# Corrective Action Plan

**School District Name:** Bridgeton  
**County:** Cumberland  
**Type of Examination:** New Jersey Assessment of Skills and Knowledge  
**Date of Board Meeting:** April 8, 2014  
**OFAC Case #:** INV-072-13  
**Contact Person:** Dr. Thomasina Jones, Superintendent of Schools  
**Telephone Number:** (856) 455-8030 x2000  
**Fax Number:** (856) 455-0176

<table>
<thead>
<tr>
<th>Recommendation Number</th>
<th>Corrective Action</th>
<th>Method of Implementation</th>
<th>Individual Responsible for Implementation</th>
<th>Completion Date of Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>All staff affiliated with NJ ASK testing will be trained by the District Test Coordinator and the School Test Coordinator.</td>
<td>Staff training</td>
<td>Dr. Christopher Tavani (DTC) and Mrs. Jodie Mazza (STC)</td>
<td>Immediately</td>
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<tr>
<td>2</td>
<td>School Test Coordinator will have staff sign-in to the training with the date and time of arrival as well as sign-out of the training with the time of departure to ensure they were present for the entire training.</td>
<td>Change in the NJ ASK training's sign-in/out procedures</td>
<td>Mrs. Jodie Mazza</td>
<td>Immediately</td>
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<tr>
<td>3</td>
<td>The District Test Coordinator will be placed at West Avenue School from 7am – 9:30am each morning of NJ ASK testing to ensure compliance with regulations.</td>
<td>Change of placement of District Test Coordinator during NJ ASK Testing</td>
<td>Dr. Christopher Tavani</td>
<td>Immediately</td>
</tr>
</tbody>
</table>

**Chief School Administrator:**  
**Date:** 4/8/14  
**Board Secretary/Business Administrator:**  
**Date:** 4/9/14
### NEW JERSEY DEPARTMENT OF EDUCATION
### OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
### CORRECTIVE ACTION PLAN

<table>
<thead>
<tr>
<th></th>
<th>A Central Office Administrator will be placed at West Avenue School during NJ ASK testing to monitor testing sessions.</th>
<th>Change of placement of Central Office Administrator during NJ ASK Testing</th>
<th>Dr. Dorothy Nevitt</th>
<th>Immediately</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>NJ ASK examiners will not be allowed to sign out testing materials prior to 45 minutes before testing begins.</td>
<td>Change in security and sign-in/out procedures</td>
<td>Mrs. Jodie Mazza</td>
<td>Immediately</td>
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<tr>
<td>6</td>
<td>The three staff members directly involved with the 2010 West Avenue School security breach will not be involved with NJ ASK testing. One staff member is no longer employed by the district, the other two staff members have been transferred to other schools.</td>
<td>Change of placement of staff members affiliated with 2010 West Avenue School security breach</td>
<td>Dr. Christopher Tavani and Mrs. Jodie Mazza</td>
<td>Immediately</td>
</tr>
</tbody>
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*Chief School Administrator*  4/9/14  
*Board Secretary/Business Administrator*  4/9/14  

West Ave.docx
Item 2.7  

*Approval of Corrective Action Plan*

Motion by Mrs. Dellaquilla, second by Mr. Williamson approving the Corrective Action Plan as presented, to be submitted to the Office of Fiscal Accountability and Compliance. (Attached)

Motion carried, roll call vote was 8-0.