

**Corrective Action Plan (CAP)
For the Fiscal Year ended June 30, 2024
Prepare only when there is a finding(s) in the ACFR or AMR**

Upload to the ACFR Repository with file name: CAP.PDF (within 45 days of Board accepting the Audit)

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

School District/Charter/Renaissance School Project Name & Number – Glassboro Public Schools

County Name & Number – Gloucester County 15-1730

Contact Person – Michael Sloan, Business Administrator

Type of Audit - ACFR for the Fiscal Year Ended June 30, 2024

Email Address / Telephone Number – msloan@gpsd.us; 856-652-2700 x 6205

Date of Board Meeting - 1/22/2025

A	B	C	D	E	F
ACFR/AMR (1) Finding #	Finding (Condition) (1)	Recommendation (1)	Method of Implementation (2)	Person Responsible for Implementation	Implementation Date
2024-001	The District did not properly reclassify year end encumbrances to accounts payable for goods and services that had been received before the year ended June 30, 2024.	That the District properly classify all accounts payable and encumbrances as required by generally accepted accounting principles.	The District will review all open purchase orders and properly classify all accounts payable and encumbrances as required by generally accepted accounting principles.	Assistant Business Administrator, Business Administrator	6/30/2025

Chief School Administrator:	Date:
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Board Secretary/ School Business Administrator:	Date:
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(1) Columns A, B & C: Please use exact language from ACFR or AMR. If finding(s) is reported in both ACFR & AMR use extract language from ACFR.

(2) Column D: Please describe the LEA's Method of Implementation to ensure the finding(s) will not recur. Address reason for Question Cost (if applicable)

* Must have Implementation date. Not acceptable Immediate or Ongoing