

**SCHOOL DISTRICT  
OF**

**BERLIN  
BOROUGH**

**Berlin Borough Board of Education  
Berlin, New Jersey**

**Comprehensive Annual Financial Report  
For the Fiscal Year Ended June 30, 2019**

**Comprehensive Annual  
Financial Report**

**of the**

**Berlin Borough Board of Education**

**Berlin, New Jersey**

**For the Fiscal Year Ended June 30, 2019**

**Prepared by  
Berlin Borough Board of Education  
Finance Department**

# BERLIN BOROUGH SCHOOL DISTRICT

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## **Introductory Section**

# BERLIN BOROUGH SCHOOL DISTRICT

*"Where Students Discover Their Potential"*



*Dr. Joseph Campisi*  
*Superintendent*  
November 9, 2019

*Patricia Palmieri*  
*Business Administrator/  
Board Secretary*

Honorable President and  
Members of the Board of Education  
Berlin Borough School District  
215 S. Franklin Ave  
Berlin, New Jersey 08009

The comprehensive annual financial report of the Berlin Borough School District for the fiscal year ended June 30, 2019 is hereby submitted. This CAFR includes the District's Basic Financial Statement prepared in accordance with Governmental Accounting Standards Board Statement 34. Responsibility for both the accuracy of the data and completeness and fairness of the presentation, including all disclosures, rests with the management of the Board of Education. To the best of our knowledge and belief, the data presented in this report is accurate in all material respects and is reported in a manner designed to present fairly the financial position and results of operations of the various funds and account groups of the District. All disclosures necessary to enable the reader to gain an understanding of the District's financial activities have been included.

The comprehensive annual financial report is presented in four sections: introductory, financial, statistical and single audit. The introductory section includes this transmittal letter, the District's organizational chart and a list of principal officials. The financial section includes the general purpose financial statements and schedules, as well as the auditor's report thereon. The statistical section includes selected financial and demographic information, generally presented on a multi-year basis. The District is required to undergo an annual single audit in conformity with the provisions of the Title 2 U.S. Code of federal regulations, cost principals, and audit requirements for federal awards (uniform guidance): and the State of New Jersey Circular OMB15-08. Information related to this single audit, including the auditor's report on the internal control structure and compliance with applicable laws and regulations and findings and recommendations, are included in the single audit section of this report.

## 1) REPORTING ENTITY AND ITS SERVICES

Berlin Borough School District is an independent reporting entity within the criteria adopted by the Governmental Accounting Standards Board (GASB) as established by the National Council on Governmental Accounting (NCGA) Statement # 3, which defines governmental reporting entities. All funds and account groups of the District are included in this report. The Berlin Borough Board of Education and all its school buildings constitute the District's reporting entity. The school district consists of one school the Berlin Community School. The District provides a full range of educational services appropriate to grade level PSD/K through 8. These include regular as well as special education for handicapped youngsters.

The District completed the 2018-2019 school year with an enrollment of 823 students as of June 30, 2019. The following details the changes in the student enrollment of the District over the last ten years.

### AVERAGE DAILY ENROLLMENT

Fiscal Year	Student Enrollment	Percent Change
2018-2019	824	-0.12
2017-2018	823	-0.60
2016-2017	828	-2.93
2015-2016	853	-1.04
2014-2015	862	-1.01
2013-2014	871	-2.3
2012-2013	891	+2.89
2011-2012	866	+1.29
2010-2011	855	+2.33
2009-2010	835	+2.45

2) ECONOMIC CONDITION AND OUTLOOK

2012 - Berlin Borough had 7,606 inhabitants in a 3.6 square mile semi-rural, part farming and residential community. It had experienced a period of greatly increased housing development which is reflected in a 19% (1,457) population increase from the 2000 census. An additional 471 unit apartment complex has been approved with construction to start in the coming school year. It is expected that if this project comes to fruition it will encourage an increase in business activity and student enrollment.

3) MAJOR INITIATIVES

- Curriculum
  - o ELA & Math Curriculums Aligned to NJ Student Learning Standards
  - o Purchase of additional ELA materials grades K to 8
  - o Implementation of new math program and curriculum K-5.
  - o Implementation of STEAM for K-5
  - o Alignment of science curriculum to Next Generation Science Standards K-8
  - o Professional development for staff in all new curriculums
  
- Professional Development Initiatives
  - o Job-embedded PLCs to ensure continuous PD and student achievement
  - o Daily morning teacher collaboration time
  - o Teacher driven Flex Option training throughout the school year
  - o Peer observations
  
- Embedding technology in the classroom
  - o Continue to support 1:1 iPad initiative grades 6-8
  - o Sets of 6 iPads in all classrooms K-5
  - o All classrooms equipped with Apple TV and Smart Boards
  - o Development of STEAM Lab
  - o 3 State of the art computer labs
  - o Pledged to be Future Ready
  
- Character Education
  - o Continue support and initiatives
  - o Annual Theme selected by parents, staff and students
  - o Service Learning
  - o Common Language of 6 Pillars in everything

TECHNOLOGY - Each year the district continues its' five year computer upgrade and replacement program and is committed to integrating technology throughout the curriculum as our students learn the skills needed to be successful as twenty-first century learners. The district has a 1:1 iPad initiative in the 5<sup>th</sup> through 8<sup>th</sup> grades. There are three fully equipped computer labs to support technology instruction and every classroom is equipped with state of the art SMART board technology and Apple TV.

CONSTRUCTION - A renovated media center with two classrooms was completed in September 2014 which now holds the STEAM Lab in 2017. Part three of a multi-year partial roof replacement is waiting local funding. The Community School's \$7,592,995, 41,915 square foot building addition that included 12 instructional classrooms, 2 special education classrooms, 1 art room, 1 vocal music classroom, new gymnasium, expanded cafeteria, central office space and expanded parking facilities is now twelve years old and is almost outgrown due to continued building in the community. The district will be closely monitoring the approval process for the 471 unit apartment complex which comes with the anticipated enrollment increase.



BERLIN BOROUGH SCHOOL DISTRICT

215 South Franklin Avenue Berlin, NJ 08009 • Phone (856) 767-0129 Fax (856) 767-2465 • [www.bcsberlin.k12.nj.us](http://www.bcsberlin.k12.nj.us)



4) INTERNAL ACCOUNTING CONTROLS

Management of the District is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft, or misuse, and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles (GAAP). The internal control structure is designed to provide reasonable, by not absolute, assurance that these objectives are met. The concept of reasonable assurances recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As a recipient of federal and state financial assistance, the District also is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. This internal control structure is also subject to periodic evaluation by the District Management.

As a result of the District's single audit described earlier, tests are made to determine the adequacy of the internal control structure, including that portion related to federal and state financial assistance programs, as well as to determine that the District has complied with applicable laws and regulations.

5) BUDGETARY CONTROLS

In addition to internal accounting controls, the District maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriate budget approved by the voters of the municipality. Annual appropriate budget are adopted for the general fund and the special revenue fund. Project length budgets are approved for the capital improvements accounted for in the capital projects fund. The final budget amount as amended for the fiscal year is reflected in the financial section.

An encumbrance accounting system is used to record outstanding purchase commitments on a line item basis. Open encumbrances at year end are either canceled or are included as re-appropriation of fund balance in the subsequent year. Those amounts to be re-appropriated are reported as reservation of funds balance at June 30, 2019.

6) ACCOUNTING SYSTEM AND REPORTS

The District's accounting records reflect generally accepted accounting principles, as promulgated by the Governmental Accounting Standards Board (GASB). The accounting system of the District is organized on the basis of funds and account groups. These funds and account groups are explained in "Notes to the Financial Statements", Note # 1.

7) CASH MANAGEMENT

The investment policy of the District is guided in large part by state statute as detailed in "Notes to the Financial Statements", Note 2. The District has adopted a cash management plan, which requires it to deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect Governmental Units from a loss of funds on deposit with a failed banking institution in New Jersey. The law requires governmental units to deposit public funds only in public depositories located in New Jersey, where the funds are secured in accordance with the Act.

8) RISK MANAGEMENT

The Board carries various forms of insurance, including but not limited to general liability, automobile liability and comprehensive/collision, hazard and theft insurance on property and contents, and fidelity bonds.



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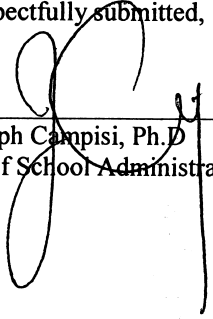
9) OTHER INFORMATION


Independent Audit - State statutes require an annual audit by independent certified public accountants or registered municipal accounts. The accounting firm of Inverso & Stewart, LLC, performs the annual statutory audit of the Berlin Borough Board of Education. In addition to meeting the requirements set forth in state statutes, the audit also was designed to meet the requirements of the Title 2 U.S. Code of Federal Regulations, cost principles, and audit requirements for federal awards (uniform guidance): and State of New Jersey Circular OMB15-08. The auditor's report on the general purpose financial statements and combining and individual fund statements and schedules is in the financial section of this report. The auditor's report related specifically to the single audit is included in the single audit section of this report.

10) ACKNOWLEDGMENTS

We would like to express our appreciation to the members of the Berlin Borough Board of Education for their concern in providing fiscal accountability to the citizens and taxpayers of the school district and thereby contributing their full support to the development and maintenance of our financial operation. The preparation of this report could not have been accomplished without the efficient and dedicated services of our financial and accounting staff.

Respectfully submitted,

  
\_\_\_\_\_  
Joseph Campisi, Ph.D.  
Chief School Administrator

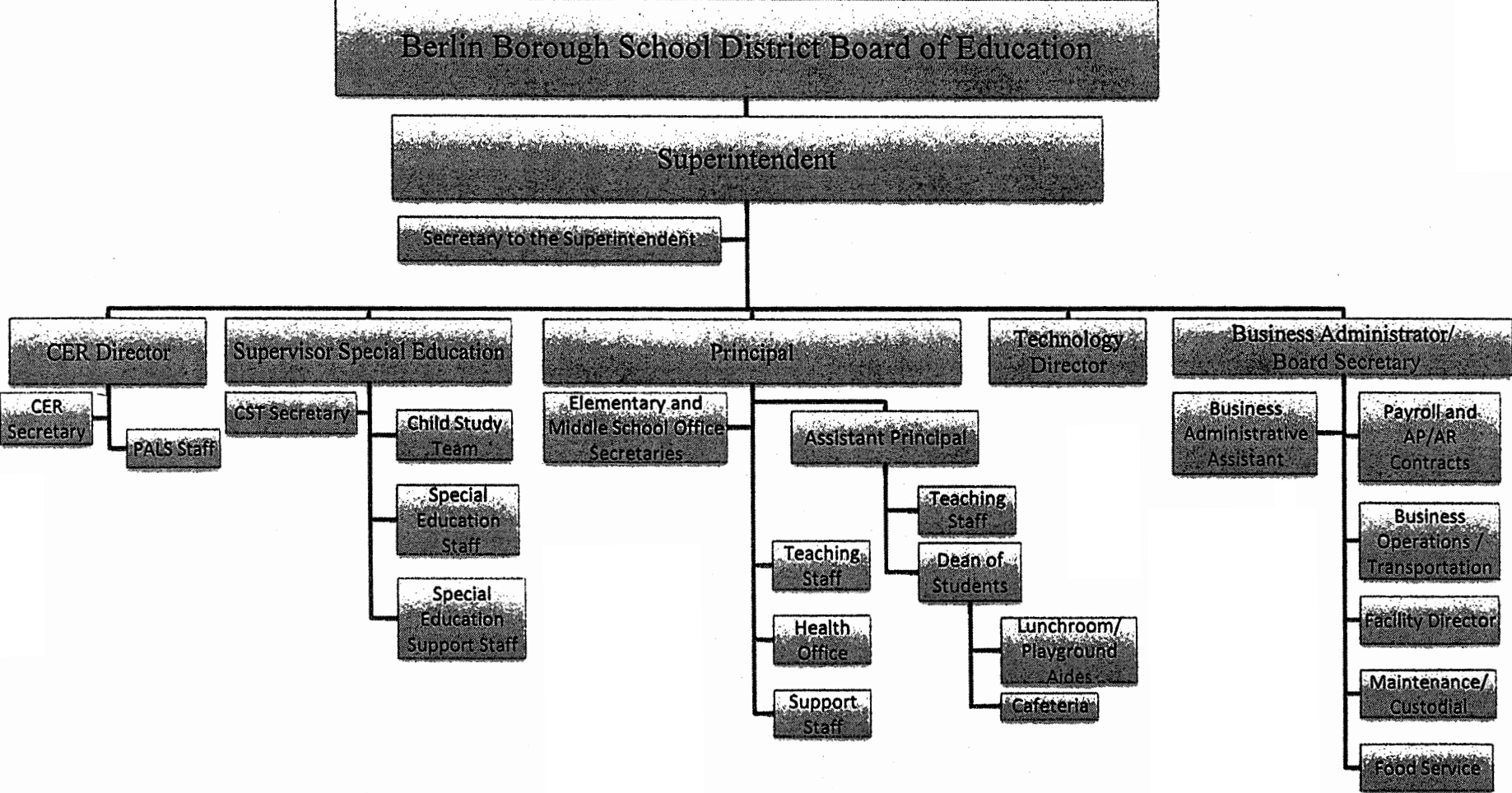
  
\_\_\_\_\_  
Patricia Palmieri  
Business Administrator



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# Berlin Borough Board of Education Organizational Chart (Unit Control)



