

**NHDOE Federal Funds Monitoring
Corrective Action Plan**

(Use a separate form for each Corrective Action Item)

Subrecipient Contact: spetralia@sau50.org

Subrecipient: Salvatore Petralia on Behalf of the Greenland School District

Action Item: Finding #03

Description: Reimbursement Revisions for Title I Part A/ Title II Part A and Title IV Part A

Date: 12/1/2021

Please check the box that most appropriately matches the district's status in implementing the Corrective Action Plan (CAP). Please also provide any documentation that supports the district's assertion that the CAP has been fully implemented.

- (1) Partially implemented
- (2) Revised CAP being implemented
- (3) Fully implemented
- (4) No further action required (provide detailed explanation below):

Rebecca Hamlin

12/1/2021

Name of person completing this form

Date

If options (1) or (2) are selected, please explain the implementation status &/or how the CAP was revised as well as the anticipated completion date in the space below:

Corrective Action Plan Update or other explanation as necessary (status date: / /)

If option (3) is selected, please explain how this was implemented in the space below:
The Greenland School District will implement a procedures surrounding records retention. All employees must fill out a timecard and a time and effort report to ensure that the District is in federal compliance. In addition, any contracted service providers will sign an agreement with the District.

Please return to the Bureau of Federal Compliance with 30 days of receipt.

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