AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL, COMPLIANCE AND PERFORMANCE

of the

Borough of Fair Lawn Board of Education Fair Lawn, New Jersey

For the Fiscal Year Ended June 30, 2016

AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS FINANCIAL, COMPLIANCE AND PERFORMANCE

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T. M. Vrabel & Associates, LLC Accountants and Auditors



Timothy M. Vrabel, RMA, PSA Chris C. Hwang, CPA

Report of Independent Auditors

Honorable President and Members of the Board of Education Borough of Fair Lawn School District County of Bergen, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards issued by the Comptroller General of the United States, the basic financial statements of the Board of Education of the Borough of Fair Lawn School District in the County of Bergen for the year ended June 30, 2016, and have issued our report thereon dated October 28, 2016.

As part of our audit, we performed procedures required by the New Jersey Department of Education, and the findings and results thereof are disclosed on the following pages, as listed in the accompanying table of contents.

This report is intended for the information of the Borough of Fair Lawn Board of Education's management and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

Timothy M. Vrabel Public School Accountant License No. CS000698

Chris C. W. Hwang Certified Public Accountant License No. CC033704

Dated: October 28, 2016

350 Main Road, Suite 104 Montville, NJ 07045 973-953-7769 Fax; 973-625-8733 Email: tmvrabeldvc@optonline.net

Administrative Findings – Financial, Compliance and Performance

Scope of Audit

The audit covered the financial transactions of the Board/School Business Administrator and the Treasurer of School Moneys, the activities of the Board of Education and the records of the various funds under the auspices of the Board of Education.

Administrative Practices and Procedures

Insurance

Insurance coverage was carried in the amounts as detailed on Exhibit J-20, Insurance Schedule contained in the district's CAFR.

Official Bonds

Name	Position	Amount
Karen Palermo	Treasurer of School Moneys	\$400,000.00
Joanne Wilson	Board Secretary/Business Administrator	80,000.00

Treasurer of School Moneys was bonded in accordance with provisions of Title 18A:17-32 within the minimum limits of State Board promulgated schedules.

There is a Public Employee's Dishonesty coverage with the School Alliance Insurance Fund covering all other employees with coverage of \$500,000.00

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges for the school year 2014-2015 was made. The actual costs were both less and more than estimated costs. The Board in the school year 2015-2016 refunded revenue to sending districts for the decrease in per pupil costs and made additional billings for the increase in per pupil costs in accordance with N.J.A.C. 6A:23A-3.1 (f)3.

Financial Planning, Accounting and Reporting

Examination of Claims

Claims paid during the period under review were examined on a test basis to determine that they are submitted on Board vouchers, itemized, signed by the officials as to approval for payment, endorsement for receipt of materials, allocated to the proper accounts, charged to the proper fiscal period and in agreement with bill list set forth in the approved minutes of the Board.

The review and inquiry indicate good scrutiny on the part of the Board and Board Officials regarding expenditures.

Financial Planning, Accounting and Reporting (Continued)

Payroll Account

The net salaries of all employees of the Board were deposited in the Payroll Account. Employees' payroll deductions and the Board's required payroll contributions were deposited in the Payroll agency Account.

All payrolls were approved by the Superintendent and were certified by the President of the Board and the Board Secretary.

Salary withholdings were promptly remitted to the proper agencies.

An inquiry and subsequent review of the Position Control Roster found no inconsistencies between the payroll records, employee benefit records (e.g. pension reports and health benefit coverage reports), the general ledger accounts to where wages are posted (administrative versus instruction), and the Position Control Roster.

Reserve for Encumbrances and Accounts Payable

A review of outstanding issued purchase orders was made as of June 30 for proper classification of orders as reserve for encumbrances and accounts payable.

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with N.J.A.C. 6A:23A-16.2 (f) as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of all expenditures included in our compliance and single audit testing procedures. In addition to randomly selecting a test sample, our sample selection specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. As a result of the procedures performed no errors were noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

A. General Classification Findings

No errors were noted.

B. Administrative Classification Finding

No errors were noted.

Board Secretary's Records

The prescribed contractual order system was followed.