*Berlin Borough Board of Education  
Policy 1110: Organizational Chart  
Adopted: January 20, 2011*

**BERLIN BOROUGH BOARD OF EDUCATION  
BERLIN, NEW JERSEY**

**ROSTER OF OFFICIALS  
JUNE 30, 2019**

<b><u>Members of the Board of Education</u></b>	<b><u>Term Expires</u></b>
Jocelyn Lewis, President	2020
Rebecca Holland, Vice-President	2019
Lisa Asare	2020
Jenine DelPalazzo	2021
Jeffrey Greenberg	2021
Lisa Kehoe	2019
Dennis Quinn	2019
Brandy Titus	2021
Francine Viscome	2020

**Other Officials**

Dr. Joseph Campisi, Superintendent  
Cande Kristoff, Board Secretary &  
School Business Administrator  
Daniel H. Long, Solicitor  
Wade, Long, Wood and Long, LLC

**BERLIN BOROUGH SCHOOL DISTRICT  
Consultants and Advisors**

**Audit Firm**

Inverso & Stewart, LLC  
651 Route 73 North, Suite 402  
Marlton, NJ 08053

**Attorney**

Daniel H. Long  
Wade, Long, Wood & Long, LLC  
1250 Chews Landing Road  
Laurel Springs , NJ 08021

**Architect**

Garrison Architects  
713 Creek Road  
Bellmawr, NJ 08031

**Bond Counsel**

Parker McCay P.A.  
9000 Midlantic Drive  
Mount Laurel, NJ 08054

**Official Depository**

TD Bank  
247 South White Horse Pike  
Berlin, NJ 08009

**Financial Section**

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

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-Member of-  
American Institute of CPAs  
New Jersey Society of CPAs

**INDEPENDENT AUDITOR'S REPORT**

The Honorable President and Members  
of the Board of Education  
Berlin Borough School District  
County of Camden  
Berlin, New Jersey

***Report on the Financial Statements***

I have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Berlin Borough School District, in the County of Camden, State of New Jersey, as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the School District's basic financial statements as listed in the table of contents.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and in compliance with audit requirements as prescribed by the Office of School Finance, Department of Education, State of New Jersey. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

## ***Opinions***

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Berlin Borough School District, in the County of Camden, State of New Jersey, as of June 30, 2019, and the respective changes in financial position and where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of the School District's proportionate share of the net pension liability, and schedule of the School District's contributions, schedule of the State's proportionate share of the net OPEB liability associated with the School District and changes in the total OPEB liability and related ratios as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Berlin Borough School District's basic financial statements. The introductory section, combining statements and related major fund supporting statements and schedules, and statistical section, are presented for purposes of additional analysis, as required by the Office of School Finance, Department of Education, State of New Jersey and are not a required part of the basic financial statements. The accompanying schedule of state financial assistance, as required by State of New Jersey Circular 15-08-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid, is also presented for purposes of additional analysis and is not a required part of the basic financial statements.

The accompanying combining statements and related major fund supporting statements and schedules and schedules of expenditures of federal awards and state financial assistance are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the accompanying combining statements and related major fund supporting statements and schedules and schedules of expenditures of federal awards and state financial assistance are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections listed in the table of contents have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, I do not express an opinion or provide any assurance on them.



***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, I have also issued my report dated November 9, 2019 on my consideration of the Berlin Borough School District's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Berlin Borough School District's internal control over financial reporting and compliance.

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



Robert P. Inverso  
Certified Public Accountant  
Public School Accountant No. CS001095

Marlton, New Jersey  
November 9, 2019

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

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 American Institute of CPAs  
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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
 AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
 FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
 WITH *GOVERNMENT AUDITING STANDARDS***

**INDEPENDENT AUDITOR'S REPORT**

The Honorable President and Members  
 of the Board of Education  
 Berlin Borough School District  
 County of Camden  
 Berlin, New Jersey

I have audited, in accordance with the auditing standards generally accepted in the United States of America, the standards applicable to financial statement audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements as prescribed by the Office of School Finance, Department of Education, State of New Jersey, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Berlin Borough School District, in the County of Camden, State of New Jersey, as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the School District's basic financial statements, and have issued my report thereon dated November 9, 2019.

***Internal Control Over Financial Reporting***

In planning and performing my audit of the financial statements, I considered the Berlin Borough School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control. Accordingly, I do not express an opinion on the effectiveness of the Berlin Borough School District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Berlin Borough School District's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and audit requirements as prescribed by the Office of School Finance, Department of Education, State of New Jersey.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and audit requirements as prescribed by the Office of School Finance, Department of Education, State of New Jersey, and federal and state awarding agencies and pass-through entities, in considering the School District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

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



Robert P. Inverso  
Certified Public Accountant  
Public School Accountant No. CS001095

Marlton, New Jersey  
November 9, 2019

Required Supplementary Information - Part I

Management's Discussion and Analysis

**Berlin Borough School District  
Management's Discussion and Analysis  
For the Fiscal Year Ended June 30, 2019**

As management of the Board of Education of the Berlin Borough School District in Berlin New Jersey, we offer readers of the School District's financial statements this narrative overview and analysis of the School District for the fiscal year ended June 30, 2019. We encourage readers to consider the information presented in conjunction with additional information that we have furnished in our letter of transmittal, which can be found in the introductory section of this report.

**Financial Highlights**

- The liabilities of the School District exceeded its assets at the close of the most recent fiscal year by \$1,672,196 (*net position*).
- Governmental activities have an unrestricted net position deficit of \$3,248,186. The accounting treatments in the governmental funds for compensated absences payable, and the last two state aid payments, and the state statute that prohibits school districts from maintaining more than 2% of its adopted budget as unrestricted fund balance are primarily responsible for this deficit balance.
- The total net position of the School District decreased by \$58,289 or a 3.37% decrease from the prior fiscal year-end balance.
- Fund balance of the School District's governmental funds increased by \$121,621 resulting in an ending fund balance of \$1,387,316. This increase is largely due to the results of operations in the General Fund.
- Business-type activities have an unrestricted net position of \$588,822, which may be used to meet the School District's ongoing obligations of the food service, latchkey and community education and recreation operations.
- The School District's long-term obligations decreased by \$831,652 which is the result of the reduction of certificates of participation, serial bond debt, capital leases, change in compensated absences and a decrease in net pension liability.

**Overview of the Basic Financial Statements**

This discussion and analysis is intended to serve as an introduction to the School District's basic financial statements. Comparison to the prior year's activity is provided in this document. The basic financial statements are comprised of three components: 1) District-wide financial statements, 2) Fund financial statements, and 3) Notes to the basic financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**District-wide Financial Statements**

The *district-wide financial statements* are designed to provide the reader with a broad overview of the financial activities in a manner similar to a private-sector business. The district-wide financial statements include the statement of net position and the statement of activities.

The *statement of net position* presents information about all of the School District's assets and liabilities. The difference between the assets and liabilities is reported as net position. Over time, changes in net position may serve as a useful indicator of whether the financial position of the School District is improving or deteriorating.

The *statement of activities* presents information showing how the net position of the School District changed during the current fiscal year. Changes in net position are recorded in the statement of activities when the underlying event occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement even though the resulting cash flows may be recorded in a future period.

Both of the district-wide financial statements distinguish functions of the School District that are supported from taxes and intergovernmental revenues (*governmental activities*) and other functions that are intended to recover all or most of their costs from user fees and charges (*business-type activities*). Governmental activities consolidate governmental funds including the General Fund, Special Revenue Fund, Capital Projects Fund, and Debt Service Fund. Business-type activities include the Food Service Fund and the Community Education Fund.

### **Fund Financial Statements**

*Fund financial statements* are designed to demonstrate compliance with finance-related requirements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific objectives. All of the funds of the School District are divided into three categories: *governmental funds*, *proprietary funds* and *fiduciary funds*.

*Governmental funds* account for essentially the same information reported in the governmental activities of the district-wide financial statements. However, unlike the district-wide financial statements, the governmental fund financial statements focus on near-term financial resources and fund balances. Such information may be useful in evaluating the financing requirements in the near term.

Since the governmental funds and the governmental activities report information using the same functions, it is useful to compare the information presented. Because the focus of each report differs, a reconciliation is provided on the fund financial statements to assist the reader in comparing the near-term requirements with the long-term needs.

The School District maintains four individual governmental funds. The major funds are the General Fund, the Special Revenue Fund, the Capital Projects Fund, and the Debt Service Fund. They are presented separately in the fund financial statements.

The School District adopts an annual appropriated budget for the General Fund, Special Revenue Fund and the Debt Service Fund. A budgetary comparison statement has been provided for each of these funds to demonstrate compliance with budgetary requirements.

*Proprietary funds* are used to present the same functions as the business-type activities presented in the district-wide financial statements. The School District maintains two types of proprietary funds - the Enterprise Fund and the Internal Service Fund. The fund financial statements of the enterprise and internal service funds provide the same information as the district-wide financial statements, only in more detail.

The School District's two enterprise funds (Food Service Fund and the Community Education Fund) are listed individually and are considered to be major funds. The School District's internal service fund (Shared Services Fund) is also listed individually and is considered a major fund.

*Fiduciary funds* are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the district-wide financial statements because the resources of those funds are not available to support the School District's program.

## **Notes to the Basic Financial Statements**

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

### **Other Information**

In addition to the basic financial statements and accompanying notes, this report also contains other supplementary information and schedules required by the New Jersey Audit Program, issued by the New Jersey Department of Education.

### **District-wide Financial Analysis**

The assets of the School District are classified as current assets and capital assets. Cash, investments, receivables, inventories and prepaid expenses are current assets. These assets are available to provide resources for the near-term operations of the School District. The majority of the current assets are the results of the tax levy and state aid collection process.

Capital assets are used in the operations of the School District. These assets are land, buildings, improvements, equipment and vehicles. Capital assets are discussed in greater detail in the section titled, Capital Assets and Debt Administration, elsewhere in this analysis.

Current and long-term liabilities are classified based on anticipated liquidation either in the near-term or in the future. Current liabilities include accounts payable, accrued salaries and benefits, unearned revenues, and current debt obligations. The liquidation of current liabilities is anticipated to be either from currently available resources, current assets or new resources that become available during fiscal year 2020. Long-term liabilities such as long-term debt obligations and compensated absences payable will be liquidated from resources that will become available after fiscal year 2020.

The liabilities of the primary government activities exceeded the assets by \$2,275,577 with an unrestricted deficit balance of \$3,248,186. The net position of the primary government does not include internal balances.

A deficit net investment of \$530,608 in land, improvements, buildings, equipment and vehicles provides the services to the School District's 824 public school students. A balance of \$903,060 has been restricted for future capital projects, \$165,100 has been restricted for future maintenance, and \$435,057 has been restricted for future budget appropriation.

As mentioned earlier, deficit unrestricted net position is primarily due to the accounting treatment for compensated absences payable and the June state aid payments, and state statutes that prohibit school districts from maintaining more than 2% of its adopted budget as unrestricted fund balance.

