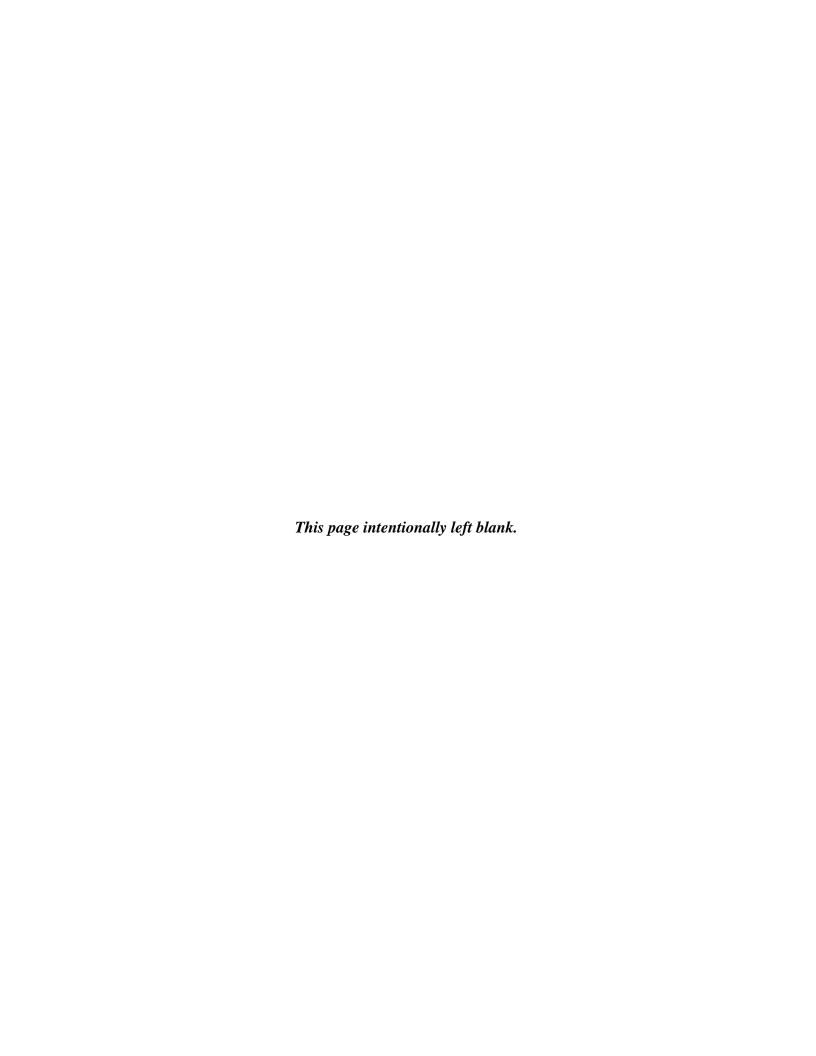
#### FLORENCE TOWNSHIP SCHOOL DISTRICT

Florence, New Jersey County of Burlington

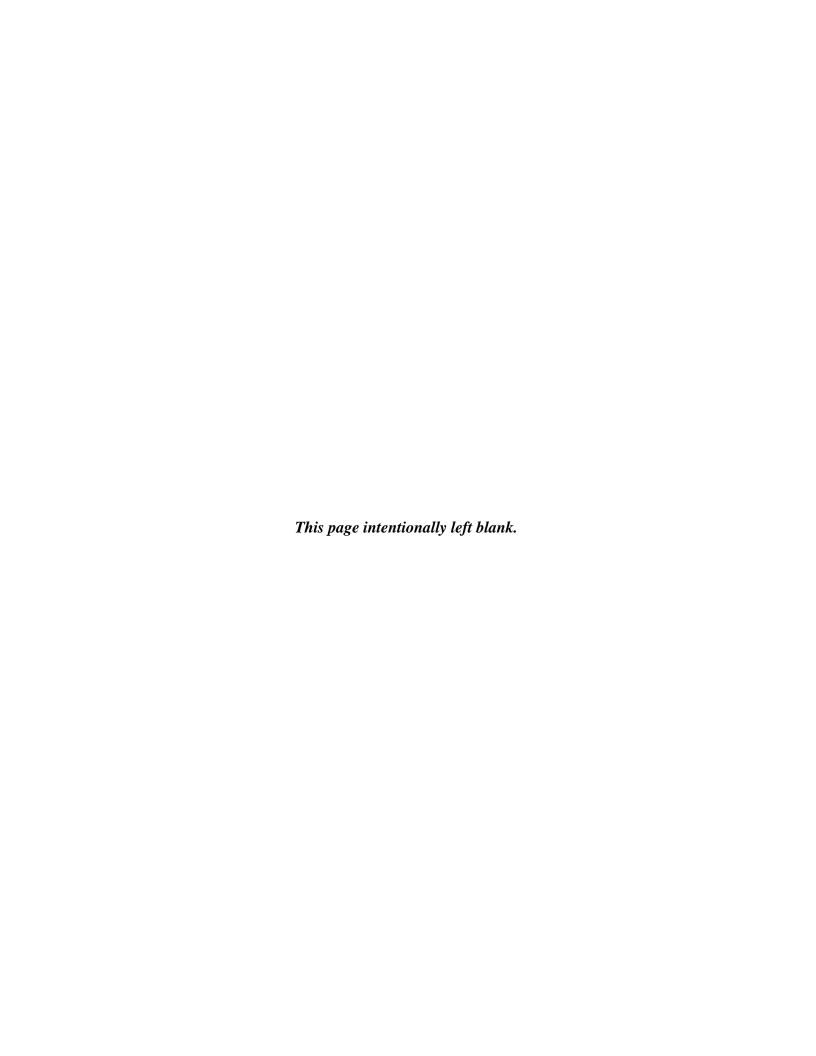
#### AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS-FINANCIAL, COMPLIANCE AND PERFORMANCE FOR THE FISCAL YEAR ENDED JUNE 30, 2018



## MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS FINANCIAL, COMPLIANCE AND PERFORMANCE

#### TABLE OF CONTENTS

	PAGE
Report of Independent Auditors - Auditor's Management Report on	
Administrative Findings, Financial Compliance and Performance	1
Scope of Audit	3
Administrative Practices and Procedures:	
Insurance	3
Official Bonds	3
Tuition Charges	3
Financial Planning, Accounting and Reporting:	
Examination of Claims	3
Payroll Account	3
Employee Position Control Roster	
Reserve for Encumbrances and Accounts Payable	4
Classification of Expenditures	4
Board Secretary's Records	4
Treasurer's Records	4
Elementary & Secondary School Education Act (E.S.E.A.), as amended	
by the Improving America's Schools Act of 1994 (I.A.S.A.)	5
Other Special Federal and/or State Project	5
T.P.A.F. Reimbursement	5
T.P.A.F. Reimbursement to the State for Federal Salary Expenditures	5
School Purchasing Programs:	
Contracts & Agreements Requiring Advertisement for Bids	5
School Food Service	6
Student Body Activities	6
Application for State School Aid	6
Pupil Transportation	7
Testing for Lead of All Drinking Water in Educational Facilities	7
Follow-up on Prior Year Findings	7
Office of Fiscal Accountability and Compliance (OFAC) Findings	7
Acknowledgment	7
Additional Information:	
Schedule of Audited Enrollments	11
Excess Surplus Calculation	14
Audit Recommendations Summary	16



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

Honorable President and Members of the Board of Education Florence Township School District County of Burlington Florence, 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 Bordentown Regional School District in the County of Burlington for the year ended June 30, 2018, and have issued our report thereon dated February 19, 2019.

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 Florence Township 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.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.

Kevin P. Frenia Certified Public Accountant Public School Accountant, No. 1011

Medford, New Jersey February 19, 2019 This page intentionally left blank.



