

**STATE OF NEW JERSEY  
DEPARTMENT OF EDUCATION  
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE  
P.O. BOX 500  
TRENTON, NEW JERSEY 08625-0500**

**REVIEW OF THE APPLICATION FOR STATE SCHOOL AID  
AS OF OCTOBER 15, 2009**

**REVIEW OF THE DISTRICT REPORT OF TRANSPORTED RESIDENT STUDENTS  
AS OF OCTOBER 15, 2008**

**REVIEW OF EXTRAORDINARY  
AID FOR SPECIAL EDUCATION COSTS-FY 2008-2009**

**PENNSAUKEN SCHOOL DISTRICT  
CAMDEN COUNTY  
1695 HYLTON AVENUE  
PENNSAUKEN NJ 08110**

**PENNSAUKEN SCHOOL DISTRICT  
CAMDEN COUNTY  
REVIEW OF THE APPLICATION FOR STATE SCHOOL AID  
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FY 2008-2009  
OFAC CASE # SAAU 17-10**

**SCOPE**

The review verified students on roll listed on the October 15, 2009 Application for State School Aid (ASSA) with the district's New Jersey School Registers. The review verified the district's enrollment counts for regular and special education students. Total enrollment counts were verified for On Roll Full Time, Sent Full Time, Received Full Time, and Sent to Regional Day Schools and Private Schools for Students with Disabilities. Low Income Enrollment, LEP Students, County Special Services Students, and other appropriate categories as reported on the ASSA were verified.

The review also verified the data supporting transportation services provided to students as reported on the District Report of Transported Resident Students as of October 15, 2008.

**FINDINGS**

**On Roll Full Time**

The district reported 5,603 students while the department verified 5,598 for a difference of five students. The K-12 only count reported on the ASSA was 5,444 while the department verified 5,426 for a K-12 difference of 18 fewer students. The district did not initially present New Jersey School Registers to document the entire count of students reported on the ASSA but instead submitted a student roster. A complete school register was submitted for review after the fieldwork for the audit had commenced. Significant differences in each individual grade or special education category are reflected on Exhibit A.

**Sent Full Time**

The district reported 60 students, while the department verified 61 including one Merchantville student who was also sent full time out of district by Pennsauken. See Exhibit A.

**Received Full Time**

The district reported 62 students. Based on the district's supporting records the verified count was 56 students. The audit count included three Merchantville Resident students who were not included in this count, who were also sent out of district by Pennsauken in two sent categories.

**Regional Day School**

The district reported five students while the department verified four based on available support documents. See Exhibit A.

**Sent to Private Schools for Students With Disabilities**

The district reported 73 students, while the department verified 71 for a difference of two less students. Categorical differences are noted on Exhibit A.

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**Low Income Enrollment**

The district reported 3,479 students. The department verified 3,323 students for a decrease of 156 students using available Master Eligibility Lists for the National School Lunch Program as supported by available meal applications. The district did not provide documents that agreed with the reported data on the ASSA. See Exhibit A.

**LEP Students**

The district reported 196 LEP resident students; 170 Low Income LEP students, and 26 Not Low Income LEP students, while the department verified 130 students; 86 low income and 44 not low income students. There was a total net decrease of 66 LEP students for State Aid purposes. Testing documents and Multiple Measures for continued participation for State Aid purposes were not sufficiently demonstrated by the district in order for the students to be verified for state aid purposes. See Exhibit A.

**County Special Services School District**

The district reported 47 students which the department verified.

**Speech Only Services**

The district reported 61 students, however only 50 student records were presented for OFAC review. The OFAC verified 39 of these students based on IEP information submitted for a difference of 22 students.

**Transported Students-Regular**

The district reported 3,841 students, while the department verified 3,794 for a difference of 47 students. There were exceptions taken for students who were not verified as enrolled in Charter Schools or Non-Public Schools as noted on the B8T forms for certification of enrollment. There was a net increase of five students reclassified from Special Education based on EIP review problems. Note: There were also 22 students who were eligible to generate AIL payments. These student households did not receive payment despite the certification on a B8T that the students was enrolled and eligible. In addition, there were many students who were not eligible for Transportation Aid on the DRTRS based on less than remote or courtesy status. However, there were payments processed to these student households for courtesy transportation.

