

**NHDOE Federal Funds Monitoring
Corrective Action Plan**
(Use a separate form for each Corrective Action Item)

Subrecipient contact: Nathan Lunney, Business Administrator

Subrecipient: Portsmouth School District (SAU 52)

Action Item: Finding #01 - Update the Drug Free Workplace policy

Description: Update the District's existing Drug Free Workplace policy to comply with 34 CFR 84.200 and the Drug-Free Workplace Act of 1988. Consider NHSBA model policy as an option.

Date: November 12, 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):

Nathan Lunney, Business Administrator
Name of person completing this form

12 Nov 2021
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:

The District's current policy, GBEC, and the most recent respective model policy from NHSBA have been shared with the School Board's Policy Committee and the City of Portsmouth's Legal Department for review and action. It is anticipated that the Policy Committee will recommend the proposed revisions to the School Board in December. Two readings will require two meetings of the Board, so full adoption of the revised policy is anticipated by the end of January 2022.

Corrective Action Plan Update or other explanation as necessary, (status date: 01/31/22)

If option (3) is selected, please explain how this was implemented in the space below:

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