Office of Inspector General – Internal Audit

Twelve-Month Status Report on: Miami-Dade County School District – Adults with Disabilities

Report # A-1819-022 Issued: October 22, 2019

Finding	Recommendation(s)	Management Response as of October 22, 2019	Management Response as of October 22, 2020	Anticipated Completion Date & Contact
The monitoring plan	We recommend DVR ensure	DVR is in the process of	The scheduled DVR	October 30, 2020
was insufficient for a	the monitoring plans reflect	developing monitoring tools that	monitoring for the grant is	
high risk grant.	sufficient activities to	are specific to the AWD Grants	due on October 30, 2020.	***This date
	monitor high risk providers.	to ensure monitoring and		could change due
	In addition, we recommend	compliance with performance		to grant not being
	DVR promptly provide the	requirements, terms and		fully executed as
	monitoring results and	conditions of the Adult with		of 10/7/2020.
	recommendations for	Disabilities Grant Program.		
	improvement to the MDCSD			Monica Moye
	and ensure corrective action	Management Response		245-7004
	has been initiated on noted	as of April 22, 2020		
	deficiencies.	The Division is currently		
		working on revamping the		
		the monitoring plans		
		associated with this and		
		Adults with Disabilities		
		Grants.		
		Anticipated		
		Completion Date		
		& Contact		
		Anticipated		
		completion by		
		July 1, 2020.		

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Finding	Recommendation(s)	Management Response as of October 22, 2019	Management Response as of October 22, 2020	Anticipated Completion Date & Contact
Documentation of	We recommend DVR	DVR will ensure that the	AIEPs will be reviewed	October 30, 2020
AIEPs was	include a review of the	monitoring analysis and review	during the 1 st quarterly	
inconsistent and the	AIEPs in their monitoring	includes a sample selection of	monitoring.	***This date
AIEPs did not always	activities to ensure	AIEPs for the enrolled students.		could change due
include all required	consistency and compliance			to grant not being
information.	with the grant terms.	Management Response		fully executed as
		as of April 22, 2020		of 10/7/2020.
		This monitoring component		
		will be included in the		Monica Moye
		revised monitoring plan.		245-7004
		Anticipated		
		Completion Date		
		& Contact		
		Anticipated		
		completion by		
		July 1, 2020.		
DVR did not require	We recommend DVR review	DVR will communicate with the	DVR will verify completed	October 30, 2020
the MDCSD to report	the grant language to	DOE Grants Office to determine	benchmarks to payments	
on their participants'	determine the intent of the	options for amendment. In	during the monitoring on for	***This date
completion of	grant and modify language	addition, DVR will monitor and	the 1 st Quarterly monitoring.	could change due
benchmarks in	appropriately. If the grant	review a sample of AIEPs and		to grant not being
accordance with grant	language remains	student's progress to include		fully executed as
terms.	unchanged, we recommend	completion status during each		of 10/7/2020.
	DVR ensure deliverables are	quarterly monitoring.		

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Finding	Recommendation(s)	Management Response as of October 22, 2019	Management Response as of October 22, 2020	Anticipated Completion Date & Contact
	met on a quarterly basis			Monica Moye
	through review of AIEPs and	Management Response		245-7004
	progress reports from the	as of April 22, 2020		
	MDCSD.	The changes to modify the		
		grant language related to the		
		completion of the		
		benchmarks are still in		
		progress, the changes will		
		be reflected in the upcoming		
		grant year.		
		Anticipated		
		Completion Date		
		& Contact		
		Anticipated		
		completion by		
		July 1, 2020.		

