

STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

PATERSON INTERNAL AUDIT UNIT

LA VIDA CHILD CARE

2007-2008 FISCAL YEAR

MARCH 2009

**NEW JERSEY DEPARTMENT OF EDUCATION
PATERSON INTERNAL AUDIT UNIT
LA VIDA CHILD CARE CENTER
2007-2008 FISCAL YEAR**

Distribution List of Final Audit Report

Lucille E. Davy, Commissioner
New Jersey Department of Education

Dennis Clancy, Interim State District Superintendent
Paterson Public Schools

Jacqueline Jones, Assistant Commissioner Early Childhood Education
New Jersey Department of Education

Rochelle Hendricks, Assistant Commissioner
New Jersey Department of Education

Robert J. Cicchino, Director
Office of Fiscal Accountability and Compliance
New Jersey Department of Education

Mark Kramer, Fiscal Monitor
Paterson Public Schools

Steven Hoffmann, Coordinating Auditor
New Jersey Department of Education

Daniel Sackner, Supervisor of Internal Audit
Paterson Public Schools

**NEW JERSEY DEPARTMENT OF EDUCATION
PATERSON INTERNAL AUDIT UNIT
LA VIDA CHILD CARE CENTER
2007-2008 FISCAL YEAR**

EXECUTIVE SUMMARY

The Paterson Internal Audit Unit conducted an audit of La Vida Child Care, a provider participating in the Abbott Preschool Education Program, for compliance with the terms of the contract for the 2007-2008 fiscal year.

As a result of the audit, the following deficiencies were noted:

- The provider did not follow the approved budget. As a result, the provider owes the district a balance of \$89,467.60.
- The provider failed to maintain a financial management system that provided timely, accurate, current and complete disclosure of all financial activities related to the Abbott agreement.
- The expenditure reports submitted by the provider failed to accurately report actual expenditures as required by Section VI (H) of the contract.
- Deficiencies noted in the review of required staff credentials.

DETAILED FINDINGS

The Paterson Internal Audit Unit reviewed the financial records and supporting documentation in accordance with the executed contract for La Vida Child Care Center for the period September 2007 through June 2008. During this year, funds were allocated based on a zero-based budget submitted by the provider and approved by the District. A zero-based budget is based on the actual costs of the program. The Abbott budget should reflect actual costs based on a six and a half hour day and 185 day school year.

The audit scope included detailed testing to determine whether or not:

- The day care center had a current license.
- The Abbott employees had criminal history record information (CHRI) results, child abuse record information (CARI) results, Mantoux Tuberculosis (TB) test results, and applicable credentials on file. The contract requires the provider to provide proof to the District, prior to the commencement of the program, that each individual employed by the contracted child care center has had a criminal history background check and that said check indicates that no criminal history record information exists on file in either the Identification Division of the Federal Bureau of Investigation or the State Bureau of Identification, which would disqualify said employee from employment pursuant to law, or that the check reveals a disqualifying offense and the individual has demonstrated rehabilitation.
- The provider properly filed federal and state tax returns.

**NEW JERSEY DEPARTMENT OF EDUCATION
PATERSON INTERNAL AUDIT UNIT
LA VIDA CHILD CARE CENTER
2007-2008 FISCAL YEAR**

- The provider maintained a financial system that provides timely, accurate, current and complete disclosure of all financial activities related to the Abbott agreement.
- The provider properly handled cash receipts and disbursements; and completed year-end bank reconciliation for each account handling Abbott funding.
- The provider maintained the proper insurance as required by the contract.
- The provider submitted the proper supporting documentation with the quarterly expenditure reports.

Below is a summary of the audit findings:

LA VIDA CHILD CARE CENTER:

La Vida Child Care Center is a childcare center providing services to the children of Paterson, New Jersey. It is part of Straight & Narrow, Inc. which is a public, not-for-profit organization that operates under the auspices of Catholic Charities of the Diocese of Paterson. The center is located at 396 Straight St. in Paterson, and was budgeted to serve a total of 90 Abbott children. In addition, the center operates two (2) non-Abbott classrooms at the same location. The approved Abbott budget totaled \$982,119.

