

SCHOOL DISTRICT
OF THE
CITY OF SOMERS POINT

Auditor's Management Report
For the Fiscal Year Ended June 30, 2016

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

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FORD - SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

1535 HAVEN AVENUE • OCEAN CITY, NJ • 08226

PHONE 609.399.6333 • FAX 609.399.3710

www.ford-scott.com

REPORT OF INDEPENDENT AUDITORS

Honorable President and
Members of the Board of Education
City of Somers Point School District
County of Atlantic, New Jersey

We have audited, in accordance with generally accepted audit standards and Government Auditing Standards issued by the Comptroller General of the United States, the basic financial statements of the Board of Education of the City of Somers Point School District in the County of Atlantic for the year ended June 30, 2016, and have issued our report thereon dated November 4, 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 City of Somers Point 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.

Ford, Scott & Associates, L.L.C.
FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

Michael S. Garcia

Michael S. Garcia
Certified Public Accountant
Licensed Public School Accountant
No. 2080

November 4, 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 Superintendent, 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

The Somers Point School District is a member of the Atlantic and Cape May County School Business Officials Joint Insurance Fund.

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

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

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Suzanne Keller	Board Secretary	\$ 189,000.00

There is a Public Employees' Faithful Performance Position Blanket Bond with the Atlantic and Cape May County School Business Officials Joint Insurance Fund covering all other employees with multiple coverage of \$250,000 with a deductible of \$500.

Financial Planning, Accounting and Reporting

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs were more than estimated costs. With the exception of the finding noted below, the Board made a proper adjustment to the billings to sending districts for the increase in per pupil costs in accordance with N.J.A.C. 6A:23-17.1(f) 3.

Finding 2016-001:

In the course of testing tuition contracts, we noted that a tuition adjustment was calculated incorrectly resulting in an amount due from a sending district. We also noted that tuition billings were not always sent timely and three tuition contracts were not properly signed by all parties.

Recommendation:

The district should review their procedures over tuition contracts to ensure that all contracts are properly signed, billed and calculated correctly.

Examination of Claims

An examination of claims paid during the period under review did not indicate any discrepancies with respect to signatures, certification or supporting documentation.

Payroll Account

The net salaries of all employees of the Board were deposited in the Payroll Account. Employees' payroll deductions and employer's share of fringe benefits 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/School Business Administrator, and the Superintendent without exception.

Salary withholdings were promptly remitted to the proper agencies, including health benefits premium amounts withheld due to the general fund.

Payrolls were delivered to the secretary of the board who then deposited with warrants in separate bank accounts for net payroll and withholdings.

Employee Position Control Roster

An inquiry and subsequent review of the Position Control Roster found no inconsistencies between the payroll records, employee benefit records, the general ledger accounts to where wages are posted, 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. There were no exceptions noted.

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.

Board Secretary's Records

Our review of the financial and accounting records maintained by the Board Secretary disclosed the following items:

- The Board Secretary's records were in satisfactory condition.
- Bids received were summarized in the minutes (*N.J.S.A. 18A:18A-21*).
- Acknowledgement of the Board's receipt of the Board Secretary's and the Treasurer's monthly financial reports were included in the minutes.
- Budget appropriations were not greater than realized revenues and Board authorized use of surplus.
- No budgetary line accounts were over-expended during the fiscal year end at June 30 (*N.J.A.C. 6A:23A-16.10*)
- Payments made to vendors were not made until the receipt of goods.

- Capital asset records were updated for the additions and disposals of capital assets made during the year.
- Budget transfers were approved by two-thirds affirmative vote of the authorized membership of the school board (*N.J.A.C. 6A:23A-13.3(f)*)
- Purchase orders were charged to the appropriate line accounts in accordance with State prescribed Uniform Minimum Chart of Accounts (Handbook 2R2), for New Jersey Public Schools.
- All required reconciliations were performed.
- Cash receipts were promptly deposited. (*N.J.A.C. 18A:17-34, 18A:17-9.1*)
- The Treasurer's records were in agreement with those of the Board Secretary.

