GLOUCESTER CITY SCHOOL DISTRICT COUNTY OF CAMDEN

AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

FOR THE FISCAL YEAR ENDED JUNE 30, 2016



GLOUCESTER CITY SCHOOL DISTRICT Auditor's Management Report on Administrative Findings - Financial, Compliance and Performance

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AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

The Honorable President and Members of the Board of Education Gloucester City School District County of Camden, 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 Gloucester City School District, in the County of Camden, State of New Jersey, as of and for the fiscal year ended June 30, 2016, which were separately issued in the Comprehensive Annual Financial Report dated November 28, 2016.

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

This report is issued in conjunction with the Comprehensive Annual Financial Report of the Board of Education of the Gloucester City School District, for the fiscal year ended June 30, 2016, and is intended for the information of the School District's management and the Division of Administration and Finance, Department of Education, State of New Jersey, and should not be used by anyone other than these specified parties.

Respectfully submitted,

BOWMAN & COMPANY LLP Certified Public Accountants

Bownon & Consay LhP

& Consultants

Fred S. Caltabiano

Certified Public Accountant

Public School Accountant No. CS00238100

red S. Cattaliano

Woodbury, New Jersey November 28, 2016

ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

SCOPE OF AUDIT

The audit covered the financial transactions of the Board Secretary / 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

Fire insurance coverage was carried in the amounts as detailed on Exhibit J-20, Insurance Schedule, contained in the School District's Comprehensive Annual Financial Report (CAFR).

Official Bonds (N.J.S.A. 18A: 17-26, 18A:17-32, 18A:13-13)

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Margaret M. McDonnell	Board Secretary / School Business Administrator	\$ 300,000
Frank J. Robertson	Treasurer of School Moneys	325,000

There is a Public Employees' Faithful Performance Blanket Position Bond covering all other employees with multiple coverage of \$50,000.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs were less than estimated costs. The School District made a proper adjustment to the billings to sending districts for the decrease in per pupil costs in accordance with N.J.A.C. 6A:23A-17.1(f)3.

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING

Examination of Claims

Sampled claims paid during the fiscal year under audit did not indicate any reportable noncompliance with respect to signatures, certification, or supporting documentation.

Payroll Account

The net salaries of sampled employees of the School District were deposited in the net payroll account. Employees' payroll deductions and the employer's share of fringe benefits were deposited in the payroll agency account.

Sampled payrolls were approved by the Superintendent and were certified by the President of the Board and the Board Secretary / School Business Administrator.

Sampled salary withholdings were promptly remitted to the proper agencies, including health benefit premium withholdings due to the general fund.

Sampled payrolls were delivered to the Board Secretary who then deposited with warrants in separate bank accounts for net payroll and withholdings.

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)

Employee Position Control Roster

A sample of the Employee Position Control Roster indicated that it was in satisfactory condition and was approved by the county office submission with the 2015-2016 budget review checklist.

Encumbrances and Accounts Payable

A sample of outstanding issued purchase orders was made as of June 30 for proper classification of orders as encumbrances and accounts payable. Our sample did not indicate any reportable noncompliance with respect to classification of orders.

Travel

A sample of travel expenditures during the fiscal year under audit did not indicate any reportable noncompliance.

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 randomly sampled expenditure transactions. We also tested the coding of all expenditures included in our compliance and single audit sampling procedures. In addition, a sample was selected that specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. Our samples did not indicate any reportable noncompliance with respect to classification of expenditures.

Board Secretary's Records

Our audit of the financial and accounting records maintained by the Board Secretary indicated that they were in satisfactory condition.

Treasurer of School Moneys' Records

Our audit of the financial and accounting records maintained by the Treasurer of School Moneys indicated that they were in satisfactory condition.

Elementary and Secondary Education Act (E.S.E.A.) / Improving America's Schools Act (I.A.S.A.) as reauthorized by the No Child Left Behind Act (N.C.L.B.) of 2001

The E.S.E.A. / N.C.L.B. 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 and reauthorized.

The audit of compliance for E.S.E.A. did not indicate any reportable noncompliance.