1. Deficiencies noted in review of the quarterly Expenditure Reports.

The Department of Education (DOE) funds the 6 1/2 hour educational component of the Abbott preschool program and the Department of Human Services (DHS) funds the wraparound component.

The Statement of Assurance signed by the Director of the childcare center certifies that the expenditure report is accurate and complete with all supporting documentation. The provider shall submit all supporting documentation including receipts for all expenditures related to Abbott with each quarterly expenditure report. The Paterson Office of Early Childhood shall, based on their review of the quarterly expenditure reports, make prorated adjustments to subsequent monthly payments through the duration of the Abbott contract.

The auditors noted the following deficiencies in the expenditure reports submitted:

- Several budget line items were calculated as under spent, including:
 - Teacher and teacher assistant benefits were budgeted at \$135,347; however, the auditors calculated expenses totaling \$77,480.42.
 - Security Guard salary was budgeted at \$16,990; however, the auditors calculated expenses totaling \$3,001.52. The provider did not report any amount for the security guard.
- The final expenditure report for the year reported the incorrect total for the approved budget amount. The provider did not include the special request line item for the security guard.

**NEW JERSEY DEPARTMENT OF EDUCATION
PATERSON INTERNAL AUDIT UNIT
LA VIDA CHILD CARE CENTER
2007-2008 FISCAL YEAR**

- The District Office of Early Childhood failed to adequately review the expenditure reports and make necessary adjustments as required by the Abbott contract.

The provider did not spend Abbott funds in accordance with the approved budget. The provider under spent the approved budget by \$89,467.60 (See exhibit A).

Recommendation:

The auditors recommend that the district recovers \$89,467.60 for the 2007-2008 fiscal year from this provider. In the future, the provider must comply with the terms of the contract by submitting accurate quarterly expenditure reports. The auditors also recommend that the District Office of Early Childhood reviews the expenditure reports on a timely basis and make necessary adjustments.

2. **The provider failed to maintain a financial management system that provided timely, accurate, current and complete disclosure of all financial activities related to the Abbott agreement.**

The auditors have determined that this provider has not fully complied with Section XI of the Abbott Preschool Educational Program Contract which states, "The provider shall maintain a financial management system that provides timely, accurate, current and complete disclosure of all financial activities related to the Agreement, in accordance with Generally Accepted Accounting Principles (GAAP)." The auditors noted the following deficiencies:

- The dollar amounts reported in the provider's budget vs. actual report do not match the amounts posted in the general ledger for rent, and administrative and indirect costs.

Recommendation:

The auditors recommend that the provider enhances its current financial management system in order to provide an accurate and complete disclosure of all financial activities.

3. **Deficiencies noted in the review of required staff credentials.**

In accordance with the 2007-2008 Abbott Preschool contract, providers must obtain the appropriate credential documentation, a CARI background check and a CHRI fingerprint background check for all staff members who will be working at the center on a regularly scheduled basis in order to secure a new or renewal license. Staff members whose duties require contact with children for at least 20% of the center's weekly operating hours shall take a Mantoux Tuberculin skin test.

**NEW JERSEY DEPARTMENT OF EDUCATION
PATERSON INTERNAL AUDIT UNIT
LA VIDA CHILD CARE CENTER
2007-2008 FISCAL YEAR**

The auditors reviewed the personnel files for 24 Abbott employees employed by La Vida Child Care Center during the audit period of September 2007 to June 2008, and found the following deficiencies:

- The CARI check was not completed for one (1) current employee and one (1) terminated employee who were employed during the entire audit period. In addition, the auditors noted that the CARI checks were not performed timely and/or in correspondence with the hire dates of eleven (11) current employees, two (2) terminated employees who were employed the entire audit period and one (1) employee who was terminated in February of 2008. The CARI checks are dated from two (2) years prior to eight (8) years after the hiring date of these fourteen (14) employees.
- The CHRI check was not completed for two (2) terminated employees; one was employed during the entire audit period and the other who was terminated in February of 2008. Also, the CHRI on file for one (1) current employee was done through ADP screening and selection services, not Sagem Morpho as required. Furthermore, the auditors noted that the CHRI checks were not performed timely and/or in correspondence with the hire dates of fourteen (14) current employees and one (1) terminated employee who was employed the entire audit period. The CHRI checks are dated from one and a half years (1.5) prior to six (6) years after the hire date of these fifteen (15) employees.
- T/B test results are missing for two employees; one (1) current and one (1) who was terminated at the end of the audit period. In addition, the auditors noted that the T/B tests were not performed timely and/or in correspondence with the hire dates of ten current employees and three (3) terminated employees. Of these three (3) terminated employees, one was terminated in February 2008 and the other two were employed the entire audit period. The T/B tests are dated between 1.5 years prior to hire date and ten (10) years after the hire date.

