

**BOARD OF EDUCATION  
TOWNSHIP OF WESTAMPTON  
COUNTY OF BURLINGTON**

**AUDITORS MANAGEMENT REPORT  
ON ADMINISTRATIVE FINDINGS  
- FINANCIAL, COMPLIANCE AND PERFORMANCE  
FOR THE FISCAL YEAR ENDED  
JUNE 30, 2017**

***INVERSO & STEWART***  
Marlton, New Jersey

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

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

The Honorable President and  
Members of the Board of Education  
Westampton Township School District  
Westampton, New Jersey

I 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 Westampton Township School District, in the County of Burlington for the year ended June 30, 2017, and have issued my report thereon dated October 12, 2017.

As part of my audit, I 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 Westampton Township Board of Education and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

***INVERSO & STEWART, LLC***  
Certified Public Accountants



Robert P. Inverso  
Public School Accountant No. CS001095

Marlton, New Jersey  
October 12, 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 district's CAFR.

#### **Officials Bonds**

Frank C. Farr	Treasurer	\$ 200,000
Tracey L. McGuire	Board Secretary	110,000

There is a Public Employees' Faithful Performance Blanket Position Bond covering all other employees with multiple coverage of \$500,000.

#### **Tuition Charges**

There were no tuition charges which would require the School District to make the necessary adjustment per *N.J.A.C. 6:23A-3.1(f)3*.

#### **Financial Planning, Accounting, and Reporting**

##### **Examination of Claims**

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

##### **Payroll Account**

The net salaries of all employees of the School District were deposited in the Payroll Account. Employees' payroll deductions and employer's share of fringe benefits were deposited in the Payroll Agency Account.

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

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

**Financial Planning, Accounting, and Reporting (Continued)**

**Payroll Account (Continued)**

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

The required certification (E-CERT1) of compliance with requirements for income tax on compensation of administrators to the NJ Dept. of Treasury was filed by the March 15 due date.

The Payroll Account records were maintained in good condition.

**Position Control Roster**

No exceptions were noted during my examination of the Employee Position Control Roster

**Reserve for Encumbrances and Accounts Payable**

A review of outstanding issued purchase orders was made as of June 30 for proper classification of orders as reserve for encumbrances and accounts payable. My review did not indicate any material discrepancies with respect to classification of orders.

**Obligations of Federal Grant Awards and Requests for Reimbursement of Expenditures against those Federal Grant Awards**

No exceptions were noted during my examination of obligations of federal grant awards and requests for reimbursement of expenditures against those federal grant awards made during the period under audit.

**Travel**

No exceptions were noted in my study of compliance for travel expenses.

**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 my test of transactions of randomly selected expenditure items. I also reviewed the coding of all expenditures included in my compliance and single audit testing procedures. In addition to randomly selecting a test sample, my sample selection specifically targeted administrative coding classifications to determine overall reliability and compliance with *N.J.A.C. 6A:23A-8.2*. My review did not indicate any material discrepancies with respect to classification of expenditures.

**Board Secretary/Business Administrator's Record**

The financial and accounting records of the Board Secretary/Business Administrator's office were maintained in good condition.

**Treasurer's Records**

The financial and accounting records of the Treasurer were maintained in good condition.

**Financial Planning, Accounting, and Reporting (Continued)**

**Elementary and Secondary Education Act of 1965 (E.S.E.A.)/ Improving America's Schools Act (I.A.S.A.) as reauthorized by the No Child Left Behind Act of 2001 (N.C.L.B.)**

The E.S.E.A./NCLB financial exhibits are contained within the Special Revenue Section of the CAFR. This section of the CAFR documents the financial position pertaining to the projects under Titles I, II and III of the Elementary and Secondary Education Act, as amended and reauthorized.

The study of compliance for E.S.E.A. did not indicate any exceptions.

**Other Special Federal and/or State Projects**

The School District's Special Projects were approved as listed on Schedule A and Schedule B located in the CAFR.

My 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 did not indicate any exceptions.

**T.P.A.F. Reimbursement**

My audit procedures included a test 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.

**T.P.A.F. Reimbursement to the State for Federal Salary Expenditures**

The amount of the expenditure charged to the current year's Final Reports for all federal awards for the school district to reimburse the state for 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 60 day grant liquidation period required by the Office of Grants Management. The expenditure was reviewed subsequent to the reimbursement and no exceptions were noted.