Other Special Federal and / or State Projects

The School District's other special projects were approved as listed on exhibits K-3 and K-4 located in the CAFR.

Our audit of the federal and state funds on a sample 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 other special projects.

The audit of compliance for other special projects did not indicate any reportable noncompliance.

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)

T.P.A.F. Reimbursement

Our audit procedures included a sample of the biweekly reimbursements filed with the Department of Education for School District employees who are members of the Teachers' Pension and Annuity Fund. No exceptions were noted.

TPAF Reimbursement to the State for Federal Salary Expenditures

The amount of the expenditure charged to the current year's final report(s) for all federal awards for the School District to reimburse the State for the TPAF/FICA payments made by the State on-behalf of the School District for those employees whose salaries are identified as being paid from federal funds was made prior to the end of the 90 day grant liquidation period required by the Office of Grants Management and N.J.S.A. 18A:66-90. The expenditure was inspected subsequent to the reimbursement and no exceptions were noted.

SCHOOL PURCHASING PROGRAMS

Contracts and Agreements Requiring Advertisement for Bids

N.J.S.A. 18A:18A-1 et seq. (Public School Contracts Law), the associated rules and related information on the statute, and the school contracts in general, are available on the following website:

http://www.state.nj.us/dca/divisions/dlgs/programs/lpcl.html

Current statute is posted on the New Jersey Legislature website at:

http://lis.nileg.state.nj.us/cgi-

<u>bin/om_isapi.dll?clientID=1319801&depth=2&expandheadings=off&headingswithhits=on&infobase=statutes.nfo&softpage=TOC_Frame_Pg42</u>

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$40,000.00 (with a Qualified Purchasing Agent) and \$29,000.00 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is \$18,800.00 for 2015-16.

The School District's Board of Education has the responsibility of determining whether the expenditures in any category will exceed the statutory thresholds within the contract year. Where question arises as to whether any contract or agreement might result in violation of the statute, the solicitor's opinion should be sought before a commitment is made.

Based on the results of our audit, we did not note any individual payments, contracts, or agreements made for the performance of any work or goods or services, in excess of the statutory thresholds where there had been no advertising for bids in accordance with the provision of N.J.S.A. 18A:18A-4, amended.

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

SCHOOL FOOD SERVICE

The school food service program was not selected as a major federal and / or State program. However, the program expenditures exceeded \$100,000.00 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 \$100,000.00 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 BODY ACTIVITIES

Our audit of the financial and accounting records for student activities indicated that they were in satisfactory condition.

APPLICATION FOR STATE SCHOOL AID

Our audit procedures included a sample 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. We also performed an inspection of the School District procedures related to its completion. The information on the A.S.S.A. was compared to the School District workpapers without exception. The information that was included on the workpapers was verified without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

The School District maintained workpapers on the prescribed State forms or their equivalent.

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

PUPIL TRANSPORTATION

Our audit procedures included a sample of on-roll status reported in the 2015-2016 District Report of Transported Resident Students (DRTRS). The information that was reported 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 sample of transportation related contracts and purchases. Based on our sample, the School District complied with proper bidding procedures and award of contracts. No exceptions were noted in our sample of transportation related purchases of goods and services.

Finding No. 2016-001

9 out of 102 Transported Students sampled from the DRTRS, could not be supported by District records.

Recommendation

Transported Students on the DRTRS must be supported by District records.

FACILITIES AND CAPITAL ASSETS

Our audit of the financial and accounting records for facilities and capital assets indicated that they were in satisfactory condition.

MISCELLANEOUS

Continuing Disclosure Agreements

The School District complied with its most recent continuing disclosure agreements made in relation to prior year bond issuances.

FOLLOW-UP ON PRIOR YEAR'S FINDINGS

There were no audit findings for the fiscal year ended June 30, 2015.

There were no Office of Fiscal Accountability and Compliance audit reports issued during the fiscal year ended June 30, 2016.

ACKNOWLEDGMENT

We received the complete cooperation of all of the officials of the School District and we greatly appreciate the courtesies extended to the members of the audit team.

