

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
COUNTY OF SUSSEX
AUDITORS' MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS - FINANCIAL,
COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
COUNTY OF SUSSEX
AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE
FINDINGS - FINANCIAL,
COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016
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November 18, 2016

The Honorable President and Members
of the Board of Education
Sussex-Wantage Regional School District
County of Sussex, NJ

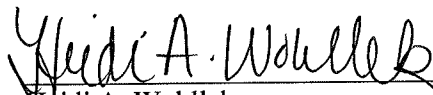
We have audited, in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Board of Education of the Sussex-Wantage Regional School District in the County of Sussex for the year ended June 30, 2016, and have issued our report thereon dated November 18, 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 letter does not affect our report dated November 18, 2016, on the financial statements of the Board.

We will review the status of the comments during our next audit engagement. We have already discussed these comments and suggestions with various management personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This report is intended for the information of the Sussex-Wantage Regional School District's management and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

NISIVOCCIA LLP


Heidi A. Wohlleb
Licensed Public School Accountant #2140
Certified Public Accountant

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016

Scope of Audit

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

Administrative Practices and Procedures

Insurance

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

Officials in Office and Surety Bonds

<u>Name</u>	<u>Position</u>	<u>Coverage</u>
Grant W. Rome	Treasurer of School Monies	\$ 250,000
Christina Riker	Business Administrator/Board Secretary	50,000

The District has Employee Dishonesty and Faithful Performance coverage through the School Alliance Insurance Fund for employees not separately bonded as detailed on Exhibit J-20 of the CAFR.

Financial Planning, Accounting and Reporting

Examination of Claims

An examination of claims paid on a test basis, during the period under review indicated overall compliance with respect to certification and supporting documentation.

Payroll Account

The net salaries of 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 tested were approved by the Superintendent and certified by the President of the Board, the School Business Administrator, and the Superintendent.

Salary withholdings were promptly remitted to the proper agencies, including health benefits withholding due to the General Fund.

The required certification (E-CERT1) of compliance with requirements for income tax on compensation of administrators (superintendent, assistant superintendent, and business administrator) to the NJ Department of Treasury was filed in a timely manner.

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016
(Continued)

Financial Planning, Accounting and Reporting (Cont'd)

Reserve for Encumbrances and Accounts Payable

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

Classification of Expenditures – General and Administrative

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-8.2. Overall compliance was noted.

Board Secretary's Records

In planning and performing our audit of the financial statements of the Board, we considered the condition of the Board Secretary's records for the purpose of expressing our opinion on the financial statements and not to provide specific assurance on the condition of the records. Based on these procedures we have no comments except as noted under the Treasurer's records.

Treasurer's Records

In planning and performing our audit of the financial statements of the Board, we considered the condition of the Treasurer's records for the purpose of expressing our opinion on the financial statements and not to provide specific assurance on the condition of the records. Based on these procedures, we have no comments except as noted below.

Finding:

The bank reconciliations for the various accounts included in the Treasurer's report at June 30, 2016 contain a number of older reconciling items.

Recommendation:

It is recommended that the older reconciling items on the bank reconciliations of the various accounts included in the Treasurer's report be reviewed and a determination be made as to whether these items should be cancelled. Also, an effort should be made to review and resolve reconciling items in a timely manner in the future.

Management's Response:

A review of the older reconciling items will be done to determine which items should be cancelled. In the future, reconciling items will be reviewed in a timely manner.

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016
 (Continued)

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

N.J.S.A. 18A:18A-3 states:

a. "When the cost or price of any contract awarded by the purchasing agent in the aggregate, does not exceed in a contract year the total sum of \$17,500, the contract may be awarded by a purchasing agent when so authorized by resolution of the Board of Education without public advertising for bids and bidding therefore, except that the Board of Education may adopt a resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to subsection b. of section 9 of P.L.1971, c. 198 the Board of Education may establish that the bid threshold may be up to \$25,000. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. Commencing in the fifth year after the year in which P.L.1999, c. 440 takes effect and every five years thereafter, the Governor, in consultation with the Department of Treasury, shall adjust the threshold amount and the higher threshold amount which the Board of Education is permitted to establish as set forth in subsection a. of this section or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in N.J.S.A. 18A:18A-2, and shall round the adjustment to the nearest \$1,000. The Governor shall notify all local school districts of the adjustment no later than June 1 of every fifth year. The adjustment shall become effective on July 1 of the year in which it is made"

N.J.S.A. 18A:18A-4 states, "Every contract for the provision or performance of any goods or services the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the Board of Education to the lowest responsible bidder after public advertising for bids and bidding therefore, except as is provided otherwise in this chapter or specifically by any other law"

Effective July 1, 2015, the bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:39-3(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 currently \$18,800.

