BOARD OF EDUCATION OF THE TOWNSHIP OF GREENWICH SCHOOL DISTRICT COUNTY OF GLOUCESTER

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

> FOR THE FISCAL YEAR ENDED JUNE 30, 2017



Auditor's Management Report on Administrative Findings - Financial, Compliance and Performance

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

The Honorable President and Members of the Board of Education Township of Greenwich School District County of Gloucester, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Board of Education of the Township of Greenwich School District, in the County of Gloucester, State of New Jersey, as of and for the fiscal year ended June 30, 2017, which were separately issued in the Comprehensive Annual Financial Report dated November 7, 2017.

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

This report is issued in conjunction with the Comprehensive Annual Financial Report of the Board of Education of the Township of Greenwich School District, for the fiscal year ended June 30, 2017, and is intended for the information of the School District's management and the Division of Administration and Finance, Department of Education, State of New Jersey. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

Bowman (Consequently BOWMAN & COMPANY LLP Certified Public Accountants

& Consultants

Michael J. Welding

Certified Public Accountant

~ / ald

Public School Accountant No. CS 00886

Woodbury, New Jersey November 7, 2017

ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

SCOPE OF AUDIT

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

ADMINISTRATIVE PRACTICES AND PROCEDURES

Insurance

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

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

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Scott Campbell	Board Secretary / School Business Administrator	\$5,000.00
Merrie Schmidt	Treasurer of School Moneys	185,000.00

There is a Public Employees' Faithful Performance Blanket Position Bond with School Alliance Insurance Fund covering all other employees with multiple coverage of \$100,000.00.

Tuition Charges

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

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING

Examination of Claims

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

Payroll Account

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

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

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

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

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

Employee Position Control Roster

A sample of the Employee Position Control Roster indicated that it was in satisfactory condition and was approved by the county office submission with the 2016-2017 budget review checklist.

Encumbrances and Accounts Payable

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

Travel

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

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with N.J.A.C. 6A:23A-16.2(f) as part of our randomly sampled expenditure transactions. We also tested the coding of all expenditures included in our compliance and single audit sampling procedures. In addition, a sample was selected that specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. Our samples did not indicate any reportable noncompliance with respect to classification of expenditures.

Board Secretary's Records

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

Treasurer of School Moneys' Records

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

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

The E.S.E.A. / N.C.L.B. financial exhibits are contained within the special revenue section of the CAFR. This section of the CAFR documents the financial position pertaining to the projects under Titles I and II of the Elementary and Secondary Education Act as amended and reauthorized.

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

Other Special Federal and / or State Projects

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

Our audit of the federal and state funds on a sample basis indicated that obligations and expenditures were incurred during the fiscal year or project period for which the project was approved.

The financial exhibits are contained within the special revenue section of the CAFR. This section of the CAFR documents the financial position pertaining to the aforementioned other special projects.

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

TPAF Reimbursement

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

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

TPAF Reimbursement to the State for Federal Salary Expenditures

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

SCHOOL PURCHASING PROGRAMS

Contracts and Agreements Requiring Advertisement for Bids

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

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

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

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

 $\frac{bin/om_isapi.dll?clientID=1319801\&depth=2\&expandheadings=off\&headingswithhits=on\&infobase=statutes.nfo\&softpage=TOC_Frame_Pg42$

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$40,000.00 (with a Qualified Purchasing Agent) and \$29,000.00 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is \$18,800.00 for 2016-17.

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

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

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

SCHOOL FOOD SERVICE

The school food service program was not selected as a major federal and / or State program. However, the program expenditures exceeded \$100,000.00 in federal and / or State support. Accordingly, we inquired of school management, or appropriate school food service personnel, as to whether the SFA had any Child Nutrition Program reimbursement overclaims or underclaims. No exceptions were noted.

We also 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.

The statement of revenues, expenses, and changes in fund net position (CAFR exhibit B-5) does separate program and non-program revenue and program and non-program cost of goods sold.

STUDENT BODY ACTIVITIES

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

28300

APPLICATION FOR STATE SCHOOL AID

Our audit procedures included a sample of information reported in the October 15, 2016 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the disabled, low-income, and bilingual. We also performed an inspection of the School District procedures related to its completion. The information on the A.S.S.A. was compared to the School District workpapers without exception. The information that was included on the workpapers was verified without exception. The results of our procedures are presented in the schedule of audited enrollments.

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

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

PUPIL TRANSPORTATION

Our audit procedures included a sample of on-roll status reported in the 2016-2017 District Report of Transported Resident Students (DRTRS). The information that was reported on the DRTRS was verified to the DRTRS Eligibility Summary Report without exception. The results of our procedures are presented in the schedule of audited enrollments.

