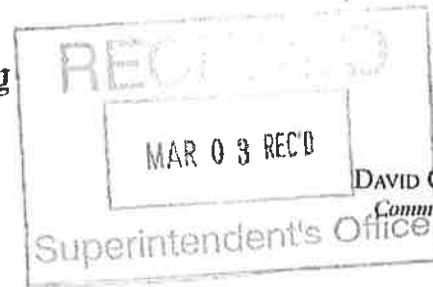




State of New Jersey

DEPARTMENT OF EDUCATION  
PO Box 500  
TRENTON, NJ 08625-0500

CHRIS CHRISTIE  
Governor  
KIM GUADAGNO  
Lt. Governor



DAVID C. HESPE  
Commissioner

February 26, 2015

Ms. Cami Anderson  
State District Superintendent  
Newark Public Schools  
2 Cedar Street  
Newark, NJ 07102

RECEIVED

MAR 03 2015

THE NEWARK PUBLIC SCHOOLS  
OFFICE OF SCHOOL BUSINESS ADMINISTRATOR

Dear Ms. Anderson:

The Newark Internal Audit Unit has completed a review of a complaint regarding former Newark Public Schools Assistant Superintendent Tiffany Hardrick. The attached report details our investigation, findings and recommendations.

The district is required, pursuant to N.J.A.C. 6A:23A-5.6, to publicly review and discuss the findings in this report at a public board meeting no later than 30 days after receipt of the report. Within 30 days of the public meeting, the board must adopt a resolution certifying that the findings were discussed in a public meeting and approving a corrective action plan which addresses the issues raised in the findings. A copy of the resolution and the approved corrective action plan must be sent to this office within 10 days of adoption. Direct your response to my attention.

Also, pursuant to N.J.A.C. 6A:23A-5.6(c), you must post the findings of the report and the corrective action plan on your district's website.

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).

Sincerely,

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

RJC/SH:Newark Hardrick Transmittal  
Enclosures

- c: David Hespe
- Robert Bumpus
- Patricia Morgan
- Samatha Skabla
- Kathryn Whalen
- Joseph Zarra
- Steven Hoffmann
- Clarence Joffrion

**STATE OF NEW JERSEY**  
**DEPARTMENT OF EDUCATION**  
**OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE**

**NEWARK INTERNAL AUDIT UNIT**  
**INVESTIGATIVE REPORT**  
**COMPLAINT REGARDING FORMER NEWARK PUBLIC SCHOOL**  
**ASSISTANT SUPERINTENDENT TIFFANY HARDRICK**  
**FEBRUARY 2015**

**NEW JERSEY DEPARTMENT OF EDUCATION  
NEWARK INTERNAL AUDIT UNIT  
TIFFANY HARDRICK COMPLAINT INVESTIGATION  
SEPTEMBER 2014**

**ALLEGATION**

The Newark Internal Audit Unit received a complaint regarding former district Assistant Superintendent Dr. Tiffany Hardrick. The complaint alleged that Dr. Hardrick was working in another school district while still on the active payroll with the Newark Public Schools (NPS). Accordingly an investigation was commenced.

The remainder of this report details the results of our investigation.

**BACKGROUND**

Dr. Hardrick was hired by the NPS on July 16, 2012 in the title of Assistant to the Superintendent for Special Education with a starting salary of \$175,000. On November 5, 2012, Dr. Hardrick's title was changed to Assistant Superintendent and her salary remained \$175,000. On May 28, 2014, Dr. Hardrick submitted her resignation effective July 1, 2014 (Attachment 1). The investigation consisted of a review of available documentation and interviews with district staff including Vanessa Rodriguez, Chief Talent Officer; Valerie Wilson, Business Administrator; Jennifer Medina, Senior Manager HR Operations; Aaron Chandler, Director of Payroll and Pedro Morales, Director of Operations Technology.

