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

of the

Township of Hillsborough Board of Education Hillsborough, New Jersey

For the Fiscal Year Ended June 30, 2016

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

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Tax ID Number 22-6001984



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 Township of Hillsborough Board of Education County of Somerset, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America and <u>Government Auditing Standards</u> issued by the Comptroller General of the United States, the basic financial statements of the Board of Education of the Township of Hillsborough School District in the County of Somerset for the year ended June 30, 2016, and have issued our report thereon dated August 30, 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 Township of Hillsborough 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: August 30, 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 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

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
Nancy Costa Treasurer of School Monies \$450,000.00
Aiman Mahmoud Board Secy./Business Admin. 450,000.00

Treasurer of School Moneys was not bonded in accordance with provisions of Title 18A:17-32 within the minimum limits of State Board promulgated schedules. The bond was increased in 2016-2017.

There is Employee Dishonesty Coverage with the Utica National Insurance Company covering all other employees with multiple coverage of \$100,000.00

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 more than estimated costs. The Board did not make an adjustment in the school year 2015-2016 in accordance with N.J.A.C. 6A:23A-13.1 (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.

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

Not Applicable

B. Administrative Classification Finding

Not Applicable

Financial Planning, Accounting and Reporting (Continued)

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.

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.

Financial Planning, Accounting and Reporting (Continued)

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 Projects 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 17, 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.

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.

School Purchasing Programs (Continued)

Contracts and Agreements Requiring Advertisement for Bids (Continued)

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: Copier, Copier Supplies, Communication/Network Equipment and Services, Van, Pickup Truck.

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 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 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. No exceptions were noted in our review of transportation related purchases of goods and services.

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.

2+3

						BO	ARD OF E	DUCATION					1			_
								LLSBOROU	GH							
	-															1
			AF	PLICATION	FOR STAT	E SCHOOL A	AID SUMMA	RY ENROLI	LMENT AS	OF OCTOBE	R 15, 2015	5				
					1000		N 7		15							
						1			1,							
			7 Applicatio	n for State S	chool Aid					Verification				rivate Schools	for Disabled	
		ted on		ted on				nple		ed per		s per	Reported on			
	A.S.			papers				ed from	Regi	sters	Regi		A.S.S.A. as			
	On	Roll		Roll				Workpapers On Roll		On Roll		Private	Sample for	Sample	Sampl	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Schools	Verification	Verified	Errors
Half Day Preschool 3 Years Old	7		7				7		7		-	-				
Full Day Preschool 3 Years Old					-	-					-	-				
Half Day Preschool 4 Years Old	19	1	19		-		19		19		-	-				
Full Day Preschool 4 Years Old			T			7.	+				-				11	
Half Day Kindergarten	334		334				45		45		-	-				_
Full Day Kindergarten											- 2					
One	513		513			4	62		62		-	-				
Two	486		486			- 4	58		58		-					
Three	483	1	483		-	79	57		57		-					
Four	500		500			-	61		61		-	-				
Five	475		475			→ ·	55		55			-				
Six	493		493		-		50		50		-	-			1-	
Seven	508		508		-	- 4	53		53		-					
Eight	532	1	532		-		52		52		-					
Nine	457	14	457	14	-		56	5	56	5	-				1 - 1	
Ten	488	8	488	8		-	43	3	43	3	-	-				
Eleven	447	11	447	11	-		36	4	36	4	-	-				
Twelve	500	7	500	7			42	3	42	3		-				
Post-Graduate					-	-					-	-				
Adult H.S. (15+CR.)			P. T		-	-					-	-				
Adult H.S. (1-14CR.)	+		-	-	-		-		-		-	-		-		
Subtotal	6,242	40	6,242	40			696	15	696	15		-				
Sp Ed - Elementary	414		414			-	30	-	30		-		3	3	3	-
Sp Ed - Middle School	230	1	230		-		25		25		-	-	13	13	13	
Sp Ed - High School	315	14	315	14			28	6	28	6	-	- 3	19	19	19	1
Subtotal	959	14	959	14			B3	6	83	6			35	35	35	+
SUDIOIAL	939	14	939	14	-		0.5	- 0	03	- 0	-	-	35	35	35	
Co. Voc Regular					-	- 4					- 4	- L				1
Co. Voc. Ft. Post Sec.		- 8		5				-			- E	- 6	-	-	-	11.
Totals	7,201	54	7,201	54			779	21	779	21			35.0	35.0	35.0	
Percentage Error					0.00%	0.00%					0.00%	0.00%				0.00