Our procedures also included a sample of transportation related contracts and purchases. Based on our sample, the School District complied with proper bidding procedures and award of contracts. No exceptions were noted in our sample of transportation related purchases of goods and services.

FACILITIES AND CAPITAL ASSETS

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

MISCELLANEOUS

Testing for Lead of All Drinking Water in Education Facilities

The School District did comply with all the requirements of N.J.A.C. 26-1.2 and 12.4 related to the testing for lead of all drinking water in educational facilities.

FOLLOW-UP ON PRIOR YEAR'S FINDINGS

There were no audit findings for the fiscal year ended June 30, 2016.

There were no Office of Fiscal Accountability and Compliance audit reports issued during the fiscal year ended June 30, 2017.

ACKNOWLEDGMENT

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

Respectfully submitted,

BOWMAN & COMPANY LLP Certified Public Accountants

& Consultants

Michael J. Welding

Public School Accountant No. 00886

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Application for State School Aid Summary Schedule of Audited Enrollments Enrollment as of October 15, 2016

		2017-2018			School Ai	<u> </u>				Verification			Private Schools for the Disabled			
	Reported on A.S.S.A. On Roll		Work	ted on papers Roll	Fr	rors	Sam Selecte Works		Regi	ed per isters Roll	Reg	s per sters Roll	Reported on A.S.S.A. as Private	Sample for Verifi-	Sample	Sample
	<u>Full</u>	Shared	<u>Full</u>	Shared	<u>Full</u>	Shared	<u>Full</u>	Shared	<u>Full</u>	Shared	<u>Full</u>	Shared	Schools	cation	Verified	Errors
Half Day Preschool																
Full Day Preschool																
Half Day Kindergarten																
Full Day Kindergarten	40		40				40		40							
One	37		37				37		37							
Two	39		39				39		39							
Three	45		45				45		45							
Four	44		44				44		44							
Five	45		45				45		45							
Six	27		27				27		27							
Seven	43		43				43		43							
Eight	47		47				47		47							
Nine																
Ten																
Eleven																
Twelve																
Post-Graduate																
Adult H.S. (15+CR.)																
Adult H.S. (1-14CR.)																
Subtotal	367		367				367		367							
Special Education-Elementary	49		49				49		49				1	1	1	
Special Education-Middle School	24		24				24		24				1	1	1	
Special Education-High School													6	6	6	
Subtotal	70		70				70		70							
Subtotal	73		73				73		73		-	-	8	8	8_	-
Co. Voc Regular Co. Voc. Ft. Post Sec.																
Co Voc Et Post Sec																
00. 100.11.100.000.					_	_	-	-		-	-	-	_	-	-	
Subtotal																
	440		440				440		440				8	8	8	

Application for State School Aid Summary Schedule of Audited Enrollments Enrollment as of October 15, 2016

		sident Low Income		Sam	ple for Verificatio	n		Resident LEP Low Inco	ome	Sample for Verification		
Half Day Preschool	Reported on A.S.S.A. as Low <u>Income</u>	Reported on Workpapers as Low <u>Income</u>	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	<u>Errors</u>	Sample Selected from Workpapers	Verified to Application, Test Score and Register	Sample <u>Errors</u>
Full Day Preschool												
Half Day Kindergarten												
Full Day Kindergarten	10	10		7	7							
One	15	15		10	10							
Two	11	11		8	8							
Three	20	20		14	14							
Four	20	20		14	14							
Five Six	17 12	17 12		12 9	12 9							
Seven	18	18		13	13							
Eight	14	14		10	10							
Nine		• • • • • • • • • • • • • • • • • • • •										
Ten												
Eleven												
Twelve												
Post-Graduate												
Adult H.S. (15+CR.) Adult H.S. (1-14CR.)												
Adult H.S. (1-14CR.)	-											
Subtotal	137	137	-	97	97					<u> </u>		
Special Education-Elementary	19	19		13	13							
Special Education-Middle School Special Education-High School	7	7		5	5							
Subtotal	26	26	-	18	18					<u> </u>		
Co. Voc Regular Co. Voc. Ft. Post Sec.												
Subtotal			-							<u> </u>		
Totals	163	163		115	115							
Percentage Error								=		=		
			Transp	oortation								
	Reported on DRTRS by	Reported on										Re-
	DOE/County	DRTRS by District	Errors	Tested	Verified	Errors					Reported	Re- Calculate
		<u> </u>	<u> </u>	· · · · · · · · · · · · · · · · · · ·	·	LIIOI3						
Reg Public Schools, Col. 1	166	166 3		86	86			age) = Regular Includir			7.6	7.
Reg SpEd, Col. 4 Fransported - Non-Public, Col. 3	3 38	38		2 20	2 20			age) = Regular Excludi eage) = Special Ed. wit		ienis (Pari B)	7.6 5.9	7.0 5.9
Special Needs, Col. 6	56	56		29	29		Spec. Avg. (Mile	eage, – Special Ed. Wil	in opecial needs		5.9	5.
oposiai 1100ao, oo o												
Totals	263	263	_	137	137	_						
Totals Percentage Error	263	263	-	137	137							