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 Attorney's opinion should be sought before a commitment is made.

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or the furnishing 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. One instance was noted where a sign was purchased without Board approval. As the Board is aware of this situation and procedures have been put into place to ensure that such purchases are not made without Board approval, no formal recommendation is judged to be warranted.

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016
(Continued)

School Purchasing Programs (Cont'd)

Contracts and Agreements Requiring Advertisement for Bids (Cont'd)

The results of our examination indicated that no individual payments, contracts, or agreements were made "for the performance of any work or the furnishing or hiring of any materials or supplies", 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.

The system of records 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.

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 the appropriate school food service personnel, as to whether the SFA had any Child Nutrition Program reimbursement overclaims or underclaims. No exceptions were noted.

Additionally, 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.

Finding

Net cash resources of the Food Service Fund exceed three months average expenditures. As the District has already taken steps to reduce the amount of the excess net cash resources and implemented procedures to monitor the net cash resources balance on a regular basis in the future, no formal recommendation is judged to be warranted.

Student Body Activities

In planning and performing our audit of the financial statements of the Board, we considered the condition of the records of the Student Activities Fund for the purpose of expressing our opinion on the financial statements and not to provide specific assurance on the condition of the records.

Finding:

Receipts for the Clifton Lawrence School student activities account were not always deposited in a timely manner. Also, there were no detailed records of receipts collected by the Clifton Lawrence School.

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016

(Continued)

Student Body Activities (Cont'd)

Recommendation:

It is recommended that receipts for the Clifton Lawrence School student activities account are deposited in a timely manner and that a detailed receipt log is maintained for the Clifton Lawrence School.

Management's Response:

The District will make every effort to ensure that receipts for the Clifton Lawrence School student activities account are deposited in a timely manner and that a detailed receipt log is maintained for the Clifton Lawrence School.

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 students. 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 some offsetting exceptions. The information that was included on the workpapers was verified on a test basis without exception.

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

The District's written procedures for the recording of student enrollment data appear to be adequate.

Pupil Transportation

Our audit procedures included a test of on-roll status reported on 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 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.

Facilities and Capital Assets

The District has an active solar panel project which was funded by a contribution from a private source.

Travel Expense and Reimbursement Policy

Travel regulations require each District to adopt a formal policy and procedure pertaining to travel and expense reimbursement for its employees and board members. The regulations include requirements for the District to establish a maximum travel amount for the year and to ensure that the maximum amount is not exceeded. The regulations also require that all travel must be preapproved by the Board of Education and Superintendent and that a brief report detailing the key issues addressed at the travel event must be submitted after the travel event has occurred. Overall compliance was noted in our testing.

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016
(Continued)

Management Suggestions:

Governmental Accounting Standards Board Statements:

The next Governmental Accounting Standards Board (“GASB”) statement which will have a significant impact on the District will be GASB#75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*, will be effective for the fiscal year ending June 30, 2018. This standard replaces GASB#45, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. It is similar to GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* GASB#68 in that successful implementation of this standard will require the provision of certain key financial and non-financial information from the New Jersey Division of Pensions.

Cyber Security

Cyber-crime has become much more prevalent in the last few years. Websites and internal networks, including personally identifiable information (“PII”), have been hacked and resulted in significant losses to organizations, both financial and reputational. We suggest that the District consider options to test and protect the District from cyber-crime.

Deferred Compensation Plans

As a best practice the District should consider a periodic review of the benefits, features, costs, and performance of its deferred compensation plans and make that information available for employees to use in making suitable choices for investing their retirement funds.

Independent Contractors vs. Employees

The District should consider reviewing the status of “Independent Contractors” utilized by the District with Internal Revenue Service guidelines for determination of employment status. The IRS has been reviewing employers, including governments, to determine compliance. A proactive approach may help to minimize or eliminate potential penalties related to incorrect employment status determination.

Surety Bond – Business Administrator

The duties of the Business Administrator have evolved over the last few decades into a position that is responsible for the collection, disbursement, and investment of the School’s main funds. At the time of the passage of the statute delineating the duties of the Treasurer of School Monies the aforementioned duties were to be the responsibility of the Treasurer. Also, the statute that established the requirement for the amount of the Treasurer’s bond did not contemplate the evolution of the Business Administrator’s position. As a result the person most intimately involved in the handling of the main School funds is not required to be bonded in an amount commensurate with the related responsibilities. We suggest that the position of the Business Administrator be bonded in an amount at least equal to the required bond for the Treasurer of School Monies.

Approval in Minutes of Student Activities Disbursements

Consideration should be given to approving student activities disbursements in the minutes.

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2016
(Continued)

Management Suggestions (Cont'd)

Confirmation of Payroll Taxes Paid by Payroll Service Provider

Consideration be given to confirming with the applicable states and federal governments that the District's payroll taxes were properly remitted to these government agencies on a regular basis.

