



TRENTON BOARD OF EDUCATION
MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS–
FINANCIAL, COMPLIANCE AND PERFORMANCE

JUNE 30, 2016

**AUDITOR’S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS—
FINANCIAL, COMPLIANCE AND PERFORMANCE**

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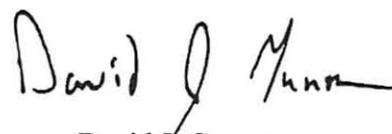
Independent Auditors' Report

Honorable President and Members
of the Board of Education
Trenton Board of Education
Trenton, 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 Trenton Board of Education in the County of Mercer as of and for the year ended June 30, 2016, and have issued our report thereon dated November 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 solely for the information of the Trenton Board of Education's management, Board of Education members and the New Jersey Department of Education and is not intended to be and should not be used by anyone other than those specified parties. However, this report is a matter of public record and its distribution is not limited.



David J. Gannon
Licensed Public School Accountant
No. 2305



WISS & COMPANY, LLP

November 30, 2016
Livingston, New Jersey

**Trenton Board of Education
Administrative Findings-Financial,
Compliance and Performance**

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

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Jayne Howard	Board Secretary/Business Administrator	\$1,000,000
James E. Bartolmei	Treasurer	\$1,000,000

There is a Public Employees' Faithful Performance Blanket Position Bond with the New Jersey School Boards Association Insurance Group covering all other employees with multiple coverage of \$1,000,000.

Tuition Charges

The District does not receive students from any sending districts. Therefore, this section is not applicable.

Financial Planning, Accounting and Reporting

Examination of Claims

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

Payroll Account and Position Control Roster

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.

**Trenton Board of Education
Administrative Findings-Financial,
Compliance and Performance**

All payrolls tested were approved by the Superintendent and were certified by the President of the Board, the Board Secretary/Business Administrator, and the Chief School Administrator.

Salary withholdings were promptly remitted to the proper agencies, including health benefits withholding due to the general fund, where applicable.

Payrolls were delivered to the Treasurer of school monies with a warrant made to his order for the full amount of each payroll.

Our review of the payroll accounts did not reveal any material exceptions.

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 and no exceptions were 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 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, a transaction error rate of 0% overall was noted and no additional procedures were deemed necessary to test the propriety of expenditure classifications.

Board Secretary's Records

During our review of the financial and accounting records maintained by the Board Secretary, we noted no exceptions.

Treasurer's Records

Our review of the financial and accounting records maintained by the Treasurer did not disclose any exceptions.

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

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 the NCLB.

**Trenton Board of Education
Administrative Findings-Financial,
Compliance and Performance**

The study of compliance for E.S.E.A. indicated 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 (K-3) and Schedule B (K-4) 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 the special projects indicated no areas of noncompliance.

T.P.A.F. 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(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. The expenditure was reviewed subsequent to the reimbursement and no exceptions were noted.

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

Effective July 1, 2010 and thereafter, 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 transportation contracts under *N.J.S.A. 18A:39-3* is currently \$18,800 for 2015-16.

The District 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.

**Trenton Board of Education
Administrative Findings-Financial,
Compliance and Performance**

Procedures were performed on a test basis, to indicate if 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*, as 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 in federal and/or State support. Accordingly, we inquired of school management and appropriate school food service personnel as to whether the SFA had any Child Nutrition Program reimbursement overclaims or underclaims and as to whether the SFA’s expenditures of food service revenues were limited to allowable direct and indirect costs. No exceptions were noted.

Exhibits reflecting Child Nutrition Program operations are included in the B-4 through B-6 section of the CAFR.

Student Body Activities

Our audit procedures included a test of items selected from cash receipts and disbursements for the student activity accounts. This testing revealed no exceptions.

Application for State School Aid (ASSA)

Our audit procedures included a test of information reported in the October 15, 2015 Application for State School Aid (ASSA) 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 without exceptions. The information that was included on the workpapers was verified with immaterial exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

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 with immaterial exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a review of transportation related contracts and purchases. Based on our review, the District complied with proper bidding procedures and award of contracts. The District did not purchase any buses during the 2015-2016 school year.

**Trenton Board of Education
Administrative Findings-Financial,
Compliance and Performance**

Facilities and Capital Assets

The facilities projects of the District are fully administered by the New Jersey Schools Development Authority and therefore this section is not applicable.

Other Matters

Finding 2016-001:

During our testing of health benefits, we identified three employees who were receiving payments for health benefit waivers who were also enrolled in health benefits and included on the June 2016 Horizon invoice. In addition, during our testing over the June 2016 Horizon invoice, we identified seven individuals who were no longer employed by the District and should have been removed from health benefit coverage.

