date for students eligible for speech-language services and for students eligible for special education and related services as per the NJ Special Education 6A:14 code.</p>	<p>A monitor from the NJDOE will conduct a site visit to:</p> <ul style="list-style-type: none"> • interview staff • review notice of a meeting provided for meetings conducted between July 2021 and October 2021 • review the oversight procedures <p>Since July 1, 539 evaluations have been conducted for approximately 600 students.</p> <p>By June 25, 2021 students whose parents provided consent for evaluations and were able to be produced for testing were evaluated. This included initial and re-evaluations for students whose evaluations were due on a 3 year cycle and</p>	<p>NJ DOE Director of Special Services: continue to review re-evaluation forms and monitor re-evaluations for students every 3 years. Supervisors of Special Services: continue to review re-evaluation forms and monitor re-evaluations for students every 3 years.</p>	<p>Onsite visits by NJDOE to be determined Completed in June 2021 and ongoing monitoring monthly through June 2022.</p>

		<p>who have not been evaluated in more than 3 years.</p> <p>The Child Study Team is required to seek guidance from the Department of Special Services administration if they would like to waive an evaluation. Such a request will be made using a Department generated form.</p>		
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Chief School

Administrator Date Board Secretary/Business Administrator Date

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At 6-11-2021
 6/14/2021

**NEW JERSEY DEPARTMENT OF EDUCATION
 OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
 CORRECTIVE ACTION PLAN PAGE 6**

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Administrative: Finding 1: As of the date of the monitoring visit (February 25, 2021), the district had not filed or paid their New Jersey TPAF and FICA reimbursement for FY 2019-2020. The report and payment were due October 1, 2020.	The Business Administrator and Assistant Business Administrator will review documentation provided by the Office of Special Funded Programs in order to complete the TPAF/FICA report and remit payment for the reimbursements which are due for FY 2019-2020.	<p>The Business Administrator and Assistant Business Administrator will review the supporting documentation provided by the Office of Special Funded Programs for all employees whose salaries are paid with federal funds.</p> <p>Salary information will be reviewed to determine the amount of TPAF and FICA reimbursement that is due to the state for all employees whose salaries are paid with federal funds.</p> <p>Upon review of the federal reports, the Business Administrator and Assistant Business Administrator will compile the information and prepare a draft reimbursement form which will be reviewed by the Assistant Superintendent of Administration by August 31.</p> <p>Upon review of back-up documentation by the</p>	Business Administrator Assistant Business Administrator Fiscal Specialist	<p>Payment (\$1,199,581; check #58139) remitted to the state March 31, 2021 for the 2019-2020 SY.</p> <p>Payment (\$151,701; check #58649) remitted to state on June 15, 2021 for the balance of the 2019-2020 SY.</p> <p>The TPAF/FICA report for the 20-21 SY will be completed and submitted to the NJDOE by October 1, 2021.</p>

			Assistant Superintendent, the TPAF/FICA reimbursement form will be initialed by the Assistant School Business Administrator and signed by the Business Administrator and Superintendent for submission with payment by October 1.		
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Perth Amboy Board of Education

Office of Special Funded Programs
Administrative Headquarters Building
178 Barracks Street
Perth Amboy, New Jersey 08861
732-376-6200

Pamela Spindel
Director

(732) 376-6200 x30-250
Fax: 732-638-1009

To: Dr. David Roman, Superintendent of Schools

Cc: Dr. Vivian Rodriguez, Assistant Superintendent
Mr. Delvis Rodriguez, Assistant Superintendent
Mr. Derek Jess, Business Administrator/Board Secretary
Mr. Francisco Velez, Assistant Business Administrator



From: Ms. Pamela Spindel, Director of Special Funded Programs

Date: May 11, 2021

Re: Consolidated Monitoring Report and Corrective Action Plan

Approval of the Consolidated Monitoring Report and Corrective Action Plan from the 2020-2021 Consolidated Monitoring of IDEA, ESSA, and ESSER/Digital Divide.

