



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

May 16, 2017

Dr. Michael Kozak, Superintendent
Monroe Township School District
423 Buckelew Avneue
Monroe Township, NJ 08831

Dear Dr. Kozak:

The New Jersey Department of Education has completed a review of funds received and disbursed from one or more federal programs by the **Monroe Township School District**. The funding source reviewed was the Individuals with Disabilities Education Act (IDEA). The review covered the period July 1, 2015 through March 29, 2017. 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/compliance/monitor/. 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 Kathryn Holbrook at (609) 292-0198.

Sincerely,

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

RJC/KH/dk:Monroe Twp. School District CM Cover Letter
Enclosure

c: Kimberley Harrington
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Robert Bumpus

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**STATE OF NEW JERSEY
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MONROE TOWNSHIP SCHOOL DISTRICT
423 BUCKELEW AVENUE
MONROE, NJ 08831
PHONE: (732) 521-1500



New Jersey K-12 Education

**CONSOLIDATED MONITORING REPORT
MAY 2017**

District: Monroe Township School District
County: Middlesex
Dates On-Site: March 22, and 29, 2017
Case #: CM-031-16

FUNDING SOURCES

Program	Funding Award
IDEA Basic	\$ 1,100,678
IDEA Preschool	45,141
Total Funds	<u>\$ 1,145,819</u>

**MONROE TOWNSHIP SCHOOL DISTRICT
CONSOLIDATED MONITORING REPORT
MAY 2017**

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 Every Student Succeeds Act (ESSA) regulations, only IDEA will be reviewed during consolidated monitoring.

INTRODUCTION

The NJDOE visited the Monroe Township 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 are meeting the intended purposes and objectives, as specified in the current year applications 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 staff interviews and documentation reviews related to the requirements of the IDEA Basic and Preschool programs for the period July 1, 2015, through March 29, 2017.

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 grants, as well as, current district policies and procedures. The monitoring team members also conducted interviews with district personnel, reviewed documentation for a sample of expenditures and conducted internal control reviews.

EXPENDITURES REVIEWED

The grant reviews included the IDEA Basic and Preschool programs from July 1, 2015, through March 29, 2017. A sampling of purchase orders and/or salaries was taken from each program reviewed.

**MONROE TOWNSHIP SCHOOL DISTRICT
CONSOLIDATED MONITORING REPORT
MAY 2017**

GENERAL DISTRICT OVERVIEW OF USE OF IDEA GRANT FUNDS

IDEA (Special Education)

The majority of FY 2017 IDEA funds were used to reduce district tuition expenditures for students receiving special education services in approved private schools for students with disabilities. Additional IDEA funds were utilized to provide support to students with disabilities in the preschool setting.

DETAILED FINDINGS AND RECOMMENDATIONS

IDEA

A review of the expenditures charged to the IDEA grant did not yield any findings.

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

If you have any questions, please contact Kathryn Holbrook via phone at (609) 292-0198 or via email at kathryn.holbrook@doe.state.nj.us.