Audit Corrective Action Plan

Unit Name: **Tupper Lake Central School District**
Audit Report Title: **Lead Testing and Reporting**
Audit Report Number: **S9-25-14 2025**

For each recommendation included in the audit report, the following is our corrective action(s) taken or proposed. For recommendations where corrective action has not been taken or proposed, we have included the following explanations.

Audit Recommendation: Finding 1 – District officials did not ensure all required potable water outlets were sampled and tested for lead contamination for Cycle Two.

District officials should:
1. Develop sampling and remedial action plans for all District water outlets that could be used for drinking and cooking, including details on which water outlets will be considered exempt from sampling and their controls.

Implementation Plan of Action(s): **In collaboration with BOCES, sample and remedial action plans for all water outlets that could be used for drinking and cooking have been developed. The remedial actions plans contain the following steps if a water outlet tests high; (1) analyze previous samples, (2) discuss sample results with BOCES, (3) discuss sample results with district architects to develop a specific remediation plan for each outlet.**
Implementation Date: **Continuous Implementation**
Person Responsible for Implementation: **Ray Filley (BOCES) and Sean Auclair (TLCSD Building & Groods)**

Audit Recommendation: Finding 1 – District officials did not ensure all required potable water outlets were sampled and tested for lead contamination for Cycle Two.

District officials should:
2. Sample all water outlets that could be used for drinking and cooking and properly secure any water outlets designated as exempt from sampling.

Implementation Plan of Action(s): **All water outlets that could be used for drinking and cooking were sampled.**
Implementation Date: **Completed on May 20, 2025**
Person Responsible for Implementation: **Ray Filley (BOCES) and Sean Auclair (TLCSD Building & Groods)**

Audit Recommendation: Finding 1 – District officials did not ensure all required potable water outlets were sampled and tested for lead contamination for Cycle Two.

District officials should:
3. Remediate or implement effective long-term controls for all water outlets that exceed the lead action level.

Implementation Plan of Action(s): **When a water outlet exceeds the lead action level, individualized plans for the outlet are made to include the following steps; (1) analyze previous samples, (2) discuss sample results with BOCES, (3) discuss sample results with district architects to develop a specific long-term control for each outlet.**
Implementation Date: **Continuous Implementation**
Person Responsible for Implementation: **Ray Filley (BOCES) and Sean Auclair (TLCSD Building & Grouds)**

Audit Recommendation: Finding 1 – District officials did not ensure all required potable water outlets were sampled and tested for lead contamination for Cycle Two.

District officials should:
4. Review all work related to the lead testing program for accuracy and completeness.

Implementation Plan of Action(s): **The superintendent and head of buildings and ground will now review all work related to the lead testing program that is received from BOCES.**
Implementation Date: **Continuous Implementation**
Person Responsible for Implementation: **Jaycee Welsh & Sean Auclair**

Audit Recommendation: Finding 1 – District officials did not ensure all required potable water outlets were sampled and tested for lead contamination for Cycle Two.

District officials should:
5. Keep accurate records of all remediation efforts, including actions taken and dates performed.

Implementation Plan of Action(s): **Accurate records of all remediation efforts including actions taken and dates performed will not be kept by the superintendent.**
Implementation Date: **Continuous Implementation**
Person Responsible for Implementation: **Jaycee Welsh**

Audit Recommendation: Finding 2 – District officials did not report the results of the lead testing properly or in the required time periods.

District officials should:
6. Develop procedures identifying all individuals involved in lead testing and reporting and their roles and responsibilities.

Implementation Plan of Action(s): **Procedures have been developed for identifying individuals involved in lead testing and reporting with responsibilities delineated.**

Schedule Testing	S. Auclair & R. Filley
Review Testing	S. Auclair & J. Welsh
Notification to Dept. Health	R. Filley
Notification to Staff, Parents	J. Welsh
Schedule Follow-Up Testing	S. Auclair
Communicate w/ Architects	J. Welsh
Communicate w/ Board of Ed.	J. Welsh
Publications on Website	A. Tucker

Implementation Date: **May 20, 2025**
Person Responsible for Implementation: **Jaycee Welsh**

Audit Recommendation: Finding 2 – District officials did not report the results of the lead testing properly or in the required time periods.

District officials should:
7. Notify all required parties in the required time periods after lead testing results are received.

Implementation Plan of Action(s): **All required parties will be notified in the required time periods after lead testing results are received.**
Implementation Date: **June 2025**
Person Responsible for Implementation: **Ray Filley (BOCES) & Jaycee Welsh**

Audit Recommendation: Finding 2 – District officials did not report the results of the lead testing properly or in the required time periods.

District officials should:
8. Keep accurate records of all notification efforts performed.

Implementation Plan of Action(s): **Accurate records of all notification efforts performed will be kept.**
Implementation Date: **Continuous Implementation**
Person Responsible for Implementation: **Jaycee Welsh**

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Respectfully submitted on Thursday, October 29th by Jaycee Welsh, Superintendent.