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

SCHOOL DISTRICT NAME: Perth Amboy Public Schools
COUNTY: Middlesex County
TYPE OF EXAMINATION: Consolidated Monitoring
DATE OF BOARD MEETING: June 17, 2021
CONTACT PERSON: Pamela Spindel

6/21/21

TELEPHONE NUMBER: 732-376-6200 x30250

FAX NUMBER: 732-638-1009

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p>Title I: Finding 1: The district did not provide documented evidence of its notification to parents and adult students (18 of age or older) concerning information disclosed to military recruiters, postsecondary institutions, or prospective employers, when requested.</p>	<p>The Principal of Perth Amboy High School, in conjunction with the Director of Guidance and Related Services, will ensure that the required notification will be distributed to parents regarding the disclosure of students' names, addresses, and telephone numbers, upon request to military recruiters, postsecondary institutions, and/or prospective employers by October 15th each year. This letter will be shared with the Assistant Superintendent of Curriculum and Instruction two weeks prior to distribution for review.</p> <p>The Principal of Perth Amboy High School, in conjunction with the Director of Guidance and Related Services will ensure that information on how parents may opt-out of this public disclosure of information is included and will keep on-file a list</p>	<p>In October, the HS Principal in conjunction with the Director of Guidance and Related Services will send out the required letters to parents of those students who are 18 years of age or older by mail and/or email. The letters will include information on how parents may opt-out of this public disclosure of information. The incoming letters will be collected by the HS Principal and a tracking sheet will be created that depicts the list of parents who have decided to not disclose personal information. The letters will be reviewed by the Assistant Superintendent of Schools two weeks prior to distribution for review.</p> <p>This letter and list of parents who opted out of disclosing the information will be kept on file by the High School Principal and the Director of Guidance and shared with</p>	<p>Principal of Perth Amboy High School Director of Guidance and Related Services Director of Special Funded Programs</p>	<p>For the 20-21 SY, the letters were sent out on March 1, 2020 by the High School Principal via the Home School Liaison and were collected by the High School Principal, via the Home School Liaison. The HSL then shared this information with the High School Principal, secretary of guidance and the Office of Special Funded Programs. All the letters were uploaded to a Google folder and shared with the Office of Special Funded Programs. For the 21-22 SY, the letters will be sent out no later than October</p>

Handwritten signature and date 6/21/21

	of parents who decided to not disclose such information.	the Director of Special Funded Programs.	15, 2021. The HS Principal and Director of Guidance and Related Services will assign a designee to collect the letters and maintain the list of parents who opt out. A sample of the letter is attached.
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 6/21/21

Chief School Administrator _____ Date _____
 Board Secretary/Business Administrator _____ Date _____

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

SCHOOL DISTRICT NAME: Perth Amboy Public Schools
COUNTY: Middlesex County
TYPE OF EXAMINATION: Consolidated Monitoring
DATE OF BOARD MEETING: June 17, 2021
CONTACT PERSON: Rogelio Suarez
TELEPHONE NUMBER: 732-376-6200 x30260

FAX NUMBER: 732-638-1006

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p>Title III: Finding 1: The district did not meet the Title III requirement that districts monitor, for two years, the progress made by exited former English Language Learners (ELLs) on content and achievement standards.</p>	<p>The Director and the Bilingual/ESL Dept. will ensure that:</p> <ul style="list-style-type: none"> a written standard operation procedure is created for supervisors and general education teachers to monitor students in content area classes a written procedure will be developed to identify the criteria by which a student would re-enter a language program within two years if they do not demonstrate progress in general education classes due to English language proficiency level The District uses the NJDOE's sample Former ELL Monitoring tool as a model to create a district form to implement and collect data on the student's progress. The Assistant Superintendent of C & I will review these forms and processes. 	<ul style="list-style-type: none"> Starting AY 2021-22 we will conduct reviews of all exited ELLs after Marking Period 2 and End of Year. A Google Form version of the NJDOE 2 Year Monitoring Form was developed. This will facilitate the process of data collection and monitoring. A Standard Operating Procedure will be developed and disseminated to supervisors, content areas and ESL teachers September 2021 to be implemented AY 2021-22. A written procedure with guidelines will be developed and disseminated to all content 	<p>Director of Bilingual Education and World Languages</p> <p>Supervisor of BL/ESL & WL Grades P-4</p> <p>Supervisor of BL/ESL & WL Grades 5-12</p>	<p>Standard Operating Procedures, Guidelines, and Monitoring Form completed May 25, 2021.</p>