**Berlin Borough School District**  
**Comparative Summary of Net Position**  
**As of June 30, 2019 and 2018**

	Governmental Activities		Business-Type Activites		District-Wide	
	2019	2018	2019	2018	2019	2018
<b>ASSETS</b>						
Current assets	\$ 1,523,884	\$ 1,351,508	\$ 676,983	\$ 528,857	\$ 2,200,867	\$ 1,880,365
Capital assets	1,489,284	1,966,240	14,559	7,429	1,503,843	1,973,669
<b>Total assets</b>	<b>3,013,168</b>	<b>3,317,748</b>	<b>691,542</b>	<b>536,286</b>	<b>3,704,710</b>	<b>3,854,034</b>
Deferred Outflows of Resources	563,035	808,622			563,035	808,622
<b>LIABILITIES</b>						
Current liabilities	833,947	777,280	88,161	13,544	922,108	790,824
Noncurrent liabilities	4,171,417	5,014,834			4,171,417	5,014,834
<b>Total Liabilities</b>	<b>5,005,364</b>	<b>5,792,114</b>	<b>88,161</b>	<b>13,544</b>	<b>5,093,525</b>	<b>5,805,658</b>
Deferred Inflows of Resources	846,416	587,483			846,416	587,483
<b>Net Position</b>	<b>\$ (2,275,577)</b>	<b>\$ (2,253,227)</b>	<b>\$ 603,381</b>	<b>\$ 522,742</b>	<b>\$ (1,672,196)</b>	<b>\$ (1,730,485)</b>
Net Position Consists of:						
Net investment in						
Capital Assets	(530,608)	(497,008)	14,559	7,429	(516,049)	(489,579)
Restricted Assets	1,503,217	1,350,337			1,503,217	1,350,337
Unrestricted Assets	(3,248,186)	(3,106,556)	588,822	515,313	(2,659,364)	(2,591,243)
<b>Net Position</b>	<b>\$ (2,275,577)</b>	<b>\$ (2,253,227)</b>	<b>\$ 603,381</b>	<b>\$ 522,742</b>	<b>\$ (1,672,196)</b>	<b>\$ (1,730,485)</b>



**Berlin Borough School District**  
**Comparative Schedule of Changes in Net Position**  
**As of and for the Fiscal Year Ended June 30, 2019 and 2018**

	Governmental Activities		Business-Type Activities		District-Wide	
	2019	2018	2019	2018	2019	2018
<b>Revenues:</b>						
Charges for services	\$ 97,873	\$ -	\$ 491,259	\$ 522,696	\$ 589,132	\$ 522,696
Operating Grants and contributions	5,474,950	6,677,339	87,592	94,910	5,562,542	6,772,249
Property taxes	7,927,187	7,330,027			7,927,187	7,330,027
State aid - unrestricted	3,922,371	3,729,064			3,922,371	3,729,064
Other revenues	80,885	100,057			80,885	100,057
<b>Total Revenues</b>	<b>17,503,266</b>	<b>17,836,487</b>	<b>578,851</b>	<b>617,606</b>	<b>18,082,117</b>	<b>18,454,093</b>
<b>Expenses:</b>						
<b>Governmental Activities:</b>						
Instruction	5,734,134	5,566,531			5,734,134	5,566,531
Tuition	294,139	214,414			294,139	214,414
Related Services	1,538,073	1,418,627			1,538,073	1,418,627
Administrative Services	706,676	682,458			706,676	682,458
Central Services	305,895	294,906			305,895	294,906
Operations and Maintenance	1,287,112	1,058,540			1,287,112	1,058,540
Transportation	479,394	350,106			479,394	350,106
Employee benefits	7,056,137	8,221,117			7,056,137	8,221,117
Interest on debt	105,583	116,162			105,583	116,162
Other	18,473	19,743			18,473	19,743
<b>Business-Type Activities:</b>						
Community Education			146,638	109,831	146,638	109,831
Latchkey			111,372	126,034	111,372	
Shared Services			-	15,000	-	15,000
Food Service			240,202	281,097	240,202	281,097
<b>Total Expenses</b>	<b>17,525,616</b>	<b>17,942,604</b>	<b>498,212</b>	<b>531,962</b>	<b>18,023,828</b>	<b>18,348,532</b>
Increase (Decrease) in Net Position before transfers	(22,350)	(106,117)	80,639	85,644	58,289	(20,473)
Transfers						
Change in Net Position	(22,350)	(106,117)	80,639	85,644	58,289	(20,473)
Net Position, July 1	(2,253,227)	(2,147,110)	522,742	437,098	(1,730,485)	(1,710,012)
Net Position, June 30	<u>\$ (2,275,577)</u>	<u>\$ (2,253,227)</u>	<u>\$ 603,381</u>	<u>\$ 522,742</u>	<u>\$ (1,672,196)</u>	<u>\$ (1,730,485)</u>

**Governmental Activities**

Governmental activities decreased the net position of the School District by \$22,350 during the current fiscal year. Key elements of the net decrease for governmental activities are as follows:

- Results of operations in the governmental funds increased \$121,621.
- Depreciation expense of \$517,446.
- Reduction of debt in the amount of \$1,040,544.

## **Business-type Activities**

Business-type activities increased the School District's net position by \$80,639. Key elements of the increase in net position for business-type activities are as follows:

- The Community Education and Recreation Fund had a net gain of \$14,552
- Latchkey had a net gain of \$59,630
- Food Service Fund had a net loss of \$6,457.

## **Financial Analysis of the Governmental Funds**

As noted earlier, the School District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

*Governmental Funds* - The focus of the School District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the School District's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the School District's governmental funds reported a combined ending fund balance of \$1,387,316, an increase of \$121,621 in comparison with the prior year. Most of this increase is the results of operations in the General Fund.

The unassigned fund balance for the School District at the end of the fiscal year includes (\$115,901) in the General Fund. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it has already been committed, 1) \$242,399 reserved for future budget appropriation in accordance with state statute, 2) \$903,060 reserved for capital projects, 3) \$165,100 reserved for maintenance, 4) \$192,658 reserved for excess surplus.

The general fund is the chief operating fund of the School District. As discussed earlier, the balance in the unreserved fund balance is due, primarily, to the accounting treatment of the last state aid payment as discussed in Note 14 of the notes to the basic financial statements, and state statutes that prohibit New Jersey school districts from maintaining more than 2% of its adopted budget as unrestricted fund balance.

## **General Fund Budgetary Highlights**

At the end of the current fiscal year, unassigned fund balance (budgetary basis) of the general fund was \$267,846 while total fund balance (budgetary basis) was \$1,771,063. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance (budgetary basis) and total fund balance (budgetary basis) to total general fund expenditures. Actual (budgetary basis) expenditures of the General Fund including other financing uses amounted to \$13,353,251. Unassigned fund balance (budgetary basis) represents 2.01% of expenditures while total fund balance (budgetary basis) represents 13.26% of that same amount.

## **Capital Asset and Debt Administration**

The School District's investment in capital assets for its governmental and business-type activities as of June 30, 2019, totaled \$1,503,843 (net of accumulated depreciation). This investment in capital assets includes land, improvements, buildings, equipment and vehicles. The total decrease in the District's investment in capital assets for the current fiscal year was \$469,826, or a 23.80% decrease. The decrease is due to depreciation expense.

**Capital Asset (net of accumulated depreciation)  
June 30, 2019 and 2018**

	Governmental Activities		Business-Type Activities		District-Wide	
	2019	2018	2019	2018	2019	2018
Land	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ 400,000	\$ 400,000
Site Improvements	38,423	50,311			38,423	50,311
Building and Building Improvements	921,647	1,385,759			921,647	1,385,759
Equipment	129,214	130,170	14,559	7,429	143,773	137,599
Net Assets	<u>\$ 1,489,284</u>	<u>\$ 1,966,240</u>	<u>\$ 14,559</u>	<u>\$ 7,429</u>	<u>\$ 1,503,843</u>	<u>\$ 1,973,669</u>

Additional information on the School District’s capital assets can be found in the notes to the basic financial statements (Note 5) of this report.

*Long-term debt* – During the fiscal year ended June 30, 2019, the School District had \$1,950,000 in serial bonds payable, \$69,892 in capital leases payable, \$544,876 in compensated absences, and \$2,163,659 in net pension liability.

State statutes limit the amount of general obligation debt that the District may issue. At the end of the current fiscal year, the legal debt limit was \$22,016,308. The available amount as of June 30, 2019 is \$20,066,308.

Additional information on the School District’s long-term obligations can be found in the notes to the basic financial statements (Note 7) of this report.

**Economic Factors and Next Year’s Budgets and Rates**

The following factors were considered and incorporated into the preparation of the School District’s budget for the 2019-20 fiscal year.

- For 2019-20 fiscal year the School District will not be receiving an increase in state aid. The local tax levy in the General Fund increased by \$156,689 or 2.142%. Salaries continue to increase contractually; however, the District has managed to control costs. The 2019-20 General Fund Budget is \$208,531 more than the previous year or a 1.81% increase. The tax rate for 2019 is \$1.088 which is an .02 cent increase from the previous year.

**For the Future**

The Berlin Borough School District is in very good financial condition presently. However, a major concern is maintaining aging buildings of the district with an increased reliance on local property taxes as state aid has remained stagnant. Berlin Borough is primarily a residential community, with few large ratables; thus, the burden is focused on homeowners to share the tax burden.

In conclusion, the Berlin Borough School District has committed itself to financial excellence for many years. In addition, the School District’s system for financial planning, budgeting and internal financial controls are well regarded. The School District plans to continue its sound fiscal management to meet the challenge of the future.

### **Requests for Information**

This financial report is designed to provide a general overview of the School District's finances for all those with an interest in the School District. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Berlin Borough School District Business Administrator, 215 S. Franklin Ave, Berlin, New Jersey 08009.

## Basic Financial Statements

District-Wide Financial Statements

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Net Position**  
**June 30, 2019**

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
<b>ASSETS:</b>			
Cash and cash equivalents	\$ 369,920	\$ 659,927	\$ 1,029,847
Receivables, net	85,804	12,464	98,268
Inventory		4,592	4,592
Restricted assets:			
Restricted cash and cash equivalents	1,068,160		1,068,160
Capital assets, net (Note 5)	<u>1,489,284</u>	<u>14,559</u>	<u>1,503,843</u>
Total assets	<u>3,013,168</u>	<u>691,542</u>	<u>3,704,710</u>
<b>DEFERRED OUTFLOWS OF RESOURCES:</b>			
Deferred outflows of resources from pensions	<u>563,035</u>		<u>563,035</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u>3,576,203</u>	<u>691,542</u>	<u>4,267,745</u>
<b>LIABILITIES:</b>			
Accounts payable:			
Related to pensions	107,869		107,869
Other	150,648	268	150,916
Intergovernmental payable:			
State	40,618		40,618
Internal balances	(73,822)	73,822	
Unearned revenue	1,714	14,071	15,785
Other liabilities	17,410		17,410
Accrued interest	32,500		32,500
Noncurrent liabilities:			
Due within one year	557,010		557,010
Due beyond one year	<u>4,171,417</u>		<u>4,171,417</u>
Total liabilities	<u>5,005,364</u>	<u>88,161</u>	<u>5,093,525</u>
<b>DEFERRED INFLOWS OF RESOURCES:</b>			
Deferred Inflows of resources from pensions	<u>846,416</u>		<u>846,416</u>
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES</b>	<u>5,851,780</u>	<u>88,161</u>	<u>5,939,941</u>
<b>NET POSITION:</b>			
Net investment in capital assets	(530,608)	14,559	(516,049)
Restricted for:			
Capital Projects	903,060		903,060
Other Purposes	600,157		600,157
Unrestricted	<u>(3,248,186)</u>	<u>588,822</u>	<u>(2,659,364)</u>
Total net position	<u>\$ (2,275,577)</u>	<u>\$ 603,381</u>	<u>\$ (1,672,196)</u>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Activities**  
**For the Fiscal Year Ended June 30, 2019**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Governmental activities:							
Instruction:							
Regular	\$ 4,126,216	\$ 97,873	\$ 182,130	\$ -	\$ (3,846,213)	\$ -	\$ (3,846,213)
Special education	1,382,431		114,331		(1,268,100)		(1,268,100)
Other instruction	225,487				(225,487)		(225,487)
Support Services:							
Tuition	294,139				(294,139)		(294,139)
Student & instruction related services	1,538,073		158,156		(1,379,917)		(1,379,917)
General administrative services	359,261				(359,261)		(359,261)
School administrative services	347,415				(347,415)		(347,415)
Central services	305,895				(305,895)		(305,895)
Plant operations and maintenance	1,287,112		27,477		(1,259,635)		(1,259,635)
Pupil transportation	479,394				(479,394)		(479,394)
Employee benefits	7,056,137		4,992,856		(2,063,281)		(2,063,281)
Interest on long-term debt	105,583				(105,583)		(105,583)
Unallocated depreciation	18,473				(18,473)		(18,473)
Total governmental activities	<u>17,525,616</u>	<u>97,873</u>	<u>5,474,950</u>		<u>(11,952,793)</u>		<u>(11,952,793)</u>
Business-type activities:							
Community Education and Recreation	146,638	161,190				14,552	14,552
Latchkey	111,372	171,002				59,630	59,630
Food service	240,202	159,067	87,592			6,457	6,457
Total business-type activities	<u>498,212</u>	<u>491,259</u>	<u>87,592</u>			<u>80,639</u>	<u>80,639</u>
Total primary government	<u>\$ 18,023,828</u>	<u>\$ 589,132</u>	<u>\$ 5,562,542</u>	<u>\$ -</u>	<u>\$ (11,952,793)</u>	<u>\$ 80,639</u>	<u>\$ (11,872,154)</u>
General revenues:							
Taxes:							
Property taxes, levied for general purposes, net					7,334,466		7,334,466
Taxes levied for debt service					592,721		592,721
Federal and State aid not restricted					3,922,371		3,922,371
Miscellaneous income					80,885		80,885
Total general revenues, special items, extraordinary items and transfers					<u>11,930,443</u>		<u>11,930,443</u>
Change in Net Position					(22,350)	80,639	58,289
Net Position - July 1					(2,253,227)	522,742	(1,730,485)
Net Position - June 30					<u>\$ (2,275,577)</u>	<u>\$ 603,381</u>	<u>\$ (1,672,196)</u>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.