**Nonpublic State Aid**

The study of compliance for Nonpublic State Aid did not indicate any exceptions.

**School Purchasing Programs**

**Contracts and Agreements Requiring Advertisement for Bids**

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$40,000 (with a Qualified Purchasing Agent) and \$29,000 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is \$18,800.

The School District 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.

### **School Purchasing Programs (Continued)**

Based on the results of my examination, I 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, 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 financial transactions and statistical records of the school food service fund were reviewed. The financial accounts, meal count records and eligibility applications were reviewed on a test-check basis. No exceptions were noted.

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

The School District utilizes a food service management company (FSMC) and is depositing and expending program monies in accordance with N.J.S.A. 18A:17-34, and 19-1 through 19-4.1

The FSMC contract includes an operating provision which guarantees that the food service program will break even. The operating results provision has been met.

Expenditures were separately recorded as food, labor and other costs. Vendor invoices were reviewed and costs verified. Inventory records on food and supply items were currently maintained and properly applied in determining the cost of food and supplies used.

The cash disbursements records reflected expenditures for program related goods and services. The appropriate revenue and expenditure records were maintained in order to substantiate the non-profit status of the school food service. Net cash resources did not exceed three months average expenditures.

Time sheets were reviewed and labor costs verified. Payroll records were maintained on all School District food service employees authorized by the Board of Education. No exceptions were noted.

The number of meals claimed for reimbursement was compared to sales and meal count records. As part of the claims review process the Edit Check Worksheet was completed. Reimbursement claims were not submitted/certified in a timely manner in all instances.

### **Finding No. 2017-001**

The June 2016 reimbursement claim was not filed in a timely manner.

### **Recommendation**

That all reimbursement claims are filed in a timely manner.

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

The required verification procedures for free and reduced price applications were completed and available for review. No exceptions were noted.

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

**School Food Service (Continued)**

The Statement of Revenues, Expenses, and Changes in Fund Net Assets (CAFR Schedule B-5) does separate program and non-program revenue and program and non-program cost of goods sold.

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

**Student Body Activities**

The financial records for the Student Activity Fund were maintained in satisfactory condition.

**Application for State School Aid**

My audit procedures included a test of information reported in the October 15, 2016 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the handicapped, low-income and bilingual. I also performed a review 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 my 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**

My procedures included a test of on roll status reported in the 2016-2017 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 my procedures are presented in the Schedule of Audited Enrollments.

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

**Testing for Lead of all Drinking Water in Educational Facilities**

The School District adhered to 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 Years' Findings**

In accordance with government auditing standards, my procedures included a review of all prior year recommendations. There were no prior year recommendations.



**Acknowledgment**

I received the complete cooperation of all the officials of the Westampton Township School District and I greatly appreciate the courtesies extended to the members of the audit team.

Respectfully submitted,

***INVERSO & STEWART, LLC***  
Certified Public Accountants

A handwritten signature in black ink, appearing to read 'RPA', is positioned above the printed name of the signatory.

Robert P. Inverso  
Public School Accountant

October 12, 2017

SCHEDULE OF MEAL COUNT ACTIVITY

WESTAMPTON TOWNSHIP SCHOOL DISTRICT  
 FOOD SERVICE FUND  
 NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM  
 ENTERPRISE FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2017

PROGRAM	MEALS CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE	(OVER) UNDER CLAIM
National School Lunch (Regular rate)	Paid	56,474	56,474	56,474	0	0.30	
	Reduced	9,963	9,963	9,963	0	2.76	
	Free	<u>26,958</u>	<u>26,958</u>	<u>26,958</u>	<u>0</u>	3.16	
	Total	<u>93,395</u>	<u>93,395</u>	<u>93,395</u>	<u>0</u>		<u>0</u>
National School Lunch	HHFKA - PB Lunch Only	<u>93,395</u>	<u>93,395</u>	<u>93,395</u>	<u>0</u>	0.06	<u>0</u>
School Breakfast	Paid	1,194	1,194	1,194	0	0.29	
	Reduced	238	238	238	0	1.41	
	Free	<u>3,143</u>	<u>3,143</u>	<u>3,143</u>	<u>0</u>	1.71	
	Total	<u>4,575</u>	<u>4,575</u>	<u>4,575</u>	<u>0</u>		<u>0</u>
School Breakfast Severe Need	Paid	1,133	1,133	1,133	0	0.29	
	Reduced	1,294	1,294	1,294	0	1.74	
	Free	<u>4,254</u>	<u>4,254</u>	<u>4,254</u>	<u>0</u>	2.04	
	Total	<u>6,681</u>	<u>6,681</u>	<u>6,681</u>	<u>0</u>		<u>0</u>
Special Milk	Paid	0	0	0	0		
	Free	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
	Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>
TOTAL NET OVERCLAIM - FEDERAL							<u>\$ -</u>