Recommendation:

We suggest that the District strengthen its internal controls relating to the timely removal of employees from the District's health insurance coverage and over the health benefit waiver payment process.

Follow-up on Prior Year's Findings

In accordance with *Government Auditing Standards*, our procedures included a review of all prior year recommendations. Corrective action has been taken on all prior year findings.

We have also reviewed any findings contained in the audit reports issued by the Office of Fiscal Accountability and Compliance (OFAC). Corrective action has been taken on all findings in the report dated July 27, 2016.

Acknowledgment

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

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

	2016-2017 Application for State School Aid (10/15/15 data)						Sample for Verification						Private Schools for Disabled				
	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		Reported on A.S.S.A. as Private Schools	Sample for Verification	Sample Verified	Sample Errors	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Schools	Verification	Verified	Errors	
Half Day Preschool																	
Full Day Preschool	113	-	113	-	-	-	-	113	-	113	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	1,009	-	1,009	-	-	-	-	58	-	58	-	-	-	-	-	-	-
One	1,016	-	1,016	-	-	-	-	61	-	61	-	-	-	-	-	-	-
Two	1,047	-	1,047	-	-	-	-	82	-	82	-	-	-	-	-	-	-
Three	794	-	794	-	-	-	-	84	-	84	-	-	-	-	-	-	-
Four	698	-	698	-	-	-	-	35	-	35	-	-	-	-	-	-	-
Five	698	-	698	-	-	-	-	52	-	52	-	-	-	-	-	-	-
Six	614	-	614	-	-	-	-	105	-	105	-	-	-	-	-	-	-
Seven	624	-	624	-	-	-	-	263	-	263	-	-	-	-	-	-	-
Eight	643	-	643	-	-	-	-	121	-	121	-	-	-	-	-	-	-
Nine	585	-	585	-	-	-	-	45	-	45	-	-	-	-	-	-	-
Ten	544	-	544	-	-	-	-	315	-	315	-	-	-	-	-	-	-
Eleven	516	10	516	10	-	-	-	150	2	150	2	-	-	-	-	-	-
Twelve	466	4	466	4	-	-	-	277	4	277	4	-	-	-	-	-	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15 + CR)	104	-	104	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	27	-	27	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	9,471	41	9,471	41	-	-	-	1,761	6	1,761	6	-	-	-	-	-	-
Sp Ed - Elementary	707	-	707	-	-	-	-	22	-	22	-	-	49.0	46.0	46.0	-	-
Sp Ed - Middle School	457	-	457	-	-	-	-	9	-	9	-	-	71.0	53.0	53.0	-	-
Sp Ed - High School	467	6	467	6	-	-	-	9	-	9	-	-	77.0	24.0	24.0	-	-
Subtotal	1,631	6	1,631	6	-	-	-	40	-	40	-	-	197.0	123.0	123.0	-	-
County Vocational - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	11,102	47	11,102	47	-	-	-	1,801	6	1,801	6	-	197.0	123	123	-	-
Percentage Error					0.00%	0.00%						0.00%	0.00%				0.00%

TRENTON BOARD OF EDUCATION
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY (continued)

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		Reported on 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		Reported on Workpapers as LEP Low Income		Errors		Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
	Full	Shared	Full	Shared	Full	Shared				Full	Shared	Full	Shared	Full	Shared			
Half Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	864	-	864	-	-	-	40	40	-	227	-	227	-	-	-	33	33	-
One	953	-	953	-	-	-	46	46	-	277	-	277	-	-	-	39	39	-
Two	992	-	992	-	-	-	37	37	-	217	-	217	-	-	-	30	30	-
Three	757	-	757	-	-	-	35	35	-	164	-	164	-	-	-	28	28	-
Four	639	-	639	-	-	-	9	9	-	53	-	53	-	-	-	7	7	-
Five	648	-	648	-	-	-	12	12	-	52	-	52	-	-	-	9	9	-
Six	570	-	570	-	-	-	20	20	-	45	-	45	-	-	-	13	13	-
Seven	570	-	570	-	-	-	19	19	-	53	-	53	-	-	-	10	10	-
Eight	567	-	567	-	-	-	10	10	-	47	-	47	-	-	-	6	6	-
Nine	483	-	483	-	-	-	18	18	-	73	-	73	-	-	-	13	13	-
Ten	462	-	462	-	-	-	23	23	-	71	-	71	-	-	-	17	16	1
Eleven	429	9	429	9	-	-	12	12	-	44	1	44	1	-	-	8	7	1
Twelve	383	2	383	2	-	-	9	9	-	36	1	36	1	-	-	7	5	2
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	8,317	11	8,317	11	-	-	290	290	-	1,359	2	1,359	2	-	-	220	216	4
Sp Ed - Elementary	665	-	665	-	-	-	15	15	-	88	-	88	-	-	-	9	9	-
Sp Ed - Middle School	431	-	431	-	-	-	5	5	-	17	-	17	-	-	-	2	2	-
Sp Ed - High School	408	3	408	3	-	-	8	8	-	4	-	4	-	-	-	2	2	-
Subtotal	1,504	3	1,504	3	-	-	28	28	-	109	-	109	-	-	-	13	13	-
County Vocational - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	9,821	14	9,821	14	-	-	318	318	-	1,468	2	1,468	2	-	-	233	229	4