		<p>teachers and ESL teachers.</p> <ul style="list-style-type: none"> • These tools will be available to our staff in our Dept. website. • Train staff during our first 75 Minute Dept. Meeting in October 2021. • Bilingual Supervisors will review student assessment data after the Winter and Spring assessments cycles (e.g. STAR ELA) to monitor student progress and a report will be provided to the Director for review and further action. • Data will be collected in the Spreadsheet derived from the Google Form to see trends and possible areas with growth deficits in ELs. 		
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Chief School

Administrator Date Board Secretary/Business Administrator Date

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OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
CORRECTIVE ACTION PLAN**

SCHOOL DISTRICT NAME Perth Amboy Public Schools COUNTY Middlesex

TYPE OF EXAMINATION Consolidated Monitoring


DATE OF BOARD MEETING June 17, 2021

CONTACT PERSON Dr. Jessica Neu

TELEPHONE NUMBER 732-376-6200 x30220

FAX NUMBER 732-638-1008

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
IDEA: Finding 1: The district did not consistently provide parents of students eligible for special education and related services notice of meetings that contained all required components.	The Director of Special Services in conjunction with the Supervisors of Special Services will ensure that the Child Study Team consistently provides, through the use of a tracking spreadsheet, parents of students eligible for special education and related services notice of meetings that contain all required components as per the NJ Special Education 6A:14 code.	A monitor from the NJDOE will conduct a site visit to: • interview staff • review notice of a meeting provided for meetings conducted between July 2021 and October 2021 • review the oversight procedures Frontline/IEP Direct training on the NJ Special Education 6A:14 required forms and letters was completed on 4/29/2021 from 9:00-11:00 (see attendance sheet and video recording of sessions in monitoring folder).	NJ DOE Supervisors of Special Services: monthly supervisor review of meeting notices. Documentation to be maintained in a log. Director of Special Services: monthly articulation meetings with supervisors and building administration. Documentation logs will be reviewed.	Onsite visits by NJDOE to be determined At the end of each month June 25, 2022

		 <p>The Child Study Team will upload all meeting notices to the Document Repository in Frontline/IEP Direct in addition to being placed in the Child Study Team files.</p>		
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Chief School

Administrator Date Board Secretary/Business Administrator Date

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

PAGE 2

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p>IDEA: Finding 2: The district did not consistently document that required participants, specifically, general education teachers, were in attendance at the following annual review meetings: reevaluation planning, eligibility and IEP meetings, for students eligible for special education and related services.</p>	<p>The Director of Special Services in conjunction with the Supervisors of Special Services and Building Principals will ensure that the Child Study Team consistently documents, through the use of a tracking spreadsheet, required participants, specifically, general education teachers, who were in attendance at the following annual review meetings: reevaluation planning, eligibility and IEP meetings, for students eligible for special education and related services as per the NJ Special Education 6A:14 code.</p>	<p>A monitor from the NJDOE will conduct a site visit to:</p> <ul style="list-style-type: none"> interview staff review notice of a meeting provided for meetings conducted between July 2021 and October 2021 review the oversight procedures <p>Frontline/IEP Direct training completed on NJ Special Education 6A:14 required forms and letters for all case managers was completed on 4/29/2021 from 9:00-11:00 (see attendance sheet and video recording of sessions in monitoring folder).</p> <p>The Child Study Team will upload all attendance</p>	<p>NJ DOE</p> <p>Supervisors of Special Services: monthly supervisor review of completed attendance sheets. Documentation to be maintained in a log.</p> <p>Building Principals: monthly review of general education teacher attendance at IEP meetings. Documentation to be maintained in a log.</p> <p>Director of Special Services: monthly articulation meetings with supervisors and building administration. Documentation logs will be reviewed.</p>	<p>Onsite visits by NJDOE to be determined</p> <p>At the end of each month</p> <p>June 25, 2022</p>

sheets and parental consent to waive the presence of a general education teacher prior to the IEP meeting to the Document Repository in Frontline/IEP Direct in addition to being placed in the Child Study Team files.