**FINDINGS**

Auditors reviewed Dr. Hardrick's attendance record subsequent to the submission of her resignation (Attachment 2). NPS records indicated that during the month of June, 2014, Dr. Hardrick took two vacation days, 18 sick days, and was present at work one day (June 30). District policy requires all NPS employees to submit a doctor note any time more than five consecutive sick days are taken or compensation will be withheld (Attachment 3). Dr. Hardrick took nine consecutive sick days during the month of June. Auditors inquired with the NPS Health Services Department if Dr. Hardrick had submitted the required doctor note, none had been submitted. Auditors inquired with the payroll department as to why she had been paid without the required documentation and who had entered her absences into the district's attendance system, no answers were provided. Auditors also requested evidence that Dr. Hardrick was actually present for work on June 30, 2014, but nothing was provided.

District policy states that "executive staff resigning from the district with less than 25 years of service is ineligible to buy back sick days." Accordingly, if Dr. Hardrick did not use her sick days in June she would not be compensated for them. By using sick days and preserving 16 vacation days, Dr. Hardrick received a payment on July 18, 2014 of \$10,769.23 for her unused vacation time. Based on her hourly rate Dr. Hardrick was paid \$12,115.05 for the 18 sick days taken in June.

**NEW JERSEY DEPARTMENT OF EDUCATION  
NEWARK INTERNAL AUDIT UNIT  
TIFFANY HARDRICK COMPLAINT INVESTIGATION  
SEPTEMBER 2014**

Auditors determined that Dr. Hardrick had been hired as the Superintendent of the Forrest City, Arkansas School District (FCSD). According to the FCSD School Board minutes of June 5, 2014, the FCSD attorney was authorized to write "an amended contract for Dr. Hardrick so she can work three days a week starting next week (June 9, 2014) through the remainder of the month at what would be essentially her daily rate of pay" (Attachment 4). Minutes of the FCSD Board meetings of June 11, 2014 and June 24, 2014, both indicated that Dr. Hardrick was present. She was recorded as sick and compensated by the NPS for both of those dates. In addition, an article in the Times-Herald of Forrest City, Arkansas also indicated that Dr. Hardrick would start work on June 9, 2014 (Attachment 5).

Auditors also noted that the district allowed Dr. Hardrick to sell 10 sick days on a three for one basis under the district's sick leave buy back policy. As an incentive, district policy allows active unaffiliated employees to request payment for accumulated sick days. Employees may be paid one day of salary for every three days of unused sick days up to a maximum of 10 days per year. Payment is at the discretion of the Superintendent. Dr. Hardrick requested to sell her sick time on June 17, 2014 (Attachment 6), 20 days after her resignation letter. Dr. Hardrick was paid \$2,243.59 for the sick days. The payment of sick time after resignation under this policy seems to circumvent the district policy that prohibits the payment for unused sick time upon resignation with less than 25 years of service. In addition, pursuant to 18A:30-3.5, the payment for accumulated sick leave prior to retirement is prohibited.

**CONCLUSION**

Based on the results of the investigation, it appears that the allegation that Dr. Hardrick was employed by another district while being compensated as an active employee by the NPS is accurate. In addition, the investigation revealed that the district did not hold Dr. Hardrick to existing policies and current statutes because it paid her for sick days in violation thereof. The NPS must comply with current state statute (18A:30-3.5) which limits the payment for accumulated sick leave to employees who are retiring. The NPS must also follow current policies including the requirements for the submission of a doctor's note and the ban on payment for unused sick days for executive staff resigning with less than 25 years of service. In addition, the district should pursue recovery of any overpayments of sick time to Dr. Hardrick.