Fund Financial Statements

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2019**

<b>ASSETS</b>	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Total Governmental Funds
<b>Assets:</b>					
Cash and cash equivalents	\$ 311,842	\$ 56,052	\$ -	\$ 2,026	\$ 369,920
Receivables, net	47,809	33,495			81,304
Interfund receivables, net	80,348	3,490			83,838
Restricted cash and cash equivalents	<u>1,068,160</u>				<u>1,068,160</u>
<b>Total assets</b>	<u>\$ 1,508,159</u>	<u>\$ 93,037</u>	<u>\$ -</u>	<u>\$ 2,026</u>	<u>\$ 1,603,222</u>
<b>LIABILITIES AND FUND BALANCES</b>					
<b>Liabilities:</b>					
Accounts payable:	\$ 99,943	\$ 50,705	\$ -	\$ -	\$ 150,648
Intergovernmental payable:					
State		40,618			40,618
Interfund payables	3,490			2,026	5,516
Unearned Revenue		1,714			1,714
Other liabilities	<u>17,410</u>				<u>17,410</u>
<b>Total liabilities</b>	<u>120,843</u>	<u>93,037</u>	<u>-</u>	<u>2,026</u>	<u>215,906</u>
<b>Fund Balances:</b>					
<b>Restricted Fund Balance:</b>					
Reserved excess surplus - designated for subsequent year's expenditures	164,441				164,441
Reserve for excess surplus	192,658				192,658
Maintenance reserve	165,100				165,100
Capital reserve	903,060				903,060
<b>Assigned Fund Balance:</b>					
Reserve for encumbrances	47,729				47,729
Designated for subsequent year's expenditures	30,229				30,229
Unassigned Fund Balance	<u>(115,901)</u>				<u>(115,901)</u>
<b>Total fund balances</b>	<u>1,387,316</u>				<u>1,387,316</u>
<b>Total liabilities and fund balances</b>	<u>\$ 1,508,159</u>	<u>\$ 93,037</u>	<u>\$ -</u>	<u>\$ 2,026</u>	

Amounts reported for governmental activities in the statement of net position (A-1) are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. The cost of the assets is \$15,382,056 and the accumulated depreciation is \$13,892,772.	1,489,284
Accrued interest on debt is not due and payable in the current period and therefore is not reported as a liability in the funds.	(32,500)
Accounts payable related to the April 1, 2020 required PERS contribution that is not to be liquidated with current financial resources.	(107,869)
The District's proportionate share of net pension assets and liabilities as well as pension-related deferred outflows and deferred inflows of resources are recognized in the government-wide statements and include:	
Deferred Outflows of resources from Pensions	\$ 563,035
Net Pension Liability	(2,163,659)
Deferred Inflows of resources from Pensions	<u>(846,416)</u>
	(2,447,040)
The following long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds:	
General Obligation Bonds	(1,950,000)
Capital Leases	(69,892)
Compensated Absences Payable	<u>(544,876)</u>
	<u>(2,564,768)</u>
<b>Net position of governmental activities</b>	<u>\$ (2,275,577)</u>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**for the Fiscal Year Ended June 30, 2019**

	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Total Governmental Funds
<b>REVENUES:</b>					
Local sources:					
Local tax levy	\$ 7,334,466	\$ -	\$ -	\$ 592,721	\$ 7,927,187
Tuition	97,873				97,873
Miscellaneous	80,885				80,885
<b>Total revenues-local sources</b>	<b>7,513,224</b>			<b>592,721</b>	<b>8,105,945</b>
Local Sources		9,081			9,081
State sources	5,877,882	191,408			6,069,290
Federal sources		289,985			289,985
<b>Total revenues</b>	<b>13,391,106</b>	<b>490,474</b>	<b>-</b>	<b>592,721</b>	<b>14,474,301</b>
<b>EXPENDITURES:</b>					
Current expense:					
Regular instruction	3,812,325	182,130			3,994,455
Special education instruction	1,268,100	114,331			1,382,431
Other instruction	225,487				225,487
Support services and undistributed costs:					
Tuition	294,139				294,139
Student & instruction related services	1,379,917	158,156			1,538,073
General administrative services	349,585				349,585
School administrative services	347,415				347,415
Central services	305,895				305,895
Plant operations and maintenance	726,952				726,952
Pupil transportation	479,394				479,394
Unallocated employee benefits	4,027,602	8,380			4,035,982
Capital outlay	136,440	27,477			163,917
Debt service:					
Principal				485,000	485,000
Interest and other charges				109,625	109,625
<b>Total expenditures</b>	<b>13,353,251</b>	<b>490,474</b>		<b>594,625</b>	<b>14,438,350</b>
Excess (deficiency) of revenues over (under) expenditures	37,855			(1,904)	35,951
Other Financing Sources (Uses):					
Proceeds of Capital Lease	85,670				85,670
Total other financing sources (uses)	85,670				85,670
Net change in fund balance	123,525			(1,904)	121,621
Fund balances, July 1	1,263,791			1,904	1,265,695
<b>Fund balances, June 30</b>	<b>\$ 1,387,316</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,387,316</b>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Reconciliation of the Statement of Revenues, Expenditures**  
**and Changes in Fund Balances of Governmental Funds**  
**to the Statement of Activities**  
**for the Fiscal Year Ended June 30, 2019**

Total net change in fund balances - governmental funds (from B-2) \$ 121,621

Amounts reported for governmental activities in the statement of activities (A-2) are different because:

Capital outlays are reported in the governmental funds as expenditures. However, on the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current fiscal year.

Depreciation expense	\$ (517,446)	
Fixed Asset Additions	<u>40,490</u>	(476,956)

Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position and is reported in the statement of activities. 485,000

Repayment of certificates of participation principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position and is reported in the statement of activities.

Repayment of the capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position and is reported in the statement of activities. 44,025

The issuance of a capital lease increases long-term liabilities, however has no effect on fund balance. (85,669)

In the statement of activities, interest on long-term debt is accrued, regardless of when due. In the governmental funds, interest is reported when due. The accrued interest is an addition in the reconciliation. 4,042

Net differences between pension system contributions recognized in the fund statement of revenues, expenditures and changes in fund balances and the statement of activities. 8,810

In the statement of activities, certain operating expenses, e.g., compensated absences (vacations) are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are reported in the amount of financial resources used (paid). When the earned amount exceeds the paid amount, the difference is a reduction in the reconciliation (-); when the paid amount exceeds the earned amount, the difference is an addition to the reconciliation (+). (123,223)

Change in net position of governmental activities \$ (22,350)

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Net Position**  
**Proprietary Funds**  
**June 30, 2019**

**Business-type Activities**

	<b>Enterprise Funds</b>			<b>Total</b>
	<b>Food Service Program</b>	<b>Protect All Latchkey Students (PALS)</b>	<b>Community Education and Recreation</b>	
<b>ASSETS:</b>				
Current assets:				
Cash and cash equivalents	\$ 106,174	\$ 316,185	\$ 237,568	\$ 659,927
Accounts receivable	12,464			12,464
Inventories	4,592			4,592
<b>Total current assets</b>	<b>123,230</b>	<b>316,185</b>	<b>237,568</b>	<b>676,983</b>
Noncurrent assets:				
Equipment	80,364			80,364
Less accumulated depreciation	(65,805)			(65,805)
<b>Total noncurrent assets</b>	<b>14,559</b>			<b>14,559</b>
<b>Total assets</b>	<b>\$ 137,789</b>	<b>\$ 316,185</b>	<b>\$ 237,568</b>	<b>\$ 691,542</b>
<b>LIABILITIES</b>				
Current liabilities:				
Accounts payable	\$ -	\$ 268	\$ -	\$ 268
Interfund payable	48,822	25,000		73,822
Unearned revenue	5,971		8,100	14,071
<b>Total liabilities</b>	<b>54,793</b>	<b>25,268</b>	<b>8,100</b>	<b>88,161</b>
<b>NET POSITION</b>				
Net investment in capital assets	14,559			14,559
Unrestricted	68,437	381,334	139,051	588,822
<b>Total net position</b>	<b>\$ 82,996</b>	<b>\$ 290,917</b>	<b>\$ 229,468</b>	<b>\$ 603,381</b>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Revenues, Expenses and Changes in Net Position**  
**Proprietary Funds**  
**for the Fiscal Year Ended June 30, 2019**

	<b>Business-type Activities</b>			<b>Total</b>
	<b>Enterprise Funds</b>			
	<b>Food Service Program</b>	<b>Protect All Latchkey Students (PALS)</b>	<b>Community Education and Recreation</b>	
<b>Operating revenues:</b>				
Charges for services:				
Daily sales-reimbursable programs	\$ 84,316	\$ -	\$ -	\$ 84,316
Daily sales-non-reimbursable programs	74,751			74,751
Program Fees		171,002	161,190	332,192
<b>Total operating revenue</b>	<b>159,067</b>	<b>171,002</b>	<b>161,190</b>	<b>491,259</b>
<b>Operating expenses:</b>				
Salaries	80,235	73,280	100,522	254,037
Employee Benefits	14,744			14,744
Supplies and materials	10,516	491	5,919	16,926
Depreciation	1,944			1,944
Purchased services	16,352	6,198	8,740	31,290
Cost of sales - reimbursable programs	63,122			63,122
Cost of sales - non-reimbursable programs	30,857			30,857
Miscellaneous	2,018	31,403	31,457	64,878
Direct expenses	8,308			8,308
Repairs and maintenance	12,106			12,106
<b>Total operating expenses</b>	<b>240,202</b>	<b>111,372</b>	<b>146,638</b>	<b>498,212</b>
<b>Operating income (loss)</b>	<b>(81,135)</b>	<b>59,630</b>	<b>14,552</b>	<b>(6,953)</b>
<b>Nonoperating revenues (expenses):</b>				
State sources:				
State school lunch program	2,759			2,759
Federal sources:				
National school lunch program	64,216			64,216
National school breakfast program	1,618			1,618
U.S.D.A. commodities	18,999			18,999
<b>Total nonoperating revenues (expenses)</b>	<b>87,592</b>			<b>87,592</b>
<b>Change in net position</b>	<b>6,457</b>	<b>59,630</b>	<b>14,552</b>	<b>80,639</b>
<b>Total net position - July 1</b>	<b>76,539</b>	<b>231,287</b>	<b>214,916</b>	<b>522,742</b>
<b>Total net position - June 30</b>	<b>\$ 82,996</b>	<b>\$ 290,917</b>	<b>\$ 229,468</b>	<b>\$ 603,381</b>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**for the Fiscal Year Ended June 30, 2019**

**Business-type Activities**

	<b>Enterprise Funds</b>			<b>Total</b>
	<b>Food Service Program</b>	<b>Protect All Latchkey Students (PALS)</b>	<b>Community Education and Recreation</b>	
<b>Cash flows from operating activities:</b>				
Receipts from customers	\$ 159,595	\$ 171,002	\$ 161,190	\$ 491,787
Payments to employees	(94,980)	(73,280)	(100,522)	(268,782)
Payments to suppliers	(123,265)	(37,824)	(46,116)	(207,205)
Net cash used for operating activities	<u>(58,650)</u>	<u>59,898</u>	<u>14,552</u>	<u>15,800</u>
<b>Cash flows from noncapital financing activities:</b>				
State sources	2,236			2,236
Federal sources	59,989			59,989
Net cash provided by non-capital financing activities	<u>62,225</u>			<u>62,225</u>
<b>Cash flows from capital activities:</b>				
Purchases of fixed assets	(9,074)			(9,074)
	<u>(9,074)</u>			<u>(9,074)</u>
<b>Cash flows from investing activities:</b>				
Interest and dividends				
Net cash provided by investing activities				
Net increase in cash and cash equivalents	(5,499)	59,898	14,552	68,951
Balances - July 1	111,673	256,287	223,016	590,976
Balances - June 30	<u>\$ 106,174</u>	<u>\$ 316,185</u>	<u>\$ 237,568</u>	<u>\$ 659,927</u>
Reconciliation of operating loss to net cash provided (used) by operating activities:				
Operating income (loss)	\$ (81,135)	\$ 59,630	\$ 14,552	\$ (6,953)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:				
Depreciation	1,944			1,944
Federal commodities	18,999			18,999
(Increase) decrease in inventories	1,014			1,014
Increase (decrease) in interfund payable		268		268
Increase (decrease) in unearned revenue	528			528
Total adjustments	<u>22,485</u>	<u>268</u>		<u>22,753</u>
Net cash provided by (used for) operating activities	<u>\$ (58,650)</u>	<u>\$ 59,898</u>	<u>\$ 14,552</u>	<u>\$ 15,800</u>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Fiduciary Net Position**  
**Fiduciary Funds**  
**June 30, 2019**

	<u>Flexible Benefits Account</u>	<u>Unemployment Compensation Insurance Trust</u>	<u>Agency Funds</u>
<b>ASSETS:</b>			
Cash and cash equivalents	\$ 4,151	\$ 4,693	\$ 113,407
Accounts receivable - other	<u>349</u>	<u>-</u>	<u>-</u>
<b>Total assets</b>	<u>4,500</u>	<u>4,693</u>	<u>113,407</u>
<b>LIABILITIES:</b>			
Interfund payable	4,500	-	-
Payroll deductions and withholdings	-	-	92,808
Due to student groups	<u>-</u>	<u>-</u>	<u>20,599</u>
<b>Total liabilities</b>	<u>4,500</u>	<u>-</u>	<u>\$ 113,407</u>
<b>NET POSITION:</b>			
Held in trust for unemployment claims and other purposes	<u>\$ -</u>	<u>\$ 4,693</u>	

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.



