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

of the

Borough of Ho-Ho-Kus School District Board of Education Ho-Ho-Kus, New Jersey

For the Fiscal Year Ended June 30, 2017

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

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Tax ID Number 22-6001996

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Vincent M. Montanino, RMA, PSA

Report of Independent Auditors

Honorable President and Members of the Board of Education Borough of Ho-Ho-Kus School District County of Bergen, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America and <u>Government Auditing Standards</u> issued by the Comptroller General of the United States, the basic financial statements of the Board of Education of the Borough of Ho-Ho-Kus School District in the County of Bergen for the year ended June 30, 2017, and have issued our report thereon dated November 21, 2017.

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 Borough of Ho-Ho-Kus 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.

Vincent M. Montanino

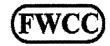
Licensed Public School Accountant

No. 20CS000495

Ferraioli, Wielkotz, Cerullo & Cuva, PA

FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A. Certified Public Accountants

Newton, New Jersey



Administrative Findings – Financial, Compliance and Performance

Scope of Audit

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

Administrative Practices and Procedures

Insurance

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

Official Bonds

Name Position Amount

Dr. Joseph Amatuzzi Interim Business Administrator/Board Secretary

\$225,000.00

There is a Public Employee's Faithful Performance Blanket Position Bond with Selective Insurance Company of America covering all other employees with multiple coverage of \$100,000.00

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges for the school year 2013-2014 was made. The actual costs were less and/or more than estimated costs. The Board made a proper adjustment in the school year 2016-2017 to the billings to sending districts for the decrease/increase in per pupil costs in accordance with N.J.A.C. 6A:23-3.1 (f)3.

Financial Planning, Accounting and Reporting

Examination of Claims

Claims paid during the period under review were examined on a test basis to determine that they are submitted on Board vouchers, itemized, signed by the officials as to approval for payment, endorsement for receipt of materials, allocated to the proper accounts, charged to the proper fiscal period and in agreement with bill list set forth in the approved minutes of the Board.

The review and inquiry indicate good scrutiny on the part of the Board and Board Officials regarding expenditures.

Financial Planning, Accounting and Reporting (Continued)

Payroll Account

The net salaries of all employees of the Board were deposited in the Payroll Account. Employees' payroll deductions and the Board's required payroll contributions were deposited in the Payroll Agency Account.

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

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

The Position Control Roster was reviewed and compared to payroll records, employee benefit records and charges made to the general Ledger to ensure proper and consistent financial reporting and that employee benefits are only offered to current employees.

Reserve for Encumbrances and Accounts Payable

A review of outstanding issued purchase orders was made as of June 30th for goods not yet received or services yet received or services not yet rendered and it was determined that no blanket purchase orders were included in the balance of the reserve for encumbrances. Also, unpaid orders included in the balance of accounts payable were reviewed for priority and to determine that goods were received and services were rendered as of June 30th.

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with N.J.A.C. 6A:23A-16.2(f) as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of all expenditures included in our compliance and single audit testing procedures. In addition to randomly selecting a test sample, our sample selection specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. As a result of the procedures performed no errors were noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

A. General Classification Findings

No errors noted.

B. Administrative Classification Findings

No errors noted.

Board Secretary's Records

The prescribed contractual order system was followed.

Monthly certifications of line-item appropriations and fund status were filed in accordance with N.J.A.C. 6A:23A-16.10 and Division of Finance Policy Bulletin 200-11.

Acknowledgment of the Board's receipt of the Board Secretary's and Treasurer's monthly financial reports was included in the minutes.

The general fixed asset records were updated for the additions and disposals of general fixed assets made during the year.

Financial Planning, Accounting and Reporting (Continued)

Board Secretary's Records (Continued)

All budget appropriation transfers and appropriation of Fund balance/Additional Revenues were in accordance with N.J.A.C. 6A:23.

Treasurer's Records

The Treasurer performed cash reconciliations for the general operating account, capital projects fund, payroll account and payroll agency account in accordance with N.J.S.A. 18A:17-36.

All cash receipts tested were promptly deposited.

The Treasurer's records were in agreement with the records of the Board Secretary.

Elementary and Secondary Education Act (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 Title I and Title II of the Elementary and Secondary Education Act as amended and reauthorized.

The study of compliance for E.S.E.A. indicated that there were 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.

T.P.A.F. Reimbursement

Our audit procedures included a test of the amount claimed for reimbursement filed with the Department of Education for district employees who are members of the Teachers Pension and Annuity Fund. No exceptions were noted.