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### 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 CAFR.

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

Name	Position	<u>Amount</u>
Melissa Livengood	Board Secretary/School Business Administrator	\$225,000
Donald J. Cammus	Treasurer	\$225,000

There is a Public Employee's Faithful Performance Blanket Position Bond covering all other employees with coverage of \$200,000.

#### **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 cost in accordance with N.J.A.C.6A:23A-17.1(f)3.

#### Financial Planning, Accounting and Reporting

#### **Examination of Claims**

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

#### **Payroll Account**

The net salaries of sampled employees of the board were deposited in the Payroll Account. Employee's payroll deductions and employer's share of fringe benefits were deposited in the Payroll Agency Account.

#### Financial Planning, Accounting and Reporting (continued)

#### **Payroll Account (continued)**

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

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

Payrolls were delivered to the School Business Administrator/Board Secretary who then deposited with warrants in separate bank accounts for net payroll and withholdings.

#### **Employee Position Control Roster**

A sample inquiry and subsequent review of the Position Control Roster found no inconsistencies between the payroll records, employee benefit records (e.g. pension reports and health benefit coverage reports), the general ledger accounts to where wages are posted (administrative versus instruction), and the Position Control Roster.

#### **Reserve for Encumbrances and Accounts Payable**

A sample of outstanding issued purchase orders was made as of June 30 for proper classification of orders as reserve for encumbrances and accounts payable. No exceptions were noted.

#### **Classification of Expenditures**

The coding of expenditures was tested for proper classification in accordance with *N.J.A.C.* 6A:23 A-16.29(f) as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of a sample of 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, a transaction error rate of 0% percent overall was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

#### **Board Secretary's Records**

Our review of the financial and accounting records maintained by the board secretary were found to be in satisfactory condition.

#### **Treasurer's Records**

Our review of the financial and accounting records maintained by the Treasurer of School Monies were found to be in satisfactory condition.

#### Financial Planning, Accounting and Reporting (continued)

## Elementary and Secondary Education Act (E.S.E.A.) as amended by the Every Student Succeeds Act (ESSA)

The E.S.E.A. 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, III, and IV of the Elementary and Secondary Education Act as amended and reauthorized.

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 School 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 sample 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 sample test of the biweekly reimbursements forms filed with the Department of Education for 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 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**

*N.J.S.A.18A:18A-1* et seq. (Public School Contracts Law), the associated rules and related information on the statute, and school contracts in general is available on the website: <a href="http://www.state.nj.us/dca/divisions/dlgs/programs/lpcl.html">http://www.state.nj.us/dca/divisions/dlgs/programs/lpcl.html</a>

Current statute is posted on the New Jersey Legislature website at: <a href="http://lis.njleg.state.nj.us/cgibin/om\_isapi.dll?clientID=1319801&depth=2&expandheadings=off&headigswithhits=on&infobase=statutes.nfo&softpage=TOC">http://lis.njleg.state.nj.us/cgibin/om\_isapi.dll?clientID=1319801&depth=2&expandheadings=off&headigswithhits=on&infobase=statutes.nfo&softpage=TOC</a> Frame Pg42

#### **School Purchasing Programs (continued)**

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 \$19,000 for 2017-18.

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.

Based on the results of our tests on sample basis, 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.

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, 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 State of Revenues, Expenses, and Changes in Net Position (CAFR Schedule B-5) does separate program and non-program revenue and program and non-program costs of goods sold

#### **Student Body Activities**

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

#### **Application for State School Aid (ASSA)**

Our audit procedures included a sample test of information reported in the October 13, 2017 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the handicapped and low-income, and bilingual. We also performed a review on a sample basis of the School District's procedures related to its completion. The information on the ASSA 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 written procedures appear to be adequate for the recording of student enrollment data.