Unemployment Compensation Trust

The payroll service provider turns over the entire amount of the employee withholdings for State Unemployment Insurance to the State of New Jersey. The payroll service provider should be retaining the required percentage of the withholdings in the District's Unemployment Trust Fund (as they fund the unemployment benefit claims under the Benefit Reimbursement Method) and be remitting the required percentage withholdings to the State of New Jersey. We suggest the District contact the payroll service provider to ensure that the withholdings are turned over to the District as required. We also suggest the District contact the State of New Jersey to verify if there are any overpayment credits due back to the District.

Follow-up on Prior Year Recommendations

The prior year recommendations regarding the balances remaining on the N.C.L.B. Title I grant and I.D.E.A. Part B, Basic grant for the period of September 1, 2012 thru August 31, 2013, the recommendations regarding timely deposits of the Sussex Middle School student activities receipts and receipt of goods signatures for the Clifton Lawrence and Sussex Middle School student activities accounts have all been resolved in the current year.

SUSSEX-WANTAGE REGIONAL 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						Sample for Verification					
	Reported on A.S.S.A. On Roll		Reported on Workpapers On Roll		Errors		Sample Selected from Workpapers		Verified per Registers On Roll		Errors per Registers On Roll	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Full Day Preschool 4 Years Old	9		9				9		9			
Full Day Kindergarten	95		95				95		95			
Grade One	97		97				97		97			
Grade Two	89		89				89		89			
Grade Three	111		111				111		111			
Grade Four	78		78				78		78			
Grade Five	106		106				106		106			
Grade Six	87		87				87		87			
Grade Seven	93		93				93		93			
Grade Eight	91		91				91		91			
Subtotal	856		856				856		856			
Special Ed - Elementary	139		139				13		13			
Special Ed - Middle School	76		76				7		7			
Subtotal	215		215				20		20			
Totals	1,071		1,071				876		876			
Percentage Error							0.00%		0.00%			

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2015

	Private Schools for Disabled				Resident Low Income					
	Reported on A.S.S.A. as Private Schools	Sample for Verification	Sample Verified	Sample Errors	Reported on A.S.S.A. as Low Income	Reported on Workpapers as Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Full Day Kindegarten					6	10	4	1	1	
Grade One					11	10	(1)	1	1	
Grade Two					22	25	3	2	2	
Grade Three					34	36	2	3	3	
Grade Four					17	19	2	1	1	
Grade Five					23	22	(1)	3	3	
Grade Six					29	26	(3)	2	2	
Grade Seven					19	16	(3)	1	1	
Grade Eight					16	15	(1)	1	1	
Subtotal					177	179	2	15	15	
Special Ed - Elementary	2	1	1		64	65	1	6	6	
Special Ed - Middle School	5	2	2		35	32	(3)	4	4	
Subtotal	7	3	3		99	97	(2)	10	10	
Totals	7	3	3		276	276		25	25	
Percentage Error				0.00%			0.00%			0.00%

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2015

	Resident LEP Not Low Income					
	Reported on A.S.S.A. as LEP Not Low Income	Reported on Workpapers LEP Not Low Income	Errors	Sample Selected from Workpapers	Verified to Test Scores and Register	Sample Errors
Grade One	1	1		1	1	
Subtotal	1	1		1	1	
Totals	1	1		1	1	
Percentage Error			0.00%			0.00%

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2015

	Resident LEP Low Income					
	Reported on A.S.S.A. as LEP Low Income	Reported on Workpapers LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Test Scores, Application and Register	Sample Errors
Grade Two	1	1		1	1	
Subtotal	1	1		1	1	
Special Ed - Middle School	1	1		1	1	
Subtotal	1	1		1	1	
Totals	<u>2</u>	<u>2</u>		<u>2</u>	<u>2</u>	
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2015

Transportation

	Reported on DRTRS by DOE	Reported on DRTRS by District	Errors	Tested	Verified	Errors
Regular - Public Schools	672	672		14	14	
Regular - Special Education	170	170		4	4	
Transported - Non Public	62	62		2	2	
AIL - Non Public	23	23		2	2	
Special Needs Public	56	56		2	2	
Special Needs Private	5	5		1	1	
Totals	<u>988</u>	<u>988</u>		<u>25</u>	<u>25</u>	
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

	Reported	Recalculated
Average Mileage - Regular Including Grade PK Students	4.9	4.9
Average Mileage - Regular Excluding Grade PK Students	4.9	4.9
Average Mileage - Special Education with Special Needs	6.3	6.3

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FISCAL YEAR ENDED JUNE 30, 2016