**Transported Students-Special Education**

The district reported 232 students, while the department verified 224 students for a reduction of eight students who were reported as needing special services. In many cases the IEP did not detail a summary of transportation requirements. Many exceptions were avoided by the OFAC's detailed review of the entire EIP to identify an acceptable transportation requirement. There were, however, IEP files that were not available for review.

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**CONCLUSION**

The differences in On Roll, Low Income Resident enrollment, LEP Low Income and Not Low Income and Transported Students have resulted in a formula decrease adjustment to categorical state aid payments totaling \$1,630,778. The district was subject to a Stabilized Aid Reduction of \$10,832,443 which would have been offset by this amount. (NOTE: The formula adjustments were applicable to formula funding as calculated prior to the recommendations for reduced State Aid to School Districts in the proposed State of New Jersey annual budget appropriations for FY 2010-2011).

The following schedule illustrates the formula adjustments by category for the October 15, 2009 ASSA:

Equalization Aid	(\$1,540,439)
Special Education and Security Aid	( 114,195)
Preschool Education Aid	71,022

Transportation Aid formula impact for the October 15, 2008 DRTRS adjustments noted in this report:	( 47,166)
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Stabilized Reduction Adjustment	<u>\$ 1,630,778</u>
Net Impact	\$ -0-

**EXTRAORDINARY AID APPLICATION FY 2008-2009**

The district filed a FY 2008-2009 Application for Special Education Extraordinary Aid based upon costs in the amount of \$2,418,316 for 34 students. The itemized student costs exceeding \$40,000, or \$55,000 as applicable for the students were reported as \$803,316, which was the basis for the Extraordinary Aid calculation totaling \$692,962. The OFAC examined substantiating cost documentation for all reported students and determined that reported costs were not supported for all students.

The OFAC determined verified costs totaling \$1,977,849, with costs exceeding \$40,000 for Category 1 and 2 students or \$55,000 for Category 3 students for 25 students in the amount of \$523,904, which is the basis for revised EXAID totaling \$445,318. The review identified significant cost decreases for 21 students including nine students who were not eligible to be reported on the EXAID application. This was offset by cost increases for 12 other students. As a result there was a net decrease in costs exceeding \$40,000, or \$55,000 in the amount of \$279,412. The review has identified a total net decrease to state aid based on these findings to be \$247,644.

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**CHAPTER 192/193 AUXILIARY SERVICES TO NON PUBLIC STUDENTS FY 2008-2009**

The OFAC has reviewed the Pennsauken Board of Education's application for FY 2008-2009 Chapter 192/193 non public student services. The findings will be issued in a separate report.

**RECOMMENDATIONS**

The OFAC recommends that:

1. the district ensure that New Jersey School Registers are maintained for audit purposes after submission of each ASSA as of October 15 that support an accurate ASSA submission by individual grade and special education category;
2. revise procedures to ensure that Low Income enrollment is reported based on the Master Eligibility Lists for all low income students supported by application documentation;
3. the district must ensure that all ESL/LEP students reported on the ASSA are supported by appropriate test scores and Multiple Measures;
4. the district report Transported Students based on actual special needs identified in each student IEP;
5. the district examine the policy of paying for non-public courtesy transportation and also research the reason for nonpayment of 22 student households that did not receive a payment for AIL; and
6. specific attention be given during and after the preparation and completion of the Application for Extraordinary Aid and supporting work papers in the area of in-district costs to ensure that costs are submitted in accordance with directions published by the Division of Finance.

Submitted by:



Robert W. Ortley, Manager  
State Aid Audit Unit

Approved by:



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

**Pennsauken Board of Education**  
**Application for State School Aid**  
**As of October 15, 2009**

Grades	On Roll Full Time			On Roll Shared Time		
	Reported	Verified	Difference	Reported	Verified	Difference
Full Day Preschool 3yr						
Full Day Preschool 4yr	159.0	172.0	13.0			
1/2 Day Kindergarten						
Full Kindergarten	379.0	383.0	4.0			
One	377.0	343.0	(34.0)			
Two	330.0	318.0	(12.0)			
Three	348.0	327.0	(21.0)			
Four	336.0	316.0	(20.0)			
Five	333.0	305.0	(28.0)			
Six	332.0	316.0	(16.0)			
Seven	332.0	331.0	(1.0)			
Eight	344.0	340.0	(4.0)			
Nine	303.0	303.0	-			
Ten	328.0	332.0	4.0			
Eleven	320.0	322.0	2.0			
Twelve	344.0	338.0	(6.0)			
Subtotal	4,565.0	4,446.0	(119.0)			-
Spec Educ Elementary	447.0	509.0	62.0			
Spec Educ Middle	238.0	299.0	61.0			
Spec Educ High	353.0	344.0	(9.0)			
Subtotal	1,038.0	1,152.0	114.0			-
Co. Voc.						
Totals	5,603.0	5,598.0	(5.0)			-