APPLICATION F Half Day Preschool Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three Four	FOR STATE SCHOOL Reported on A.S.S.A.		OUGH	AS OF OCTOBER 15	5 <u>, 2015</u>	
Half Day Preschool Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	Reported on A.S.S.A.	AID SUMMARY ENR	OLLMENT	AS OF OCTOBER 15	5, 2015	
Half Day Preschool Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	Reported on A.S.S.A.			AS OF OCTOBER 15	5 <u>, 2015</u>	
Half Day Preschool Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	Reported on A.S.S.A.			AS OF OCTOBER 1	5, 2015	
Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	A.S.S.A.					
Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	A.S.S.A.					-
Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	A.S.S.A.		Resident L	ow Income		
Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three		Reported on		Sample	Verified to	
Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	Contract Contract	Workpapers		Selected from	Application	Sample
Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three	as Low Income	as Low Income	Errors	Workpapers	and Register	Errors
Full Day Preschool Half Day Kindergarten Full Day Kindergarten One Two Three			-			+
Half Day Kindergarten Full Day Kindergarten One Two Three	The second second		-			
Full Day Kindergarten One Two Three	23	23	1	11	11	-
One Two Three			1/			
Two Three	45	45	-	25	25	-
Three	45	45	1 4	20	20	
	52	52		32	32	-
Foul	34	34	10000	17	17	-
Five	33	33		20	20	-
Six	31	31	1 2	21	21	
Seven	48	48	14	18	18	4
Eight	40	40		20	20	-
Nine	35	35	1	15	15	1 1 4
Ten	32	32	1	16	16	-
Eleven	23	23	-	11	11	-
Twelve	35.5	35.5	1 - 12	17	17	4
Post-Graduate			11:1-1-1			1 1 4
Adult H.S. (15+CR.)			h 12 12 12 12 12 12 12 12 12 12 12 12 12			-
Adult H.S. (1-14CR.)			1			-
	-		1			1
Subtotal	476.5	476.5		243.0	243.0	-
Special Education - Elementary	106	106	1 11 11 11	42	42	
Special Education - Middle School	41	41	-	20	20	-
Special Education - Middle School	49.5	49.5	+ -	19	19	+
Subtotal	196.5	196.5	1-1	81.0	81.0	-
Cubicial	100.0	100.0		31.0	01.0	-
Sp Ed Alt Voc High	1	1	11-11	1	1	
Co. Voc Regular			-			1
Co. Voc. Ft. Post Sec.	-	-	-			1
Totals						
Percentage Error	674	674		325	325	

					TOWNSHI	OF EDUC	ROROLIGH					
	1	1			TOWNSTI	OI (IIILLO	DOMOGOTI					1
	-	A	PPLICAT	ON FOR STATE	SCHOOL AID	SUMMARY	ENROLLMENT AS OF C	OCTOBER 15, 2015	-			
	T	Ī				1		7				
	1											1
		Resi	dent LEP	Low Income				Resident L	EP NOT L	ow Income		
	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	Sample
	as Low Income	as Low Income	Errors	Workpapers	and Register		as Not Low Income	as Not Low Income	Errors	Workpapers	and Register	Errors
Half Day Preschool			-			-			-			
Full Day Preschool						-			-			-
Half Day Kindergarten	10	10		10	10	-	38	38	-	38	38	
Full Day Kindergarten	10	15	-			-			-			
One	8	8	1	8	8	-	21	21		21	21	
Two	7	7	-	7	7	-	16	16	-	16	16	
Three	1	1	- 4	1	1	-	7	7		7	7	
Four	1	1		1	1	-	3	3	-	3	3	
Five			-			-	4	4	-	4	4	
Six	1	1	- P.	1	1	-	3	3		3	3	
Seven	2	2	1.0	2	2	-	3	3		3	3	
Eight	2	2		2	2	-	1	1		1	1	
Nine			-			-	2	2		2	2	
Ten	2	2	- Je	2	2	-	3	3		3	3	-
Eleven	2	2		2	2	-	5	5	-	5	5	
Twelve	1		7			-			~			
Post-Graduate						-			-			
Adult H.S. (15+CR.)	11					-						
Adult H.S. (1-14CR.)			- n-									-
	-					-	-	=				
Subtotal	36	36		36	36		106	106		106	106	
Sp Ed - Elementary	9	9		9	9	-	2	2	-	2	2	
Sp Ed - Middle School						-			-			
Sp Ed - High School	1	1		1	1	-			-		-	
Subtotal	10	10		10	10		2	2		2	2	
C- Man Davidso						-	-		-		-	-
Co. Voc Regular Co. Voc. Ft. Post Sec.			-			-			-			-
		-						400				-
Totals	46	46		46	46	-	108	108		108	108	-
		-										1
Percentage Error			0.00%			0.00%			0.00%			0.00