Percentage Error 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 1.72%

	Reported on DRTRS by DOE/County		Reported on DRTRS by District		Errors	Tested	Verified	Errors		Reported	Reduced
Regular - Public School	1,736.0		1,736.0	-		134	131	3			
Non-Public Transportation	312.0		312.0	-		24	21	3			
AIL Non Public	194.0		194.0	-		15	12	3			
Regular Special Education	12.0		12.0	-		1	1	-	Average mileage - regular including Grade PK students	4.5	4.5
Special Needs	1,620.0		1,620.0	-		125	125	-	Average mileage - regular excluding Grade PK students	4.6	4.5
Totals	3,874.0		3,874.0	-		299	290	9	Average mileage - special education with special needs	3.2	3.2

Percentage Error 0.00% 3.01%

TRENTON BOARD OF EDUCATION

**SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY (continued)**

ENROLLMENT AS OF OCTOBER 15, 2015

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	Reported on ASSA as Not Low Income	Reported on Workpapers as Not Low Income	Errors	Sample Selected from Workpapers	Verified to Application & Register	Sample Errors
Half Day Preschool	-	-	-	-	-	-
Full Day Preschool	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-
Full Day Kindergarten	47	47	-	5	5	-
One	15	15	-	6	6	-
Two	15	15	-	4	4	-
Three	6	6	-	3	3	-
Four	3	3	-	2	2	-
Five	4	4	-	2	2	-
Six	7	7	-	1	1	-
Seven	10	10	-	1	1	-
Eight	9	9	-	1	1	-
Nine	28	28	-	3	3	-
Ten	22	22	-	4	4	-
Eleven	19	19	-	5	5	-
Twelve	9	9	-	1	1	-
Post-Graduate	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-
Subtotal	<u>194</u>	<u>194</u>	<u>-</u>	<u>38</u>	<u>38</u>	<u>-</u>
Sp Ed - Elementary	1	1	-	1	1	-
Sp Ed - Middle School	1	1	-	-	-	-
Sp Ed - High School	1	1	-	-	-	-
Subtotal	<u>3</u>	<u>3</u>	<u>-</u>	<u>1</u>	<u>1</u>	<u>-</u>
County Vocational - Regular	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-
Total	<u><u>197</u></u>	<u><u>197</u></u>	<u><u>-</u></u>	<u><u>39</u></u>	<u><u>39</u></u>	<u><u>-</u></u>
Percentage Error			<u><u>0.00%</u></u>			<u><u>0.00%</u></u>

TRENTON BOARD OF EDUCATION

EXCESS SURPLUS CALCULATION

JUNE 30, 2016

SECTION 1

A. 2% Calculation of Excess Surplus

2015-16 Total General Fund Expenditures Reported on Exhibit C-1	<u>\$ 276,994,350</u> (A)
Increased by Applicable Operating Transfers	
Transfer from Capital Outlay to Capital Projects	<u>\$ -</u> (A1a)
Transfer from Capital Reserve to Capital Projects	<u>\$ -</u> (A1a)
Transfer from G/F to SRF for Preschool - Regular	<u>\$ -</u> (A1a)
Transfer from G/F to SRF for Preschool - Inclusion	<u>\$ -</u> (A1a)
Less: Expenditures Allocated to Restricted Federal Resources as Reported on Exhibit D-2	<u>\$ 1,404,603</u> (A1b)
2015-16 Adjusted General Fund and Other State Expenditures [(A)+(A1a)-(A1b)]	<u>\$ 275,589,747</u> (A2)
Decreased by:	
On-Behalf TPAF Pension & Social Security	<u>\$ 22,050,224</u> (A3)
Assets Acquired Under Capital Leases:	
General Fund 10 Assets Acquired Under Capital Leases reported on Exhibit C-1a	<u>\$ -</u> (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)
Combined General Fund Contribution & State Resources Percent of Fund 15 Resources Reported on Exhibit D-2	<u>98.29%</u> (A6)
General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases [(A5)*(A6)]	<u>\$ -</u> (A7)
Total Assets Acquired Under Capital Leases [(A4)+(A7)]	<u>\$ -</u> (A8)
2015-16 General Fund Expenditures [(A2)-(A3)-(A8)]	<u>\$ 253,539,523</u> (A9)
2% of Adjusted 2015-16 General Fund Expenditures [(A9) times .02]	<u>\$ 5,070,790</u> (A10)
Enter Greater of (A10) or \$250,000	<u>\$ 5,070,790</u> (A11)
Increased by: Allowable Adjustment*	<u>\$ 200,610</u> (K)
Maximum Unassigned Fund Balance [(A11) + (K)]	<u>\$ 5,271,400</u> (M)