Respectfully submitted,

BOWMAN & COMPANY LLP Certified Public Accountants

Bownon & Conjany LhP

& Consultants

Fred S. Caltabiano

Public School Accountant No.CS00238100

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GLOUCESTER CITY SCHOOL DISTRICT

Application for State School Aid Summary Schedule of Audited Enrollments Enrollment as of October 15, 2015

	2016-2017 Application for State School Aid					Sa	ample for \	√erification			Pr	vate Schools	for the Disabl	ed		
	A.S On	rted on .S.A. Roll	On	oapers Roll		rors	Sam Selecte Workp	d from apers	Regi On	ed per isters Roll	Regi On	rs per sters Roll	Reported on A.S.S.A. as Private	Sample for Verifi-	Sample	Sampl
	<u>Full</u>	<u>Shared</u>	<u>Full</u>	<u>Shared</u>	<u>Full</u>	Shared	<u>Full</u>	<u>Shared</u>	<u>Full</u>	<u>Shared</u>	<u>Full</u>	Shared	<u>Schools</u>	<u>cation</u>	Verified	Errors
Half Day Preschool																
Full Day Preschool	241		241				241		241							
Half Day Kindergarten																
Full Day Kindergarten	152		152				152		152							
One	138		138				138		138							
Two	158		158				158		158							
Three	136		136				136		136							
Four	111		111				111		111							
Five	109		109				109		109							
Six	97		97				97		97							
Seven	93		93				93		93							
Eight	95		95				95		95							
Nine	109		109				109		109							
Ten	99		99				99		99							
Eleven	109		109				109		109							
Twelve	102		102				102		102							
Post-Graduate																
Adult H.S. (15+CR.)																
Adult H.S. (1-14CR.)																
Subtotal	1,749		1,749				1,749		1,749					-		
Special Education-Elementary	129		129				28		28				6	6	6	
Special Education-Middle School	84		84				10		10				7	6	6	
Special Education-High School	125		125				18		18				17	14	14	
Subtotal	338		338				56		56				30	26	26	_
Co. Voc Regular Co. Voc. Ft. Post Sec.																
Subtotal		_	-		-		_	_	-		-			-		
Totals	2,087		2,087				1,805		1,805				30	26	26	
Percentage Error																

GLOUCESTER CITY SCHOOL DISTRICT

Application for State School Aid Summary Schedule of Audited Enrollments Enrollment as of October 15, 2015

