



State of New Jersey  
DEPARTMENT OF EDUCATION  
PO Box 500  
TRENTON, NJ 08625-0500

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

KIMBERLEY HARRINGTON  
Acting Commissioner

November 4, 2016

Dr. Dina Rossi Elliott, Superintendent  
Cumberland County Vocational School District  
3400 College Drive  
Vineland, NJ 08360

Dear Dr. Elliott:

The New Jersey Department of Education has completed a review of funds received and disbursed from one or more federal programs by the Cumberland County Vocational School District. The funding source reviewed was the Individuals with Disabilities Education Act (IDEA). The review covered the period July 1, 2015 through October 12, 2016. The resulting report is enclosed. Please provide a copy of the report to each board member. All issued Consolidated Monitoring Reports will be posted on the department's website at [www.state.nj.us/education/finance/jobs/monitor/consolidated](http://www.state.nj.us/education/finance/jobs/monitor/consolidated). Also, pursuant to N.J.A.C. 6A:23A-5.6(c), you must post the report on the district's website.

If you have any questions, please contact Carla Spates at (609) 984-5909.

Sincerely,

Robert J. Cicchino, Director  
Office of Fiscal Accountability and Compliance

RJC/CS/dk:Cumberland Co. Voc. School District Cover Letter /CM  
Enclosures

c: Kimberley Harrington  
Robert Bumpus  
Susan Martz  
Anne Corwell  
John Worthington  
Michael Yapple  
Kimberly Murray  
Carla Spates  
Peggy Nicolosi  
Stephen M. Eells

[www.nj.gov/education](http://www.nj.gov/education)

**STATE OF NEW JERSEY  
DEPARTMENT OF EDUCATION  
PO BOX 500  
TRENTON, NJ 08625-0500**

**CUMBERLAND COUNTY VOCATIONAL SCHOOL DISTRICT**  
3400 College Drive  
Vineland, New Jersey 08360  
PHONE: (856) 451-9000



*New Jersey K-12 Education*

**CONSOLIDATED MONITORING REPORT  
NOVEMBER 2016**

**District:** Cumberland County Vocational School District  
**County:** Cumberland  
**Dates On-Site:** October 12, 2016  
**Case #:** CM-019-16

<b>Program</b>	<b>FUNDING SOURCES</b>	<b>Funding Award</b>
IDEA Basic		\$ 118,827
	Total Funds	<u>\$ 118,827</u>

**CUMBERLAND COUNTY VOCATIONAL SCHOOL DISTRICT  
CONSOLIDATED MONITORING REPORT  
NOVEMBER 2016**

**BACKGROUND**

The Elementary and Secondary Education Act (ESEA) and the Individuals with Disabilities Act (IDEA) and other federal laws require that districts provide programs and services based on the requirements specified in each of the authorizing statutes (i.e., ESEA, IDEA, and Carl D. Perkins). The laws further require that state education agencies such as the New Jersey Department of Education (NJDOE) monitor the 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 of the funding initiatives. Due to the impending implementation of new ESSA regulations, only IDEA will be reviewed during consolidated monitoring.

**INTRODUCTION**

The NJDOE visited the Cumberland County Vocational School District to monitor the district's use of federal funds and the related program plans, where applicable, to determine whether the district's programs were meeting the intended purposes and objectives, as specified in the current year grant application and authorizing statutes, and to determine whether the funds were spent in accordance with the program requirements, federal and state laws, and applicable regulations. The on-site visit included a review of documentation for IDEA Basic for the period July 1, 2015 through October 12, 2016.

The scope of work performed included the review of documentation including grant applications, program plans and needs assessments, grant awards, annual audits, board minutes, payroll records, accounting records, purchase orders, and an interview of the program administrator regarding the IDEA grant, as well as current district policies and procedures. The monitoring team members also conducted interviews with school personnel, reviewed documentation for a sample of expenditures and conducted internal control reviews.

**EXPENDITURES REVIEWED**

The IDEA Basic grant was reviewed from July 1, 2015 through October 12, 2016. A sampling of purchase orders and/or salaries was taken from each program reviewed.

**CUMBERLAND COUNTY VOCATIONAL SCHOOL DISTRICT  
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**GENERAL OVERVIEW OF USES OF IDEA FUNDS**

**IDEA Projects (Special Education)**

The FY 2016-2017 IDEA Basic funds are being used to cover the salary for a secretary for the child study team and an instructional aide for the STRIVE program. In addition, funds are used for the extended school year program, instructional supplies for career training, consultants providing occupational and physical therapy, child study team testing materials, and professional development for teachers and child study team members working with students with disabilities.

**DETAILED FINDINGS AND RECOMMENDATIONS**

**IDEA (Special Education)**

A review of the expenditures charged to the IDEA grant yielded no findings.

The NJDOE thanks you for your time and cooperation during the monitoring visit.

If you have any questions, please contact Carla Spates via phone at (609) 984-5909 or via email at [carla.spates@doe.state.nj.us](mailto:carla.spates@doe.state.nj.us).