Recommendation:

The auditors recommend that the district Office of Early Childhood ensures that all required staff credentials are on file; and obtain all of the missing information from the provider. The auditors also recommend that the provider obtain all required documentation timely. In addition, the provider should not accept documents dated prior to the employee's hiring date or that are associated with a former employer. The provider should instruct the employees who had a T/B test dated prior to their hire date to be re-tested.

4. The provider failed to prepare and submit the required field trip plan.

The "private provider one year budget instructions and guidance school year 2007-08" (page # 9), state that "Each community provider must submit a field trip plan to their contracting district as part of the budget submission. The plan must detail each trip by destination and

**NEW JERSEY DEPARTMENT OF EDUCATION
PATERSON INTERNAL AUDIT UNIT
LA VIDA CHILD CARE CENTER
2007-2008 FISCAL YEAR**

cost. Each trip must be justified by an explanation of how it will be integrated with classroom activity and the district's comprehensive preschool curriculum. The plan must adhere to the *Preschool Teaching and Learning Expectations: Standards of Quality* and Field Trip Guidance issued by the Office of Early Childhood Education. Plans must be available for Department review and kept on file at the district." The provider did not prepare and submit this required information nor did the Office of Early Childhood request it from the provider.

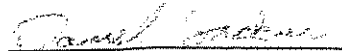
Recommendation:

The auditors recommend that in the future the provider prepare the required field trip plan as part of the budget submission. In addition, the district Office of Early Childhood must require all providers to prepare and submit this information as required by the Department of Education.

Auditors:

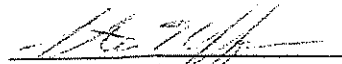
Nahid Nipa

Submitted by:



**Daniel Sackner
Supervising Auditor**

Approved by:



