

## CORRECTIVE ACTION PLAN 2015-2016

Name of School: Pittsgrove Township Board of Education County: Salem  
 Type of Audit: Annual Audit – Type II District Date of Board Meeting: December 15, 2016  
 Contact Person: Andrew R. Eubanks Telephone Number: (856) 358-3094, ext. 4018

RECOMMENDATION NUMBER	CORRECTIVE ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<b>2016-1</b> An additional review of the information reported on the DRTRS Report concerning Non-Public students should be made to insure the students are being correctly reported.	<b>2016-1</b> The board office in conjunction with the transportation office will review, revise and implement procedures to ensure that appropriate methods are used in accurately recording all information in the DRTRS report.	<b>2016-1</b> The Business Administrator will coordinate with the proper staff to ensure that all procedures are properly in place in adherence to N.J.A.C 6A:27-2.3, responsibilities of the resident district board of education in regards to non-public transportation.	<b>2016-1</b> Business Administrator/Transportation Supervisor/Office Staff	<b>2016-1</b> Completed by June, 2017

  
 Chief School Administrator

12/13/16  
 Date

  
 Board Secretary/School Business Administrator

12/13/2016  
 Date