

Randolph Township Schools 2017-18 Corrective Action Plan (CAP)

Upload to the CAFR Repository with file name: CAP.PDF (within 30 days of board approval)
and

Email a copy of the CAP to: CAP@ag.nj.gov

School District: Randolph Township Schools
 County: Morris County
 Contact Person: Gerald M. Eckert
 Type of Audit: Annual
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 Date of Board Meeting: February 19, 2019

Recommendation Number	Corrective Action Required by the Board	Method of Implementation	Person Responsible for Implementation	Planned Completion Date of Implementation
5. Student Body Activities	1) Gate tickets be issued in sequential order and adult and student gate tickets be issued to the proper individual.	1) New sets of tickets were obtained and are being sold in sequential order from event to event. Ticket sheets will indicate the sequential order by which the tickets are being sold. When a role has ended and new sequence begins the ticket sheet indicates the ending of a role and beginning of a new Role. 2) In the event that there is a mistake in the sale of an adult or student ticket, the mistake will be noted on the ticket sheet and acknowledged.	Athletic Director	February 15, 2019
	2) All checks from the Center Grove School student activities account be written to vendors only.	Center Grove School Principal will ensure that student activity account checks are made out to vendors only and not to cash.	Building Principal	February 15, 2019

Chief School Administrator:	Date:
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Board Secretary/School Business Administrator:	Date:
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