Submitted by:

  
Steven Hoffmann  
Coordinating Auditor

**NEW JERSEY DEPARTMENT OF EDUCATION  
NEWARK INTERNAL AUDIT UNIT  
TIFFANY HARDRICK COMPLAINT INVESTIGATION  
SEPTEMBER 2014**

**LIST OF ATTACHMENTS**

1. Dr. Hardrick's resignation dated May 28, 2014.
2. Dr. Hardrick's attendance record for June 2014.
3. NPS sick time policy.
4. FCSD School Board Minutes June 5, 2014.
5. Times Herald of Forrest City Arkansas June 6, 2014 article.
6. Dr. Hardrick's request for sick leave buy back dated June 17, 2014.



Cami Anderson  
State District Superintendent

THE NEWARK PUBLIC SCHOOLS  
Talent Office  
Administrative Operation Services  
2 Cedar Street  
Newark, New Jersey 07102-3091  
973-733-6455  
Fax: 973-733-6250  
[www.nps.k12.nj.us](http://www.nps.k12.nj.us)



David C. Hiespe  
Commissioner of Education

**REQUEST FOR RETIREMENT/RESIGNATION**  
(PLEASE PRINT CLEARLY)

Date: 5/28/14  
 ID#: \_\_\_\_\_ Name: Tiffany Hardrick  
 Address: 164 Brittany Ct  
Clifton NJ 07013  
City State Zip  
 Home Phone#: 970, 494 2712 Cell Phone#: ( ) \_\_\_\_\_  
 Home Email Address: tiffanyhardrick@yahoo.com  
 Title: Assistant Superintendent  
 Location: 405

\*\*\*\* PLEASE CHECK ONE THAT APPLIES AND FILL IN THE EFFECTIVE DATE \*\*\*\*

REQUIRED DAYS OF NOTICE TO DISTRICT

Employee Status	Retirement	Resignation
Non-Tenured *		30 days
Tenured *		60 days
Tenured	90 days	
Non-Instructional Staff	2 weeks	2 weeks

**NTJ Teachers/Certified Staff**

- A 10% premium if notified by December 1<sup>st</sup> for retirement effective July 1<sup>st</sup>
- A 5% premium if notified by February 15<sup>th</sup> for retirement effective July 1<sup>st</sup>
- A deduction of 5% will be made for notice between 60-89 days in advance of the effective retirement date
- A deduction of 10% will be made for notice between 30-59 days in advance of the effective retirement date
- A deduction of 75% will be made for failing to provide at least 30-day notice in advance of the effective retirement date

\* District Employees are to provide notice of separation in accordance with the collective agreement.

Retirement  Effective Date \_\_\_\_\_  
 Disability Retirement  Effective Date \_\_\_\_\_  
 Resignation  Effective Date July 1, 2014

By signing this Request for Retirement/Resignation form, I hereby certify that effective date provided is in fact true and I hereby authorize the Human Resource Services department to process my retirement/resignation accordingly. I understand that in order for my notice of retirement/resignation to be effective, same must be received/acknowledged by Human Resource Services and approved by the State District Superintendent.

[Signature]  
Employee's Signature

RETURN COMPLETED APPLICATION TO HUMAN RESOURCE SERVICES - ADMINISTRATIVE OPERATION SERVICES  
Revised 10-16-10

# June 2014 (United States)

\* Hardrock Time \*

rate of pay = \$16.1538

July 2014						
S	F	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

time date

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Sick	3 Sick	4 Sick	5 0 1st Quarter Sick Board Meeting 11 AM	6 Sick Alvin's Sports Article	7
8	9 Vaca potential sick+chance	10 Sick	11 Sick	12 Sick	13 0 Full Moon Sick	14
15 Fathers Day	16 Sick	17 Sick	18 Sick	19 0 3rd Quarter Sick	20 Sick	21
22	23 Vaca	24 Sick	25 Sick	26 Sick	27 ● New Moon Sick	28
29	30 present *					



# THE NEWARK PUBLIC SCHOOLS Newark, New Jersey POLICY



FILE CODE: 4112.4

(Page 1 of 3)

## EMPLOYEE HEALTH

### Examinations

When a candidate has been formally offered employment with the Newark Public Schools (the "District"), s/he shall be required, as a condition of employment, to submit to a medical evaluation and a physical examination as required by the Administrative Code for all newly employed staff before employment is established. This physical examination may include testing for controlled dangerous substances as they are defined in statute and the Criminal Code.