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

N.J.S.A. 18A:18A-2 contains definitions for terms used throughout N.J.S.A. 18A:18A-1 et seq. It includes as subsection (p) the term "competitive contracting", which is defined as "the method described in N.J.S.A. 18A:18A-4.1 through 18A:18A-4.5 and in the rules promulgated by DCA at N.J.A.C. 5:34-4 of contracting for specialized goods and services in which formal proposals are solicited from vendors; formal proposals are evaluated by the purchasing agent or counsel or school business administrator; and the board of education awards a contract to a vendor or vendors from among the formal proposals received". Also, subsection (aa) defines the term 'concession' to exclude vending machines.

School Purchasing Programs (Continued)

Contracts and Agreements Requiring Advertisement for Bids (Continued)

N.J.S.A. 18A:18A-3(a) sets forth the bid threshold and requires award by board resolution. There is a higher threshold when there is a "Qualified Purchasing Agent" (QPA) in the district as defined at N.J.A.C. 5:34-1.1 and certified upon approval of an application submitted to DCA. Pursuant to N.J.S.A. 18A:18A-3(b), the bid threshold may be adjusted by the Governor, in consultation with the Department of Treasury every five years.

N.J.S.A. 18A:18A-4.4 provides boards of education the authority to pass a resolution authorizing the use of competitive contracting. "In order to initiate competitive contracting, the board of education shall pass a resolution authorizing the use of competitive contracting each time specialized goods or services enumerated in section 45 of PL. 1999, c440 are desired to be contracted".

Effective July 1, 2015 and thereafter the bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) and 18A:39-3 (Transportation) are \$40,000 (with a Qualified Purchasing Agent) and \$29,000.00 (without a Qualified Purchasing Agent) and \$18,800.00 respectively.

In accordance with N.J.S.A. 18A:18A-3(a), the Board of Education has increased the bid threshold from \$36,000 to \$40,000.

It is pointed out that the Board of Education has the responsibility of determining whether the commitments and expenditures are in compliance with the statutes and, where question arises as to whether any contract or agreement might result in violation of these statutes the Board attorney's opinion should be sought before commitment is made.

Inasmuch as the system of records is not required to provide and therefore did not provide for an accumulation of payments by categories for the performance of any work or the furnishings or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violations existed. None were disclosed.

The results of our examination indicated that no individual payments, contracts or agreements were made "for the provision or performance of any goods or services," in excess of the statutory limit where there had been no advertising for bids in accordance with the provision of N.J.S.A. 18A:18A-4.

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

The system of records is not required to provide and therefore did not provide for an accumulation of purchases for which the school board used contracts entered into by the State Department of Purchase and Property pursuant to Ch. 114, P.L. 1977, therefore, the extent of such purchases could not reasonably be ascertained.

THIS SPACE INTENTIONALLY LEFT BLANK

School Food Service

The financial transactions and statistical records of the school food service fund were maintained in satisfactory condition. The financial accounts, milk count records and eligibility applications were reviewed on a test check basis.

The number of milks claimed for reimbursement were verified against sales and meal count records. As part of the claims review process the Edit Check Worksheet was completed. Reimbursement vouchers were properly computed and filed timely.

Expenditures were separately recorded as milk. Vendor invoices were reviewed and costs verified.

The cash disbursements records reflected expenditures for program for 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. Net cash resources did exceed three months average expenditures.

Exhibits reflecting Child Nutrition Program operations are included in the section entitled Proprietary Funds (Exhibits B-4, B-5, B-6).

Student Activity Funds

Cash receipts and disbursement records were maintained in satisfactory condition.

All receipts were promptly deposited in the bank.

Payment authorizations were presented for audit and vendor invoices were available for examination.

The Board adopted a formal board policy that all financial and bookkeeping controls are adequate to ensure appropriate fiscal accountability and sound business practices.

Interest earnings were allocated proportionately to each student activity.

Application for State School Aid

Our audit procedures included a test of information reported in the October 14, 2016 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the handicapped, and bilingual education. We also performed a review of the district procedures related to its completion. The information on the A.S.S.A. was compared to the district workpapers without exception. The information that was included on the workpapers was verified without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

The district maintained workpapers on the prescribed state forms or their equivalent.

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

Pupil Transportation

Our audit procedures included a test of on roll status reported in the 2016-2017 District Report of Transported Resident Student (DRTRS). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

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

Facilities and Capital Assets

Not Applicable

Status of Prior Years' Audit Findings/Recommendations

In accordance with <u>Government Auditing Standards</u>, a review was performed on all prior years, recommendations and corrective action was taken on all.