Monthly certifications of line-item appropriations and fund status were filed in accordance with N.J.A.C. 6A:23A-16.10 (c) and Division of Finance Policy Bulletin 200-11.

Acknowledgment of the Board's receipt of the Board Secretary's and Treasurer's monthly financial reports was included in the minutes.

The school district's double entry system of accounting records were maintained in accordance with the Department of Education's prescribed GAAP Technical Systems Manual, pursuant to N.J.S.A. 18A:4-14 and N.J.A.C. 6A:23-2.1.

Financial Planning, Accounting and Reporting (Continued)

Board Secretary's Records (Continued)

The general fixed asset records were updated for the additions and disposals of general fixed assets made during the year.

All budget appropriation transfers and appropriation of Fund Balance/Additional Revenues were in accordance with N.J.A.C. 6A:23A.

Treasurer's Records

The Treasurer performed cash reconciliations for the general operating account, capital projects fund, payroll account and payroll agency account in accordance with N.J.S.A. 18A:17-36.

All cash receipts tested were promptly deposited.

The Treasurer's records were in agreement with the records of the Board Secretary.

Elementary and Secondary Education Act of 1965 (E.S.E.A.), as amended by the No Child Left Behind Act of 2001

The E.S.E.A. financial exhibits are contained within the Special Revenue Section of the CAFR. This section of the CAFR documents the financial position pertaining to the projects under Titles I, II, and III of the Elementary and Secondary Education Act as amended.

Other Special Federal and/or State Projects

The district's Special Projects were approved as listed on Schedule A and Schedule B located in the CAFR.

Our audit of the I.D.E.A. Part B, Basic and Preschool funds on a test basis indicated that obligations and expenditures were incurred during the fiscal year or project period for which the project was approved.

The financial exhibits are contained within the Special Revenue section of the CAFR. This section of the CAFR documents the financial position pertaining to the aforementioned special projects.

The study of compliance for I.D.E.A. Part B, Basic and Preschool funds indicated no areas of noncompliance and/or questionable costs.

T.P.A.F. Reimbursement

Our audit procedures included a test of the amount claimed for reimbursement filed with the Department of Education for district employees who are members of the Teachers Pension and Annuity Fund. No exceptions were noted.

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

Effective April 7, 2000, N.J.S.A. 18A:18A (Public School Contracts Law) was revised by P.L. 1999, c. 440 (originally known as Assembly bill No. 35190). The associated rules were drafted by the Division of Local Government Services in the Department of Community Affairs, with consultation from the Commissioner of Education.

Contracts and Agreements Requiring Advertisement for Bids (Continued)

Effective July 1, 2013 and thereafter the bid threshold in accordance with N.J.S.A. 18A:39-3 (Transportation) is \$18,300.00.

Effective July 1, 2015 and thereafter the bid threshold in accordance with N.J.S.A. 18A:18A-3 (as amended) is \$29,000.00 or \$40,000.00 with a Qualified Purchasing Agent

In accordance with N.J.S.A. 18A:18A-3a., The Board of Education has increased the bid threshold from \$36,000.00 to \$40,000.00.

It is pointed out that the Board of Education has the responsibility of determining whether the commitments and expenditures are in compliance with the statutes and, where question arises as to whether any contract or agreement might result in violation of these statutes the Board attorney's opinion should be sought before commitment is made.

Inasmuch as the system of records is not required to provide and therefore did not provide for an accumulation of payments by categories for the performance of any work or the furnishings or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violations existed. None were disclosed.

The results of our examination indicated that no individual payments, contracts or agreements were made "for the provision or performance of any goods or services," in excess of the statutory limit where there had been no advertising for bids in accordance with the provision of N.J.S.A. 18A:18A-4.

Resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 18A:18A-5.

The system of records is not required to provide and therefore did not provide for an accumulation of purchases for which the school board used contracts entered into by the State Department of Purchase and Property pursuant to Ch. 114, P.L. 1977, therefore, the extent of such purchases could not reasonably be ascertained. Our examination did reveal however, that the following purchases were made through the use of State contracts: Computers, Computer Supplies, Copier and Telephone Maintenance.