Health examinations and/or an updated health history assurance statement on an annual basis are required by law for all school employees. The scope of such examinations will be governed by the nature of the position held and applicable state laws and regulations.

All employees claiming sick leave for more than five (5) consecutive workdays are required to submit a physician's certificate and a completed Employee Medical Certification within ten (10) calendar days of the start of the absence due to illness in order to obtain such sick leave. Any employee who is absent for more than twenty (20) consecutive workdays shall, in addition, be seen by a District physician before returning to work. District employees who are absent due to extended illness shall be required to submit a medical doctor's statement and the District's Employee Medical Certificate every thirty (30) calendar days from the initial date of illness. The medical doctor's statement shall reflect a detailed diagnosis, prognosis, and anticipated date of return to work. Periods greater than thirty (30) days may be authorized by the District physician at his/her discretion on a case-by-case basis. The Newark Public Schools Regulation entitled "Health Examinations, Employee Medical Certificate" (Newark Public Schools Policy File Code: 4112.4, revised as of February 21, 1994) shall be in full force and effect.

Any District employee whose condition of physical or mental health is thought to be a possible danger to the health or welfare of District pupils and/or other District employees and/or themselves, may be required by the State District Superintendent or her designee, to submit to physical and/or psychiatric examinations.

When an employee is requested to submit to any examination other than the annual physical examination, s/he shall be provided with a written statement of reasons for the request.

Reports of these examinations shall include a statement by the examining physician as to any physical or mental condition noted which is likely to prevent the person examined from performing all duties and responsibilities of the position sought or occupied, or creating a risk to the health or welfare of District pupils or other District employees, or a statement that no such condition exists.

All records and reports of such examinations shall be filed with the District physician as confidential information but shall be available to and reported to appropriate health agencies as required by law and appropriate District personnel for proper administration.

In the event a District employee has been determined to have a mental abnormality or communicable disease, and if in the opinion of the District's physician such condition makes the District employee unfit

**ATTACHMENT 3**



**EMPLOYEE HEALTH** (continued)

for continued employment with the District, the State District Superintendent may remove the District employee from further service as provided by law or grant leave as provided by law during the period of unfitness. A District employee determined to be unfit must provide satisfactory proof of recovery before reinstatement will be allowed.

In order to protect health and safety of the District's pupils and employees, all regulations of the State Department of Education, the State Department of Health and the local board of health shall be scrupulously observed, particularly those dealing with contagious/infectious diseases. District employees who have been identified as having a communicable disease shall not be permitted continued employment unless they qualify under the above agencies' rules pertaining to periods of incubation, communicability, quarantine and reporting.

District employees are required to willfully notify the District physician of any known hazardous health conditions that they possess.

When required examinations are performed by a physician designated by the State District Superintendent, the District shall bear the expense. Should an employee prefer to see his/her own physician, the employee must seek and obtain District approval of the physician and the employee shall bear the expense.

**Occupational Containment of Bloodborne Pathogens**

The State District Superintendent in collaboration with the local school board is committed to providing a safe and healthful work environment for staff. In pursuit of this endeavor, an Exposure Control Plan (the "ECP") shall be provided to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with federal regulations.

The ECP is a key document to assist the District in implementing and ensuring compliance with the Occupational Safety & Health Administration (OSHA) bloodborne pathogens standard, thereby protecting District employees. This ECP includes:

- A. Identification of tasks, procedures and job classifications where occupational exposure to blood occurs;
- B. Procedures for evaluating the circumstances surrounding an exposure incident; and
- C. The schedule and method for implementing the specific sections of the standard, including:
  1. Methods of compliance;
  2. Hepatitis B vaccination;
  3. Post-exposure evaluation and follow-up;
  4. Hazard communication requirements;
  5. Employee Training; and
  6. Recordkeeping.