**Pennsauken Board of Education**  
**Application for State School Aid**  
**As of October 15, 2009**

Grades	Sent Full Time			Sent Shared Time		
	Reported	Verified	Difference	Reported	Verified	Difference
Full Day Preschool 3yr						
Full Day Preschool 4yr						
1/2 Day Kindergarten						
Full Kindergarten						
One						
Two						
Three	1.0	1.0	-			
Four						
Five						
Six						
Seven						
Eight	1.0	1.0	-			
Nine						
Ten						
Eleven						
Twelve						
Subtotal	2.0	2.0	-			
Spec Educ Elementary	22.0	22.0	-			
Spec Educ Middle	4.0	4.0	-			
Spec Educ High	32.0	33.0	1.0			
Subtotal	58.0	59.0	1.0			
Co. Voc.						
Totals	60.0	61.0	1.0			

**Pennsauken Board of Education**  
**Application for State School Aid**  
**As of October 15, 2009**

Grades	Received Full Time			Received Shared Time		
	Reported	Verified	Difference	Reported	Verified	Difference
Full Day Preschool 3yr						
Full Day Preschool 4yr						
1/2 Day Kindergarten						
Full Kindergarten						
One						
Two						
Three						
Four						
Five						
Six						
Seven						
Eight						
Nine	7.0	7.0	-			
Ten	11.0	10.0	(1.0)			
Eleven	15.0	12.0	(3.0)			
Twelve	15.0	14.0	(1.0)			
Subtotal	48.0	43.0	(5.0)	-	-	-
Spec Educ Elementary	1.0	-	(1.0)			
Spec Educ Middle	3.0	2.0	(1.0)			
Spec Educ High	10.0	11.0	1.0			
Subtotal	14.0	13.0	(1.0)	-	-	-
Co. Voc.						
Totals	62.0	56.0	(6.0)	-	-	-

Grades	Sent to Regional Day Schools			Private Schools for Disabled		
	Reported	Verified	Difference	Reported	Verified	Difference
Full Day Preschool 3yr						
Full Day Preschool 4yr						
1/2 Day Kindergarten						
Full Kindergarten						
One						
Two						
Three						
Four						
Five						
Six						
Seven						
Eight						
Nine						
Ten						
Eleven						
Twelve						
Subtotal	-	-	-	-	-	-
Spec Educ Elementary	1.0	-	(1.0)	16.0	14.0	(2.0)
Spec Educ Middle	-	-	-	12.0	14.0	2.0
Spec Educ High	4.0	4.0	-	45.0	43.0	(2.0)
Subtotal	5.0	4.0	(1.0)	73.0	71.0	(2.0)
Co. Voc.				-		
Totals	5.0	4.0	(1.0)	73.0	71.0	(2.0)

Grades	Resident Students			Resident Low Income		
	Reported	Verified	Difference	Reported	Verified	Difference
1/2 Day Kindergarten						
Full Kindergarten	379.0	383.0	4.0	253.0	231.0	(22.0)
One	377.0	343.0	(34.0)	245.0	179.0	(66.0)
Two	330.0	318.0	(12.0)	213.0	204.0	(9.0)
Three	349.0	328.0	(21.0)	215.0	201.0	(14.0)
Four	336.0	316.0	(20.0)	226.0	200.0	(26.0)
Five	333.0	305.0	(28.0)	222.0	245.0	23.0
Six	332.0	316.0	(16.0)	201.0	182.0	(19.0)
Seven	332.0	331.0	(1.0)	222.0	217.0	(5.0)
Eight	345.0	341.0	(4.0)	202.0	192.0	(10.0)
Nine	296.0	296.0	-	184.0	174.0	(10.0)
Ten	317.0	322.0	5.0	202.0	193.0	(9.0)
Eleven	305.0	310.0	5.0	157.0	144.0	(13.0)
Twelve	329.0	324.0	(5.0)	172.0	154.0	(18.0)
<b>Subtotal</b>	<b>4,360.0</b>	<b>4,233.0</b>	<b>(127.0)</b>	<b>2,714.0</b>	<b>2,516.0</b>	<b>(198.0)</b>
Spec Educ Elementary	485.0	545.0	60.0	360.0	359.0	(1.0)
Spec Educ Middle	251.0	315.0	64.0	146.0	209.0	63.0
Spec Educ High	424.0	413.0	(11.0)	247.0	227.0	(20.0)
<b>Subtotal</b>	<b>1,160.0</b>	<b>1,273.0</b>	<b>113.0</b>	<b>753.0</b>	<b>795.0</b>	<b>42.0</b>
Juvenile Det Ctr	12.0	12.0		12.0	12.0	-
<b>Totals</b>	<b>5,532.0</b>	<b>5,518.0</b>	<b>(14.0)</b>	<b>3,479.0</b>	<b>3,323.0</b>	<b>(156.0)</b>