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Finding	Recommendation(s)	Management Response as of October 22, 2019	Management Response as of October 22, 2020	Anticipated Completion Date & Contact
Documentation of AIEPs was inconsistent and the AIEPs did not always include all required information.	We recommend that the MDCSD ensure all sites complete the AIEPs in accordance with grant terms.	As we concur with the findings from the small sample identified out of compliance, we would like to state that M-DCPS has been a grant receiver since the year 2000. All reporting requirements stated through the Project Performance Accountability Form within the grant have been approved annually. As stated in the audit findings on page 1 and page 4, DVR has never requested what was cited or provided any guidance to our AIEP compliance forms. Prior guidance or discussion from DVR would have allowed us the opportunity to take corrective action measures and not be of the mindset that all complied on an annual basis.	As we concur with the findings from the small sample identified out of compliance, we would like to state that M-DCPS has been a grant receiver since the year 2000. All reporting requirements stated through the Project Performance Accountability Form within the grant have been approved annually. As stated in the audit findings on page 1 and page 4, DVR has never requested what was cited or provided any guidance to our AIEP compliance forms. Prior guidance or discussion from DVR would have allowed us the opportunity to take corrective action measures and not be of the mindset that all complied on an annual basis.	All action steps completed

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Status as of October 22, 2020

Action Steps:

- Training on AIEP development-Completed Sept. 6, 2019
- Review of documents for quarterly report submission-Scheduled for Monday, October 7, 2019, Monday, January 6, 2020, Monday, April 6, 2020 and Monday, June 22, 2020
- Formulate audit checklist for principals to use for compliance spot checks at AWD sites, September 2019
- Quarterly meeting calendar created with principals and school-based program managers for the AWD grant, September 2019
- District-based AWD records audit at the nine grant recipient schools, October 2019

Management Response as of April 22, 2020

As we concur with the findings from the small sample identified out of compliance, we would like to state that M-DCPS has

Action Steps:

- Training on AIEP development-Completed Sept. 6, 2019
- Review of documents for quarterly report submission-Scheduled for Monday, October 7, 2019 -

Completed, Monday, January 6, 2020 -

Completed, Monday, April 6, 2020 – Completed, Thursday, April 9, 2020 and Monday, June 22, 2020

- Completed Wednesday,June 24, 2020
- Formulate audit checklist for principals to use for compliance spot checks at AWD sites, September 2019
- Completed
- Quarterly meeting calendar created with principals and school-based program managers for the AWD grant, September 2019 **Completed** (See attachment)

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Status as of October 22, 2020

been a grant receiver since the year 2000. All reporting requirements stated through the Project Performance Accountability Form within the grant have been approved annually. As stated in the audit findings on page 1 and page 4, DVR has never requested what was cited or provided any guidance to our AIEP compliance forms. Prior guidance or discussion from DVR would have allowed us the opportunity to take corrective action measures and not be of the mindset that all complied on an annual basis.	District-based AWD records audit at the nine grant recipient schools, October 2019 – Internal audits completed Face-to-Face audits completed by April 2020 - 6 Virtual audits completed (See attachments)	
Action Steps: Training on AIEP development-Completed Sept. 6, 2019 Review of documents for quarterly report submission-Scheduled for Monday, October 7, 2019 - Completed, Monday, January 6, 2020 - Completed,		

Monday, April 6, 2020 (Pending

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		T		
		due to school closures) and		
		Monday, June 22, 2020		
		Formulate audit checklist		
		for principals to use for		
		compliance spot checks at AWD		
		sites, September 2019 -		
		Completed		
		Quarterly meeting		
		calendar created with principals		
		and school-based program		
		managers for the AWD grant,		
		September 2019 – Completed		
		(See attachment)		
		District-based AWD		
		records audit at the nine grant		
		recipient schools, October 2019		
		– Internal audits completed		
		3 Face-to-Face audits completed		
		(See attachments)		
		Anticipated Completion Date &		
		Contact		
		Completion of remaining face-		
		to-face document audits is		
		unknown due to school closures.		
DVR did not require	We recommend the MDCSD	As we concur with the findings	As we concur with the	All action steps
the MDCSD to report	ensure that participants	from the small sample out of	findings from the small	completed
on their participants'	complete the benchmarks in	compliance, we would like to	sample identified out of	1
completion of	accordance with grant terms	state that M-DCPS has been a	compliance, we would like	
benchmarks in	and ensure the AIEPs reflect	grant receiver since the year	to state that M-DCPS has	
<u> </u>		, C	1	l .