EMPLOYEE HEALTH (continued)

Date Adopted by the State District Superintendent: January 25, 2005

<u>Legal References:</u>	<u>N.J.S.A. 2C:35-1 et seq.</u>	Controlled dangerous substances
	<u>N.J.S.A. 18A:16-2</u>	Physical examinations; requirement
	<u>N.J.S.A. 18A:16-3</u>	Character of examinations
	<u>N.J.S.A. 18A:16-4</u>	Sick leave; dismissal
	<u>N.J.S.A. 18A:16-5</u>	Records of examinations
	<u>N.J.S.A. 18A:40-10</u>	Exclusion of teachers and pupils exposed to disease
	<u>N.J.S.A. 18A:66-39</u>	Disability retirement
	<u>N.J.S.A. 26:4-1</u>	"Communicable disease" defined
	<u>N.J.S.A. 26:4-6</u>	Prohibiting attendance of teachers or pupils
	<u>N.J.S.A. 26:4-15</u>	Reporting of communicable diseases by physicians
	<u>N.J.S.A. 26:5c-1 et seq.</u>	Acquired Immune Deficiency Syndrome
	<u>N.J.A.C. 6:3-4A.1 et seq.</u>	School Employee Physical Examinations
	<u>See particularly:</u>	
	<u>N.J.A.C. 6:3-4A.3</u> through <u>4A.4</u>	
	<u>N.J.A.C. 6A:16-1.4(a)4</u>	District policies and procedures
	<u>N.J.A.C. 6A:16-2.3(e)</u>	Required school health services
	<u>N.J.A.C. 8:61-1.1 et seq.</u>	Participation and Attendance at School by Individuals with HIV Infection
	<u>N.J.A.C. 12:100-4.2</u>	Safety and Health Standards for Public Employees (Adoption by reference)
	<u>42 U.S.C.A. 12101 et seq.</u>	- Americans with Disabilities Act (ADA)
	<u>29 CFR 1910.1030</u>	- Bloodborne Pathogen Standard
	<u>School Board of Nassau County v. Arline</u> , 480 U.S. 273 (1987)	
	<u>Elizabeth v. Elizabeth Fire Officers Association</u> , 10 NJPER 15022	
	<u>Health Insurance Probability and Accountability Act</u> , 45 CFR 164.520	
	HIV Policy and Practice: Regulatory Requirements for New Jersey Public Schools, SDOE Division of Student Services, Sept. 1996, Doc. #P101400-31	
<u>Cross References:</u>	4111	Recruitment, selection and hiring
	4112.6	Personnel records
	4119.23	Employee substance abuse

**FORREST CITY SCHOOL DISTRICT NO. 7  
BOARD OF DIRECTORS' MEETING  
FORREST CITY JR. HIGH LIBRARY  
THURSDAY, JUNE 5, 2014  
5:30 P.M.**

**ROLL CALL**

The following board members were present: Mr. Joey Astin, Mrs. Sandra Taylor (arrived @ 5:34 p.m.), Mr. Will Harris, Mr. Marvin Metcalf, and Mr. Larry Jayroe (arrived @ 5:37 p.m.). Mr. Pierre Evans and Mrs. Joye Hughes were absent. A quorum was established.

**APPROVAL OF MINUTES**

President Joey Astin stated the minutes for the May 15, 2014 meeting would stand approved as read. No objections were noted.

**APPROVAL OF EXPENDITURES**

President Joey Astin moved the expenditure report for the time beginning May 1, 2014 – May 31, 2014 be approved as submitted. No objections were noted.