School Food Service

The school food service program was not selected as a major federal and/or State program. However, the program expenditures exceeded \$100,000 in federal and/or State support. Accordingly, we inquired of school management, or appropriate school food service personnel, as to whether the SFA had any Child Nutrition Program reimbursement overclaims or underclaims. No exceptions were noted.

The school food service program was not selected as a major federal and/or State program. However, the program expenditures exceeded \$100,000 in federal and/or State support. Accordingly, we inquired of school management, or appropriate school food service personnel, as to whether the SFA's expenditures of school food service revenues were limited to allowable direct and indirect costs. No exceptions were noted.

Student Activity Funds

A cash receipts and disbursement records were maintained in satisfactory condition.

All receipts were promptly deposited in the bank.

Payment authorizations were presented for audit and vendor invoices were available for examination.

The Board adopted a formal board policy that all financial and bookkeeping controls are adequate to ensure appropriate fiscal accountability and sound business practices.

Athletic Account

A cash receipts and disbursement records was maintained in satisfactory condition.

All receipts were promptly deposited in the bank.

Bills and invoices were available for comparison with the cash disbursements record.

Application for State School Aid

Our audit procedures included a test of information reported in the October 15, 2015 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the disabled, low-income and bilingual education. We also performed a review of the district procedures related to its completion. The information on the A.S.S.A. was compared to the district workpapers without exceptions. The information that was included on the workpapers was verified without exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

The district maintained workpapers on the prescribed state forms or their equivalent.

The district has adequate written procedures for the recording of student enrollment data.

Pupil Transportation

Our audit procedures included a test of on roll status reported in the 2015-2016 District Report of Transported Resident Student (DRTRS). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a review of transportation related contracts and purchases. Based on our review, the district complied with proper bidding procedures and award of contracts. The bid specifications for the purchase of buses were in compliance with applicable statutes. No exceptions were noted in our review of transportation related purchases of goods and services.

Facilities and Capital Assets

Our review of the prior years SDA grant agreements disclosed that the recording of SDA revenue, transfer of local funds from the general fund or from the capital reserve account, and awarding of contracts for eligible facilities construction were performed subsequent to the signing of the agreements.

Status of Prior Years' Audit Findings/Recommendations

Not Applicable

Acknowledgment

We wish to express our appreciation for the assistance and courtesies extended to us by Board officials and employees during the course of our audit.

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			A	PPI ICATION	FOR STA	TE SCHOOL	AID SUMMA	RY ENROLL	MENT AS	OF OCTOBER	R 15 2015		-	-	1	-
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					1											1
		2016-201	7 Application	n for State So	hool Aid				Sample for	Verification				Private Schools	for Disabled	-
	Repor	ted on	Repor				San	nple		ed per	Error	rs per	Reported on			
	A.S.		Works		7		Selecte			sters		sters	A.S.S.A. as			1
		Roll	On		Err	ors	Works	papers		Roll		Roll	Private	Sample for	Sample	Sample
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Schools	Verification	Verified	Errors
	-							TO MIT					1 1 2 2 2 2 2			
Half Day Preschool 3 Years Old						-		- 4			- 3					
Full Day Preschool 3 Years Old					-	300					- 2					
Half Day Preschool 4 Years Old											_					
Full Day Preschool 4 Years Old						-					-					
Half Day Kindergarten	265		265		-		265		265			-				
Full Day Kindergarten					-							1				
One	316		316		- 4	-	316		316		-	-				3
Two	328		328		-		328		328		-	14				
Three	314		314		-	-	314		314			-				
Four	297		297		-	7	297		297			-				1
Five	292		292		-	-	292		292	- 1		7.5				4-1
Six	303		303		-		303		303	111	1					
Seven	314		314		-	-	314		314		-	-				
Eight	310		310		-		310		310		-					
Nine	272		272				272		272		-	-				
Ten	300		300		-		300	1	300							
Eleven	293	2	293	2			293	2	293	2	12.					
Twelve	334		334		-		334		334		14	-				
Post-Graduate					-	-					-	-2				
Adult H.S. (15+CR.)			1		-	-					- 4	-				
Adult H.S. (1-14CR.)		-	-			-	-	-	-		- 2	-				
Sublotal	3,938	2	3,938	2		:	3,938	2	3,938	2	-	-	1 -			
Sp Ed - Elementary	352		352		-	-	352		352		-	-	13	13	13	1
Sp Ed - Middle School	225	15-	225			-	225		225			- 4	7	7	7	
Sp Ed - High School	259	1	259	1			259	1	259	1		-	17	17	17	
Subtotal	836		836	_1			836	1	836	_ 1		:	37	37	37	
Co. Voc Regular																
Co. Voc. Ft. Post Sec.	7	-		-	-	-	7 3	-		-	7 = 1			-	-	
Totals	4,774	3	4,774	3	-		4,774	3	4,774	3	17		37	37	37	
Percentage Error					0.00%	0.00%					0.00%	0.00%				0.00

