New Jersey Department of Education
Corrective Action Plan (CAP)
For the Fiscal Year 2025 (July 1, 2024 – June 30, 2025)

Submission Guidance

Applicability: A CAP should only be prepared if there is a finding(s) in the ACFR or AMR

- The completed CAP must be uploaded to the ACFR Repository within 45 days of Board acceptance of the audit.
- Save the file as **CAP.PDF** and email a copy to **CAP@ag.nj.gov.**

LEA Information

LEA Name: Township of Franklin	LEA Number: 1590
County Name: Gloucester	County Number: 15
Type of Audit: ACFR Annual Audit / Federal Awards Single Audit	Date of Board Meeting: January 20, 2026
Contact Name: Lawren Birmingham	Contact Title: School Business Administrator
Email: tbirmingham@franklintwpschools.org	Phone: 856-629-9500 X1202

ACFR/AMR Findings

Preparation:

1. **Column A:** Identify and note whether the finding(s) is in the ACFR and/or the AMR. Include the finding(s) number (e.g., ACFR 2025-001), and note the ACFR finding(s) first.
2. **Columns B and C:** Use the exact language noted as the condition for the ACFR. Use the exact language noted as the finding in the AMR. If the finding(s) appears in both documents, use the language noted in the ACFR.
3. **Column D:** Describe the method of implementation to prevent recurrence of finding(s). If applicable, include an explanation for "Questioned Costs".
4. **Column F:** Document a definitive implementation date (MM-DD-YY). Entries such as "Immediate" or Ongoing" are not acceptable.

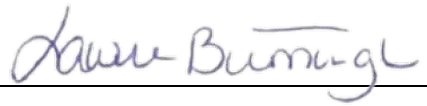
A ACFR/AMR Finding	B Condition/Finding	C Recommendation	D Method of Implementation	E Person Responsible for Implementation/Title	F Implementation Date
2025-001	A deficit in the General Fund unassigned fund balance exists as of June 30, 2025.	That the School District implement controls to implement a plan to fund the General Fund deficit.	The District will implement further financial controls to realign the budget, by which will reduce and limit nonessential expenditures. Adjustments to spending and/or revenue strategies will be made as necessary to remain on track with the deficit reduction plan. Revenues will continue to be maximized. Balancing future budgets with potential surplus funds will not be practiced.	Superintendent and School Business Administrator	6/30/2026

Attestation

Signature required below.

I hereby certify that the information provided in this CAP is accurate and complete to the best of my knowledge, and that the recommendation(s) will be implemented as noted.

Chief School Administrator:  Date: 1/14/2026

Board Secretary / School Business Administrator:  Date: 1/14/2026