Acknowledgment

We wish to express our appreciation for the assistance and courtesies extended to us by Board officials and employees during the course of our audit.

Respectfully submitted,

Vincent M. Montanino

Licensed Public School Accountant

License No. 20CS000495

Ferraioli, Wielkotz, Cerullo & Cuva, P.A.

FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A. Certified Public Accountants

SCHEDULE OF MEAL COUNT ACTIVITY

BOARD OF EDUCATION BOROUGH OF HO-HO-KUS

FOOD SERVICE FUND NUMBER OF MEALS SERVED AND (OVER)/UNDERCLAIM ENTERPRISE FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2017

NOT APPLICABLE

SCHEDULE OF AUDITED ENROLLMENTS	D ENROLLMENT	ည													
				BOROU	BO/ GH OF I	BOARD OF EDUCATION OF HO-HO-KUS SCHOO	DUCATI US SCH	BOARD OF EDUCATION ROUGH OF HO-HO-KUS SCHOOL DISTRICT	RICT						
	AP	PLICA:	APPLICATION FOR STATE		SCHOOL AI	D SUMM,	ARY ENF	AID SUMMARY ENROLLMENT AS	T AS OF	OCTOBER	4	2016			
	2017-2018	3 Applic	Application for State School	School ,	Aid			Sample for Verification	erification	- 1		Pri	vate Schoo	Private Schools for Disabled	led
	Reported on	מֿ	Reported on			Sample	ple	Verified per	per	Errors per	Jer				
	A.S.S.A.	>	Workpapers			Selected from	d from	Registers	ers	Registers		-		-	
	On Roll		On Roll	Errors	ors	Workpapers	apers	On Roll	₩				Sample for	1	Sample
	Full Shared		Full Shared	Full	Shared	III	Shared		Shared	Full	Shared	Schools	Verification	Verified	Errors
Half Day Preschool	4		4	1	1	4		4		1	•				
Full Day Preschool	9		7	(1)	ı	7		9		-	-				
Half Day Kindergarten				•	•					1	1				
Full Day Kindergarten	28		58	•	1	28		28		1	1				
One	49		49	1	1	49		49		•	1				
Тwo	20		20	-	1	20		20		1	'				
Three	72		72	1	1	72		72		1	1				
Four	62		62	,	1	62		62		1	1				
Five	22		55	1	1	22		22		1					
Six	28		58		•	28		28		1	1				
Seven	7.1		71	1	'	71		71		1	1				
Eight	65		65	1	ı	65		65		1	1				
Nine										1	1				
Ten										•	1				
Eleven										1	1				
Twelve										'	-				
Post-Graduate										1	1				
Adult H.S. (15+CR.)				1	١					1	1				
Adult H.S. (1-14CR.)	1	-	1	1	'	1	-	'	'	1	'				
Subtotal	220	l l	<u> </u>	(1)	1	551	1	250	*		1				
Sp Ed - Elementary	32		31	_	'	31		32		(1)	1	က	က	က	-
Sp Ed - Middle School	29		29	1	'	29		29		1	1	1			1
Sp Ed - High School	ı	1	1		'	'	1	1	1	'	'	4	4	4	1
Subtotal	61	- 1	- 09		1	09	'	61	'	(1)	'	7	7	7	1
Co. Voc Regular				1	•					1					1
Co. Voc. Ft. Post Sec.	1	-1	1	1	1	'	'	'	1	1	'	'	'	'	1
Totals	611	-	611 -	-	1	611	1	611	1	1	1	7	7	7	
Dorontogo Error				%000	%000					0 %00 0	%000				%00.0
reiceiliage Elloi				מי ממימ						77777	7/77				****