SCHEDULE OF AUDITED E	NROLLMENTS	CONCLUDED)			BOARD OF ED	LICATION			1					
			_	TO	OWNSHIP OF HIL		GH			_		-		
				1	T T									
		APF	LICATION F	OR STATE SCHO	OL AID SUMMA	RY ENROLI	MENT AS OF	OCTOBER	15, 2015				-	
											1			
										1				
	1 1		Bilingual E	ducation										
	Reported on	Reported on												
	A.S.S.A. as	Workpapers as		Sample	Verified to									
	Bilingual	Bilingual		Selected from	Test Score	Sample				1				
	Education	Education	Errors	Workpapers	and Register	Errors								
Bilingual Students	154	154	-	154	154	-						1		
												1		
Percentage Error		7	0.00%			0.00%								
				-					-	1	-	-		_
	1		-		-	_	-		-	1	-	-		_
	-		-			-			-	+	-	-	-	
				-							-		1	
	+		-	1					-	1	-		1	
													115	
			Transpo	ortation										
	Reported on	Reported on			101									
	DRTRS by	DRTRS by												
	DOE	District	Errors	Tested	Verified	Errors								
Reg. Public Schools	3,243	3,243	-	240	240	-					-			
		11 12 27 21												
Reg. Special Ed.	1,110	1,110	-	80	80				-	-		Description	D- 0-1	
Transported - Non-Public	99	99	-	10	10	-						Reported	Re-Cal	culated
				,			Avg. Mileage	- Regular Ir	cluding Gr	ade PK stude	ents	4.00	4.0	00
Special Needs	271	271		40	40		Avg. Mileage Avg. Mileage	- Regular E	xcluding G	rade PK stud	lents	4.00	4.0	00
							Avg. Mileage					5.9	5.	9
Totals	4,723	4,723		370	370									
Percentage Error			0.00%			0.00%					-			

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT

SECTION 1

	A.	2%	Calcu	lation	of	Excess	Surplu	S
--	----	----	-------	--------	----	--------	--------	---

2015-16 Total General Fund Expenditures per the CAFR, EX. C-1	\$_122,810,500.28_(B)
Increased by:	(D1-)
Transfer from Capital Outlay to Capital Projects Fund	\$(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$(B1b)
Transfer from General Fund to SRF for PreK-Regular	\$(B1c)
Transfer from General Fund to SRF for PreK-Inclusion	\$(B1d)
Decreased by:	
On-Behalf TPAF Pension & Social Security	\$ 9,273,666.77 (B2a)
Assets Acquired Under Capital Leases	\$(B2b)
Adjusted 2015-16 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$ 113,536,833.51 (B3)
2% of Adjusted 2015-16 General Fund Expenditures	
[(B3) times .02]	\$ 2,270,736.67 (B4)
Enter Greater of (B4) or \$250,000	\$ (B5)
Increased by: Allowable Adjustments*	\$ 529,355.00 (BK)
Indicased by Thio waste Taylastinents	327,333.00 (2.1)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]	\$ <u>2,800,091.67</u> (M)
SECTION 2	
Total General Fund - Fund Balances @ 6/30/2016	
(Per CAFR Budgetary Comparison Schedule C-1)	\$ 10,775,893.91 (C)
Decreased by:	
Year-end Encumbrances	\$(C1)
Legally Restricted - Designated for Subsequent Year's	4
Expenditures	\$ (C2)
Legally Restricted - Excess Surplus - Designated for	Committee of the Commit
Subsequent Year's Expenditures **	\$ 2,622,898.00 (C3)
Other Restricted Fund Balances ****	\$ 2,702,237.50 (C4)
Assigned Fund Balance - Unreserved - Designated	
for Subsequent Year's Expenditures	\$(C5)
Total Unassigned Fund Balance	
[(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$ 5,450,758.41 (U1)
1/-1/////////	

SECTION 3

Restricted Fund Balance - Excess Surplus***[(U1)-(M)] IF NEGATIVE ENTER-0- \$ 2,650,666.74 (E)

Recapitulation of Excess Surplus as of June 30, 2016

 Reserved Excess Surplus - Designated for Subsequent Year's

 Expenditures **
 \$ 2,622,898.00 (C3)

 Reserved Excess Surplus ***[(E)]
 \$ 2,650,666.74 (E)

 Total Excess surplus [(C3) + (E)]
 \$ 5,273,564.74 (D)

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 supplement 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	S		(H)
Sale & Lease-back	S		(1)
Extraordinary Aid	\$	490,117.00	(J1)
Additional Nonpublic School Transportation Aid	S	39,238.00	(J2)
Current Year School Bus Advertising Revenue Recognized	\$		(J3)
Family Crisis Transportation Aid	\$		(J4)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	S	529,355.00	(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	\$
Sale/lease-back reserve	\$
Capital reserve	\$ 2,702,237.50
Maintenance reserve	\$
Emergency reserve	\$
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	\$ 2,702,237.50 (C4)