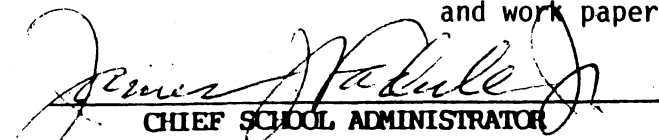



CORRECTIVE ACTION PLANNAME OF DISTRICT NutleyCOUNTY EssexTYPE OF AUDIT AnnualDATE OF BOARD MEETING November 25, 1991CONTACT PERSON John C. SincagliaTELEPHONE NUMBER 201-661-8797

RECOMMENDATION NUMBER	CORRECTIVE ACTION APPROVED BY THE BOARD	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1.	Refund prior year special project balances as follows: A. Gifted & Talented 1984-85 - \$70 to N.J. Dept. of Education B. Junior Training Partnership Act, 1987-88 - \$12 to County of Essex C. Summer Youth Employment Program - \$834 to County of Essex	John C. Sincaglia	Dec. 31, 1991
2.	Develop written procedures for the proper recording of student enrollment data for preparation of the Application for State School Aid.	John C. Sincaglia	Oct. 15, 1991
3.	Conduct thorough review of the Application for State School Aid, school registers and work papers.	John C. Sincaglia Barbara Hirsch	Nov. 15, 1991


CHIEF SCHOOL ADMINISTRATOR

Nov. 25, 1991
DATE


BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR

Nov. 25, 1991
DATE

MDH/11-1.10

c: County Superintendent