SCHEDULE OF AUDITED ENROLLMENTS (CONTINUED)	TED ENROLLMEN	ITS (CONTINUED)										
		-		BOROL	BOARD OF EDUCATION BOROUGH OF HO-HO-KUS SCHOOL DISTRICT	BOARD OF EDUCATION OF HO-HO-KUS SCHOO	ON OOL DISTRICT					
		APP	APPLICATION FOR ST		HOOL AID SUM	MARY ENF	ATE SCHOOL AID SUMMARY ENROLLMENT AS OF OCTOBER 14	CTOBER 14, 2016				
	Resid	Resident Low Income		Samp	Sample for Verification		Residen	Resident LEP Low Income		Samp	Sample for Verification	
	Reported on	Reported on		Sample	Verified to		Reported on	Reported on		Sample	Verified to	
	A.S.S.A.	Workpapers		Selected from	Application	Sample	A.S.S.A. as	Workpapers as		Selected from	Test Score	Sample
	as Low Income	as Low Income	Errors	Workpapers	and Register	Errors	LEP Low Income	LEP Low Income	Errors	Workpapers	and Register	Errors
Half Day Preschool												1
Full Day Preschool				-		1						1
Half Day Kindergarten						'	-					1
Full Day Kindergarten						1						
One						1						•
Two						1						•
Three						1						1
Four							-					-
Five						•						1
Six			•			1						•
Seven			1			1						1
Eight			1			1						•
Nine			1			•			•			1
Ten			•			1			'			'
Eleven			1			1			1			1
Twelve			•			•			1			•
Post-Graduate						•						1
Adult H.S. (15+CR.)						1						'
Adult H.S. (1-14CR.)						' '	•		·	ŀ		1 1
- Parter			1									
Subtotal		1	'	-		'	1		'			
Sp Ed - Elementary			,			•	1	1	•			•
Sp Ed - Middle School			,			1	1	•				1
Sp Ed - High School	-	1	1	1	1	'	•	1	'	'	1	
Subtotal	8	1	'	1	1	11		1	'	'		'
Co. Voc Regular						1	•	1	•			1
Co. Voc. Ft. Post Sec.	1	'	'	1	1	'		1	'	,	1	'
Totals	1			1	1	'	1	1	'	•		1
			200			/800 0						%000
Percentage Error			<u>0.007</u> 8			0.007e						200.0

SCHEDULE OF AUDITED ENROLLMENTS (CON	TINUED)						
	BOAI						
	BOROUGH OF H	BOROUGH OF HO-HO-KUS SCHOOL D	DISTRICT				
APPLICATION FOF	APPLICATION FOR STATE SCHOOL AID SUMMARY	SUMMARY ENROLLMENT	AS OF	OCTOBER 7	14, 2016		
				_ 2			
	Reported on	ported on Reported on	Sample	oalliple o	Verified to		
	A.S.S.A. as	Workpapers as	Selected from	from	Application	Sample	
	NOT Low Income	_	Workpapers	ers ers	and Register	Errors	
Half Day Preschool						'	
Full Day Preschool			1			•	
Half Day Kindergarten						1	
Full Day Kindergarten			1			ı	
One			•			ı	
Тwo			-			-	
Three			•			1	
Four			1			1	
Five			1			1	
Six	1	1	-		_	1	
Seven			•			1	
Eight	1	-	1		_	1	
Nine			1			1	
Ten			1			1	
Eleven			1			1	
Twelve			1			1	
Post-Graduate						ı	
Adult H.S. (15+CR.)			1			1	
Adult H.S. (1-14CR.)			1			-	
	'1	11	1		1	1	
Subtotal	7				2	1	
Sp Ed Middle School			•			ı	
Sp Ed - High School	•	1			1	1	
Subtotal					1	1	
		The same of the sa					
Co. Voc Regular						•	
Co. Voc. Ft. Post Sec.	•	1	1		1	1	
Totals	7	5	-		2	1	
L			,			200	
Percentage Error		<u>0.00%</u>	<u> </u>			<u>0.00%</u>	

SCHEDULE OF AUDITED ENROLLMENTS (CONCLUDED)	ENROLLMENTS	(CONCLUDED)		1						
				BOAF	BOARD OF EDUCATION	NO TOIGTSIG				
				ח יוט הפטטאטי		JOL DISTRICT				
		APPLICAT	APPLICATION FOR STATE	TE SCHOOL AID	SUMMARY ENR	OLLMENT AS C	SCHOOL AID SUMMARY ENROLLMENT AS OF OCTOBER 14, 2016			
			Transportation	ation						
	Reported on	Reported on								The state of the s
	DRTRS by	DRTRS by								
	DOE	District	Errors	Tested	Verified	Errors				
Reg. Public Schools	211	211	1	120	120					
Reg. Special Ed.			1			1				
									Reported	Re-Calculated
Transported - Non-Public	19	19	•	11	11					
						Avg. N	Avg. Mileage - Regular Including Grade PK students	PK students	4.7	4.7
Special Needs	47	47		27	27	Avg. N	Avg. Mileage - Regular Excluding Grade PK students	PK students	4.7	4.7
						Avg. N	Avg. Mileage - Special Ed with Special Needs	Veeds	4.8	4.8
Totals	277.0	277.0	•	158.0	158.0					
Cross Cross			%000			7000				
פורפוונמחם בווסו			0.00.0			0.00				