**BERLIN BOROUGH SCHOOL DISTRICT**  
**Statement of Changes in Fiduciary Net Position**  
**Fiduciary Funds**  
**For the Fiscal Year Ended June 30, 2019**

	Flexible Benefits Account	Unemployment Compensation Insurance Trust
	<u>                    </u>	<u>                    </u>
ADDITIONS:		
Contributions:		
Other	\$ 6,060	\$ -
Total Contributions	<u>6,060</u>	<u>-</u>
Investment earnings:		
Interest	<u>-</u>	<u>-</u>
Net investment earnings	<u>-</u>	<u>-</u>
Total additions	<u>6,060</u>	<u>-</u>
DEDUCTIONS:		
Unemployment claims	-	-
Payment of Flexible Benefits	<u>7,685</u>	<u>-</u>
Total deductions	<u>7,685</u>	<u>-</u>
Change in net position	(1,625)	-
Net position - July 1	<u>1,625</u>	<u>4,693</u>
Net position - June 30	<u>\$ -</u>	<u>\$ 4,693</u>

The accompanying Notes to the Basic Financial Statements are an integral part of this statement.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Reporting Entity** - The Berlin Borough School District (District) is a Type II school district located in Camden County, New Jersey and covers an area of approximately 3.7 square miles. As a Type II school district, it functions independently through a Board of Education. The Board is comprised of nine members elected to three-year terms. These terms are staggered so that three member's terms expire each year. The purpose of the District is to provide educational services for all of Berlin Borough's students in grades K through 8. Student in grades 9 through 12 attend Eastern Regional High School District. The School District has an approximate enrollment at June 30, 2019 of 824 students.

The primary criteria for including activities within the School District's reporting entity, as set forth in Section 2100 of the Governmental Accounting Standards Board (GASB) *Codification of Governmental Accounting and Financial Reporting Standards* is the degree of oversight responsibility maintained by the School District. Oversight responsibility includes financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters. The combined financial statements include all funds of the School district over which the Board exercises operating control.

**Component Units** – GASB Statement No. 14, *The Financial Reporting Entity* and GASB Statement No. 39, *Determining Whether Certain Organizations are Component Unit*, provide guidance that all entities associated with a primary government are potential component units and should be evaluated for inclusion in the financial reporting entity. A primary government is financially accountable not only for the organizations that make up its legal entity, but also for legally separate organizations that meet the criteria established by GASB Statements No. 14 and No. 39. In addition, GASB Statement No. 61, provides additional guidance for organizations that do not meet the financial accountability criteria for inclusion as component units but that nevertheless should be included because the primary government's management determines that it would be misleading to exclude them. GASB Statement No. 80, *Blending Requirements for Certain Component Units* - an Amendment of GASB Statement No. 14 amends the blending requirements for the financial statement presentation of component units of all state and local governments. The additional criteria requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member. There were no additional entities required to be included in the reporting entity under the criteria as described above. Furthermore, the School District is not includable in any other reporting entity on the basis of such criteria.

**Basis of Presentation**

The basic financial statements of the School District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the School District's accounting policies are described below

The School District's basic financial statements consists of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements, which provide a more detailed level of financial information.

**Government-wide Statements** - The statement of net position and the statement of activities display information about the School District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The statements distinguish between those activities of the School District that are governmental and those that are considered business-type activities. The statement of net position presents the financial condition of the governmental and business-type activities of the School District at fiscal year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the School District's governmental activities and for the business-type activities of the School District. Direct expenses are those that are specifically associated with a service, program or department and, therefore, clearly identifiable to a particular function. The policy of the School District is to not allocate indirect expenses to functions in the statement of activities. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues, which are not classified as program revenues, are presented as general revenues of the School District, with certain limited exceptions.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Government-wide Statements (Continued)** - The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the School District.

**Fund Financial Statements** - During the fiscal year, the School District segregates transactions related to certain School District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the School District at this more detailed level. The focus of governmental and enterprise fund financial statements is on major funds. Each major fund is presented in a single column. The fiduciary fund is reported by type. The School District uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. There are three categories of funds: governmental, proprietary, and fiduciary.

**Governmental Funds** - Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the School District's major governmental funds:

**General Fund** - The general fund is the general operating fund of the School District and is used to account for all financial resources except those required to be accounted for in another fund. Included are certain expenditures for vehicles and movable instructional or non-instructional equipment classified in the capital outlay sub-fund.

As required by the New Jersey State Department of Education, the School District includes budgeted capital outlay in this fund. Accounting principles generally accepted in the United States of America as they pertain to governmental entities state that general fund resources may be used to directly finance capital outlays for long-lived improvements as long as the resources in such cases are derived exclusively from unrestricted revenues.

Resources for budgeted capital outlay purposes are normally derived from State of New Jersey aid, district taxes and appropriated fund balance. Expenditures are those which result in the acquisition of or additions to capital assets for land, existing buildings, improvements of grounds, construction of buildings, additions to or remodeling of buildings and the purchase of built-in equipment.

**Special Revenue Fund** - The special revenue fund is used to account for and report the proceeds of specific revenues sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

**Capital Projects Fund** - The capital projects fund is used to account and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets, other than those financed by proprietary funds. The financial resources are derived from New Jersey Economic Development Authority grants, temporary notes or serial bonds which are specifically authorized by the voters as a separate question on the ballot either during the annual election or at a special election.

**Debt Service Fund** - The debt service fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

**Proprietary Funds** - Proprietary funds are used to account for the School District's ongoing activities, which are similar to those in the private sector.

**Enterprise Funds** - The enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the School District is that all costs (expenses, including depreciation) of providing goods or services to the students on a continuing basis be financed or recovered primarily through user charges; or, where the School District has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Proprietary Funds (Continued)**

The School District's enterprise funds are:

**Food Service Fund** - This fund accounts for the financial transactions related to the food service operations of the School District.

**Protect All Latchkey Students Fund** - This fund accounts for the financial activity related to providing day care services for School District students.

**Community Education and Recreation Fund** - This fund accounts for the financial activity related to providing education and recreation services.

All proprietary funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and all liabilities, whether current or noncurrent, associated with their activity are included on their balance sheets. Their reported fund equity (net position) is segregated into investment in capital assets, net of related debt, and unrestricted, if applicable. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net position.

Depreciation of all exhaustive fixed assets used by proprietary funds is charged as an expense against their operations. Accumulated depreciation is reported on proprietary fund balance sheets. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Equipment	12 Years
Light Trucks and Vehicles	4 Years
Heavy Trucks and Vehicles	6 Years

**Internal Service Fund** – The internal service fund has been established to account for financing of shared services provided by the Berlin Borough School District for the Gibbsboro School District. Services are provided on a cost-reimbursement basis.

**Fiduciary Funds** - Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into two classifications: trust funds and agency funds. Agency funds are used to account for assets held by the School District in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds (i.e. payroll and student activities). They are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The School District has four fiduciary funds; an unemployment compensation trust fund, a flexible spending account, a student activity fund, and a payroll fund.

**Measurement Focus**

**Government-wide Financial Statements** - The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the School District are included on the statement of net position.

**Fund Financial Statements** – All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e. revenues and other financing sources) and uses (i.e. expenditures and other financing uses) of current financial resources.

This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements, therefore, include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Measurement Focus (Continued)**

**Fund Financial Statements (Continued)** – Like the government-wide statements, all proprietary fund types are accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net position. The statement of changes in fund net position presents increases (i.e. revenues) and decreases (i.e. expenses) in net position. The statement of cash flows provides information about how the School District finances and meets the cash flow needs of its proprietary activities. Fiduciary funds are reported using the economic resources measurement focus.

**Basis of Accounting**

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of unearned revenue, and in the presentation of expenses versus expenditures.

**Revenues - Exchange and Non-exchange Transactions** - Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Measurable" means the amount of the transaction can be determined and "available" means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the School District, available means expected to be received within sixty days after fiscal year end.

Non-exchange transactions, in which the School District receives value without directly giving equal value in return, include Ad Valorem (property) taxes, grants, entitlements, and donations. Ad Valorem (Property) Taxes are susceptible to accrual, as under New Jersey State Statute, a municipality is required to remit to its school district the entire balance of taxes in the amount voted upon or certified, prior to the end of the school year. The School District records the entire approved tax levy as revenue (accrued) at the start of the fiscal year since the revenue is both measurable and available. The School District is entitled to receive monies under the established payment schedule and the unpaid amount is considered to be an "accounts receivable". With the exception of restricted formula aids recorded in the special revenue fund, revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the fiscal year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the School District must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the School District on a reimbursement basis.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year-end; tuition, grants, fees, and rentals.

**Expenses/Expenditures** - On the accrual basis of accounting, expenses are recognized at the time they are incurred. The fair value of donated commodities used during the fiscal year is reported in the operating statement as an expense. Unused donated commodities are reported as unearned revenue. The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Basis of Accounting (Continued)**

**Budgets/Budgetary Control** - Annual appropriated budgets are prepared in the spring of each fiscal year for the general, special revenue, and debt service funds. The budgets are submitted to the county office for their approval. Budgets are prepared using the modified accrual basis of accounting. The legal level of budgetary control is established at line item accounts within each fund. Line item accounts are defined as the lowest (most specific) level of detail as established pursuant to the minimum chart of accounts referenced in N.J.A.C. 6:23A-16.2(f)1. Transfers of appropriations may be made by School Board resolution at any time during the fiscal year in accordance with N.J.A.C. 6A:23A-13.3.

Formal budgetary integration into the accounting system is employed as a management control device during the fiscal year. For governmental funds there are no substantial differences between the budgetary basis of accounting and accounting principles generally accepted in the United States of America with the exception of the legally mandated revenue recognition of the one or more June state aid payments for budgetary purposes only and the special revenue fund. Encumbrance accounting is also employed as an extension of formal budgetary integration in the governmental fund types. Unencumbered appropriations lapse at fiscal year-end.

The accounting records of the special revenue fund are maintained on the budgetary basis. The budgetary basis differs from GAAP in that the budgetary basis recognizes encumbrances as expenditures and also recognizes the related revenues, whereas the GAAP basis does not. Sufficient supplemental records are maintained to allow for the presentation of GAAP basis financial reports.

The budget, as detailed on Exhibit C-1, Exhibit C-2 and Exhibit I-3, includes all amendments to the adopted budget, if any.

Exhibit C-3 presents a reconciliation of the general fund revenues and special revenue fund revenues and expenditures from the budgetary basis of accounting as presented in the general fund budgetary comparison schedule and the special revenue fund budgetary comparison schedule to the GAAP basis of accounting as presented in the statement of revenues, expenditures and changes in fund balances – governmental funds. Note that the School District does not report encumbrances outstanding at year end as expenditures in the general fund since the general fund budget follows modified accrual basis with the exception of the revenue recognition policy for the one or more June state aid payments.

**Encumbrances** - Under encumbrance accounting purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve a portion of the applicable appropriation. Encumbrances are a component of fund balance at fiscal year-end as they do not constitute expenditures or liabilities but rather commitments related to unperformed contracts for goods and services. Open encumbrances in governmental funds, other than the special revenue fund, which have not been previously restricted, committed, or assigned, should be included within committed or assigned fund balance, as appropriate.

Open encumbrances in the special revenue fund, however, for which the School District has received advances of grant awards, and all eligibility and time requirements satisfied are reflected on the balance sheet as unearned grant revenue at fiscal year-end.

The encumbered appropriation authority carries over into the next fiscal year. An entry will be made at the beginning of the next fiscal year to increase the appropriation reflected in the certified budget by the outstanding encumbrance amount as of the current fiscal year end.

**Cash, Cash Equivalents and Investments** - Cash and cash equivalents, for all funds, include petty cash, change funds, cash in banks and all highly liquid investments with a maturity of three months or less at the time of purchase and are stated at cost plus accrued interest. Such is the definition of cash and cash equivalents used in the statement of cash flows for the proprietary funds. U.S. Treasury and agency obligations and certificates of deposit with maturities of one year or less when purchased are stated at cost. All other investments are stated at fair value.

New Jersey school districts are limited as to the types of investments and types of financial institutions they may invest in. N.J.S.A. 18A:20-37 provides a list of permissible investments that may be purchased by New Jersey school districts.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Cash, Cash Equivalents and Investments (Continued)** - N.J.S.A. 17:9-41et seq. establishes the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with the Governmental Unit Deposit Protection Act (GUDPA), a multiple financial institution collateral pool, which was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey. Public depositories include State or federally chartered banks, savings banks or associations located in or having a branch office in the State of New Jersey, the deposits of which are federally insured. All public depositories must pledge collateral, having a market value at least equal to five percent of the average daily balance of collected public funds, to secure the deposits of Governmental Units. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the full amount of their deposits to the governmental units.