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

The E.S.E.A./NCLB 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 and VI of the Elementary and Secondary Education Act as amended and reauthorized.

The study of compliance for E.S.E.A. revealed no areas of noncompliance and/or questionable costs.

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 federal and state 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 Special Federal and/or State Projects revealed no instances of noncompliance.

TPAF Reimbursement

Our audit procedures included a test of the biweekly reimbursements filed with the Department of Education for 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 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. The expenditure was reviewed subsequent to the reimbursement and no exceptions were noted.

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$40,000 (with a Qualified Purchasing Agent) and \$29,000 (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 for 2015-16.

The business administrator/board secretary of the school district has been appointed as the qualified purchasing agent and the board of education has adopted a resolution to establish a bid threshold of \$40,000.

The 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 my examination, I did not note any individual payments, contracts, or agreements were 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*.

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 financial transactions and statistical records of the school food services were reviewed. The financial accounts, meal count records and eligibility applications were reviewed on a test-check basis. No exceptions noted.

Cash receipts and bank records were reviewed for timely deposit. No exceptions noted.

The school district utilizes a food service management company (FSMC) and is depositing and expending program monies in accordance with *N.J.S.A. 18A:17-34*, and 19-1 through 19-4.1. Provisions of the FSMC contract were reviewed and audited. The FSMC contract includes an operating results provision which guarantees that the food service program will break even for a flat fee of \$33,495. The operating results provision has been met.

Expenditures were separately recorded as food, labor and other costs. Vendor invoices were reviewed and costs verified. Inventory records on food supply items were currently maintained and properly applied in determining the cost of food and supplies used. No exceptions noted.

The cash disbursement records reflected expenditures for program related goods and services. The appropriate revenue and expenditure records were maintained in order to substantiate the non-profit status of the school food service. No exceptions noted.

Net cash resources did not exceed three months' average expenditures.

The number of meals claimed for reimbursement was compared to sales and meal count records. As part of the claims review process the Edit Check Worksheet was completed. Reimbursement claims were submitted and certified in a timely manner. No exceptions noted.

Applications for free and reduced price meals were reviewed for completeness and accuracy. The number of free and reduced price meals claimed was compared to the number of valid applications on file and/or to the list of directly certified students on file, times the number of operating days, on a school by school basis. The free and reduced price meal and free milk policy was reviewed for uniform administration throughout the school system.

USDA Food Distribution Program commodities were received and a separate inventory was maintained on a first-in, first-out basis. No exceptions were noted.

Detailed revenue and expenditure information necessary to complete the USDA mandated Non-Program Food Revenue Tool at least annually has been maintained. No exceptions were noted.

Exhibits reflecting Child Nutrition Program operations are included in the section entitled Enterprise Funds, Section B in the CAFR.

Finding 2016-002:

The required verification process for free and reduced lunch applications was not completed in its entirety by the district for fiscal year 2016.

Recommendation:

The district should review their procedures over the lunch application verification process to ensure that all reporting requirements are met.

Student Body Activities

The Board has a policy that clearly establishes the regulation of Student Activity Funds. All cash disbursements had proper supporting documentation. No exceptions noted.

Community Education and Recreation Program

All disbursements are processed by the Board Business Office. All cash disbursements tested had proper supporting documentation. The district's management has reviewed the internal controls related to the receipt and record keeping of the Community Education and Recreation program funds and have implemented controls. The Community Education funds are maintained in a satisfactory manner.

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 handicapped, low-income, and bilingual. 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 with no 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 Students (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 include 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.

Facilities and Capital Assets

Our procedures included a review of the SDA grant agreement for consistency with recording SDA revenue, transfer of local funds from the general fund or from the capital reserve account, and awarding of contracts for eligible facilities construction, where applicable. No exceptions were noted.

Follow-Up on Prior Year Findings

In accordance with government auditing standards, our procedures included a review of all prior year recommendations including findings. There were no prior year findings noted, therefore no corrective action necessary.

Acknowledgment

We received the complete cooperation of all the officials of the school district and I greatly appreciate the courtesies extended to the members of the audit team.