Reported of A.S.S.A. a Low Income	8 11: 9 9 0 11: 9 9 5 8 1 9 8 7 2 6 1 7 8 5 7 7 8 5 7 7 8 5	Errors B	Sample Selected from Workpapers 19 19 19 19 18 17 19 16 17 18 16 18 12 13	Verified to Application and Register 19 19 19 18 17 19 16 17 18 16 18 12 13	Sample Errors	Reported on A.S.S.A. as LEP Low Income 5 3 7 8 5 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Reported on Workpapers as LEP Low Income 5 3 7 8 5 1 1 1 1 1 1 33 4	<u>Errors</u>	Sample Selected from Workpapers 5 3 5 7 5 1 1 1 1 1 30	Verified to Application, Test Score and Register 5 3 5 7 7 5 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Sample Errors
Full Day Preschool Half Day Kindergarten Full Day Kindergarten 11 One 99 Two 111 Three 99 Four Five 99 Six 7 Seven 60 Eight 7 Nine 7 Seven 55 Eleven 7 Twelve 95 Sty Sty Sty Sty Seven 60 Eight 7 Nine 7 Seperin 15 Seleven 7 Twelve 95 Sty Sty Sty Sty Seven 60 Sepecial Education-Elementary Special Education-High School Subtotal 28 Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal Totals 1,34 Percentage Error	9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	9 0 0 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	19 19 18 17 19 16 17 18 16 18 12 13	19 19 18 17 19 16 17 18 16 18 12 13		3 7 8 5 1 1 1 1 1	3 7 8 5 1 1 1 1 1		3 5 7 5 1 1 1 1 1	3 5 7 5 1 1 1 1 1	
Full Day Kindergarten 111 One 99 Two 111 Three 99 Four 88 Five 99 Six 77 Seven 66 Eight 77 Nine 55 Ten 55 Eleven 77 Twelve 95 Adult H.S. (15+CR.) Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal 1,06 Special Education-Elementary 11 Special Education-High School 7 Special Education-High School 99 Subtotal 28 Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal 1,34 Percentage Error	9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	9 0 0 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	19 19 18 17 19 16 17 18 16 18 12 13	19 19 18 17 19 16 17 18 16 18 12 13		3 7 8 5 1 1 1 1 1	3 7 8 5 1 1 1 1 1		3 5 7 5 1 1 1 1 1	3 5 7 5 1 1 1 1 1	
One 9 Two 11 Three 9 Four 8 Five 9 Six 7 Seven 6 Eight 7 Nine 5 Ten 5 Eleven 7 Twelve 5 Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) 3 Subtotal 1,06 Special Education-Elementary 11 Special Education-Middle School 7 Special Education-High School 9 Subtotal 28 Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal 1,34 Percentage Error Reported of the properties of	9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	9 0 0 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	19 19 18 17 19 16 17 18 16 18 12 13	19 19 18 17 19 16 17 18 16 18 12 13		3 7 8 5 1 1 1 1 1	3 7 8 5 1 1 1 1 1		3 5 7 5 1 1 1 1 1	3 5 7 5 1 1 1 1 1	
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Three 9 Four 8 Five 9 Six 7 Seven 6 Eight 7 Nine 5 Ten 5 Eleven 7 Twelve 5 Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal 1,06 Special Education-Elementary 11 Special Education-Middle School 7 Special Education-High School 9 Subtotal 28 Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal 7 Totals 1,34 Percentage Error	9 9 9 9 5 8 1 9 8 7 2 6 1 7 8 5 7 7 8 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	9 5 1 1 3 3 4 2 2 5 5 1 1 3 5 7 7 7 7 7 7 7 8 1 1 1 1 1 1 1 1 1 1 1 1	18 17 19 16 17 18 16 18 12 13	18 17 19 16 17 18 16 18 12 13		1 1 1 1 1	8 5 1 1 1 1 1	-	7 5 1 1 1 1 1	7 5 1 1 1 1 1 1 1 1	
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Six	8 7. 2 6. 1 7. 8 5. 7 7 7. 8 5. 7 8 5	3 2 1 1 3 3 7 7 7 3 3 4 2 2 5 5	16 17 18 16 18 12 13	16 17 18 16 18 12 13		1 1 1 1	1 1 1 1		1 1 1 1	1 1 1 1	
Seven	2 6 1 7 8 5 7 5 7 7 8 5 3 1,06 4 11. 2 7.	2 1 3 7 7 7 3 3 3 4 2 2 5	17 18 16 18 12 13	17 18 16 18 12 13		1 1 1	1 1 1 1		1 1 1	1 1 1	
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Total Tota	7 7 8 5 5 4 11.06 4 11.2 7.	7 3 4 2 5	12 13 221 15 12	12 13 221 15 12		33_	33	<u>-</u>	30	30_	
Weelve	3 1,06 4 11 2 7.	3 - 4 2 5	221 15 12	221 15 12		33_	33	<u>-</u>	30	30_	<u>-</u>
Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal 1,06 Special Education-Elementary 11 Special Education-Middle School 7 Special Education-High School 9 Subtotal 28 Sco. Voc Regular Sco. Voc Regular Sco. Voc. Ft. Post Sec. Subtotal 20 Subtotal 30 Subtotal 31,34 Sercentage Error 32 Reported C	3 1,06 4 11 2 7	3 - 4 2 5	221 15 12	221 15 12				-			
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Special Education-Elementary 11 Special Education-Middle School 7 Special Education-High School 9 Subtotal 28 Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal Totals 1,34 Percentage Error	4 11/2 7	4 2 5	15 12	15 12				-			
Special Education-Middle School 7	2 7	2 5	12	12		4	4		3	3	
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o. Voc Regular o. Voc. Ft. Post Sec. ubtotal otals ercentage Error		1									
Co. Voc. Ft. Post Sec. Subtotal Totals Percentage Error Reported of	1 28	<u> </u>	47	47		4	4	-	3	3	
Fotals 1,34 Percentage Error Reported of											
Percentage Error	<u>-</u>	<u> </u>						-	<u> </u>		
Reported o	4 1,34	<u> </u>	268	268		37	37	-	33	33	
·			=				_	-	=		
·			sportation								
DRTRS h											_
	•				_					5	Re-
DOE/Coun	ty <u>District</u>	<u>Errors</u>	Tested	<u>Verified</u>	<u>Errors</u>					Reported	Calculated
Reg Public Schools, Col. 1 4	3 4	3	28	26	2	Reg. Avg. (Milea	ige) = Regular Includii	ng Grade PK stude	nts (Part A)	8.5	8.8
teg SpEd, Col. 4	9 3	9	25	21	4		ige) = Regular Exclud		ents (Part B)	8.5	8.8
ransported - Non-Public, Col. 3						Spec. Avg. (Mile	age) = Special Ed. wit	th Special Needs		10.8	10.5
Special Needs, Col. 6 7		4	49	46	3						
otals 15	4 7	1									
Percentage Error	_	_	102	93	9						

