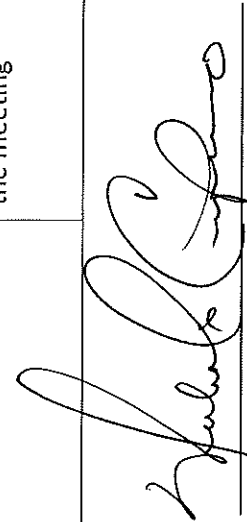
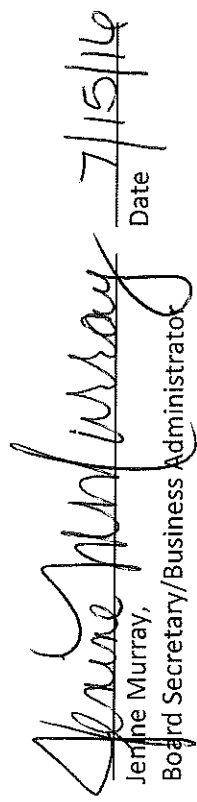


**NEW JERSEY DEPARTMENT OF EDUCATION
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
CORRECTIVE ACTION PLAN**

| Wood-Ridge School District Consolidated Monitoring Report Approved at June 13, 2016 Board Meeting Jenine Murray, Business Administrator 201-933-6777 x.5638 | | Bergen County Fax: 201-804-9204 | | |
|---|--|---|--|---|
| RECOMMENDATION NUMBER | CORRECTIVE ACTION | METHOD OF IMPLEMENTATION | RESPONSIBLE FOR IMPLEMENTATION | DATE FOR IMPLEMENTATION |
| Finding 1 | Develop/revise Title I participation letters, include clearly defined entrance and exit criteria | Title I parent letter revision | Building Principals | May 30, 2016 for Summer Transition Program; September 30, 2016 for 2016-2017 SY |
| Finding 2 | BOE adoption of Title I parental involvement policy. Policy to be evaluated annually | Hold meeting to update parental involvement policy, include parents and associated stakeholders | Superintendent, Assistant Superintendent and Building Principals | September 30, 2016 |
| Finding 3 | Develop school-parent-student compacts including associated stakeholder groups. Conduct annual review of the compacts. | Hold a meeting to address school-parent-student compacts | Building Principals | October 15, 2016 |
| Finding 4 | Hold a Title I parent meeting before mid-October and provide evidence of the meeting | Convene and document meeting, retain notices, agenda, meeting notes and sign in sheets. | Building Principals | October 15, 2016 |


Nicholas Cipriano,
Chief School Administrator

7/15/16
Date


Jenine Murray,
Board Secretary/Business Administrator

7/15/16
Date

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| Finding 5 | District will contact nonpublic schools within and outside the attendance areas that enroll resident students to ensure Title I eligibility. | Send the nonpublic school survey to non-public schools. Retain documentation of the process (letters, notices, agendas, sign in sheets). 2016-2017 consolidated application to reflect non-public enrollment and non-public low income counts. | Business Administrator | May 30, 2016 |
| Finding 6 | Ensure that all parents of students eligible for Title I services receive a copy of the Parent's Right to Know letter in a language they can understand. | Distribute letters in varied languages as needed and post letter on website with translator application. Retain mailing list and require parental signature acknowledging receipt of letter. | Building Principals | September 30, 2016 |
| Finding 7 | Give consideration to extended day/year programs for Title I services. | Develop extended day/year programs | Building Administrators and Assistant Superintendent | May 30, 2016 |
| Finding 8 | Provide the DOE with a description of the elementary Title I program (RTI) | Written description of RTI program | Building Administrators | June 30, 2016 |
| Finding 9 | Revise Title III parental notification letter to include all required components | Revise letter to parents | Building Administrators | June 30, 2016 |