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p><u>IDEA: Finding 3:</u> The district did not consistently conduct reevaluations within three years of the previous classification date for students eligible for speech-language services and for students eligible for special education and related services.</p>	<p>The Director of Special Services in conjunction with the Supervisors of Special Services will ensure that the Child Study Team consistently, through the monitoring of the special education platform, conducts reevaluations within three years of the previous classification date for students eligible for speech-language services and for students eligible for special education and related services as per the NJ Special Education 6A:14 code..</p>	<p>A monitor from the NJDOE will conduct a site visit to:</p> <ul style="list-style-type: none"> • interview staff • review notice of a meeting provided for meetings conducted between July 2021 and October 2021 • review the oversight procedures <p>Since July 1, 539 evaluations have been conducted for approximately 600 students.</p> <p>By June 25, 2021 students whose parents provided consent for evaluations and were able to be produced for testing were evaluated. This included initial and re-evaluations for students whose evaluations were due on a 3 year cycle and</p>	<p>NJ DOE Director of Special Services: continue to review re-evaluation forms and monitor re-evaluations for students every 3 years.</p> <p>Supervisors of Special Services: continue to review re-evaluation forms and monitor re-evaluations for students every 3 years.</p>	<p>Onsite visits by NJDOE to be determined</p> <p>Completed in June 2021 and ongoing monitoring monthly through June 2022.</p>

		<p>who have not been evaluated in more than 3 years.</p> <p>The Child Study Team is required to seek guidance from the Department of Special Services administration if they would like to waive an evaluation. Such a request will be made using a Department generated form.</p>		
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Chief School

Administrator Date Board Secretary/Business Administrator Date

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**NEW JERSEY DEPARTMENT OF EDUCATION
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CORRECTIVE ACTION PLAN PAGE 6**

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
Administrative: Finding 1: As of the date of the monitoring visit (February 25, 2021), the district had not filed or paid their New Jersey TPAF and FICA reimbursement for FY 2019-2020. The report and payment were due October 1, 2020.	The Business Administrator and Assistant Business Administrator will review documentation provided by the Office of Special Funded Programs in order to complete the TPAF/FICA report and remit payment for the reimbursements which are due for FY 2019-2020.	<p>The Business Administrator and Assistant Business Administrator will review the supporting documentation provided by the Office of Special Funded Programs for all employees whose salaries are paid with federal funds.</p> <p>Salary information will be reviewed to determine the amount of TPAF and FICA reimbursement that is due to the state for all employees whose salaries are paid with federal funds.</p> <p>Upon review of the federal reports, the Business Administrator and Assistant Business Administrator will compile the information and prepare a draft reimbursement form which will be reviewed by the Assistant Superintendent of Administration by August 31.</p> <p>Upon review of back-up documentation by the</p>	Business Administrator Assistant Business Administrator Fiscal Specialist	<p>Payment (\$1,199,581; check #58139) remitted to the state March 31, 2021 for the 2019-2020 SY.</p> <p>Payment (\$151,701; check #58649) remitted to state on June 15, 2021 for the balance of the 2019-2020 SY.</p> <p>The TPAF/FICA report for the 20-21 SY will be completed and submitted to the NJDOE by October 1, 2021.</p>

AK 6-11-2021
6/14/2021

			<p>Assistant Superintendent, the TPAF/FICA reimbursement form will be initialed by the Assistant School Business Administrator and signed by the Business Administrator and Superintendent for submission with payment by October 1.</p>		
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FIN-14).

Recommendations of the Superintendent of SchoolsFinance Committee – Mr. Junior Iglesias, Chairperson

- 46). Approval of the acceptance of the Alyssa's Law Security Grant 2020-2021 with the requested entitlement amount of \$524,985.00. Under the supervision of Ms. Carmen Southward, District Director of Operations, Mr. Tibor Kacso, District Chief of Security Personnel, Mr. Keith Kolibas, District Director of Technology, and Ms. Pamela Spindel, District Director of Special Funded Programs.

Iglesia
Motion

Peralta
Seconded

Carried unanimously

- 47). Approval to utilize ESS Northeast, LLC for the provision of substitute personnel for the 2021-2022 school year. Under the supervision of Ms. Yolanda Gomez, Director of Personnel.

- 48). Permission is requested to apply for the American Relief Act (ARP) ESSER III Application of the Electronic Web Enabled Gant System (EWEG).


- 49). Approval of the Consolidated Monitoring Report dated May 2021 and Corrective Action Plan from the 2020-2021 Consolidated Monitoring of IDEA, ESSA, and ESSER/Digital Divide as reviewed and discussed at the public board meeting.

Iglesia
Motion

Marquez-Villafane
Seconded

Carried unanimously

I HEREBY certify that the foregoing is True and exact as adopted by the Perth Amboy Board of Education, County of Middlesex, at its regular meeting held on **June 17, 2021**


Derek J. Jess

Secretary/School Business Administrator