TRENTON BOARD OF EDUCATION

EXCESS SURPLUS CALCULATION

JUNE 30, 2016

SECTION 2

Total General Fund - Fund Balances at June 30, 2016 (Per CAFR Budgetary Comparison Schedule C-1)	\$ 20,938,948 (C)
Decreased by:	
Year-end Encumbrances	\$ 3,914,636 (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$ - (C2)
Excess Surplus - Designated for Subsequent Year's Expenditures**	\$ 4,300,600 (C3)
Other Restricted/Reserved Fund Balances****	\$ 520,639 (C4)
Assigned - Designated for Subsequent Year's Expenditures	\$ 667,594 (C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	<u>\$ 11,535,479 (U)</u>

SECTION 3

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	<u>\$ 6,264,079 (E)</u>
Restricted Excess Surplus - Designated for Subsequent Year's Expenditures **	<u>\$ 4,300,600 (C3)</u>
Restricted Excess Surplus *** [(E)]	<u>\$ 6,264,079 (E)</u>
Total [(C3)+(E)]	<u>\$ 10,564,679 (D)</u>

Footnotes:

- * This adjustment line (line (K) as detailed below) is to be utilized for Impact Aid, Sale, Lease-back, Extraordinary Aid, Additional Nonpublic School Transportation Aid, and recognized current year School Bus Advertising Revenue, if applicable. Extraordinary Aid and Additional Nonpublic School Transportation Aid for 2015-16 received after June 30 is limited to the amount of revenue recognized in the audit year that was not appropriated.

Detail of Allowable Adjustments

Impact Aid	\$ - (H)
Sale & Lease-back	\$ - (I)
Extraordinary Aid	\$ 160,402 (J1)
Additional Nonpublic School Transportation Aid	\$ 40,208 (J2)
Current Year School Bus Advertising Revenue Recognized	\$ - (J3)
Family Crisis Transportation Aid	\$ - (J4)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	<u>\$ 200,610 (K)</u>

TRENTON BOARD OF EDUCATION

EXCESS SURPLUS CALCULATION

JUNE 30, 2016

- ** This amount represents the June 30, 2015 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 90031.
- *** Amount 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 Restricted/Reserved Fund Balance must be detailed for each source and request for approval to use amounts other than state imposed legal restrictions in the excess surplus calculation must be submitted to the Assistant to the Commissioner - Field Services prior to September 30.

- (N-1) Capital reserve at June 30, 2016.
- (N-2) Maintenance reserve minimum required under EFCFA.
- (N-3) Tuition reserve at June 30, 2016.
- (N-4) Emergency reserve at June 30, 2016.
- (N-5) School bus fuel offset reserve - current year - June 30, 2016
- (N-6) School bus fuel offset reserve - prior year - June 30, 2016
- (N-7) Impact Aid general fund reserve at June 30, 2016
- (N-8) Impact Aid capital fund reserve at June 30, 2016

Detail of Other Restricted/Reserved Fund Balance

Statutory restrictions:

Approved unspent separate proposal	\$	-
Sale/lease-back reserve	\$	-
Capital reserve (N-1)	\$	-
Maintenance reserve (N-2)	\$	520,639
Tuition reserve (N-3)	\$	-
Emergency reserve (N-4)	\$	-
School Bus Advertising 50% Fuel Offset Reserve - current year (N-5)	\$	-
School Bus Advertising 50% Fuel Offset Reserve - prior year (N-6)	\$	-
Impact Aid General Fund Reserve (Sections 8002 and 8003) (N-7)	\$	-
Impact Aid Capital Fund Reserve (Sections 8007 and 8008) (N-8)	\$	-
[Other Restricted/Reserved Fund Balance not noted above]****	\$	-
Total Other Restricted/Reserved Fund Balance	\$	<u>520,639</u> (C4)