		BOARD OF EDUCATION				
	BC	DROUGH OF FAIR LA	WN			-
APRIJCATIO	N FOR STATE SCHOOL	AID SUMMARY END	OLI MENT A	S OF OCTOBER 15	2015	
AFFLICATIO	N FOR STATE SCHOOL	AID SOIVIIVIANT LINN	OLLIVIENT A	S OF OCTOBER 15.	2015	1
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	Reported on	Reported on	Resident Lov		Verified to	-
	A.S.S.A.	Workpapers		Sample Selected from	Application	Sampl
	as Low Income	as Low Income	Errors	Workpapers	and Register	Errors
	as Low modifie	as Low moone	Littors	VVOIRDADEIS	and Negister	Littors
Half Day Preschool			-			
Full Day Preschool			- V			
Half Day Kindergarten	17	17		17	17	
Full Day Kindergarten			-			
One	34	34	-	34	34	1
Two	35	35	4	35	35	L CC-
Three	52	52	-	52	52	
Four	37	37		37	37	
Five	45	45	-	45	45	1 - 0
Six	35	35		35	35	
Seven	43	43	- 1	43	43	
Eight	48	48	-	48	48	
Nine	43	43	-	43	43	1
Ten	29	29	-	29	29	
Eleven	40	40	-	40	40	
Twelve	35	35		35	35	
Post-Graduate			-			
Adult H.S. (15+CR.)			-		-	
Adult H.S. (1-14CR.)			-			
Subtotal	493	493		493	493	
Special Education - Elementary	13	13	1 -1	13	13	+
Special Education - Middle School	7	7	-	7	7	
Special Education - High School	17	17	-	17	17	
Subtotal	37	37		37	37	
Co. Voc Regular						
Co. Voc. Ft. Post Sec.	- A				3-1	T
Totals	530.0	530.0	-	530	530	

						D OF EDUC						
												1
		A	PPLICAT	ION FOR STATE	SCHOOL AID	SUMMARY	ENROLLMENT AS OF	OCTOBER 15, 2015				
	-											
					1							
			dent LEP	Low Income				Resident LE	P NOT L			
	Reported on	Reported on		Sample	Verified to		Reported on	Reported on		Sample	Verified to	
	A.S.S.A.	Workpapers		Selected from	Application	Sample	A.S.S.A.	Workpapers		Selected from	Application	Samp
	as Low Income	as Low Income	Errors	Workpapers	and Register	Errors	as Not Low Income	as Not Low Income	Errors	Workpapers	and Register	Erro
Half Day Preschool			-	-		-						1
Full Day Preschool			-		1	- :			-		-	1
Half Day Kindergarten	3	3	-	3	3	-	56	56	-	56	56	+
Full Day Kindergarten	3	3	-	3	3	-	30	50	1	56	56	1
One One	10	10		10	10		32	32	1	32	32	-
Two	8	8		8	8		21	21		21	21	1
Three	4	4	-	4	4		14	14		14	14	+
Four	3	3	-	3	3	- 1	5	5	-	5	5	1
Five	3	3		3	3	-	3	3	-	3	3	
Six		+	1	-	-		5	5	-	5	5	
Seven			1				3	3	-	3	3	
Eight	2	2		2	2		7	7		7	7	
Nine	1	1	-	1	1	-	2	2	-	2	2	
Ten	1	1	-	1	1	-	1	1	-	1	1	
Eleven	1	1	-	1	1		2	2	-	2	2	
Twelve						-		-	-	-	-	
Post-Graduate			-			-			-			
Adult H.S. (15+CR.)			- 13		-	-			1 -			
Adult H.S. (1-14CR.)			-			-			-			
			0.00	-	-	-				12		
Subtotal	33	33		33	33		151	151	-	151	151	1
Subibilian	- 00	- 00		- 30	- 55	-	101	101		101	101	1
Sp Ed - Elementary			-			-	1	1	-	1	1	+
Sp Ed - Middle School			-						-	1	-	
Sp Ed - High School	1	1	-	1	1	-	-	-	-			
Subtotal	1	1	-	1	1		1	1	-	1	1	1
								-				
Co. Voc Regular						-			-			
Co. Voc. Ft. Post Sec.		-	-	-	- 8	-	-		-			1
Totals	34	34	-	34	34		152	152	-	152	152	
			-			-						1
Percentage Error		1 2 2 2 3	0.00%			0.00%			0.00%			0.0

