

# ORANGE BOARD OF EDUCATION PUBLIC SCHOOL DISTRICT

Administrative Office

451 Lincoln Avenue, Orange, New Jersey 07050

JUNE 11, 2013

C13-038

## RESOLUTION TO APPROVE AND ACCEPT THE OFAC COMPLIANCE AUDIT FINDINGS, RECOMMENDATIONS AND CORRECTIVE ACTION PLAN FOR CARL D. PERKINS SY 2010-2011 SECONDARY #PERK 3880-11

**WHEREAS**, the Department of Education, Office of Fiscal Accountability and Compliance (OFAC) has completed a review of the procedure for LEA/Agency 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; and

**WHEREAS**, the OFAC has determined according to N.J.S.A 18A:18A-3(a) and the attached Corrective Action Plan (CAP) that the district has not met all the requirements in executing the grant as depicted in the six recommendations of the CAP; and

**WHEREAS**, the Board Secretary has prepared specific action plan and disposition for the OFAC audit recommendation on the attached schedule; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Orange Board of Education, hereby accepts and approve the OFAC audit Recommendation, Corrective Action Plan; and

**BE IT FURTHER RESOLVED**, that a copy of the OFAC findings, Audit Recommendations Corrective Action Plan be placed on district website, on file in the Office of Business Administration and a copy forwarded to Essex County Superintendent of Schools office and the to OFAC for record purposes.

ROLL CALL CHECKLIST	YEA	NAY
Dr. Harris Enabulele	✓	
Marion Graves-Jackson	✓	
Dr. Thomas Johnson	✓	
Emily Jukes	✓	
Daniela Small-Bailey S	✓	
Arthur J. Griffa M School Board Vice-President	✓	
Patricia Arthur School Board President	✓	

New Jersey Department of Education  
Office of Fiscal Accountability and Compliance  
Corrective Action Plan

County: Essex

Name of School District: Orange Board Of Education

Type of Examination: Office of Fiscal Accountability and Compliance: Carl Perkins 2010-2011 - SY

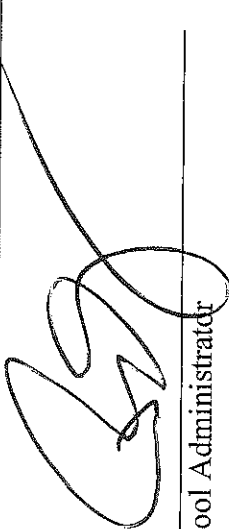
Date of Board Meeting: June 11, 2013

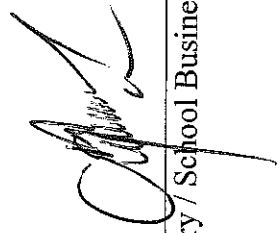
Contact Person: Adekunle James, Business Administrator / Board Secretary

Telephone Number: (973) 677-4190

Recommendation Number	Corrective Action Required By The Board	Method Of Implementation	Person Responsible For Implementation	Completion Date Of Implementation
<p><b>1. Finding: The district's use of Carl D. Perkins (CDP) funds for professional development activities supplanted other funding sources.</b> <b>Recommendation:</b> The LEA must ensure CTE program expenditures supplement, not supplant, other federal, state and local funds.</p>	<p>The LEA will ensure CTE program expenditures supplement, not supplant, other federal, state and local funds.</p>	<p>The district Perkins office will review all expenditures with the Curriculum Department to ensure expenditures supplement, not supplant all funds.</p>	<p>Fay Polefka Candace Goldstein Adekunle James</p>	<p>June 2014</p>
<p><b>2. Finding: The district did not obligate or liquidate Perkins funds in a timely manner</b> <b>Recommendation:</b> The district must obligate/liquidate Perkins funds in accordance with department guidelines and EDGAR, 34 CFR §80.23. Any unexpended/unobligated balances must be recorded on Schedule A of the LEA's CAFR and remitted to the department by referring to applicable Perkins Guidelines and the related link at <a href="http://www.nj.gov/education/finance/sf/refund.shtml">http://www.nj.gov/education/finance/sf/refund.shtml</a></p>	<p>The district will obligate/liquidate Perkins funds in accordance with department guidelines and EDGAR, 34 CFR §80.23.</p>	<p>The district Perkins office will ensure the Perkins funds are liquidated in accordance with department guidelines and EDGAR, 34 CFR §80.23.</p>	<p>Fay Polefka Candace Goldstein Adekunle James</p>	<p>June 2014</p>
<p><b>3. Finding: The district failed to adhere to New Jersey Public School Contracts Law (PSCCL) and federal regulations when hiring professional development providers.</b> <b>Recommendation:</b> The district must adhere to the PSCCL or EDGAR, 34 CFR §80.36(b), whichever is most restrictive when obtaining goods/services for the Perkins program.</p>	<p>The district will adhere to the PSCCL or EDGAR, 34 CFR §80.36(b), whichever is most restrictive when obtaining goods/services for the Perkins program.</p>	<p>The district Perkins office will adhere to the PSCCL or EDGAR, 34 CFR §80.36(b), whichever is most restrictive when obtaining goods/services for the Perkins program</p>	<p>Fay Polefka Candace Goldstein Dr. Terry Russo Adekunle James</p>	<p>June 2014</p>

Recommendation Number	Corrective Action Required By The Board	Method Of Implementation	Person Responsible For Implementation	Completion Date Of Implementation
<p><b>4. Finding: The district did not review vendors for suspension/debarment.</b></p> <p><b>Recommendation:</b> The district must develop and maintain complete written policies and internal control procedures to ensure that initial and periodic verifications are performed to identify any vendors suspended or debarred from participation in federal programs.</p>	<p>The district normally reviews the state vendors list for suspended and or debarment. This process normally would prevent the district from utilizing a vendor that has been debarred or suspended. The district will intensify its vendor verification process for all federal and state programs.</p>	<p>The business office, as part of its normal regulation would periodically visit the State Department of Treasury to review approved vendors list, thereby verify if vendors that the district patronizes are on the debarred or suspended list.</p>	<p>Business Administrator &amp; Assistant Business Administrator</p>	<p>June 2014</p>
<p><b>5. Finding: The district used improper account codes to classify Perkins grant accounts on its general ledger system.</b></p> <p><b>Recommendation:</b> The district must revise its coding system to confirm to the department's prescribed Chart of Accounts to ensure the proper recording of all financial transactions and to ensure compliance with EDGAR 34 CAFR, Part §80.20(b)(2).</p>	<p>The updated state recommended general accounts code will be utilized henceforth for all transactions so as to meet the requirements of EDGAR 34 CAFR.</p>	<p>The business office will review its Perkins general ledger accounts Chart of Accounts and make sure all necessary corrections are made to certify that proper accounts are used for Perkins grant.</p>	<p>Business Administrator &amp; Assistant Business Administrator</p>	<p>June 2014</p>
<p><b>6. Finding: The district did not submit its Final Report in a timely manner.</b></p> <p><b>Recommendation:</b> The district must submit its Final Report in the grant management system to the department on or before the established due date.</p>	<p>The district will submit its Final Report in the grant management system to the department on or before the established due date.</p>	<p>The district Perkins office will submit its Final Report in the grant management system to the department on or before the established due date.</p>	<p>Fay Polefka Candace Goldstein Adekunle James</p>	<p>June 2014</p>

  
 Chief School Administrator

  
 Board Secretary / School Business Administrator

6/18/13  
 Date

6/18/13  
 Date