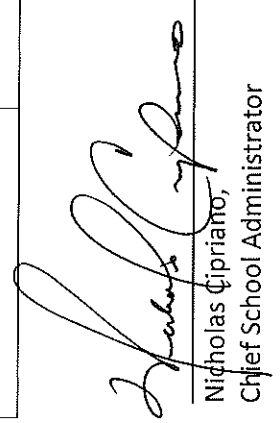
Nicholas Cipriano
 Nicholas Cipriano,
 Chief School Administrator

Jenine Murray
 Jenine Murray,
 Board Secretary/Business Administrator

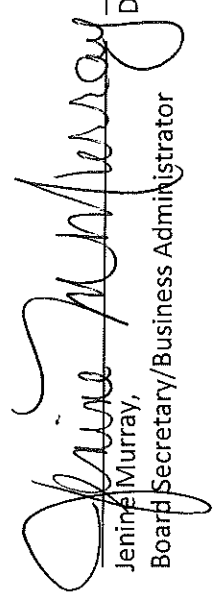
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| Finding 10 | Develop a dated and signed consortium Memorandum of Understanding (MOU) between the lead applicant and participant LEA (Wood-Ridge) | Collaboration with the Title III Consortium lead applicant (Hasbrouck Heights) to develop and finalize a MOU. | Superintendent | Completed April 2016 |
| Finding 11 | Conduct training for CST and S/L during CST staffing | Administrative oversight to ensure compliance Training by the CST Supervisor | CST Supervisor | June 30th, 2016 June 30th, 2016 |
| Finding 12 | Conduct training for CST and S/L Therapist during CST staff meeting Provide parents with district enrollment documents at initial planning meeting (if not completed prior) | Training by the CST Supervisor Administrative oversight to ensure compliance | CST Supervisor CST Supervisor | Implemented April 2016 Implemented April 2016 |
| Finding 13 | Conduct training for CST and S/L therapists during CST staff meeting Obtain documentation of attendance and/or written parental consent to excuse a member of the team For Out of District Students have general education teacher participate in meeting via phone conference | Training by CST Supervisor Administrative oversight to ensure compliance Administrative oversight to ensure compliance | CST Supervisor CST Supervisor CST Supervisor | May 30, 2016 May 30, 2016 June 30, 2016 |



 Nicholas Cipriano,
 Chief School Administrator

7/15/16
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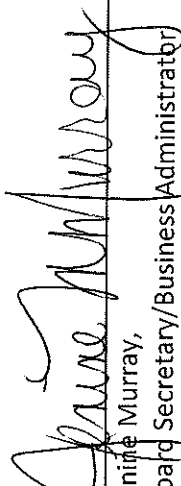

 Jenine Murray,
 Board Secretary/Business Administrator

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| | Explore the option of holding Out of District Student IEP meetings in district in order to accommodate general education teacher participation | Administrative oversight to ensure compliance | CST Supervisor | June 30, 2016 |
| Finding 14 | Conduct training for CST during CST staff meeting | Training by CST Supervisor | CST Supervisor | Implemented April 2016 |
| Finding 15 | Conduct training for CST during CST staff meeting Revise IEP Exit Document to reflect NJDOE model | Training by CST Supervisor Contact IEP management system (Real Time) to make changes to Exit Document | CST Supervisor CST Supervisor | Implemented April 2016 Implemented April 2016 |
| Finding 16 | Conduct training for S/L therapist Conduct IEP meetings for students identified during monitoring | Training by CST Supervisor Administrative oversight to ensure compliance | CST Supervisor CST Supervisor | June 30, 2016 June 30, 2016 |
| Finding 17 | Conduct training for CST during staff meeting Conduct IEP meetings for students identified during monitoring | Training by CST Supervisor Administrative oversight to ensure compliance | CST Supervisor CST Supervisor | June 30, 2016 June 30, 2016 |
| Finding 18 | Purchase orders shall be issued to all vendors prior to goods or services being provided | Administrative oversight to ensure compliance | Business Administrator | June 30, 2016 |


 Nicholas Cipriano,
 Chief School Administrator

7/15/16
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 Jenife Murray,
 Board Secretary/Business Administrator

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