Application for State School Aid Summary Schedule of Audited Enrollments Enrollment as of October 15, 2016

Reported on As S.A. as Workpapers as Sample Verified to Sample NOT Low NOT Low NOT Low NOT Low Selected from Test Score Sample NOT Low Selected from Test Score Sample NOT Low NOT L			sident LEP NOT Low Income		Sam	ple for Verification	
Half Day Preschool Half Day Kindergarten One Two Three Four NOT APPLICABLE Five Six Seven Eight Nine Ten Eleven Twee Post-Graduate Aduit H.S. (15+GR.) Aduit H.S. (15+GR.) Subtotal Special Education-Elementary Special Education-Middle School Special Education-Middle School Special Education-High School Subtotal Co. Voc Regular Co.		A.S.S.A. as NOT Low	Workpapers as NOT Low		Selected from	Test Score	
Full Day Kindergarten One Tivo Tivo Tirree NOT APPLICABLE Five Six Seven Eight Nine Ten Eleven Tive Value Va		<u>Income</u>	<u>Income</u>	<u>Errors</u>	Workpapers	and Register	<u>Errors</u>
Half Day Kindergarten One Two Three Four Seven Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (11+QR.) Subtotal Special Education-Elementary Special Education-High School Subtotal Co. Voc Regular Co. Voc Re							
Full Day Kindergarten One Two Three Four Five Six Seven Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (15+CR.) Special Education-Elementary Special Education-High School Special Education-High School Subtotal Co. Voc Regular Co.	Full Day Preschool						
One Three NOT APPLICABLE Four NOT APPLICABLE Five Six Seven Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+0R.) Adult H.S. (11+4CR.)	Half Day Kindergarten						
Two Three Four							
Three Four Five Six Seven Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal Special Education-Elementary Special Education-High School Special Education-High School Special Education-Flementary Special Education-Flementary Special Education-Flementary Special Education-High School Special Education-High School Subtotal Co. Voc Regular Co. Voc.							
Four Five Six Seven Eight Nine Ten Eleven Twelve Post-Graduale Adult H.S. (15+CR.) Adult H.S. (15+CR.) Subtotal	Two						
Five Six Seven Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (1-14CR.) Special Education-Elementary Special Education-High School Special Education							
Six Seven Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal	Four			NOT APPLICABLE			
Seven Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal	Five						
Eight Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal Special Education-Elementary Special Education-High School Special Education-High School Subtotal	Six						
Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal Special Education-Elementary Special Education-High School Special Education-High School Subtotal Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal Totals	Seven						
Nine Ten Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal Special Education-Elementary Special Education-High School Special Education-High School Subtotal Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal Totals	Eight						
Ten Eleven Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (11-14CR.) Subtotal							
Eleven Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal							
Twelve Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal							
Post-Graduate Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal							
Adult H.S. (15+CR.) Adult H.S. (1-14CR.) Subtotal -							
Adult H.S. (1-14CR.) Subtotal - <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>							
Subtotal							
Special Education-Elementary Special Education-Middle School Special Education-High School Subtotal -	7 dai: 11.0. (1 1401.)		·				
Special Education-Middle School Special Education-High School Subtotal -	Subtotal		<u> </u>	<u> </u>			
Special Education-High School -							
Subtotal -<							
Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal -	Special Education-High School		· -				
Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal -	0.16.4.1						
Co. Voc. Ft. Post Sec. Subtotal -	Subtotal	- _	· 				
Co. Voc. Ft. Post Sec. Subtotal -	Co Voe Bornier						
Subtotal - - - - - - Totals - <							
Totals	Co. voc. Ft. Post Sec.		·				
Totals	Subtotal	_	_	_	_	_	
	Totals	-	-	-	-	-	

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT / CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT

SECTION 1

2% Calculation of Excess Surplus

2016-17 Total General Fund Expenditures Reported on CAFR Exhibit C-1 Increased by:	12,232,767.10 (B)
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	1,058,492.14 (B2a)
Assets Acquired Under Capital Leases	(B2b)
Adjusted 2016-17 General Fund Expenditures [(B)+(B1s)-(B2s)]	11,174,274.96 (B3)
2% of Adjusted 2016-17 General Fund Expenditures	
[(B3) times .02]	223,485.50 (B4)
Enter Greater of (B4) or \$250,000	250,000.00 (B5)
Increased by: Allowable Adjustment *	157,962.00 (K)
Maximum Unassigned Fund Balance [(B5) + (K)]	407,962.00 (M)
SECTION 2	
Total General Fund - Fund Balances at June 30, 2017	
(Per CAFR Budgetary Comparison Schedule, Ex. C-1)	1,964,359.27 (C)
Decreased by:	
Year-End Encumbrances	126,197.52 (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	- (C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures ** Other Restricted Fund Balances ****	313,788.04 (C3) 655,265.22 (C4)
Assigned Fund Balance - Designated for Subsequent Year's Expenditures	149,720.36 (C5)
Additional Assigned Fund Balance - Designated for Subsequent Year's Expenditures	140,720.00 (00)
· · · · · · · · · · · · · · · · · · ·	
July 1, 2017-August 1, 2017	(C6) ****
July 1, 2017-August 1, 2017 Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	- (C6) ***** (C1) *****
	·
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	·
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)] SECTION 3	719,388.13 (U1)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)] SECTION 3 Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	719,388.13 (U1)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)] SECTION 3 Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0- Recapitulation of Excess Surplus as of June 30, 2016	719,388.13 (U1) 311,426.13 (E)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)] SECTION 3 Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0- Recapitulation of Excess Surplus as of June 30, 2016 Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	719,388.13 (U1) 311,426.13 (E) 313,788.04 (C3)

EXCESS SURPLUS CALCULATION (CONT'D)

REGULAR DISTRICT / CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT

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, effective for the year ending June 30, 2016 the Federal Impact Aid adjustment to expenditures is limited to the portion of Federal Impact Aid Section 8002 and Section 8003 received during the fiscal year and recognized as revenue on the General Fund Budgetary Comparison Schedule, but not transferred to the Federal Impact Aid Reserve General (8002 or 8003) by board resolution during June 1 to June 30 of the fiscal year under audit. Amounts transferred to the reserve are captured on line (C4);
 - (I) Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10);
 - (J1) Extraordinary Aid;
 - (J2) Additional Nonpublic School Transportation Aid;
 - (J3) Recognized current year School Bus Advertising Revenue; and
 - (J4) Family Crisis Transportation Aid.

Notes 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

Federal Impact Aid		(H)
Sale & Lease-back	-	(I)
Extraordinary Aid	151,350.00	(J1)
Additional Nonpublic School Transportation Aid	6,612.00	(J2)
Current Year School Bus Advertising Revenue Recognized	-	(J3)
Family Crisis Transportation Aid	-	(J4)
		_
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	157,962.00	(K)

This amount represents the June 30, 2016 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031. This amount was to be appropriated in the 2016-2017 general fund budget.

Amount for Other Restricted Fund Balances must be detailed for each source. Use in the excess surplus calculation of any legal reserve that is not state mandated or that is not legally imposed by another type of government, such as the judicial branch of government, must have departmental approval. District requests should be submitted to the Division of Administration and Finance prior to September 30.

Detail of Other Restricted Fund Balance

Statutory restrictions:	
Approved unspent separate proposal	<u> </u>
Sale/lease-back reserve	<u> </u>
Capital reserve	493,745.37
Maintenance reserve	161,519.85
Emergency reserve	<u> </u>
Tuition reserve	<u> </u>
School bus advertising 50% fuel offset reserve - current year	<u> </u>
School bus advertising 50% fuel offset reserve - prior year	<u> </u>
Impact Aid General Fund Reserve (Sections 8002 and 8003)	<u> </u>
Impact Aid Capital Fund Reserve (Sections 8007 and 8008)	
Other state/government mandated reserves	 _
[Other Restricted Fund Balance not noted above]****	<u>-</u>
Total Other Restricted Fund Balance	655,265.22 (C4)

^{***} Amounts must agree to the June 30, 2017 CAFR and must agree to Audit Summary Line 90030.

^{******} Increase in Assigned Fund Balance - Designated for Subsequent Year's expenditures July 1, 2017 to August 1, 2017 resulting from decrease in state aid after adoption of 2017-18 district budget. Refer to Commissioner's <u>Broadcast</u> and to page I-4.2 of this Audit Program.

Audit Recommendations Summary For the Fiscal Year Ended June 30, 2017

Recommendations:

None

2. Financial Planning. Accounting and Reporting

None

3. School Purchasing Programs

None

4. School Food Service

None

5. Student Body Activities

None

6. Application for State School Aid

None

7. Pupil Transportation

None

8. Facilities and Capital Assets

None

9. Miscellaneous

None

10. Status of Prior Year Audit Findings/Recommendations

There were no prior year findings requiring corrective action.