PROGRAM	MEALS CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE	(OVER) UNDER CLAIM
State Reimbursement - National School Lunch (Regular rate)	Paid	56,474	56,474	56,474	0	0.040	
	Reduced	9,963	9,963	9,963	0	0.055	
	Free	<u>26,958</u>	<u>26,958</u>	<u>26,958</u>	<u>0</u>	0.055	
	Total	<u>93,395</u>	<u>93,395</u>	<u>93,395</u>	<u>0</u>		<u>0</u>
TOTAL NET OVERCLAIM - STATE							<u>\$ -</u>

**WESTAMPTON TOWNSHIP SCHOOL DISTRICT  
NET CASH RESOURCE SCHEDULE**

**Net cash resources did not exceed three months of expenditures  
Proprietary Funds - Food Service  
For the fiscal year ended June 30, 2017**

<u>Net Cash Resources:</u>	<b>Food Service B - 4/5</b>	
<b>CAFR * Current Assets</b>		
B-4 Cash & Cash Equivalents	\$ 19,965	
B-4 Intergovernmental Accounts Receivable	9,913	
B-4 Interfund Accounts Receivable	67,476	
B-4 Other Accounts Receivable	5,390	
<b>CAFR Current Liabilities</b>		
B-4 Less: Accounts Payable		
B-4 Less: Compensated Absences Payable		
B-4 Less: Interfund Accounts Payable		
B-4 Less: Unearned revenue	<u>(3,630)</u>	
<b>Net Cash Resources</b>	<u><u>\$ 99,114</u></u>	<b>( A )</b>
 <b><u>Net Adjustment To Total Operating Expense:</u></b>		
B-5 Total Operating Expense	544,480	
B-5 Less: Depreciation	<u>(21,282)</u>	
<b>Adjusted Total Operating Expense</b>	<u><u>\$ 523,198</u></u>	<b>( B )</b>
 <b><u>Average Monthly Operating Expense:</u></b>		
B / 10	<u><u>\$ 52,320</u></u>	<b>( C )</b>
 <b><u>Three times monthly Average:</u></b>		
3 X C	<u><u>\$ 156,959</u></u>	<b>( D )</b>

TOTAL IN BOX A	\$ 99,114	
LESS TOTAL IN BOX D	<u>(156,959)</u>	
NET	<u><u>(57,845)</u></u>	
From above:		
<b>A is greater than D, cash exceeds 3 X average monthly operating expenses.</b>		
<b>D is greater than A, cash does not exceed 3 X average monthly operating expenses.</b>		

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

SOURCE - USDA resource management comprehensive review form.

SCHEDULE OF AUDITED ENROLLMENTS

Westampton Township School District

Application for State School Aid Summary

Enrollment as of October 15, 2016

	2017-2018 Application for State School Aid						Sample for Verification						Private Schools for Disabled			
	Reported on ASSA On Roll		Reported on Workpapers On Roll		Errors		Sample Selected From Workpapers		Verified per Registers On Roll		Errors per Registers On Roll		Reported on ASSA as Private Schools	Sample for Verifi- cation	Sample Varified	Sample Errors
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared				
Half Day Pre K 3	6		6					6		6						
Half Day Pre K 4	12		12					12		12						
Full Day K	91		91					91		91						
One	81		81					81		81						
Two	79		79					79		79						
Three	89		89					89		89						
Four	91		91					91		91						
Five	89		89					89		89						
Six	89		89					89		89						
Seven	101		101					101		101						
Eight	106		106					106		106						
Subtotal	834	0	834	0	0	0	834	0	834	0	0	0	0	0	0	0
SpEd Elementary	105		105				105		105				1	1	1	
SpEd Middle School	37		37				37		37				1	1	1	
Subtotal	142	0	142	0	0	0	142	0	142	0	0	0	2	2	2	0
Totals	976	0	976	0	0	0	976	0	976	0	0	0	2	2	2	0
Percentage Error					0.00%	-0-					0.00%	-0-			-0-	-0-