**Steven Hoffmann
Coordinating Auditor**

LA VIDA CHILD CARE CENTER
2007/2008 FISCAL YEAR
BUDGET VS. ACTUAL

Expenses	FFY Quantity	Unit Cost (Attach the Budget Book)	Total Budget	Total Actual	Total Variance	YTD Total per Provider Expenditure Report	Budget Minus YTD per Provider	YTD Total per Auditors	Budget Minus YTD per Auditors	Variance - Amount Due Back
ABBOTT EDUCATIONAL PROGRAM										
Certified Teacher Salary	3	\$17,085	\$51,255	\$47,855.00	\$3,400.00	147,995.00	95,330.00	142,995.00	50,000.00	\$0
BA Teacher Salary-Airfare	3.00	\$47,185	\$141,555	\$141,495	\$60.00	235,754.90	(94,235.00)	140,423.27	1,072.63	\$1,072
Teacher Assistant Salary	6	\$136,704	\$820,224	\$38,992.00	\$781,232.00	138,590.00	1,114.00	138,590.00	\$1,113	\$1,113
Floating Teacher Assistant Salary	1.00	\$23,284	\$23,284	\$23,284.00	\$0.00	23,284.00	0.00	23,284.00	\$0	\$0
Teacher/Asst Teacher Benefits	13.00	\$135,347	\$1,759,511	\$78,399.00	\$1,681,112.00	78,399.00	56,878.00	77,480.42	1,918.58	\$57,887
Substitute Teacher Daily Rate	6.00	\$1,650	\$9,900	\$9,900.00	\$0.00	9,900.00	1,040.00	9,900.00	1,000.00	\$0
Substitute Assistant Daily Rate	6.00	\$1,125	\$6,750	\$6,750.00	\$0.00	6,750.00	1,125.00	6,750.00	\$0	\$0
Classroom Materials and Supplies	6.00	\$2,000	\$12,000	\$12,000.00	\$0.00	14,242.00	(2,242.00)	12,000.00	2,242.00	\$0
Classroom Technology	6.00	\$4,000	\$24,000	\$4,000.00	\$20,000.00	5,420.00	(4,200.00)	4,000.00	2,000.00	\$0
Field Trips w/ Transportation	60.00	\$75	\$4,500	\$6,750.00	\$2,250.00	3,918.00	3,132.00	6,466.00	2,548.00	\$2,041
Family Worker Salary	2.00	\$26,361	\$52,722	\$49,038	\$3,684.00	39,620.00	3,516.17	39,519.77	1,100.23	\$3,518
Food-Related Costs (CACFP participant, non-reimbursable costs)										
Food (for Abbott children)	\$	\$15,494	\$15,494	\$15,493.66	\$0.34	15,493.66	0.34	15,493.66	\$0.34	\$0
Food Worker Salary (cook)	1.00	\$24,868	\$24,868	\$14,664	\$10,204.00	13,768.00	3,156.00	13,768.00	1,100.00	\$316
Food Worker Salary (cook asst)	0.27	\$20,172	\$5,446.44	\$3,046.36	\$2,399.08	5,653.00	(2,836.64)	3,046.30	2,606.68	\$0
Employer Payroll Taxes (For Abbott Educational Program Positions only)										
Social Security (6.20%)			\$32,506	\$31,076.00	\$1,430.00	31,076.00	1,430.00	31,000.00	76.00	\$1,405
Medicare (1.45%)			\$7,602	\$7,315.00	\$287.00	7,315.00	287.00	7,315.00	\$0	\$287
Unemployment (2.60%)			\$14,680	\$14,120.00	\$560.00	14,120.00	560.00	11,683.82	2,436.18	\$2,436
Disability (0.50%)			\$2,921	\$2,621.00	\$300.00	2,621.00	300.00	1,922.05	700.00	\$699
SUBTOTAL, Abbott Educational Program Costs			\$750,007	\$691,491.66	\$58,515.34	691,491.66	58,515.34	691,491.66	0.00	\$0
Preschool Center Director Salary/Benefits and Facilities Costs										
Director Salary	1.00	\$61,584	\$61,584	\$34,877	\$26,706.00	26,706.00	6,078.00	26,706.00	1,000.00	\$6,078
Social Security (6.20%)			\$2,162	\$2,162.00	\$0.00	2,162.00	0.00	2,162.00	0.00	\$0
Medicare (1.45%)			\$871	\$871.00	\$0.00	871.00	0.00	871.00	0.00	\$0
Unemployment (2.60%)			\$977	\$977.00	\$0.00	977.00	0.00	977.00	0.00	\$0
Disability (0.50%)			\$174	\$174.00	\$0.00	174.00	0.00	174.00	0.00	\$0
SUBTOTAL, Director Salary/Benefits and Facilities Costs			\$68,768	\$37,999.76	\$30,768.24	37,999.76	12,460.76	37,999.76	0.00	\$0
Rent, Mortgage, Other Space Costs			\$94,792	\$59,680	\$35,112.00	59,680.00	53,653.13	53,653.13	6,026.87	\$6,027
SUBTOTAL, Rent, Mortgage, Other Space Costs			\$94,792	\$59,680	\$35,112.00	59,680.00	53,653.13	59,680.00	0.00	\$0
SUBTOTAL, Abbott Educational Program Costs			\$818,765	\$748,171.66	\$70,593.34	748,171.66	70,593.34	748,171.66	0.00	\$0
All Other Allowable Administrative Support/Indirect Costs (14%)			\$118,613	\$105,434	\$13,179.00	123,524.00	(17,870.38)	105,653.62	17,870.38	\$0
SPECIAL REQUESTS (List each request on a separate line. Attach Special Request form for each.)										
Administrative and Indirect Supplemental Request			\$0	\$0	\$0.00	0.00	0.00	0.00	0.00	\$0
Security Guard			\$16,000	\$16,000	\$0.00	16,000.00	0.00	16,000.00	0.00	\$0
SUBTOTAL, Special Requests			\$16,000	\$16,000	\$0.00	16,000.00	0.00	16,000.00	0.00	\$0
DOE PROVIDER PROGRAM TOTALS			\$885,119	\$819,686	\$65,433.00	819,686.00	65,433.00	819,686.00	0.00	\$0
DOE Total Cost			\$10,946	\$10,946	\$0.00	10,946.00	0.00	10,946.00	0.00	\$0
DOE Per-Pupil Cost			\$3,000	\$3,000	\$0.00	3,000.00	0.00	3,000.00	0.00	\$0
DISTRICT ADJUSTMENTS (Amounts withheld, district-purchased items) FOR DISTRICT USE ONLY										
Instructional Supplies @ \$500 per classroom			\$0	\$0	\$0.00	0.00	0.00	0.00	0.00	\$0
DOE Total Cost Less District Adjustments			\$821,194	\$748,171.66	\$72,992.34	748,171.66	72,992.34	748,171.66	0.00	\$0
DOE Per-Pupil Cost Less District Adjustments			\$2,312	\$2,312	\$0.00	2,312.00	0.00	2,312.00	0.00	\$0