#### **Pupil Transportation**

Our audit procedures included a sample test of on roll status reported in the 2017-2018 District Report of Transported Resident Students (DRTRS). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a sample of transportation contracts and purchases. Based on our sample, the School District complied with proper bidding procedures and award of contracts. The bid specifications for the purchase of buses were in compliance with applicable statutes. No exceptions were noted in our sampling of transportation related purchases of goods and services.

#### **Testing for Lead of All Drinking Water in Educational Facilities**

The school district submitted the annual Statement of Assurance to the Department of Education, pursuant to N.J.A.C. 6A:26-12.4(g)

#### **Follow-up on Prior Year Findings**

In accordance with audit requirements prescribed by the Office of School Finance, Department of Education, State of New Jersey, our procedures included a review of all prior year findings reported in the prior year's Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance. There were no prior year findings.

#### Office of Fiscal Accountability and Compliance (OFAC) Findings

There were no Office of Fiscal Accountability and Compliance (OFAC) audit reports issued during the fiscal year ended June 30, 2018.

#### 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.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.

Kevin P. Frenia Certified Public Accountant Public School Accountant, No. 1011

Medford, New Jersey February 19, 2019 This page intentionally left blank.



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# SCHEDULE OF AUDITED ENROLLMENTS (1)

Florence Township School District
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2017

	20	18-2019 A	2018-2019 Application for State School Aid	or State So	thool Aid			San	Sample for Verification	rification			Privat	e Schools f	Private Schools for Disabled	_
I	Reported on A.S.S.A.	d on A.	Reported on Workpapers	l on pers	STOTE H	و	Sample Selected from Workpapers	ole from	Verified per Registers	l per ers	Errors per Registers On Roll	per ers	Reported on A.S.S.A. as	Sample for Verifi-	Samule	Samule
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Schools	cation	Verified	Errors
Half Day Preschool - 3 Yrs	8		8		1	,	-		1							1
Half Day Preschool - 4 Yrs	7		7	,	٠		П		_	,	,	,	1	٠	٠	1
Full Day Kindergarten	75		75	,	•	,	13		13	,	,	,	1	•	•	1
One	109	,	109	,	,	,	19	,	19	,	,	,	•	1	1	,
Two	83		83	,	•	1	14		14	1	,	1	1	•	•	•
Three	108	,	108	,	,	,	19	,	19	ı	1	ı	•	1	,	ı
Four	95	,	95	,	,	,	17	,	17	ı	1	ı	•	1	,	ı
Five	131		131		•		23		23	,	,	,	ı	•	٠	ı
Six	122		122		•		21		21	,	,	,	1	1	•	ı
Seven	130	,	130	,	,	ı	23	,	23	ı	1	ı	•	1	,	ı
Eight	109	,	109	,	,	,	19	,	19	ı	1	ı	•	1	,	ı
Nine	100		100		•		17		17	,	,	,	ı	•	٠	ı
Ten	95		95	,	•		17		17				1	•	•	1
Eleven	102		102		•		18		18	,	,	,	1	1	•	ı
Twelve	77	1	77	1	1	ı	13	1	13	ı	i	i	1	1	1	,
Subtotal	1 346		1 346				235		235					,		,
	21.54.1		1,510				G		000							
Special Ed - Elementary	103	,	103	ı	1	,	18	,	18	,	,	,	1	1	1	,
Special Ed - Middle School	62	,	62	,	,	,	Ξ	,	=	,	,	,	2	2	2	ı
Special Ed - High School	47		47		1		6		6	-	-	-	8	9	9	
Subtotal	212	1	212		1		38	1	38	1		ı	11	6	6	
Totals ==	1,558		1,558				273	,	273				11	6	6	ı
Percentage Error				II	0-	ф				II	0-	o <sup>l</sup>				-0-

## SCHEDULE OF AUDITED ENROLLMENTS (2)

Florence Township School District
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2017