Ford, Scott & Associates, L.L.C.
FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

Michael S. Garcia

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Certified Public Accountant
Licensed Public School Accountant
No. 2080

November 4, 2016

**SCHEDULE OF MEAL COUNT ACTIVITY
CITY OF SOMERS POINT SCHOOL DISTRICT
FOOD SERVICE FUND
NUMBER FOR MEALS SERVED AND (OVER) UNDERCLAIM
ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

Program	Meal Category	Meals Claimed	Meals Verified	Diff.	Rate	(Over) Under Claim
National School Lunch (Regular Rate)	Paid	10,478	10,478	-	0.330	\$ -
	Reduced	8,520	8,520	-	2.725	-
	Free	77,957	77,957	-	3.125	-
Total		<u>96,955</u>	<u>96,955</u>	<u>-</u>		<u>-</u>
School Breakfast (Severe Rate)	Paid	2,285	2,285	-	0.290	-
	Reduced	1,668	1,668	-	1.690	-
	Free	34,928	34,928	-	1.990	-
Total		<u>38,881</u>	<u>38,881</u>	<u>-</u>		<u>-</u>
After School Snack		15,907	15,907	-	0.840	-
Total		<u>15,907</u>	<u>15,907</u>	<u>-</u>		<u>-</u>
TOTAL NET UNDERCLAIM						<u><u>\$ -</u></u>

**NET CASH RESOURCE SCHEDULE
CITY OF SOMERS POINT SCHOOL DISTRICT
ENTERPRISE FUND – FOOD SERVICE
FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

Net cash resources did not exceed three months of expenditures.

<u>Net Cash Resources:</u>		Food Service B - 4/5	
CAFR	*	Current Assets	
B-4		Cash & Cash Equiv.	\$ 4,099.67
B-4		Due from Other Gov'ts	62,908.96
B-4		Accounts Receivable	23,795.87
CAFR		Current Liabilities	
B-4		Less Accounts Payable	(10,137.83)
B-4		Less Unearned Revenue	
		Net Cash Resources	\$ 80,666.67 (A)

Net Adj. Total Operating Expense:

B-5		Tot. Operating Exp.	429,714.38	
B-5		Less Depreciation	(3,646.53)	
		Adj. Tot. Oper. Exp.	\$ 426,067.85 (B)	

Average Monthly Operating Expense:

		B / 10	\$ 42,606.79 (C)	
--	--	--------	-------------------------	--

Three times monthly Average:

		3 X C	\$ 127,820.36 (D)	
--	--	-------	--------------------------	--

TOTAL IN BOX A	\$	80,666.67	
LESS TOTAL IN BOX D	\$	127,820.36	
NET	\$	(47,153.69)	
From above:			
A is greater than D, cash exceeds 3 X average monthly operating expenses.			
D is greater than A, cash does not exceed 3 X average monthly operating expenses.			

* Inventories are not to be included in total current assets.

**SOMERS POINT BOARD OF EDUCATION
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2015**

	2016-17 Application for State School Aid				Sample for Verification				Private Schools for Disabled						
	Reported on A.S.S.A. On Roll	Workpapers On Roll	Errors	Reported on Selected from Workpapers	Full	Shared	Full	Shared	Verified per Registers On Roll	Full	Shared	Reported on A.S.S.A. as Private Schools	Sample Verification	Sample Verified	Sample Errors
Half Day Preschool	61	61	-	15			15								
Full Day Preschool	120	120	-	31			31								
Half Day Kindergarten	103	103	-	27			27								
One	90	90	-	23			23								
Two	90	90	-	23			23								
Three	83	83	-	21			21								
Four	76	76	-	20			20								
Five	72	72	-	19			19								
Six	73	73	-	19			19								
Seven	74	74	-	19			19								
Eight															
Nine															
Ten															
Eleven															
Twelve															
Post-Graduate															
Adult H.S. (15+CR.)															
Adult H.S. (1-14+CR.)															
Subtotal	842	842	-	217			217								
Special Ed - Elementary	90	90	-	23			23					1	1	1	-
Special Ed - Middle School	53	53	-	14			14					2	2	2	-
Special Ed - High School															
Subtotal	143	143	-	37			37					3	3	3	-
Co. Voc. - Regular															
Co. Voc. - FT Post Sec.															
Totals	985	985	-	254			254					3	3	3	0.00%
Percentage Error			0.00%												

**SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2015**

	Resident Low Income			Sample for Verification			Resident LEP Low Income			Sample for Verification		
	Reported on A.S.S.A. as Low Income	Workpapers as Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors	Reported on A.S.S.A. as LEP Low Income	Workpapers LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors
Half Day Preschool	80	80	-	24	24	-	16	16	-	13	13	-
Full Day Preschool	67	67	-	20	20	-	10	10	-	9	9	-
Half Day Kindergarten	65	65	-	20	20	-	3	3	-	3	3	-
Full Day Kindergarten	59	59	-	18	18	-	6	6	-	5	5	-
Three	59	59	-	18	18	-	2	2	-	2	2	-
Four	53	53	-	16	16	-	4	4	-	3	3	-
Five	52	52	-	16	16	-	2	2	-	2	2	-
Six	50	50	-	15	15	-	-	-	-	-	-	-
Seven	44	44	-	13	13	-	-	-	-	-	-	-
Eight												
Nine												
Ten												
Eleven												
Twelve												
Post-Graduate												
Adult H.S. (15+CR.)												
Adult H.S. (1-14+CR.)												
Subtotal	529	529	-	160	160	-	43	43	-	37	37	-

Special Ed - Elementary	78	78	-	24	24	-	3	3	-	2	2	-
Special Ed - Middle School	42	42	-	13	13	-	1	1	-	1	1	-
Special Ed - High School												
Subtotal	120	120	-	37	37	-	4	4	-	3	3	-
Totals	649	649	-	197	197	-	47	47	-	40	40	-
Percentage Error			0.00%			0.00%			0.00%			0.00%

	Transportation		
	Reported on DRTS by DOE/County	Tested	Errors
Reg. - Public Schools, col. 1	24	19	-
Reg. - Sp Ed, col. 4	25	19	-
Transported - Non-Public, col. 3	4	3	-
All	44	33	-
Special Ed Spec, col. 6	97	74	-
Totals	97	74	-
Percentage Error			0.00%

Reg Avg. (Mileage) = Regular Including Grade PK Students (Part A) 4.0
 Reg Avg. (Mileage) = Regular Excluding Grade PK Students (Part B) 4.0
 Spec Avg. = Special Ed with Special Needs 3.6

**SOMERS POINT BOARD OF EDUCATION
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2015**

	Resident LEP NOT Low Income		Sample for Verification	
	Reported on A.S.A as LEP Not Low Income	Workpapers LEP Not Low Income	Sample Selected from Workpapers	Verified to Application and Register
Half Day Preschool				
Full Day Preschool				
Half Day Kindergarten				
Full Day Kindergarten	1	1	1	1
One	1	1	1	1
Two	-	-	-	-
Three	-	-	-	-
Four	-	-	-	-
Five	-	-	-	-
Six	1	1	1	1
Seven	-	-	-	-
Eight	1	1	1	1
Nine	-	-	-	-
Ten	-	-	-	-
Eleven	-	-	-	-
Twelve	-	-	-	-
Post-Graduate	-	-	-	-
Adult H.S. (15+CR.)	-	-	-	-
Adult H.S. (1-14+CR.)	-	-	-	-
Subtotal	4	4	4	4
Special Ed - Elementary	-	-	-	-
Special Ed - Middle School	-	-	-	-
Special Ed - High School	-	-	-	-
Subtotal	-	-	-	-
Co. Voc. - Regular	-	-	-	-
Co. Voc. - FT Post Sec.	-	-	-	-
Totals	4	4	4	4
Percentage Error			0.00%	0.00%