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT

SECTION 1

A. 2% Calculation of Excess Surplus

2016-17 Total General Fund Expenditures per the CAFR, Ex.C-1 Increased by: Transfer from Capital Outlay to Capital Projects Fund Transfer from Capital Reserve to Capital Projects Fund Transfer from General Fund to SRF for PreK-Regular Transfer from General Fund to SRF for PreK-Inclusion	\$ \$ \$ \$		(B1a) (B1b) (B1c) (B1d)
Decreased by: On-Behalf TPAF Pension & Social Security Assets Acquired Under Capital Leases	\$ \$	1,314,571.37	<u>(</u> B2a) <u>(</u> B2b)
Adjusted 2016-17 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$_	13,952,053.98	(B3)
2% of Adjusted 2016-17 General Fund Expenditures [(B3) times .02] Enter Greater of (B4) or \$250,000 Increased by: Allowable Adjustment *	\$ \$ \$	279,041.08 279,041.08 127,138.00	(B5)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]		\$ <u>406,179</u>	(M) <u>80.0</u>
SECTION 2			
Total General Fund – Fund Balances @ 6-30-17 (Per CAFR Budgetary Comparison Schedule C-1) Decreased by:	\$	1,754,600.99	(C)
Year End Encumbrances	\$_	1,590.00	_(C1)
Legally Restricted – Designated for Subsequent Year's Expenditures	\$		_(C2)
Legally Restricted Excess Surplus – Designated for Subsequent Year's Expenditures ** Other Restricted Fund Balances****	\$_ \$	173,189.1 866,754.9	<u>4</u> (C3) <u>11(</u> C4)
Assigned Fund Balance-Unreserved – Designated for Subsequent Year's Expenditures Additional Assigned Fund Balance-Unreserved-	\$_	131,887.8	<u>36</u> (C5)
Designated for Subsequent Year's Expenditures July 1, 2017-August 1, 2017	\$_		(C6)****
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)-(C5)-(C5)-(C5)-(C5)-(C5)-(C5)-(C5	C6)]	\$ <u>581,179</u>).08 (U1)
		,	()

SECTION 3

Restricted Fund Balance – Excess Surplus ***[(U1-(M)] IF NEGATIVE ENTER -0-\$_175,000.00_(E)

Recapitulation of Excess Surplus as of June 30, 2017

Reserved Excess Surplus – Designated for Subsequent Year's

Expenditures **

Reserved Excess Surplus ***[(E)]

\$\frac{173,189.14}{5,000.00}(E)\$

Total [(C3) + (E)]

\$<u>348,189.14</u>(D)

Footnotes

*Allowable adjustment to expenditures on line K must be detailed as follows. This adjustment line (as detailed below) is to be utilized when applicable for:

- (H) Federal Impact Aid. The passage of P.L. 2015, c46 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, 2017 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.

Detail of Allowable Adjustments

Impact Aid	\$	(H)
Sale & Lease-back	\$_	(l)
Extraordinary Aid	\$	122,614.00(J1)
Additional Nonpublic School		
Transportation Aid	\$	4,524.00 (J2)
Current Year School Bus Advertising		
Revenue Recognized	\$	(J3)
Family Crisis Transportation Aid	\$	(J4)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	\$	127,138.00 (K)

- ** This amount represents the June 30, 2017 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.
- *** Amount must agree to the June 30, 2017 CAFR and must agree to Audit Summary 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 another 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.
- ******Increase in Assigned Fund Balance-Unreserved -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.

Detail of Other Restricted Fund Balance

Statutory restrictions:	\$	
Approved unspent separate proposal	\$	
Sale/lease-back reserve	\$	
Capital reserve	\$ 442,005.94	
Maintenance reserve	\$ 359,748.97	
Emergency reserve	\$ <u>65,000.00</u>	
Tuition reserve	\$	
School Bus Advertising 50% Fuel Offset Reserve-current year	\$	
School Bus Advertising 50% Fuel Offset Reserve-prior year	\$	
Impact Aid General Fund Reserve (Sections 8002 and 8003)	\$	
Impact Aid General Fund Reserve (Sections 8007 and 8008)	\$	
Other state/government mandated reserve	\$	
[Other Restricted Fund Balance not noted above]****	\$	
Total Other Restricted Fund Balance	\$ 866,754.91(C4))