**Tuition Receivable** - Tuition charges were established by the School District based on estimated costs. The charges are subject to adjustment when the final costs are determined.

**Tuition Payable** - Tuition charges for the fiscal years ended June 30, 2019 and 2018 were based on rates established by the receiving school district. These rates are subject to change when the actual costs have been determined.

**Inventories** - Inventories are valued at cost, which approximates market. The costs are determined on a first-in, first-out basis.

The cost of inventories in governmental fund types is recorded as expenditures when purchased rather than when consumed and is not recorded since any amounts are considered immaterial to the basic financial statements.

Inventories recorded in the government-wide financial statements and in the proprietary fund types are recorded as expenditures when consumed rather than when purchased.

**Prepaid Expenses** - Prepaid expenses recorded on the government-wide financial statements and in the proprietary fund types represent payments made to vendors for services that will benefit periods beyond June 30, 2019.

In the governmental fund types, however, payments for prepaid items are fully recognized as an expenditure in the fiscal year of payment. No asset for the prepayment is created, and no expenditure allocation to future accounting periods is required (*non-allocation method*). This is consistent with the basic governmental concept that only expendable financial resources are reported by a specific fund.

**Deferred Outflows/Inflows of Resources** – In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

**Short-Term Interfund Receivables / Payables** - Short-term interfund receivables / payables represent amounts that are owed, other than charges for goods or services rendered to / from a particular fund in the School District and that are due within one year. These amounts are eliminated in the governmental and business-type columns of the statement of net position, except for the net residual amounts due between governmental and business-type activities, which are presented as internal balances.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Capital Assets** - General capital assets are those assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements. Capital assets utilized by the proprietary funds are reported both in the business-type activities column of the government-wide statement of and the proprietary fund statement of net position.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the fiscal year. Donated fixed assets are recorded at their fair market value as of the date received. The School District maintains a capitalization threshold of \$2,000. The School District does not possess any infrastructure. Improvements are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not. All reported capital assets except land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets.

Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>	<u>Business-Type Activities Estimated Lives</u>
Land and Improvements	10-20 years	N/A
Buildings and Improvements	10-50 years	N/A
Furniture and Equipment	5-20 years	12 years
Vehicles	5-10 years	4-6 years

**Unearned Revenue** - Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied and are recorded as a liability until the revenue is both measurable and the School District is eligible to realize the revenue.

**Compensated Absences** - Compensated absences are those absences for which employees will be paid, such as vacation, sick leave, and sabbatical leave. A liability for compensated absences that are attributable to services already rendered, and that are not contingent on a specific event that is outside the control of the School District and its employees, is accrued as the employees earn the rights to the benefits. Compensated absences that relate to future services, or that are contingent on a specific event that is outside the control of the School District and its employees, are accounted for in the period in which such services are rendered or in which such events take place.

The entire compensated absence liability is reported on the government-wide financial statements.

For governmental funds, the current portion of unpaid compensated absences is the amount that is normally expected to be paid with expendable available financial resources. In proprietary funds, the entire amount of compensated absences is recorded as a fund liability.

**Accrued Liabilities and Long-Term Obligations** - All payables, accrued liabilities, and long-term obligations are reported on the government-wide financial statements, and all payables, accrued liabilities and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full, from current financial resources are reported as obligations of the funds. However, claims and judgments, compensated absences, special termination benefits and contractually required pension contributions that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are normally expected to be paid with expendable available financial resources. Bonds are recognized as a liability on the fund financial statements when due.

**Net Position** - Net position represents the difference between the summation of assets and deferred outflows of resources, and the summation of liabilities and deferred inflows of resources. Net position is classified into the following three components:



**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Net investment in capital assets** - This component represents capital assets, net of accumulated depreciation, net of outstanding balances of borrowings used for the acquisition, construction, or improvement of those assets.

**Restricted** – Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the School District or through external restrictions imposed by creditors, grantors or law or regulations of other governments.

**Unrestricted** – Net position is reported as unrestricted when it does not meet the criteria of the other two components of net position.

**Fund Balance** – The School District reports fund balance in classifications that comprise a hierarchy based primarily on the extent to which the School District is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The School District’s classifications, and policies for determining such classifications, are as follows:

**Nonspendable** – The nonspendable fund balance classification includes amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. The “not in spendable form” criteria includes items that are not expected to be converted to cash, such as inventories and prepaid amounts. The School District had no nonspendable fund balance at June 30, 2019.

**Restricted** – This fund balance classification includes amounts that are restricted to specific purposes. Such restrictions, or constraints, are placed on the use of resources either by being (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

**Committed** – This fund balance classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the School District’s highest level of decision-making authority, which for the School District is the Board of Education. Once committed, amounts cannot be used for any other purpose unless the Board of Education removes, or changes, the specified use by taking the same type of action imposing the commitment.

**Assigned** – This fund balance classification includes amounts that are constrained by the School District’s *intent* to be used for specific purposes but are neither restricted nor committed. *Intent* is expressed by either the Board of Education or by the Business Administrator, to which the Board of Education has delegated the authority to assign amounts to be used for specific purposes.

**Unassigned** – This fund balance classification is the residual classification for the General Fund. It represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available, it is the School District’s policy to spend restricted fund balances first. Likewise, when an expenditure is incurred for purposes for which amounts in any of the unrestricted fund balance classifications can be used, it is the policy of the School District to spend fund balances, if appropriate, in the following order: committed, assigned, then unassigned.

**Operating and Non-Operating Revenues and Expenses** - Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the School District, these revenues are sales for the food service program, program fees for the community education and recreation fund, and fees for the shared services fund. Non-operating revenues principally consist of interest income earned on various interest-bearing accounts and federal and state subsidy reimbursements for the food service program.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Operating and Non-Operating Revenues and Expenses (Continued)** - Operating expenses are necessary costs incurred to provide the goods or services that are the primary activity of the fund. There are no non-operating expenses.

**Interfunds** – Interfund receivables and payables that arise from transactions between funds are recorded by all funds affected by such transactions in the period in which the transaction is executed.

**Estimates** - The preparation of financial statements in conformity with accounting principles generally accepted in the United State of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**Recently Issued Accounting Pronouncements** - In January 2017, the GASB issued Statement 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. The adoption of this Statement will not have any effect on the District's financial reporting.

In June 2017, the GASB issued Statement 87, *Leases*. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. The adoption of this Statement may have an effect on the District's financial reporting.

In June 2018, the GASB issued Statement 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund. This Statement also reiterates that in financial statements prepared using the current financial resources measurement focus, interest cost incurred before the end of a construction period should be recognized as an expenditure on a basis consistent with governmental fund accounting principles. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. The adoption of this Statement will not have any effect on the District's financial reporting.

In August 2018, the GASB issued Statement No. 90, *Majority Equity Interests – an Amendment of GASB Statements No. 14 and No. 61*. This Statement is designed to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. This Statement also requires that a component unit in which a government has a 100 percent equity interest account for its assets, deferred outflows of resources, liabilities, and deferred inflows of resources at acquisition value at the date the government acquired a 100 percent equity interest in the component unit. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. The adoption of this Statement will not have any effect on the District's financial reporting.

In May 2019, the GASB issued Statement 91, *Conduit Debt Obligations*. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation: establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020. The adoption of this Statement will not have any effect on the District's financial reporting.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**2. CASH AND CASH EQUIVALENTS**

**Custodial Credit Risk Related to Deposits** – Custodial credit risk refers to the risk that, in the event of a bank failure, the School District’s deposits might not be recovered. Although the School District does not have a formal policy regarding custodial credit risk, N.J.S.A. 17:9-41 et seq. requires that governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Unit (GUDPA). Under the Act, the first \$250,000 of governmental deposits in each insured depository is protected by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the School district in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings of funds that pass to the School District relative to the happening of a future condition. Such funds are classified as uninsured and uncollateralized. Of the School District’s amount on deposit of \$2,374,110 as of June 30, 2019, \$250,000 was insured under FDIC and the remaining balance of \$2,124,110 was collateralized under GUDPA.

**3. CAPITAL RESERVE ACCOUNT**

A capital reserve account was established by the School District for the accumulation of funds for use as capital outlay expenditures in subsequent fiscal years. The capital reserve account is maintained in the general fund and its activity is included in the general fund annual budget. Funds placed in the capital reserve account are restricted to capital projects in the School District’s approved Long-Range Facilities Plan (LRFP). Upon submission of the LRFP to the New Jersey Department of Education, a school district may increase the balance in the capital reserve by appropriating funds in the annual general fund budget certified for taxes or by transfer by board resolution at fiscal year-end (June 1 to June 30) of any unanticipated revenue or unexpended line-item appropriation amounts, or both. A school district may also appropriate additional amounts when the express approval of the voters has been obtained either by a separate proposal at budget time or by a special question at one of the four special elections authorized pursuant to N.J.S.A. 19:60-2.

Pursuant to N.J.A.C. 6:23A-14.1(g), the balance in the account cannot at any time exceed the local support costs of uncompleted capital projects in its approved LRFP.

The activity of the capital reserve for the July 1, 2018 to June 30, 2019 fiscal year is as follows:

Balance - June 30, 2018		\$ 802,057
Increased by:		
Interest Earned	\$ 1,003	
Board Resolution	100,000	101,003
		903,060
Decreased by:		
Budget Withdrawal		-
Balance - June 30, 2019		903,060

The June 30, 2019 capital reserve balance does not exceed the LRFP balance of local support costs of uncompleted capital projects.

**4. RECEIVABLES**

Receivables at June 30, 2019 consisted of other governmental units and governmental grants. All receivables are considered collectible in full due to the stable condition of the other governmental units, State programs and the current fiscal year guarantee of federal funds.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**4. RECEIVABLES (Continued)**

Receivables as of year-end for the School District's individual major and fiduciary funds, in the aggregate, are as follows:

	General Fund	Special Revenue	Capital Projects	Proprietary Fund	Total
Federal Aid	\$ -	\$ 21,632	\$ -	\$ 11,942	\$ 33,574
State Aid	47,809	7,971		522	56,302
Other	-	3,892			3,892
	<u>\$ 47,809</u>	<u>\$ 33,495</u>	<u>\$ -</u>	<u>\$ 12,464</u>	<u>\$ 93,768</u>

**5. CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2019, was as follows:

	Balance June 30, 2018	Additions	Deletions	Balance June 30, 2019
<b>Governmental Activities:</b>				
Land	\$ 400,000	\$ -	\$ -	\$ 400,000
Total Capital Assets not being Depreciated	<u>400,000</u>	<u>-</u>	<u>-</u>	<u>400,000</u>
Capital Assets, being Depreciated:				
Site Improvements	292,089	5,500		297,589
Building and Improvements	14,059,401			14,059,401
Equipment	590,076	34,990		625,066
Total Historical Cost	<u>14,941,566</u>	<u>40,490</u>	<u>-</u>	<u>14,982,056</u>
Less Accumulated Depreciation:				
Site Improvements	(241,778)	(17,388)		(259,166)
Building and Improvements	(12,673,642)	(464,112)		(13,137,754)
Equipment	(459,906)	(35,946)		(495,852)
Total Accumulated Depreciation	<u>(13,375,326)</u>	<u>(517,446)</u>	<u>-</u>	<u>(13,892,772)</u>
Total Capital Assets, being depreciated, net	<u>1,031,287</u>	<u>(476,956)</u>		<u>1,089,284</u>
Governmental Activities Capital Assets, Net	<u>\$ 1,431,287</u>	<u>\$ (476,956)</u>	<u>\$ -</u>	<u>\$ 1,489,284</u>
<b>Business-Type Activities:</b>				
Equipment	\$ 71,290	\$ 9,074	\$ -	\$ 80,364
Less - Accumulated Depreciation	<u>(63,861)</u>	<u>(1,944)</u>		<u>(65,805)</u>
Business-Type Activities Capital Assets, Net	<u>\$ 7,429</u>	<u>\$ 7,130</u>	<u>\$ -</u>	<u>\$ 14,559</u>

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**5. CAPITAL ASSETS (Continued)**

Depreciation expense in the amount of \$517,446 was charged to governmental functions as follows:

Function	Amount
Regular Instruction	\$ 8,538
Administration	9,676
Plant Operations and Maintenance	480,759
Unallocated	18,473
	\$ 517,446

**6. INVENTORY**

Inventory in the Proprietary Funds at June 30, 2019 consisted of the following:

	Food Service
Food	\$ 3,483
Supplies	1,109
	\$ 4,592

**7. LONG-TERM OBLIGATIONS**

During the fiscal year ended June 30, 2019, the following changes occurred in long-term obligations:

	Principal Outstanding June 30, 2018	Additions	Deletions	Principal Outstanding June 30, 2019	Amounts Due Within One Year
General Obligation Bonds	\$ 2,435,000	\$ -	\$ 485,000	\$ 1,950,000	\$ 475,000
Capital Lease Payable	28,248	85,669	44,025	69,892	41,361
Compensated Absences	421,653	123,223		544,876	40,649
Net Pension Liability	2,675,178		511,519	2,163,659	
	\$ 5,560,079	\$ 208,892	\$ 1,040,544	\$ 4,728,427	\$ 557,010

**Bonds Payable** - Bonds and loans are authorized in accordance with State law by the voters of the District through referendums. All bonds are retired in serial installments within the statutory period of usefulness. Outstanding bonds issued by the District are as follows:

2011 School Refunding Bonds dated September 1, 2011 in the amount of \$1,950,000 due in annual installments through March 1, 2023, bearing an interest rate of 5.00%.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**7. LONG-TERM OBLIGATIONS (Continued)**

**Bonds Payable (Continued)**

Principal and interest due on bonds outstanding are as follows:

<u>Year ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 475,000	\$ 97,500	\$ 572,500
2021	485,000	73,750	558,750
2022	495,000	49,500	544,500
2023	495,000	24,750	519,750
Total	<u>\$ 1,950,000</u>	<u>\$ 245,500</u>	<u>\$ 2,195,500</u>

As of June 30, 2019, the District had no authorized but not issued bonds.