**SOMERS POINT SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FOR THE YEAR ENDED JUNE 30, 2016**

REGULAR DISTRICT

SECTION 1

A. 2% Calculation of Excess Surplus

2015-16 Total General Fund Expenditures per the CAFR, Ex. C-1	\$ <u>16,883,462.50</u>	(B)
Increased by:		
Transfer from Capital Outlay to Capital Projects Fund	\$ _____	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$ _____	(B1b)
Transfer from G/F to SRF for Preschool - Regular	\$ _____	(B1c)
Transfer from G/F to SRF for Preschool - Inclusion	\$ _____	(B1c)
Decreased By:		
On-Behalf TPAF Pension & Social Security	\$ <u>1,753,546.18</u>	(B2a)
Assets Acquired Under Capital Leases	\$ _____	(B2b)
Adjusted 2015-16 General Fund Expenditures [(B)+(B1's)-(B2's)]	\$ <u>15,129,916.32</u>	(B3)
2% of Adjusted 2015-16 General Fund Expenditures [(B3) times .02]	\$ <u>302,598.33</u>	(B4)
Enter Greater of (B4) or \$250,000	\$ <u>302,598.33</u>	(B5)
Increased by: Allowable Adjustment*	\$ <u>11,567.00</u>	(K)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]	\$ <u>314,165.33</u>	(M)

SECTION 2

Total General Fund - Fund Balances @ 06/30/16 (Per CAFR Budgetary Comparison schedule/statement C-1)	\$ <u>1,686,654.20</u>	(C)
Decreased by:		
Year-end Encumbrances	\$ <u>37,132.59</u>	(C1)
Legally Restricted-Designated for Subsequent Year's Expenditures	\$ _____	(C2)
Legally Restricted-Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ <u>460,651.00</u>	(C3)
Other Restricted Fund Balances ****	\$ <u>183,600.00</u>	(C4)
Assigned Fund Balance-Unreserved Designated for Subsequent Year's Expenditures	\$ <u>100,000.00</u>	(C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$ <u>905,270.61</u>	(U1)

SECTION 3

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER - 0 -	\$ <u>591,105.28</u>	(E)
<u>Recapitulation of Excess Surplus as of June 30, 2016:</u>		
Reserved Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ <u>460,651.00</u>	(C3)
Reserved Excess Surplus ***	\$ <u>591,105.28</u>	(E)
Total [(C3) + (E)]	\$ <u>1,051,756.28</u>	(D)

**SOMERS POINT SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FOR THE YEAR ENDED JUNE 30, 2016**

* This adjustment line (as detailed below) is to be utilized for Impact Aid (when applicable), Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10), and Extraordinary Aid, Additional Nonpublic School Transportation Aid and Unbudgeted TPAF Wage Freeze Grant Funding. (Refer to the Audit Program Section II, Chapter 10 for restrictions on the inclusion Extraordinary Aid and Additional Nonpublic School Transportation Aid.)

Detail of Allowable Adjustment

Impact Aid	\$ _____ (H)
Sale & Lease-back	\$ _____ (I)
Extraordinary Aid	\$ 10,871.00 (J1)
Additional Nonpublic School Transportation Aid	\$ 696.00 (J2)
 Total Adjustments [(H)+(I)+(J1) + (J2)]	 \$ 11,567.00 (K)

** This amount represents the June 30, 2016 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 the sum of the two lines must agree to Audit Summary Worksheet Line 90030.

**** Amount for Other Reserved 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 an other type of government, such as the judicial branch of government, must have Departmental approval. District requests should be submitted to the Division of Finance prior to September 30.

Detail of Other Restricted Fund Balance

Statutory restrictions:	
Approved unspent separate proposal	\$ _____
Capital outlay for a district with a capital outlay cap waiver	\$ _____
Sale/lease-back reserve	\$ _____
Capital reserve	\$ 100.00
Maintenance reserve	\$ 183,500.00
Emergency reserve	\$ _____
Waiver offset reserve	\$ _____
Tuition reserve	\$ _____
Other state/government mandated reserve	\$ _____
[Other Restricted Fund Balance not noted above]****	\$ _____
 Total Other Restricted Fund Balance	 \$ 183,600.00 (C4)