**OTHER CATEGORIES**

	Reported	Verified	Difference
Speech Only	61.0	39.0	(22.0)
CSSD	47.0	47.0	-

Grades	Resident LEP Low Income			Resident LEP NOT Low Income		
	Reported	Verified	Difference	Reported	Verified	Difference
1/2 Day Kindergarten						
Full Kindergarten	29.0	7.0	(22.0)	8.0	14.0	6.0
One	25.0	14.0	(11.0)	2.0	6.0	4.0
Two	14.0	7.0	(7.0)	3.0	5.0	2.0
Three	19.0	11.0	(8.0)	2.0	3.0	1.0
Four	11.0	-	(11.0)	1.0	2.0	1.0
Five	5.0	1.0	(4.0)	-	-	-
Six	3.0	2.0	(1.0)	1.0	-	(1.0)
Seven	8.0	5.0	(3.0)	1.0	3	2.0
Eight	10.0	10.0	-	1.0	-	(1.0)
Nine	6.0	5.0	(1.0)	3.0	1.0	(2.0)
Ten	11.0	9.0	(2.0)	1.0	1.0	-
Eleven	14.0	9.0	(5.0)	3.0	6.0	3.0
Twelve	6.0	6.0	-	-	3.0	3.0
Subtotal	161.0	86.0	(75.0)	26.0	44.0	18.0
Spec Educ Elementary	7.0	-	(7.0)	-	-	-
Spec Educ Middle	1.0	-	(1.0)	-	-	-
Spec Educ High	1.0	-	(1.0)	-	-	-
Subtotal	9.0	-	(9.0)	-	-	-
Co Voc						
Res Mental Health						
Totals	170.0	86.0	(84.0)	26.0	44.0	18.0

**Pennsauken Board of Education**  
**District Report of Transported Resident Students**  
**As of October 15, 2008**

**TRANSPORTED REGULAR STUDENTS**

	Reported	Verified	Difference
Students - Grade PK	26.0	26.0	-
Regular Public	2,282.0	2,287.0	5.0
Vocational School Students	92.0	86.0	(6.0)
Regular Charter	53.0	49.0	(4.0)
CSPP Charter	36.0	29.0	(7.0)
Transported Non-Public	413.0	393.0	(20.0)
Aid in Lieu of Transportation	238.0	224.0	(14.0)
Regular Special Education	700.0	700.0	-
Charter Special Education			
Private School Disabled	1.0	0.0	(1.0)
Total Students	3,841.0	3,794.0	(47.0)
Total Mileage	13,280.5	13,061.5	(219.0)
Average Mileage	3.5	3.4	(0.0)

**TRANSPORTED SPECIAL NEEDS STUDENTS**

	Reported	Verified	Difference
Special Needs Public Schools	106.0	89.0	(17.0)
Special Needs Charter Schools			
Special Needs Private Schools for the Disabled	26.0	22.0	(4.0)
Total Students Special Needs	132.0	111.0	(21.0)
Total Mileage	1,053.5	884.9	(168.6)
Out of District No Sp. Needs	70.0	78.0	8.0
Out Of District Charter No Sp. Needs	0.0	0.0	-
Out Of Dist. Private Schools No Sp. Needs	30.0	35.0	5.0
Total Students No Sp. Needs	100.0	113.0	13.0
Total Mileage	1,754.2	1,700.1	(54.1)
Total Special Education Students	232.0	224.0	(8.0)
Total All Special Ed Mileage	2,807.7	2,585.0	(223)
Average Mileage	12.1	11.5	(0.6)