**NEW JERSEY DEPARTMENT OF EDUCATION
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
EARLY CHILDHOOD EDUCATION LIMITED REVIEW RESPONSE
CORRECTIVE ACTION PLAN**

CAP# _____



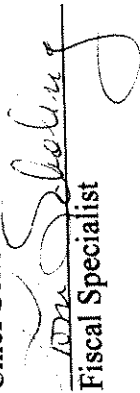
NAME OF SCHOOL DISTRICT PATERSON PUBLIC SCHOOL DISTRICT COUNTY: PASSAIC

TYPE OF EXAMINATION: Abbott Early Childhood Education Program
Office of Fiscal Accountability and Compliance (OFAC)
Report of Examination - (Dated) _____ OFAC Case # _____
DATE OF BOARD MEETING: April 29, 2009

PROVIDER CONTACT INFORMATION: Name of PROVIDER La Vida Child Care Center NAME OF DIRECTOR David Mactas
Address of Provider 396 Straight Street Paterson, NJ 07501

TELEPHONE NUMBER (973) 345-6000 FAX NUMBER _____

FINDING/ RECOMMENDATION NUMBER	FINDING	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1	Deficiencies noted in the review of the quarterly Expenditure Reports.	The District will recover \$89,467.60 from the Provider for FY07-08. The Department of Early Childhood Education will continue to make a concerted effort to review all 36 centers on a timely basis and make the appropriate adjustments.	Reduce the tuition payments to center. Continue to review and adjust the expenditure reports.	Susana Peron	December 2009

 Chief School Administrator
 5/21/09 Date
4-21-09 Date
Frank R. L... 5/21/09 Date
 Board Secretary/Business Administrator
 Fiscal Specialist
 _____ Provider
 _____ Date

**NEW JERSEY DEPARTMENT OF EDUCATION
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
EARLY CHILDHOOD EDUCATION LIMITED REVIEW RESPONSE
CORRECTIVE ACTION PLAN**

CAP# _____

FINDING/ RECOMMENDATION NUMBER	FINDING	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1		The district does not consider under spending the budget an accounting deficiency. The District did not fail to adequately review the expenditure reports. The District had not yet completed their review during the audit.	The Dept. of Early Childhood's practice and timelines are established to review those providers' quarterly reports that require more technical assistance and/or corrective action. Thus the DECE has established an order of priority.	Susana Peron	December 2009

NAME OF SCHOOL DISTRICT PATERSON PUBLIC SCHOOL DISTRICT COUNTY: PASSAIC

Adam W. Eichen 5/21/09
Chief School Administrator
Tom Scholins
Fiscal Specialist

Sam Hill Board Secretary/Business Administrator Date 5/21/09
4-21-09 Date

Provider Date

**NEW JERSEY DEPARTMENT OF EDUCATION
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
EARLY CHILDHOOD EDUCATION LIMITED REVIEW RESPONSE
CORRECTIVE ACTION PLAN**

CAP# _____

NAME OF SCHOOL DISTRICT PATERSON PUBLIC SCHOOL DISTRICT COUNTY: PASSAIC

TYPE OF EXAMINATION: Abbott Early Childhood Education Program
Office of Fiscal Accountability and Compliance (OFAC)
Report of Examination - (Dated) _____ OFAC Case # _____