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT

SECTION 1

A. 2% Calculation of Excess Surplus

2015-2016 Total General Fund Expenditures per the CAFR, Ex. C-1	<u>\$ 26,168,296</u> (B)
Increased by:	
Transfer from Capital Outlay to Capital Projects Fund	<u>\$ -0-</u> (B1a)
Transfer from Capital Reserve to Capital Projects Fund	<u>\$ -0-</u> (B1b)
Decreased by:	
On-Behalf TPAF Pension and Social Security	<u>\$ 2,438,451</u> (B2a)
Assets Acquired Under Capital Leases	<u>\$ -0-</u> (B2b)
Adjustment for Disallowed Expenditures per S1701	<u>\$ -0-</u> (B2c)
Adjusted 2015-2016 General Fund Expenditures [(B)+(B1's)-(B2's)]	<u>\$ 23,729,845</u> (B3)
2% of Adjusted 2015-2016 General Fund Expenditures [(B3) times .02]	<u>\$ 474,597</u> (B4)
Enter Greater of (B4) or \$250,000	<u>\$ 474,597</u> (B5)
Increased by: Allowable Adjustment	<u>\$ 77,954</u> (K)
Maximum Unassigned Fund Balance [(B5)+(K)]	<u>\$ 552,551</u> (M)

SECTION 2

Total General Fund - Fund Balances @ 6/30/2016 (Per CAFR Budgetary Comparison Schedule C-1)	<u>\$ 4,705,604</u> (C)
Decreased by:	
Year-End Encumbrances	<u>\$ 454,671</u> (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	<u>\$ -0-</u> (C2)
Excess Surplus - Designated for Subsequent Year's Expenditures	<u>\$ 1,183,675</u> (C3)
Other Restricted Fund Balances	<u>\$ 1,500,000</u> (C4)
Assigned - Designated for Subsequent Year's Expenditures	<u>\$ 7,236</u> (C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	<u>\$ 1,560,022</u> (U1)

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FISCAL YEAR ENDED JUNE 30, 2016
(Continued)

SECTION 3

Restricted Fund Balance - Excess Surplus [(U2)-(M)] IF NEGATIVE, ENTER -0- \$ 1,007,471 (E)

Recapitulation of Excess Surplus as of June 30, 2016

Excess Surplus - Designated for Subsequent Year's Expenditures \$ 1,183,675 (C3)
Excess Surplus [(E)] \$ 1,007,471 (E)

Total [(C3)+(E)] \$ 2,191,146 (D)

Detail of Allowable Adjustments

Impact Aid \$ -0- (H)
Sale and Lease Back \$ -0- (I)
Extraordinary Aid \$ 63,440 (J1)
Additional Nonpublic School Transportation Aid \$ 14,514 (J2)

Total Adjustments ((H)+(I)+(J1)+(J2)) \$ 77,954 (K)

Detail of Other Restricted Fund Balance

Statutory restrictions:

Approved unspent separate proposal \$ -0-
Sale/lease-back reserve \$ -0-
Emergency reserve \$ -0-
Capital reserve \$ 1,500,000
Maintenance reserve \$ -0-
Tuition reserve \$ -0-
School Bus Advertising 50% Fuel Offset Reserve - current year \$ -0-
School Bus Advertising 50% Fuel Offset Reserve - prior year \$ -0-
Other state/governmental mandated reserve \$ -0-

Other Restricted Fund Balance not noted above \$ -0-

Total Other Restricted Fund Balance \$ 1,500,000 (C4)

SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT
SUMMARY OF RECOMMENDATIONS
FISCAL YEAR ENDED JUNE 30, 2016

It is recommended that:

1. Administrative Practices and Procedures
None
2. Financial Planning, Accounting and Reporting
 - a. Older reconciling items on the bank reconciliations of the various accounts included in the Treasurer's report be reviewed and a determination be made as to whether these items should be cancelled. Also, an effort should be made to review and resolve reconciling items in a timely manner in the future.
 - b. The District's June Board Secretary and Treasurer's reports be submitted to the County Superintendent before the August 1 deadline.
3. School Purchasing Program
None
4. School Food Service
None
5. Student Body Activities
Receipts for the Clifton Lawrence School student activities account are deposited in a timely manner and that a detailed receipt log is maintained for the Clifton Lawrence School.
7. Application for State School Aid
None
8. Pupil Transportation
None
9. Facilities and Capital Assets
None
10. Status of Prior Year's Recommendations
The prior year recommendations regarding the balances remaining on the N.C.L.B. Title I grant and I.D.E.A. Part B, Basic grant for the period of September 1, 2012 thru August 31, 2013, the recommendations regarding timely deposits of the Sussex Middle School student activities receipts and receipt of goods signatures for the Clifton Lawrence and Sussex Middle School student activities accounts have all been resolved in the current year.