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accordance with grant	the achievement of	2000. All reporting requirements	been a grant receiver since
terms.	benchmarks.	stated through the Project	the year 2000. All reporting
		Performance Accountability	requirements stated through
		Form within the grant have been	the Project Performance
		approved annually. As stated in	Accountability Form within
		the audit findings, on pages 1 as	the grant have been
		well as page 6, DVR does not	approved annually. As
		require that M-DCPS submit	stated in the audit findings
		documentation that demonstrates	on page 1 and page 4, DVR
		goal achievement. What is	has never requested what
		mandated for submission is the	was cited or provided any
		attendance records, quarterly	guidance to our AIEP
		student progress report, ASNAP	compliance forms. Prior
		summary report and employment	guidance or discussion from
		outcomes. Prior guidance or	DVR would have allowed
		discussion from DVR would	us the opportunity to take
		have allowed us the opportunity	corrective action measures
		to make corrective action	and not be of the mindset
		measures and not be of the	that all complied on an
		mindset that all complied on an	annual basis.
		annual basis.	A-ti Ct
			Action Steps:
			• Training on AIEP
		A stion Stone	development-Completed
		Action Steps:	Sept. 6, 2019 • Review of documents for
		• Training on AIEP	
		development-Completed Sept. 6, 2019	quarterly report submission-
		2019	Scheduled for Monday,
			October 7, 2019 -

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Status as of October 22, 2020

• Review of documents for	Completed, Monday,
quarterly report submission-	January 6, 2020 -
Scheduled for Monday, October	Completed, Monday, April
7, 2019, Monday, January 6,	6, 2020 – Completed ,
2020, Monday, April 6, 2020	Thursday, April 9, 2020
and Monday, June 22, 2020	and Monday, June 22, 2020
• Formulate audit checklist	- Completed Wednesday,
for principals to use for	June 24, 2020
compliance spot checks at AWD	• Formulate audit checklist
sites, September 2019	for principals to use for
 Quarterly meeting 	compliance spot checks at
calendar with principals and	AWD sites, September 2019
school-based program managers	- Completed
for the AWD grant, October	Quarterly meeting
2019	calendar created with
 District-based AWD 	principals and school-based
records audit at the nine grant	program managers for the
recipient schools, November	AWD grant, September
2019	2019 – Completed (See
	attachment)
Management Response as of	District-based AWD
April 22, 2020	records audit at the nine
As we concur with the findings	grant recipient schools,
from the small sample out of	October 2019 – Internal
compliance, we would like to	audits completed
state that M-DCPS has been a	3 Face-to-Face audits
grant receiver since the year	completed by April 2020
2000. All reporting requirements	

stated through the Project

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Performance Accountability Form within the grant have been approved annually. As stated in the audit findings, on pages 1 and page 4, DVR has never requested what was cited or provided any guidance to our	- 6 Virtual audits completed (See attachments)	
AIEP compliance forms. Prior guidance or discussion from DVR would have allowed us the opportunity to make corrective action measures and not be of the mindset that all complied on an annual basis.		
Action Steps: Training on AIEP development-Completed Sept. 6, 2019 Review of documents for quarterly report submission-Scheduled for Monday, October 7, 2019 - Completed, Monday, January 6, 2020 - Completed,		
Monday, April 6, 2020 (Pending due to school closures) and Monday, June 22, 2020 Formulate audit checklist for principals to use for		

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compliance spot checks at AWD
sites, September 2019 -
Completed
Quarterly meeting
calendar with principals and
school-based program managers
for the AWD grant, October
2019 – Completed (See
attachment)
District-based AWD
records audit at the nine grant
recipient schools, November
2019– Internal audits completed
3 Face-to-Face audits completed
(See attachments)
Anticipated Completion Date &
Contact
Completion of remaining face-
to-face document audits is
unknown due to school closures.
1