SCHEDULE OF AUDITED I	ENROLLMENTS (CONCLUDED)											
					BOARD OF ED								
					BOROUGH OF F	AIR LAWN		_		-		_	
									1				
		APF	PLICATION F	OR STATE SCHO	OOL AID SUMMAR	RY ENROLI	MENT AS	OF OCTOBER	15, 2015				, , , , , , , , , , , , , , , , , , , ,
					1					-			
									-	-			
			Bilingual E	ducation			-	_		-	-		
	Reported on	Reported on		Comple	Verified to	_		_	-	-	1		
	A.S.S.A. as	Workpapers as		Sample Selected from	Test Score	Sample		-	-	-	-		
	Bilingual	Bilingual							-	+	1		
	Education	Education	Errors	Workpapers	and Register	Errors	-		-	-	+ +		-
Bilingual Students	186	186		186	186								
Percentage Error			0.00%			0.00%							
1													
										-			
			Transpo	ortation	-								
	Reported on	Reported on					-			-			
	DRTRS by	DRTRS by	-		14-25-4	-			1	1	-		
	DOE	District	Errors	Tested	Verified	Errors	_	-	-	-	+		-
Reg. Public Schools	100	100		45	45	-			-		-		
reg. I abile concels	100	100		-	10				1	-			
Reg. Special Ed.	42	42	(+)	20	20	- F							
Towns and all Non-Division	442	424			50				-	-	+	Reported	Re-Calculated
Transported - Non-Public	141	141		50	50		Ava Mila	na Pagular I	actuding C	mda PK atu	donte	5.80	5.80
Special Needs	223	223		110	110	Avg. Mileage - Regular Including Grade PK students - Avg. Mileage - Regular Excluding Grade PK students		udente	5.80	5.80			
Opecial Needs			-	110	110	Avg. Mileage - Regular Excluding Grade PK students Avg. Mileage - Special Ed with Special Needs		and the second s					
Totals	506	506		225	225	-	Avg. Mile	age - Special E	u with Spe	cial Needs	+-+	6.3	6,3
Totals	500	300	-	223	223	-			1	+	-		
Percentage Error			0.00%			0.00%				-			

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT

SECTION 1

A. 2% Calculation of Excess Surplus

2015-16 Total General Fund Expenditures per the CAFR, EX. C-1 Increased by:	\$90,150,680.36_(B)
Transfer from Capital Outlay to Capital Projects Fund	\$ (Bla)
Transfer from Capital Reserve to Capital Projects Fund	\$ (B1b)
Transfer from General Fund to SRF for PreK-Regular	\$ (B1c)
Transfer from General Fund to Debt Service Fund	\$ 500,000.00 (B1d)
Decreased by:	
On-Behalf TPAF Pension & Social Security	\$ 6,374,628.15 (B2a)
Assets Acquired Under Capital Leases	\$(B2b)
Adjusted 2015-16 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$84,276,052.21_(B3)
2% of Adjusted 2015-16 General Fund Expenditures	
[(B3) times .02]	\$ 1,685,521.04 (B4)
Enter Greater of (B4) or \$250,000	\$ (B5)
Increased by: Allowable Adjustments*	\$ 1,429,462.00 (BK)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]	\$ <u>3,114,983.04</u> (M)
SECTION 2	
Total General Fund - Fund Balances @ 6/30/2016	
(Per CAFR Budgetary Comparison Schedule C-1)	\$ 13,928,711.72 (C)
Decreased by:	
Year-end Encumbrances	\$ 2,956,843.98 (C1)
Legally Restricted - Designated for Subsequent Year's	
Expenditures	\$1,500,000.00 (C2)
Legally Restricted - Excess Surplus - Designated for	
Subsequent Year's Expenditures **	\$(C3)
Other Restricted Fund Balances ****	\$6,356,884.70_(C4)
Assigned Fund Balance - Unreserved - Designated	
for Subsequent Year's Expenditures	\$(C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	

