



New Hampshire

Department of Education

Federal Fiscal Monitoring Final Report

Newfound Area School District

School Year 2019-2020

Provided by the NHDOE, Bureau of Federal Compliance

September 22, 2021

Frank Edelblut
Commissioner



Christine M. Brennan
Deputy Commissioner

**STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
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September 22, 2021

Pierre Couture, Superintendent SAU 4
Melissa Suckling, School Board Chairperson
20 North Main Street
Bristol, NH 03222

Superintendent Couture and School Board Chairperson Suckling,

Thank you for assisting the New Hampshire Department of Education, Bureau of Federal Compliance (NHDOE, BFC) in the Federal funds onsite monitoring procedure for the Newfound Area School District, conducted on May 13, 2021 by Timothy Carney.

The attached report summarizes the information gathered during our visit and notes that our review did not identify any significant areas of Federal grant fiscal non-compliance. As such, no corrective actions are required at this time.

If you have any questions or comments about the monitoring process and/or the resulting report, you are encouraged to contact Lindsey Labonville at Lindsey.L.Labonville@doe.nh.gov or 603.271.3837, or Jessica Lescarbeau at Jessica.L.Lescarbeau@doe.nh.gov or 603.271.3808.

Sincerely,

A handwritten signature in cursive script that reads "Jessica Lescarbeau".

Jessica Lescarbeau

cc:

Caitlin Davis, Director, NHDOE Division of Education Analytics and Resources (via email only)

Robin Reinhold, Business Administrator, SAU 4 (via email only)

Michael O'Malley, School Board Vice Chair, Bridgewater Representative, SAU 4 (via email only)

Sue Cheney, School Board Member, Alexandria Representative, SAU 4 (via email only)

Heidi Milbrand, School Board Member, Bristol Representative, SAU 4 (via email only)
Thomas Edwards, School Board Member, Hebron Representative, SAU 4 (via email only)
Britta Matthews, School Board Member, Groton Representative, SAU 4 (via email only)
Fran Wendelboe, School Board Member, New Hampton Representative, SAU 4 (via email only)

Federally Required Policies

Policy	In Accordance With	Compliant	Comments
Drug-Free Workplace Policy	34 CFR 84.200 and the Drug-Free Workplace Act of 1988	Yes	None
Procurement Policy	2 CFR 200.318-327	Yes	None
Conflict of Interest/Standard of Conduct Policy	2 CFR 318(c)(1)	Yes	None
Inventory Management Policy	2 CFR 200.313(d)	Yes	None
District Travel Policy	2 CFR 200.474(b)	Yes	None
Subrecipient Monitoring Policy/Procedure (if applicable)	2 CFR 200.331(d)	Yes	None
Time and Effort Policy/Procedure	2 CFR 200.430	Yes	None
Records Retention Policy/Procedure	2 CFR 200.333	Yes	None
Allowable Cost Determination Policy/Procedure	2 CFR 200.302(b)(7)	Yes	None
Prohibiting the Aiding and Abetting of Sexual Abuse	ESEA 8546	Yes	None
Gun Free School Act	Gun Free School Act of 1994	Yes	None

NHDOE's review of the above policy/procedure documents is not intended to be all-inclusive. As such, there may be other federally non-compliance policies/procedures not addressed above. Ultimately, it is the District's/SAU's sole responsibility to meet any and all Federal compliance requirements as a recipient of Federal funds.

District GMS Reimbursement Requests

In addition to reviewing District/SAU policies required by Federal law and rule, eleven (11) reimbursement requests for grant activities from the NHDOE Grants Management System (GMS) were selected for review. The selected activities were from the 2019-2020 school year and included the following Federal programs;

<i>Request #</i>	<i>Program</i>	<i>Project #</i>	<i>Month & Year of Project</i>	<i>Activity #</i>	<i>Activity Cost</i>	<i>Activity Description</i>
1	21st CCLC - FY21	20211108	December 2020	89844	\$22,963.65	Instructional Salaries and Benefits
2	21st CCLC - FY21	20211108	December 2020	89843	\$6,271.59	Administrative Salaries and Benefits
3	21st CCLC - FY20	20200029	February 2020	79719	\$2,692.29	Administrative Salaries and Benefits
4	21st CCLC - FY20	20200029	February 2020	79720	\$2,091.43	Instructional Salaries and Benefits
5	CARES -ESSER - FY20	20204835	October 2020	92520	\$11,375.65	Cleaning Supplies
6	CARES -ESSER - FY20	20204835	October 2020	92716	\$15,424.47	Materials
7	Title I, Part A - FY20	20200139	February 2020	79192	\$2,237.00	Instructional Salaries and Benefits
8	Title I, Part A - FY20	20200139	February 2020	79190	\$26,346.90	Instructional Salaries and Benefits
9	IDEA/Preschool - FY 21	20211085	October 2020	93738	\$9,350.50	Contract
10	IDEA/Preschool - FY 21	20211085	October 2020	91388	\$16,149.00	Contract
11	IDEA/Preschool - FY 21	20211085	October 2020	91387	\$7,729.72	Instructional Salaries and Benefits

During our review of the eleven GMS reimbursement requests no significant instances of non-compliance were identified.

Please note that our review of the District's/SAU's management of its Federally funded grant activities was limited to our analysis of the six GMS selections and was not designed to identify all potential deficiencies in Federal compliance that might exist. As such, other instances of non-compliance may exist, that were not identified during the review process.

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