	Res	Resident Low Income					Resider	Resident LEP Low Income	9			
	Reported on	Reported on		Samp	Sample for Verification	•	Reported on	Reported on		Sample	Sample for Verification	
	A.S.S.A. as Low Income	Workpapers as Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors	A.S.S.A. as LEP low Income	Workpapers as LEP low Income	Errors	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors
Half Day Preschool - 4 Yrs	1	1	,	•	•	,	•	•	,	٠		
Full Day Kindergarten	13	13	1	9	9	,	2	2	•	1	1	
One	38		1	14	14	•	5	5	1	1	1	1
Two	31		1	12	12	•	2	2	٠	1	1	,
Three	42		1	16	16	•	1		1	1	•	,
Four	28	28	1	12	12	•	4	4	•	1	1	,
Five	44		1	17	17	•	2	2	1	1	1	,
Six	39		1	15	15	1	1	1	1	1	1	,
Seven	40		,	16	16	•	2	2	'	1	1	,
Eight	35		,	13	13	1	•	•	1	•	•	,
Nine	32		1	12	12	1	4	4	1	2	2	,
Ten	33		,	13	13	•	4	4	1	2	2	,
Eleven	28		,	11	11	1	1	1	•	•	'	,
Twelve	23		1	6	6	1	1	1	1	ľ	1	1
Subtotal	427	427	,	166	166	,	28	28	1	11	11	1
Special Ed - Elementary	14	41	,	15	15	•	•	•	,	•	,	,
Special Ed - Middle	22		1	∞	∞	,	,	•	1	•	'	,
Special Ed - High	22	22	•	8	8	•	1	1	•	1	1	•
Subtotal	82	85	ı	31	31	ı	1	1	1	1	1	1
Totals	512	512	f.	197	197	r.	29	29	1	12	12	'
Percentage Error	or	II	-0-		Ü	-0-			-0-			0-
				Transportation	rtation							
		Reported on	Reported on									

			7			
	Reported on Reported or DRTRS by	Reported on DRTRS by				
	DOE/county District	District	Errors	Tested	Verified	Errors
Reg Public Schools, col. 1	458	458	1	158	158	1
Reg Sp Ed, col. 4	15	15	•	5	5	•
AIL, col. 2	62	62	•	21	21	•
ransported - Non-Public, col. 3	83	83	•	28	28	•
Special Ed Spec, col. 6	58	58	1	20	20	1
Totals	929	929		232	232	1
Percentage Error		II	-0-		I	-0-

#### SCHEDULE OF AUDITED ENROLLMENTS (3)

## Florence Township School District APPLICATION FOR STATE SCHOOL AID SUMMARY ENROLLMENT AS OF OCTOBER 15, 2017

	Resident L	EP NOT Low Inco	me	Sample f	for Verification	
	Reported on	Reported on				
	A.S.S.A. as	Workpapers as		Sample	Verified to	
	NOT Low	NOT Low		Selected from	Application	Sample
	Income	Income	Errors	Workpapers	and Register	Errors
Full Day Kindergarten	4	4	-	1	1	-
One	3	3	-	1	1	-
Two	3	3	-	1	1	-
Three	3	3	-	1	1	-
Four	-	-	-	-	-	-
Five	1	1	-	1	1	-
Six	-	-	-	-	-	-
Seven	-	-	-	-	-	-
Eight	-	-	-	-	-	-
Nine	3	3	-	1	1	-
Ten	-	-	-	-	-	-
Eleven	2	2	-	1	1	-
Twelve						
Subtotal	19	19		7	7	
Special Ed - Elementary	-	-	-	-	-	_
Special Ed - Middle	1	1	-	1	1	-
Special Ed - High						
Subtotal	1	1		1	1	
Totals	20	20		8	8	_
Percentage Error			-0-			-0-