\$ 3,114,983.04 (U1)

SECTION 3

Restricted Fund Balance - Excess Surplus***[(U1)-(M)] IF NEGATIVE ENTER-0- \$ (0.00) (E)

Recapitulation of Excess Surplus as of June 30, 2016

Footnotes:

- * Allowable adjustment to expenditures on line K must be detailed as follows. This adjustment line (as detailed below) is to be utilized when applicable for:
 - (H) Federal Impact Aid. The passage of P.L. 2015, c. 46 amended N.J.S.A.18A;7F-41 to permit a board of education to appropriate federal impact aid funds to establish or supplementt a federal impact aid legal reserve in the general fund. Accordingly, effectice for the year ending June 30, 2016 the Federal Impact Aid adjustment to expenditures is limited to the portion of Federal Impact Aid Section 8002 and Section 8003 received during the fiscal year and recognized as revenue on the General Fund Budgetary Comparison Schedule, but not transferred to the Federal Impact Aid Reserve General (8002 or 8003) by board resolution during June 1 to June 30 of the fiscal year under audit. Amounts transferred to the reserve are captured on line (C4).
 - (I) Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10)
 - (J1) Extraordinary Aid
 - (J2) Additional Nonpublic School Transportation Aid
 - (J3) Recognized current year School Bus Advertising Revenue
 - (J4) Family Crisis Transportation Aid

Note to auditor: Refer to the Audit Program Section II, Chapter 10 for restrictions on the inclusion of Extraordinary Aid, Family Crisis Transportation Aid and Additional Nonpublic School Transportation Aid.

Detail of Allowable Adjustments

Impact Aid	\$	(H)
Sale & Lease-back	\$	(I)
Extraordinary Aid	\$ 1,376,785.00	(J1)
Additional Nonpublic School Transportation Aid	\$ 52,677.00	(J2)
Current Year School Bus Advertising Revenue Recognized	\$	(J3)
Family Crisis Transportation Aid	\$	(J4)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	\$ 1,429,462.00	(K)

- ** This amount represents the June 30, 2015 Excess Surplus (C3 above) and must be included in the Audit Summary worksheet Line 90031.
- *** Amounts must agree to the June 30, 2016 CAFR and must agree to Audit Summary Worsheet Line 90030.
- **** Amount for Other Restricted Fund Balances must be detailed for each source. Use in the excess surplus calculation of any legal reserve that is not state mandated or that is not leglly imposed by an other type of government, such as the judicial branch of government must have departmental approval. District requests ahould be submitted to the Division of Finance and Regulatory Compliance prior to September 30.

Detail of Other Restricted Fund Balance

Statutory restrictions:	
Approved unspent separate proposal	S
Sale/lease-back reserve	S
Capital reserve	\$ 6,356,884.70
Maintenance reserve	\$
Emergency reserve	S
Tuition reserve	\$
School Bus Advertising 50% Fuel Offset Reserve - current year	S
School Bus Advertising 50% Fuel Offset Reserve - prior year	\$
Impact Aid General Fund Reserve (Sections 8002 and 8003)	\$
Impact Aid General Fund Reserve (Sections 8007 and 8008)	\$
Other state/government mandated reserve	\$
[Other Restricted Fund Balance not noted above]****	\$
Total Other Restricted Fund Balance	\$ 6,356,884.70 (C4)