Schedule of Audited Enrollments

**Westampton Township School District**

Application for State School Aid Summary

Enrollment as of October 15, 2016

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on ASSA as NOT Low Income</u>	<u>Reported on Workpapers as NOT Low Income</u>	<u>Errors</u>	<u>Sample Selected from Workpapers</u>	<u>Verified to Application and Register</u>	<u>Sample Errors</u>
Half Day Pre K 3						
Half Day Pre K 4						
Full Day K	7	7		7	7	
One	3	3		3	3	
Two	2	2		2	2	
Three						
Four						
Five						
Six						
Seven						
Eight						
Subtotal	<u>12</u>	<u>12</u>	<u>-</u>	<u>12</u>	<u>12</u>	<u>-</u>
SpEd Elementary						
SpEd Middle School						
Subtotal	<u></u>	<u></u>	<u>-</u>	<u></u>	<u></u>	<u>-</u>
Totals	<u>12</u>	<u>12</u>	<u>-</u>	<u>12</u>	<u>12</u>	<u>-</u>
Percentage Error			<u>-</u>			<u>-</u>

Schedule of Audited Enrollments

**Westampton Township School District**

Application for State School Aid Summary

Enrollment as of October 15, 2016

12

	<u>Resident Low Income</u>			<u>Sample for Verification</u>			<u>Resident LEP Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on ASSA as Low Income</u>	<u>Reported on Workpapers as Low Income</u>	<u>Errors</u>	<u>Sample Selected from Workpapers</u>	<u>Verified to Application and Register</u>	<u>Sample Errors</u>	<u>Reported on ASSA as LEP Low Income</u>	<u>Reported on Workpapers as LEP Low Income</u>	<u>Errors</u>	<u>Sample Selected from Workpapers</u>	<u>Verified to Test Score and Register</u>	<u>Sample Errors</u>
Half Day Pre K 3												
Half Day Pre K 4												
Full Day K												
One	19	25		19	25							
Two	24	24		24	24		2	2		2	2	
Three	22	24		22	24		1	1		1	1	
Four	23	22		23	22		1	1		1	1	
Five	27	23		27	23							
Six	25	27		25	27							
Seven	22	25		22	25		1	1		1	1	
Eight	24	22		24	22							
	<u>211</u>	<u>211</u>	<u>-</u>	<u>211</u>	<u>211</u>	<u>-</u>	<u>5</u>	<u>5</u>	<u>-</u>	<u>5</u>	<u>5</u>	<u>-</u>
SpEd Elementary	38			38								
SpEd Middle School	13			13								
Subtotal	<u>51</u>	<u>51</u>	<u>-</u>	<u>51</u>	<u>51</u>	<u>-</u>	<u>0</u>	<u>0</u>	<u>-</u>	<u>0</u>	<u>0</u>	<u>-</u>
Totals	<u>262</u>	<u>262</u>	<u>-</u>	<u>262</u>	<u>262</u>	<u>-</u>	<u>5</u>	<u>5</u>	<u>-</u>	<u>5</u>	<u>5</u>	<u>-</u>
Percentage Error			<u>-</u>			<u>-</u>			<u>-</u>			<u>-</u>

<u>Transportation</u>							
<u>Reported on DRTRS by DOE</u>	<u>Reported on DRTRS by District</u>	<u>Errors</u>	<u>Tested</u>	<u>Verified</u>	<u>Errors</u>	<u>Reported</u>	<u>Recalculated</u>
Reg. Public School , col. 1	411		411	411			
Reg. Special Education, col. 4	75		75	75		Avg. Mileage - Regular Including Grade PK students	3.7
Transported-Non-Public, col. 2	10		10	10		Avg. Mileage - Regular Excluding Grade PK students	3.7
Special Needs, Col. 6	48		48	48		Avg. Mileage - Special Ed. with Special Needs	3.7
	<u>544</u>	<u>-</u>	<u>544</u>	<u>544</u>	<u>-</u>		
Percentage Error		<u>-</u>			<u>-</u>		