DATE OF BOARD MEETING: April 29, 2009

PROVIDER CONTACT INFORMATION: Name of PROVIDER La Vida Child Care Center NAME OF DIRECTOR David Mactas
Address of Provider 396 Straight Street Paterson, NJ 07501

TELEPHONE NUMBER (973) 345-6000 FAX NUMBER _____

FINDING/ RECOMMENDATION NUMBER	FINDING	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATI ON	COMPLETION DATE OF IMPLEMENTATION
4	The Provider failed to prepare and submit required field trip plan.	The District has obtained the centers' field trip plans for FY2008-2009.	Field trip plans are filed within the Department of Early Childhood Education.	Susana Peron	March 2009

Dora A. Egan 5/21/09 *[Signature]* 5/26/09
Chief School Administrator Date Board Secretary/Business Administrator Date

Toni Schaling 4/21/09 _____
Fiscal Specialist Date Provider

**NEW JERSEY DEPARTMENT OF EDUCATION
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
EARLY CHILDHOOD EDUCATION LIMITED REVIEW RESPONSE
CORRECTIVE ACTION PLAN**

CAP# _____

TYPE OF EXAMINATION: Abbott Early Childhood Education Program
Office of Fiscal Accountability and Compliance (OFAC)
Report of Examination - (Dated) OFAC Case # _____
 DATE OF BOARD MEETING: April 29, 2009

PROVIDER CONTACT INFORMATION: Name of PROVIDER La Vida Child Care Center NAME OF DIRECTOR David Mactas
 Address of Provider 396 Straight Street Paterson, NJ 07501

TELEPHONE NUMBER (973) 345-6000 FAX NUMBER _____

FINDING/ RECOMM ENDATIO N NUMBER	FINDING	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIB LE FOR IMPLEMENT ATION	COMPLE TION DATE OF IMPLEM ENTATI ON
3	Deficiencies noted in the review of required staff credentials.	The District will continue to review and ensure that centers' documentation for CHRI, CARI's and TB tests are obtained on a timely basis. The District will advise the Providers not to accept TB tests dated months prior to the hire date. Staff who had a TB test prior to hire date should be re-tested.	Continue to review centers' background checks. Advise Providers to require new staff background checks and TB tests. The DECE has, again, requested a statement of assurance from all centers requiring that all Abbott staff have complete background checks reviewed and documented. Also, the DECE will provide training and review of the DHS manual and will continue to visit centers to test documentation files.	Susana Peron	June 2009

Dawn W. Egan _____ Date 5/21/09 _____ Date 5/21/09
 Chief School Administrator Board Secretary/Business Administrator
Tom Schilling _____ Date _____ Date _____
 Fiscal Specialist Provider

**NEW JERSEY DEPARTMENT OF EDUCATION
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
EARLY CHILDHOOD EDUCATION LIMITED REVIEW RESPONSE
CORRECTIVE ACTION PLAN**

CAP# _____

NAME OF SCHOOL DISTRICT PATERSON PUBLIC SCHOOL DISTRICT COUNTY: PASSAIC

TYPE OF EXAMINATION: Abbott Early Childhood Education Program
Office of Fiscal Accountability and Compliance (OFAC)
Report of Examination - (Dated) _____ OFAC Case # _____
DATE OF BOARD MEETING: April 29, 2009

PROVIDER CONTACT INFORMATION: Name of PROVIDER La Vida Child Care Center NAME OF DIRECTOR David Mactas
Address of Provider 396 Straight Street Paterson, NJ 07501

TELEPHONE NUMBER (973) 345-6000 FAX NUMBER _____

FINDING/ RECOMMENDATION NUMBER	FINDING	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
2	The provider failed to maintain a financial management system that provided timely, accurate, current and complete disclosure of all financial activities related to the Abbott agreement.	The District will request that the Provider enhance the review of their financials prior to forwarding them to the Department of Early Childhood Education.	The District will continue to review and address errors in centers' financials. The Dept. of Early Childhood will continue to provide guidelines and management tools for centers to provide timely accurate and complete disclosures of all financial activities.	Susana Peron	December 2009

Donna W. Egan 5/21/09 Board Secretary/Business Administrator 5/26/09
Chief School Administrator Date
Toni Schaling 4-21-09 _____
Fiscal Specialist Date
_____ Provider _____
_____ Date