



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

March 13, 2017


Mr. Robert Kravitz  
Chief School Administrator  
Englewood Public School District  
274 Knickerbocker Road  
Englewood, NJ 07631

Dear Mr. Kravitz:

The New Jersey Department of Education has completed a review of funds received and disbursed from one or more federal programs by the **Englewood Public School District**. The funding source reviewed was the Individuals with Disabilities Education Act (IDEA). The review covered the period July 1, 2015 through January 31, 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/](http://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 Steven Hoffmann at (973) 621-2750.

Sincerely,

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

RJC/SH:Englewood Consolidated Monitoring Cover Letter  
Enclosure

c: Kimberley Harrington  
Robert Bumpus  
Susan Martz  
Anne Corwell  
John Worthington  
Michael Yapple  
Kimberly Murray  
Steven Hoffmann  
Norah Peck  
Stephen M. Eells

STATE OF NEW JERSEY  
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ENGLEWOOD PUBLIC SCHOOL DISTRICT  
274 KNICKERBOCKER ROAD  
ENGLEWOOD, NJ 07631  
PHONE: (201) 862-6000



*New Jersey K-12 Education*

CONSOLIDATED MONITORING REPORT  
MARCH 2017

**District:** Englewood Public School District  
**County:** Bergen  
**Dates On-Site:** February 21, 2017  
**Case #:** CM-002-16

**FUNDING SOURCES**

IDEA Basic	\$1,357,310
IDEA Preschool	39,259
Total Funds	<u>\$1,396,569</u>

**ENGLEWOOD PUBLIC SCHOOL DISTRICT  
CONSOLIDATED MONITORING REPORT  
MARCH 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 and Special Education will be reviewed during consolidated monitoring.

**INTRODUCTION**

The NJDOE visited the Englewood Public 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 following programs: IDEA Basic and Preschool for the period July 1, 2015, through January 31, 2017.

The scope of work performed included a 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 grants reviewed included IDEA Basic and Preschool from July 1, 2015, through January 31, 2017. A sampling of purchase orders and/or salaries was taken from each program reviewed.

**ENGLEWOOD PUBLIC SCHOOL DISTRICT  
CONSOLIDATED MONITORING REPORT  
MARCH 2017**

**GENERAL OVERVIEW OF USE OF IDEA FUNDS**

**IDEA Projects**

In FY 2017 the majority of the IDEA Basic Funds are being used to reduce district tuition costs for students receiving special education services in other public school districts and approved private schools for students with disabilities. Funds were also used for instructional supplies and contracted related service providers.

**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 and looks forward to a successful resolution of all findings and implementation of all recommendations contained in this report.

If you have any questions, please contact Steven Hoffmann via phone at (973) 621-2750 or via email at [steven.hoffmann@doe.state.nj.us](mailto:steven.hoffmann@doe.state.nj.us).