**President Joey Astin stated Attorney Brad Beavers would be added to the agenda as Item 2 under New Business.**

**CONSENT AGENDA**

Interim Superintendent, Mrs. Joye Hughes, recommended the board approve the following Consent Agenda:

- 1) Superintendent's Travel – June, 2014
- 2) G.C.A. Contract Renewal
- 3) Security Contract Renewal
- 4) APSRC Contract Renewal
- 5) ASBA Risk Management Property/Vehicle/Equipment Renewal
- 6) 2015-2016 Proposed Budget of Expenditures
- 7) Authorize the Superintendent, Dr. Tiffany Hardrick, to sign and file applications and disburse funds for Impact Aid, Title V, Title II, and Title I of the Elementary and Secondary Education Act of 1965 which is authorized in H.R.1., the No Child Left Behind Act 2001, and all ensuing federal and state grants for the school year 2014/2015.
- 8) Appoint Principals as Co-Custodians of their School Activity Accounts
- 9) Personnel Policies (Licensed & Classified) previously Submitted ( Policies: 3.2; 3.7; 3.18; 3.19; 3.32; 3.44; 3.48; 3.50; 3.51; 3.52; 3.52F; 3.53; 3.6; 8.1; 8.4; 8.12; 8.13; 8.25; 8.30; 8.36; 8.40; 8.41; 8.41F; 8.23; & Extra Curricular Salary Schedule
- 10) 2014-2015 Licensed & Classified Salary Schedules & Personnel Policies Approval and Linked to District Website
- 11) FCHS Restroom Renovations
- 12) Update Vision and Mission Statements
- 13) Approval of FCSD's participation in CEP (Community Eligibility Provisions) Program

- 14) Continuing Disclosure Services Engagement Agreement
- 15) Proposal for Increased 1 FTE School Psychologist Specialist
- 16) Personnel (Employment, Resignations, Retirements)

Mrs. Sandra Taylor moved to approve the recommendation and Mr. Dion Wilson seconded. After further discussion, Mrs. Sandra Taylor rescinded her motion to pull items GCA Contract Renewal; Security Unlimited Contract Renewal; APSRC Contract Renewal; and 2014-2015 Proposed Budget of Expenditures from the Consent Agenda. Mr. Dion Wilson seconded the motion and the motion carried unanimously.

### **NEW BUSINESS**

#### **PERSONNEL POLICY COMMITTEE (Licensed & Classified)**

No report given.

### **NEW BUSINESS**

Attorney Brad Beavers stated there was an inquiry on the Forrest Hills property and discussed the Old Central property. He told board members he would bring the information on both properties at the next called school board meeting for them to peruse.

Board members were informed of a personnel hearing that need to be scheduled as soon as all parties could confirm a date. The dates of June 23 and June 24 were discussed as possible dates for the hearing.

### **EXECUTIVE SESSION (5:45pm)**

Mr. Joey Astin recommended the Board adjourn to executive session to discuss personnel. Mr. Joey Astin declared the Board in executive session and stated that no action would be taken during this time.

### **OPEN SESSION (6:00 pm)**

Mr. Joey Astin declared the meeting back in open session and stated no action was taken during executive session.

Mr. Astin stated that he has a recommendation for the board, but before he made the recommendation he stated that we've been fortunate that Joye Hughes has been an employee of this district for many years and has served as our interim superintendent for the past two years. He further stated that Mrs. Hughes perhaps made her kindest gesture today. Mrs. Hughes approached him about stepping down. She understands that Dr. Hardrick has a lot of work that she wants to do and wants to get started with that. Mr. Astin mentioned that he and Mrs. Hughes had some conversations today. He feels that she is an asset to the district, and I think what she has done today proves that she is the asset that she has always been.

Mr. Larry Jayroe stated that he wanted to go on record and say that we really appreciate Mrs. Hughes' service to the district. He noted that not only all of the years that she has been here, but especially the two interim years. He further stated that they weren't easy. I just want her to know we appreciate that.