GLOUCESTER CITY SCHOOL DISTRICT

Application for State School Aid Summary Schedule of Audited Enrollments Enrollment as of October 15, 2015

		dent LEP NOT Low Income	Sample for Verification				
	Reported on A.S.S.A. as NOT Low Income	Reported on Workpapers as NOT Low Income	Errors	Sample Selected from Workpapers	Verified to Test Score and Register	Sample <u>Errors</u>	
Half Day Preschool			<u></u>		<u></u>		
Full Day Preschool							
Half Day Kindergarten							
Full Day Kindergarten	2	2		2	2		
One	1	1		1	1		
Two	1	1		1	1		
Three							
Four							
Five							
Six							
Seven							
Eight							
Nine							
Ten							
Eleven							
Twelve							
Post-Graduate							
Adult H.S. (15+CR.)							
Adult H.S. (1-14CR.)							
Subtotal	4	4		4	4		
Special Education-Elementary Special Education-Middle School Special Education-High School							
Subtotal		<u> </u>		<u> </u>			
Co. Voc Regular							
Co. Voc. Ft. Post Sec.							
Subtotal							
Totals	4	4		4	4		
Percentage Error			-				

EXCESS SURPLUS CALCULATION

SCHOOL BASED BUDGET DISTRICT

SECTION 1

2% Calculation of Excess Surplus

2015-16 Total General Fund Expenditures Reported on CAFR Exhibit C-1	40,474,456.44	_(A)
Increased by Applicable Operating Transfers:		
Transfer from Capital Outlay to Capital Projects Fund		_(A1a)
Transfer from Capital Reserve to Capital Projects Fund	-	(A1a)
Transfer from General Fund to Special Revenue Fund for Preschool - Regular	-	(A1a)
Transfer from General Fund to Special Revenue Fund for Preschool - Inclusion	162,370.00	(A1a)
Less: Expenditures Allocated to Restricted Federal Resources		- `
as reported on Exhibit D-2	-	(A1b)
·		- ` '
2015-16 Adjusted General Fund & Other State Expenditures [(A)+(A1a)-(A1b)]		40,636,826.44 (A2)
Decreased by:		
On-Behalf TPAF Pension & Social Security		4,144,878.63 (A3)
Assets Acquired Under Capital Leases:		
General Fund 10 Assets Acquired Under Capital Leases		
Reported on Exhibit C-1a	_	(A4)
		- ' '
Add: General Fund & State Resources Portion of Fund 15		
Assets Acquired Under Capital Leases:		
Assets Acquired Under Capital Leases in Fund 15		
Reported on Exhibit C-1a	<u>-</u>	(A5)
100010001121110110110		_(,)
Combined General Fund Contribution & State Resources		
% of Fund 15 Resources Reported on Exhibit D-2	0%	(A6)
70 of Fulla To Recognose Reported on Exhibit B E		(1.0)
General Fund & State Resources Portion of Fund 15		
Assets Acquired Under Capital Leases [(A5)*(A6)]	_	(A7)
resolution of delicer outplant couses [(res) (res)]		_(/ \(/)
Total Assets Acquired Under Capital Leases [(A4)+(A7)]		- (A8)
rotar rotato rioquiros ornas cospital costato [(· · ·) (· · · ·)]		(, 10)
2015-16 General Fund Expenditures [(A2)-(A3)-(A8)]		36,491,947.81 (A9)
2% of Adjusted 2015-16 General Fund Expenditures		
[(A9) times .02]		729,838.96 (A10)
[(10) 111100 .02]		720,000.00 (7110)
Enter Greater of (A10) or \$250,000		729,838.96 (A11)
Enter creation of (1110) or \$250,000		720,000.00 (7111)
Increased by: Allowable Adjustment *		533,575.00 (K)
morodood by. Allowable Adjustmont		(11)
Maximum Unassigned Fund Balance [(A11)+(K)]		1,263,413.96_(M)
maximam endolighed rand balance [(/ (1 /) · (1/)]		1,200,110.00