**Compensated Absences**

Compensated absences will be paid from the fund from which the employees' salaries are paid.

**Capital Leases**

As of June 30, 2019, the District had the following capital lease:

<u>Purpose</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Total Value</u>
Computer Equipment	August 14, 2020	1.99%	\$ 42,795
Computer Equipment	August 6, 2021	5.28%	\$ 85,670

The following is a schedule of the future minimum lease payments under this capital lease, and the present value of the net minimum lease payments at June 30, 2019:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 41,361	\$ 3,227	\$ 44,588
2021	28,531	1,509	30,040
	<u>\$ 69,892</u>	<u>\$ 4,736</u>	<u>\$ 74,628</u>

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**8. OPERATING LEASES**

The District has various commitments for four copiers and a postage machine under operating leases which fully expire in 2022. Total operating lease payments made during the year ended June 30, 2019 was \$21,905. Future minimum lease payments are as follows:

Year Ended	Amount
June 30, 2019	\$ 22,406
June 30, 2020	22,406
June 30, 2021	22,406
June 30, 2022	1,203
June 30, 2023	502
Total future minimum lease payments	\$ 68,923

**9. PENSION PLANS**

**Description of Plans** – Substantially all of the School District's employees participate in one of the following pension plans which have been established by State statute, and are administered by the New Jersey Division of Pensions and Benefits (Division): the Teachers' Pension and Annuity Fund (TPAF) and the Public Employees' Retirement System (PERS). In addition, several School District employees participate in the Defined Contribution Retirement Program (DCRP), which is a defined contribution pension plan. This plan is administered by Prudential Financial for the Division. Each plan has a Board of Trustees that is primarily responsible for its administration. The Division issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the State of New Jersey, Division of Pensions and Benefits, P.O. Box 295, Trenton, New Jersey, 08625-0295.

**Teachers' Pension and Annuity Fund (TPAF)**

*Plan Description* - The Teachers' Pension and Annuity Fund is a cost-sharing multiple-employer defined benefit pension plan, with a special funding situation, which was established on January 1, 1955, under the provisions of N.J.S.A. 18A:66. The State of New Jersey (the "State") is responsible to fund 100% of the employer contributions, excluding any local employer early retirement incentive (ERI) contributions. The TPAF's designated purpose is to provide retirement, death and disability, and medical benefits to qualified members. Membership in the TPAF is mandatory for substantially all teachers or members of the professional staff certified by the State Board of Examiners, who have titles that are unclassified, professional and certified. The TPAF's Board of Trustees is primarily responsible for the administration of the TPAF.

*Vesting and Benefit Provisions* – The vesting and benefit provisions are set by N.J.S.A. 18A:66. TPAF provides retirement, death and disability benefits. All benefits vest after ten years of service, except medical benefits, which vest after 25 years of service or under the disability provisions of TPAF. Members are always fully vested for their own contributions and, after three years of service credit, become vested for 2% of related interest earned on the contributions. In the case of death before retirement, members' beneficiaries are entitled to full interest credited to the members' accounts.

The following represents the membership tiers for TPAF:

Tier	Definition
1	Members who were enrolled prior to July 1, 2007
2	Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
3	Members who were eligible to enroll on or after November 2, 2008 and prior to May 21, 2010
4	Members who were eligible to enroll on or after May 21, 2010 and prior to June 28, 2011
5	Members who were eligible to enroll on or after June 28, 2011

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Teachers' Pension and Annuity Fund (TPAF) (Continued)**

Service retirement benefits of 1/55<sup>th</sup> of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60<sup>th</sup> of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tier 1 and 2 members before reaching age 60, tiers 3 and 4 before age 62 with 25 or more years of service credit, and tier 5 before age 65 with 30 or more years of service credit. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the retirement age for his/her respective tier. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for their respective tier.

*Contributions* - The contribution requirements of plan members are determined by N.J.S.A.18A:66 and requires contributions by active members and contributing employers. Pursuant to the provisions of Chapter 78, P.L. 2011, the member contribution rate was 7.50% in State fiscal year 2019. The State's pension contribution is based on an actuarially determined amount which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid.

Under current statute, all employer contributions are made by the State of New Jersey on-behalf of the School District and all other related non-contributing employers. No normal or accrued liability contribution by the School District has been required over the several preceding fiscal years. These on-behalf contributions by the State of New Jersey are considered a special funding situation, under the definition of GASB 68, *Accounting and Financial Reporting for Pensions*.

The School District was not required to make any contributions to the pension plan during the fiscal year ended June 30, 2019 because of the 100.00% special funding situation with the State of New Jersey.

Based on the most recent TPAF measurement date of June 30, 2018, the State's contractually required contribution, on-behalf of the School District, to the pension plan for the fiscal year ended June 30, 2019 was \$783,696 and was paid by April 1, 2019. School District employee contributions to the pension plan during the fiscal year ended June 30, 2019 were \$395,696.

*Pension Liabilities, Pension Expense, and Deferred Outflow of Resources and Deferred Inflows of Resources Related to Pensions* - For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Teachers' Pension and Annuity Fund (TPAF) and additions to/deductions from the TPAF's fiduciary net position have been determined on the same basis as they are reported by the TPAF. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

At June 30, 2019, the School District was not required to report a liability for its proportionate share of the net pension liability because of a 100% special funding situation by the State of New Jersey.

For the year ended June 30, 2018, the School District recognized pension expense of \$1,922,725 and revenue of \$1,922,725 for support provided by the State. Although the School District does not report net pension liability or deferred outflows or inflows related to the TPAF, the following schedule illustrates the collective net pension liability and deferred items and the State's portion of the net pension liability associated with the School District.



**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Teachers' Pension and Annuity Fund (TPAF) (Continued)**

The collective amounts are the total of all New Jersey local governments participating in the TPAF plan.

	<u>06/30/18</u>	<u>06/30/17</u>
Collective deferred outflows of resources	\$ 12,473,998,870	\$ 14,160,879,257
Collective deferred inflows of resources	16,180,773,643	11,800,239,661
Collective net pension liability (Nonemployer – State of New Jersey)	63,617,852,031	67,423,605,859
State's portion of the net pension liability that was associated with the School District	32,981,820	34,154,828
State's portion of the net pension liability that was associated with the School District as a percentage of the collective net pension liability	.0518436548%	.0506570773%

*Actuarial assumptions* – The total pension liability for the June 30, 2018 measurement date was determined by an actuarial valuation as of July 1, 2017, which was rolled forward to June 30, 2018. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

Inflation rate:	2.25%
Salary Increases:	
2011-2026	1.55- 4.55%
Thereafter	2.00 – 5.45%
Investment Rate of Return:	7.00%

Pre-retirement mortality rates were based on the RP-2006 Employee White Collar Mortality Tables, set back 3 years for males and 5 years for females, projected on a generational basis from a base year of 2006 using a 60-year average of improvement rates based on Social Security data from 1953 to 2013. Post-retirement mortality rates were based on the RP-2006 Healthy Annuitant Collar Mortality Tables, with adjustments as described in the latest experience study, projected on a generational basis from a base year of 2006 using a 60-year average of improvement rates based on Social Security data from 1953 to 2013. Disability mortality rates were based on the RP-2006 Disabled Retiree Mortality Tables with rates adjusted by 90%. No mortality improvement is assumed for disabled retiree mortality.

The actuarial assumptions used in the July 1, 2017 valuation were based on the results of an actuarial experience study for the period July 1, 2012 to June 30, 2015.

*Long-Term Expected Rate of Return* - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2017) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Teachers' Pension and Annuity Fund (TPAF) (Continued)**

Best estimates of arithmetic real rates of return for each major asset class included in TPAF's target asset allocation as of June 30, 2018 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Risk Mitigation Strategies	05.00%	05.51%
Cash Equivalents	05.50%	01.00%
U.S. Treasuries	03.00%	01.87%
Investment Grade Credit	10.00%	03.78%
High Yield	02.50%	06.82%
Global Diversified Credit	05.00%	07.10%
Credit Oriented Hedge Funds	01.00%	06.60%
Debt Related Private Equity	02.00%	10.63%
Debt Related Real Estate	01.00%	06.61%
Private Real Asset	02.50%	11.83%
Equity Related Real Estate	06.25%	09.23%
U.S. Equity	30.00%	08.19%
Non-U.S. Developed Markets Equity	11.50%	09.00%
Emerging Markets Equity	06.50%	11.64%
Buyouts/Venture Capital	08.25%	13.08%
	100.00%	

*Discount rate.* The discount rate used to measure the State's total pension liability was 4.86% as of June 30, 2018. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.87% as of June 30, 2018, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers (State of New Jersey) will be made based on the contribution rate in the most recent fiscal year. The state contributed 50% of the actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2040. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2040, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Teachers' Pension and Annuity Fund (TPAF) (Continued)**

*Sensitivity of the School District's proportionate share of the net pension liability to changes in the discount rate.* As previously mentioned, TPAF has a special funding situation where the State pays 100% of the School District's annual required contribution. As such, the proportionate share of the net pension liability as of June 30, 2018, the pension plans measurement date, attributable to the School District is \$0.00, and the State of New Jersey's proportionate share of the net pension liability, attributable to the School District, using a discount rate of 4.86%, as well as what the School District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (3.25%) or 1 percentage point higher (5.25%) that the current rat

	<b>1% Decrease (3.25%)</b>	<b>Current Discount Rate (4.25%)</b>	<b>1% Increase (5.25%)</b>
District's proportionate share of the net pension liability	\$ -	\$ -	\$ -
State's proportionate share of the net pension liability associated with the School District	38,983,885	32,981,820	28,006,254
	\$ 38,983,885	\$ 32,981,820	\$ 28,006,254

Detailed information about the pension plan's sensitivity of the collective net pension liability to changes in the discount rate is available in the separately issued State of New Jersey Division of Pensions and Benefits financial report.

**Public Employees' Retirement System (PERS)**

*Plan Description* - The Public Employees' Retirement System is a cost-sharing multiple-employer defined benefit pension plan which was established on January 1, 1955, under the provisions of N.J.S.A. 43:15A. The PERS designated purpose to is to provide retirement, death and disability, and medical benefits to certain qualified members. Membership in the PERS is mandatory for substantially all full-time employees of the School District, provided the employee is not required to be a member of another state-administered retirement system or other state pension fund or local jurisdiction's pension fund. The PERS's Board of Trustees is primarily responsible for the administration of the PERS.

*Vesting and Benefit Provisions* – The vesting and benefit provisions are set by N.J.S.A. 43:15A and 43:3B. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except medical benefits, which vest after 25 years of service or under the disability provisions of PERS

The following represents the membership tiers for PERS:

Tier	Definition
1	Members who were enrolled prior to July 1, 2007
2	Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
3	Members who were eligible to enroll on or after November 2, 2008 and prior to May 21, 2010
4	Members who were eligible to enroll on or after May 21, 2010 and prior to June 28, 2011
5	Members who were eligible to enroll on or after June 28, 2011

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Public Employees' Retirement System (PERS) (Continued)**

Service retirement benefits of 1/55<sup>th</sup> of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60<sup>th</sup> of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tier 1 and 2 members before reaching age 60, tiers 3 and 4 before age 62 with 25 or more years of service credit, and tier 5 before age 65 with 30 or more years of service credit. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the retirement age for his/her respective tier. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for their respective tier.

*Contributions* - The contribution requirements of plan members are determined by N.J.S.A 43:15A and requires contributions by active members and contributing employers. Members contribute at a uniform rate. Pursuant to the provisions of Chapter 78, P.L. 2011, effective October 1, 2011, the active member contribution rate was increased to 6.5%. An additional 1.0% increase is being phased-in over seven years beginning on July 1, 2012. The member contribution rate was 7.50% in State fiscal year 2019. The phase-in of the additional incremental member contribution rate takes place in July of each subsequent State fiscal year. The rate for members who are eligible for the Prosecutors Part of PERS (Chapter 336, P.L. 2001) increased from 8.5% of base salary to 10%. Employers' contribution amounts are based on an actuarially determined rate. The School District's contribution amounts are based on an actuarially determined rate which included the normal cost and unfunded accrued liability.