Mr. Dion Wilson said the comment made by Mr. Larry Jayroe stated comes from all of us. As board members, we truly appreciate her and her service. Even with her leaving, she is still doing us a service by graciously allowing the new superintendent to come in and start her work. It takes a lot of humility to do that, and she has shown that she is always looking at the best interest of the district.

Mrs. Sandra Taylor commented that Mrs. Hughes came in and she bridged everything that we needed at the time. She stated she feels that was one of the things that got us from where we were to where we are now. Those two years Mrs. Hughes did an excellent job with our budget. I think she was more so a Forrest City Mom more than anything else. She has the Forrest City School District in her heart.

President Joey Astin recommended to the board that the district buy out both Joye Hughes' contract as interim superintendent and also, her formal contract and pay her for her seven (7) vacation days. Mrs. Sandra Taylor moved to approve the recommendation and was seconded by Mr. Dion Wilson. The motion carried unanimously.

President Astin recommended that the board authorize Brad Beavers, FCSD attorney write an amended contract for Dr. Hardrick so she can work three days a week starting next week through the remainder of the month at what would be essentially her daily rate of pay. Mr. Larry Jayroe moved to approve the recommendation and Mr. Dion Wilson seconded. The motion carried unanimously.

#### **JULY BOARD MEETING**

The next regularly scheduled board meeting will be held Thursday, July 17, 2014 beginning at 5:30 p.m. in the Forrest City Jr. High library.

#### **ADJOURNMENT – 6:08 P.M.**

There being no further business to discuss, the meeting adjourned.

---

Pierre Evans, Secretary

408 Cleveland  
MARTHA  
Forrest City, AR

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## CRTI graduation ceremonies begin with CNA pinning Friday (</2014/06/11/crti-graduation-ceremonies-begin-with-cna-pinning-friday/>)

By Alan Smith ([http://thnews.com/category/authors/alan\\_smith/](http://thnews.com/category/authors/alan_smith/))  
June 11, 2014

Crowley's Ridge Technical Institute is preparing to host a pair of graduations for students.

## City Pride aims to keep children busy during break (</2014/06/10/city-pride-aims-to-keep-children-busy-during-break/>)

By Alan Smith ([http://thnews.com/category/authors/alan\\_smith/](http://thnews.com/category/authors/alan_smith/))  
June 10, 2014

Starting Tuesday, June 17, the Larry S. Bryant Multi-purpose and Wellness Center will be filled with children having fun at the annual City Pride Summer Youth Program.

## Pound of ice recovered along Highway 70 after chase; multiple agencies assisting in search for vehicle's driver (</2014/06/09/pound-of-ice-recovered-along-highway-70-after-chase-multiple-agencies-assisting-in-search-for-vehicles-driver/>)

By Alan Smith ([http://thnews.com/category/authors/alan\\_smith/](http://thnews.com/category/authors/alan_smith/))  
June 9, 2014

An attempted traffic stop on Saturday by an officer with the Palestine Police Department led to a police chase, the recovery of up to \$45,000 worth of drugs and an ongoing search for the vehicle's driver

## FCSD buys out Hughes' contract; Hardrick to start (</2014/06/06/fcsd-buys-out-hughes-contract-hardrick-to-start/>)

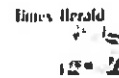
By Alan Smith ([http://thnews.com/category/authors/alan\\_smith/](http://thnews.com/category/authors/alan_smith/))  
June 6, 2014

The Forrest City School District voted unanimously Thursday evening to buy out the remainder of interim superintendent Joye Hughes' contract and to name Dr. Tiffany Hardrick superintendent about a month ahead of schedule.

## New superintendent has yet to obtain license from state Department of Education (</2014/06/06/new-superintendent-has-yet-to-obtain-license-from-state-department-of-education/>)

By Alan Smith ([http://thnews.com/category/authors/alan\\_smith/](http://thnews.com/category/authors/alan_smith/))  
June 6, 2014

Dr. Tiffany Hardrick, who will officially start work Monday as the new superintendent in the Forrest City School District is just now beginning the process to obtain her educator's license in Arkansas.