WESTAMPTON SCHOOL DISTRICT

EXCESS SURPLUS CALCULATION

**SECTION 1 - Regular Districts**

**A. 2% Calculation of Excess Surplus**

2016-2017 Total General Fund Expenditures per the CAFR, Ex C-1	\$	<u>13,907,290</u>	(B)
Increased by:			
Transfer from Capital Outlay to Capital Projects Fund	\$	<u>                    </u>	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$	<u>                    </u>	(B1b)
Transfer from General Fund to SRF for PreK-Regular	\$	<u>                    </u>	(B1c)
Transfer from General Fund to SRF for PreK-Inclusion	\$	<u>                    </u>	(B1d)
Decreased by:			
On-Behalf TPAF Pension & Social Security	\$	<u>(1,540,480)</u>	(B2a)
Assets Acquired Under Capital Leases	\$	<u>                    </u>	(B2b)
Adjusted 2016-17 General Fund Expenditures [(B)+(B1s)+(B2s)]	\$	<u>12,366,810</u>	(B3)
2% of Adjusted 2016-17 General Fund Expenditures [(B3) times .02]	\$	<u>247,336</u>	(B4)
Enter Greater of (B4) or \$250,000	\$	<u>250,000</u>	(B5)
Increased by: Allowable Adjustment	\$	<u>44,791</u>	(K)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]	\$	<u>294,791</u>	(M)

**SECTION 2**

Total General Fund - Fund Balances @ 6-30-17 (Per CAFR Budgetary Comparison Schedule C-1)	\$	<u>3,887,566</u>	(C)
Decreased by:			
Year-end Encumbrances	\$	<u>                    </u>	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$	<u>                    </u>	(C2)
Legally Restricted Excess Surplus - Designated for Subsequent Year's Expenditures	\$	<u>1,133,862</u>	(C3)
Other Restricted Fund Balances	\$	<u>1,562,903</u>	(C4)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$	<u>11,447</u>	(C5)
Additional Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures July 1, 2017 - August 1, 2017	\$	<u>                    </u>	(C6)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)-(C-6)]	\$	<u>1,179,354</u>	(U1)

**WESTAMPTON SCHOOL DISTRICT**

**EXCESS SURPLUS CALCULATION**

**SECTION 3 - All Districts**

Restricted Fund Balance - Excess Surplus [(U2)-(M)] IF NEGATIVE ENTER -0-	\$	<u>884,563</u> (E)
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**Recapitulation of Excess Surplus as of June 30, 2017**

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures	\$	<u>1,133,862</u> (C3)
Reserved Excess Surplus [(E)]	\$	<u>884,563</u> (E)
 Total [(C3) + (E)]	 \$	 <u>2,018,425</u> (D)

**Detail of Allowable Adjustments**

Impact Aid	\$	_____	(H)
Sale & Lease-back	\$	_____	(I)
Extraordinary Aid	\$	<u>35,047</u>	(J1)
Additional Nonpublic School Transportation Aid	\$	<u>9,744</u>	(J2)
Current Year School Bus Advertising Revenue	\$	_____	(J3)
Family Crisis Transportation Aid	\$	_____	(J4)
 Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	 \$	 <u>44,791</u>	 (K)

**Detail of Other Restricted Fund Balance**

Statutory restrictions:			
Approved unspent separate proposal	\$	_____	
Sale/lease-back reserve	\$	_____	
Capital reserve	\$	<u>1,562,903</u>	
Maintenance reserve	\$	_____	
Emergency reserve	\$	_____	
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 Capital Fund Reserve (Sections 8007 and 8008)	\$	_____	
Other state/government mandated reserves	\$	_____	
 Other Restricted Fund Balance not noted above	 \$	 _____	
 Total Other Restricted Fund Balance	 \$	 <u>1,562,903</u>	 (C4)



AUDIT RECOMMENDATIONS SUMMARY  
For the Fiscal Year Ended June 30, 2017

Recommendations:

1. Administrative Practices and Procedures  
None
2. Financial Planning, Accounting and Reporting  
None
3. School Purchasing Programs  
None
4. School Food Service  
That all reimbursement claims are filed in a timely manner.
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 audit findings.