#### **EXCESS SURPLUS CALCULATION**

#### REGULAR DISTRICT

#### **SECTION 1**

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

2017-2018 Total General Fund Expenditures per the CAFR, Ex. C-1	\$ <u>29,214,298</u> (B)
Increased by:	
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)
Decrease by:	
On-Behalf TPAF Pension & Social Security	\$ (3,266,122) (B2a)
Assets Acquired Under Capital Leases	\$ (167,426) (B2b)
Adjusted 2017-2018 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$ <u>25,780,750</u> (B3)
2% of adjusted 2017-2018 General Fund Expenditures [(B3) times .02]	\$ 515,615 (B4)
Enter Greater of (B4) or \$250,000	\$ 515,615 (B5)
Increased by: Allowable Adjustment *	\$ 120,137 (K)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]	\$(M)
SECTION 2	
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary	\$ 3,479,825 (C)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)	\$3,479,825_(C)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary	
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by:  Year-End Encumbrances	\$ 3,479,825 (C) \$ (130,744) (C1)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's	\$(130,744) (C1)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures	\$ (130,744) (C1)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures Legally Restricted - Excess Surplus - Designated for Subsequent	\$ (130,744) (C1) \$ - (C2)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures	\$ (130,744) (C1) \$ - (C2) \$ (1,212,358) (C3)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures**	\$ (130,744) (C1) \$ - (C2)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures  Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures**  Other Restricted Fund Balances ****	\$ (130,744) (C1) \$ - (C2) \$ (1,212,358) (C3) \$ (1,160) (C4)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures** Other Restricted Fund Balances **** Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$ (130,744) (C1) \$ - (C2) \$ (1,212,358) (C3)
Total General Fund - Fund Balance @ 6-30-2018 (Per CAFR Budgetary Comparison Schedule C-1)  Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures** Other Restricted Fund Balances **** Assigned Fund Balance - Unreserved - Designated for Subsequent	\$ (130,744) (C1) \$ - (C2) \$ (1,212,358) (C3) \$ (1,160) (C4)

#### **REGULAR DISTRICT (continued):**

#### **SECTION 3**

Restricted Fund Balance - Excess Surplus *** [(U1-(M)] IF NEGATIVE ENTER -0-	\$(E)
Recapitulation of excess surplus as of June 30, 2018	
Reserved Excess Surplus - Designated for Subsequent Year's Expenditures ** Reserved Excess Surplus *** [(E)]	\$ 1,212,358 (C3 \$ 1,373,318 (E)
Total $[(C3) + (E)]$	\$ 2.585.676 (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, 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 of 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	\$ - (I)
Extraordinary Aid	\$ 94,425 (J1)
Additional Nonpublic School Transportation Aid	\$ 25,712 (J2)
Current Year School Bus Advertising Revenue Recognized	\$ (J3)
Family Crisis Transportation Aid	\$ (J4)
Total Adjustments [(H)+(I)+J1)+(J2)]	\$ 120,137 (K)

<sup>\*\*</sup> This amount represents the June 30, 2017 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.

\*\*\*\* 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 and Regulatory Compliance prior to September 30.

\*\*\*\*\* Increase in Assigned Fund Balance-Unreserved-Designated for Subsequent Year's expenditures July 1, 2018 to August 1, 2018 resulting from decrease in state aid after adoption of 2017-18 district budget.

#### Detail of Other Restricted Fund Balance

Approved Unspent Separate Proposal	\$ _
Sale/Lease-Back Reserve	\$ 
Capital Reserve	\$ 1,160
Maintenance Reserve	\$ <del></del>
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 Reserve	\$ -
[Other Restricted Fund Balance not Noted Above]****	\$ -
Total Other Restricted Fund Balance	\$ 1,160_(C4)

<sup>\*\*\*</sup> Amounts must agree to the June 30, 2018 CAFR and must agree to Audit Summary Worksheet Line 10024.

#### Florence Township School District AUDIT RECOMMENDATIONS SUMMARY For the Fiscal Year Ended June 30, 2018

#### Recommendations:

1.	Administrative Practices and Procedures
	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.	Charter School Enrollment System(CHE)
	Not Applicable
8.	<u>Pupil Transportation</u>
	None
9.	Facilities and Capital Assets
	None
10.	Miscellaneous
	None
11.	Status of Prior Year Audit Findings/Recommendations
	There were no prior year findings.