Read Today's  
**Times-Herald**

[Click here to begin \(/printedition\)](#)

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State of New Jersey  
Department of Education  
Office of Fiscal Accountability and Compliance

PROCEDURES FOR AUDIT RESPONSE  
CORRECTIVE ACTION PLAN AND APPEAL PROCESS  
STATE-OPERATED SCHOOL DISTRICTS

**Board of Education Response:**

Pursuant to N.J.A.C. 6A:23A-5.6, the following actions shall occur:

- (a) Any school district or county vocational school district that has been subject to an audit or investigation by the Department of Education, Office of Fiscal Accountability and Compliance (OFAC) shall discuss the findings of the audit or investigation at a public meeting of the district board of education no later than 30 days after receipt of the findings.
- (b) Within 30 days of the public meeting required in (a) above, the district board of education shall adopt a resolution certifying that the findings were discussed in a public board meeting and approving a corrective action plan to address the issues raised in the findings. The resolution shall be submitted to the OFAC within 10 days of adoption by the board of education.
- (c) The findings of the OFAC audit or investigation and the board of education's corrective action plan shall be posted on the district's web site, if one exists.

If the board of education disputes any of the findings of the audit or investigation, it may file a written appeal with the OFAC of any disputed finding(s) within 10 days of adoption of the resolution. Seeking an appeal of the findings does not preclude adherence to the provisions of (a), (b), and (c) listed above.

**Corrective Action Plan:**

The corrective action plan is to be used when the state-operated school district is in agreement with any of the findings. To contest a finding the appeal process must be used. After the appeal is settled, a corrective action plan must be filed for any finding upheld during the appeal process.

The corrective action plan must be prepared by completing the attached form. The following information must be submitted by the state-operated school district:



- Recommendation number
- Corrective action (approved by the administration)
- Method of implementation
- Person responsible for implementation
- Completion date of implementation

If the corrective action plan is acceptable, a letter will be sent to the state-operated school district indicating that it has been accepted.

If the corrective action plan is not acceptable, a letter will be sent to the state-operated school district indicating whether further clarification is required or further action is necessary.

**Appeal Process:**

The appeal process is used to contest findings.

Within 10 days of the board's adoption of the resolution approving an appeal of the findings of the audit or investigation, a written request by the state-operated school district to review the disputed finding(s), recommendation(s) or questioned costs must be submitted to the OFAC Director. The Request for Appeal must indicate the finding(s) in question.

The Request for Appeal must be in writing and the state-operated school district must present any supporting documentation for the appeal. Subsequent to the submission of the Request for Appeal, the OFAC Director will issue a written decision.

If the final determination made by the Director, is still unsatisfactory to the state-operated school district, the state-operated district may file a Petition of Appeal pursuant to N.J.A.C. 6A:3-1.3.

**NEW JERSEY DEPARTMENT OF EDUCATION  
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE  
CORRECTIVE ACTION PLAN**

SCHOOL DISTRICT NAME \_\_\_\_\_ COUNTY \_\_\_\_\_

TYPE OF EXAMINATION: \_\_\_\_\_

DATE OF BOARD MEETING: \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
			INDIVIDUAL	COMPLETION

Chief School Administrator \_\_\_\_\_ Date \_\_\_\_\_ Board Secretary/Business Administrator \_\_\_\_\_ Date \_\_\_\_\_

**NEW JERSEY DEPARTMENT OF EDUCATION**  
**OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE**  
**CORRECTIVE ACTION PLAN**

RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	RESPONSIBLE FOR IMPLEMENTATION	DATE OF IMPLEMENTATION

Chief School Administrator \_\_\_\_\_ Date \_\_\_\_\_ Board Secretary/Business Administrator \_\_\_\_\_ Date \_\_\_\_\_