EXCESS SURPLUS CALCULATION (CONT'D)

SCHOOL BASED BUDGET DISTRICT

SECTION 2

Total General Fund - Fund Balances at June 30, 2016	10,881,836.17	(C)	
Decreased by: Year-end Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures ** Other Restricted Fund Balances **** Assigned Fund Balance - Designated for Subsequent Year's Expenditures	-	(C1) (C2) (C3) (C4) (C5)	
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]		1,263,413.55	_(U)
SECTION 3			
Restricted Fund Balance - Excess Surplus *** [(U)-(M)] IF NEGATIVE ENTER -0-		-	(E)
Recapitulation of Excess Surplus as of June 30, 2016			
Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures ** Restricted - Excess Surplus *** [(E)]		-	(C3) (E)
Total Excess Surplus [(C3)+(E)]		-	(D)

Footnotes:

- * Allowable adjustment to expenditures on line K must be detailed as follows. This adjustment line (as detailed below is to be utilized
 - (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 supplement a federal impact aid legal reserve in the general fund. Accordingly, effective 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; and
 - (J4) Family Crisis Transportation Aid.

Detail of Allowable Adjustments

Federal Impact Aid	-	(H)
Sale & Lease-Back	-	(1)
Extraordinary Aid	533,575.00	(J1)
Additional Nonpublic School Transportation Aid	-	(J2)
Current Year School Bus Advertising Revenue Recognized	-	(J3)
Family Crisis Transportation Aid	-	(J4)
		-
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	533,575.00	(K)
	· · · · · · · · · · · · · · · · · · ·	-

EXCESS SURPLUS CALCULATION (CONT'D)

SCHOOL BASED BUDGET DISTRICT

Footnotes: (Cont'd)

- ** This amount represents the June 30, 2015 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031. This amount was to be appropriated in the 2016-2017 general fund budget.
- *** Amounts must agree to the June 30, 2016 CAFR and must agree to Audit Summary 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 legally imposed by another type of government, such as the judicial branch of government, must have departmental approval. District requests should be submitted to the Division of Administration and Finance

Detail of Other Restricted Fund Balance

Statutory restrictions: Approved unspent separate proposal	_
Sale/lease-back reserve	
Capital reserve	2,440,523.00
Maintenance reserve	3,229,859.00
Tuition reserve	180,000.00
Emergency reserve	400,000.00
School bus advertising 50% fuel offset reserve	
School bus advertising 50% fuel offset reserve	
Impact Aid General Fund Reserve (Sections 8002 and 8003)	-
Impact Aid Capital Fund Reserve (Sections 8007 and 8008)	
Other state/government mandated reserves	-
[Other Restricted Fund Balance not noted above]****	
Total Other Restricted Fund Balance	6,250,382.00 (C4)