The School District's contractually required contribution rate for the fiscal year ended June 30, 2019 was 15.31% of the School District's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, including an additional amount to finance any unfunded accrued liability.

Based on the most recent PERS measurement date of June 30, 2018, the School Districts contractually required contribution to the pension plan for the fiscal year ended June 30, 2019 was \$109,304 and was paid by April 1, 2019. School District employee contributions to the pension plan during the fiscal year ended June 30, 2019 were \$53,107.

The School District is billed annually for its normal contribution plus any accrued liability. The School District's contributions, equal to the required contribution for each fiscal year, were as follows:

<u>Fiscal Year</u>	<u>Normal Contributions</u>	<u>Accrued Liability</u>	<u>Non Contributory Life</u>	<u>Long Term Disability</u>	<u>Total Liability Paid by District</u>
2019	\$ 13,659	\$ 90,675	\$ 4,970	\$ 376	\$ 109,680
2018	14,013	87,260	5,189	614	107,076
2017	15,620	79,491	4,747		99,858

*Pension Liabilities, Pension Expense, and Deferred Outflow of Resources and Deferred Inflows of Resources Related to Pensions* – For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the PERS and additions to/deductions from PERS fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Public Employees' Retirement System (PERS) (Continued)**

At June 30, 2019, the School District reported a liability of \$2,163,659 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2017. The School District's proportion of the of the net pension liability was based on a projection of the School District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

For the year ended June 30, 2019, the School District recognized pension expense of \$100,495. At June 30, 2019, the School District reported a liability of \$2,163,659 for its proportionate share of the PERS net pension liability and deferred outflows of resources related to PERS from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 41,261	\$ 11,157
Changes of assumptions	356,535	691,823
Net Difference between projected and actual earnings on pension plan investments		20,295
Changes in proportion	57,370	123,141
District contributions subsequent to the measurement date	107,869	
<b>Total</b>	<b>\$ 563,035</b>	<b>\$ 846,416</b>

\$107,869 reported as deferred outflows of resources related to pensions resulting from school district contributions subsequent to the measurement date (i.e. for the school year ending June 30, 2019, the plan measurement date is June 30, 2019) will be recognized as a reduction of the net liability in the year ended June 30, 2019.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

For the year ended:	Net Deferred Outflows (Inflows) of Resources
2020	\$ (19,677)
2021	(55,786)
2022	(149,846)
2023	(105,601)
2024	(60,340)
<b>Total</b>	<b>\$ (391,250)</b>

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Public Employees' Retirement System (PERS) (Continued)**

The amortization of the above other deferred outflows of resources and deferred inflows of resources related to pensions will be over the following number of years:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience		
Year of Pension Plan Deferral:		
June 30, 2014	-	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	5.48	-
June 30, 2018	-	5.63
Changes of assumptions		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	-	5.48
June 30, 2018	-	5.63
Net Difference between projected and actual earnings on pension plan investments		
Year of Pension Plan Deferral:		
June 30, 2014	-	5.00
June 30, 2015	-	5.00
June 30, 2016	5.00	-
June 30, 2017	5.00	-
June 30, 2018	5.00	5.00
Changes in proportion		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	6.44
June 30, 2015	5.72	5.72
June 30, 2016	5.57	5.57

**Additional Information**

Collective balances at June 30, 2018 and 2017 are as follows:

	<u>6/30/2018</u>	<u>6/30/2017</u>
Collective deferred outflows of resources	\$ 4,684,852,302	\$ 6,424,455,842
Collective deferred inflows of resources	\$ 7,646,736,226	\$ 5,700,625,981
Collective net pension liability	\$ 19,689,501,539	\$ 23,278,401,588
School District's Proportion	.0109888948%	.0114920964%

*Actuarial assumptions* – The total pension liability for the June 30, 2018 measurement date was determined by an actuarial valuation as of July 1, 2017, which was rolled forward to June 30, 2018.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Public Employees' Retirement System (PERS) (Continued)**

This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

- Inflation rate: 2.25%
- Salary Increases:
  - Through 2026: 1.65-4.15% based on age
  - Thereafter: 2.65-5.15% based on age
- Investment Rate of Return: 7.00%

Pre-retirement mortality rates were based on the RP-2000 Employee Pre-retirement Mortality Table for male and female active employees. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the Conduent modified 2014 projection scale. Post-retirement mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (set back 1 year for males and females) for service retirements and beneficiaries of former members. In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from 2012 to 2013 using Projection Scale AA and using a generational approach based on the Conduent 2014 projection scale thereafter. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disables Mortality Table (set back 3 years for males and set forward 1 year for females).

The actuarial assumptions used in the July 1, 2017 valuation were based on the results of an actuarial experience study for the period July 1, 2011 to June 30, 2014. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

*Long-Term Expected Rate of Return* - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2018) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2018 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Risk Mitigation Strategies	05.00%	05.51%
Cash Equivalents	05.50%	01.00%
U.S. Treasuries	03.00%	01.87%
Investment Grade Credit	10.00%	03.78%
High Yield	02.50%	06.82%
Global Diversified Credit	05.00%	07.10%
Credit Oriented Hedge Funds	01.00%	06.60%
Debt Related Private Equity	02.00%	10.63%
Debt Related Real Estate	01.00%	06.61%
Private Real Asset	02.50%	11.83%
Equity Related Real Estate	06.25%	09.23%
U.S. Equity	30.00%	08.19%
Non-U.S. Developed Markets Equity	11.50%	09.00%
Emerging Markets Equity	06.50%	11.64%
Buyouts/Venture Capital	08.25%	13.08%
	<u>100.00%</u>	

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**9. PENSION PLANS (Continued)**

**Public Employees' Retirement System (PERS) (Continued)**

*Discount rate.* The discount rate used to measure the State's total pension liability was 5.66% as of June 30, 2018. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.87% as of June 30, 2018, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The state employer contributed 50% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2046. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2046, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

*Sensitivity of the School District's proportionate share of the net pension liability to changes in the discount rate.* The following presents the School District's proportionate share of the net pension liability measured as of June 30, 2018, calculated using the discount rate of 5.66%, as well as what the School District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (4.66%) or 1 percentage point higher (6.66%) than the current rate:

	<b>1% Decrease (4.66%)</b>	<b>Current Discount Rate (5.66%)</b>	<b>1% Increase (6.66%)</b>
School District's proportionate share of the net pension liability	\$ 2,720,552	\$ 2,163,659	\$ 1,696,461

*Pension Plan fiduciary net position.* Detailed information about the pension plan's fiduciary net position is available in the separately issued State of New Jersey Division of Pensions and Benefits financial report.

**Defined Contribution Retirement Program (DCRP)**

The Defined Contribution Retirement Program is a cost-sharing multiple-employer defined contribution pension plan which was established on July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007 (N.J.S.A.43:15C-1 et. seq), and expanded under the provisions of Chapter 89, P.L. 2008 and Chapter 1, P.L. 2010. The Defined Contribution Retirement Program Board oversees the DCRP, which is administered for the Divisions of Pensions and Benefits by Prudential Financial. The DCRP provides eligible members, and their beneficiaries, with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Vesting and benefit provisions are established by N.J.S.A. 43:15C-1 et. seq.

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. In addition to the employee contributions, the School District's contribution amounts for each pay period are transmitted to Prudential Financial not later than the fifth business day after the date on which the employee is paid for that pay period.

The School District's contributions, equal to the required contribution for each fiscal year, were as follows:

<u>Year</u>	<u>Total Liability</u>	<u>Paid by School District</u>
2019	\$ 15,441	\$ 15,441
2018	9,002	9,002
2017	5,477	5,477



**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**10. OTHER POSTEMPLOYMENT BENEFITS (OPEB)**

**Plan Description and Benefits Provided**

The State provides post-retirement medical (PRM) benefits for certain State and other retired employees meeting the service credit eligibility requirements. In Fiscal Year 2018, the State paid PRM benefits for 148,401 State and local retirees.

The State funds post-retirement medical benefits on a “pay-as-you-go” basis, which means that the State does not pre-fund, or otherwise establish a reserve or other pool of assets against the PRM expenses that the State may incur in future years. For Fiscal Year 2018, the State contributed \$1.909 billion to pay for pay-as-you-go PRM benefit costs incurred by covered retirees. The increase in the State’s pay-as-you-go contribution between Fiscal Year 2017 and Fiscal Year 2018 is attributed to rising health care costs, an increase in the number of participants qualifying for State-paid PRM benefits at retirement and larger fund balance utilization in Fiscal Year 2017 than in Fiscal Year 2018. The Fiscal Year 2019 Appropriations Act includes \$1.921 billion as the State’s contribution to fund pay-as-you-go PRM costs.

In accordance with the provisions of GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, the State is required to quantify and disclose its obligations to pay Other Postemployment Benefits (OPEB) to retired plan members. This new standard supersedes the previously issued guidance, GASB Statement No. 45, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, effective for Fiscal Year 2018. The State is now required to accrue a liability in all instances where statutory language names the State as the legal obligor for benefit payments. As such, the Fiscal Year 2017 total State OPEB liability to provide these benefits has been remeasured to \$97.1 billion, an increase of \$60.6 billion or 166 percent from the previous year’s \$36.5 billion liability booked in accordance with GASB Statement No. 45. For Fiscal Year 2018, the total OPEB liability for the State is \$90.5 billion, a decrease of \$6.6 billion or 7 percent from the remeasured total OPEB liability in Fiscal Year 2017.

The School Employees Health Benefits Program (SEHBP) Act is found in New Jersey Statutes Annotated, Title 52, Article 17.25 et. seq. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code.

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASBS No. 75.

The State, a nonemployer contributing entity, is the only entity that has a legal obligation to make employer contributions to OPEB for qualified retired PERS and TPAF participants. The LEA’s proportionate share percentage determined under paragraphs 193 and 203 through 205 of GASBS No. 75 is zero percent. Accordingly, the LEA did not recognize any portion of the collective net OPEB liability on the Statement of Net Position. Accordingly, the following OPEB liability note information is reported at the State’s level and is not specific to the school district. Note that actual numbers will be published in the NJ State’s CAFR (<https://www.nj.gov/treasury/omb/publications/archives.shtml>)

*Actuarial assumptions and other imputes* - The total nonemployer OPEB liability as of the June 30, 2017 was determined by an actuarial valuation as of June 30, 2016, which was rolled forward to June 30, 2017. The total nonemployer OPEB liability as of June 30, 2016 was determined by an actuarial valuation as of June 30, 2016. The actuarial assumptions vary for each plan member depending on the pension plan the member enrolled in.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**10. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

Inflation	2.50%		
	TPAF/ABP	PERS	PFRS
Salary Increases			
Through 2026	1.55 - 4.55%	2.15 - 4.15%	2.10 - 8.98%
	based on years of service	based on age	based on age
Thereafter	2.00 - 5.45%	3.15 - 5.15%	3.10 - 9.98%
	based on years of service	based on age	based on age

Preretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Employee Male/Female mortality table with fully generational mortality improvement projections from the central year using the MP-2017 scale. Postretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Annuitant Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale. Disability mortality was based on the RP-2006 Headcount-Weighted Disabled Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of actuarial experience studies for the periods July 1, 2012 – June 30, 2015, July 1, 2011 – June 30, 2014 and July 1, 2010 – June 30, 2013 for TPAF, PFRS, and PERS, respectively.

100% of all retirees who currently have healthcare coverage are assumed to continue with that coverage. 100% of active members are considered to participate in the Plan upon retirement, having a coverage blend of 85% and 15% in PPO and HMO, respectively.

*Health Care Trend Assumptions* - For pre-Medicare preferred provider organization (PPO) and health maintenance organization (HMO) medical benefits, the trend rate is initially 5.8% and decreases to a 5.0% long-term trend rate after eight years. For self-insured post-65 PPO and HMO medical benefits, the trend rate is 4.5%. For the Medicare Part B reimbursement, the trend rate is 5.0%. The Medicare Advantage trend rate is 4.5% and will continue in all future years.

*Discount Rate* - The discount rate for June 30, 2018 and 2016 was 3.87%. This represent the municipal bond return rate as chosen by the Division. The source is the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher.

The percentage of the premium for which the retirees will be responsible will be determined based on the retiree’s annual retirement benefit and level of coverage.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**10. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

**Changes in the Total Nonemployer OPEB Liability**

The table below summarizes the State's proportionate share of the change in the total nonemployer OPEB liability associated with the School District:

	Total OPEB Liability
Balance as of June 30, 2017	\$ 31,309,205
Changes for the years'	
Service Cost	1,026,490
Interest	1,145,559
Changes of benefit terms	
Differences between expected and actual experience	(3,452,162)
Changes in assumptions	(3,021,285)
Gross Benefit Payments	(704,005)
Contributions from the Non-employer	N/A
Contributions from the Member	24,332
Net Investment Income	N/A
Administrative Expense	N/A
Net Changes	\$ (4,981,071)
Balance at 06/30/2018	\$ 26,328,134

**Sensitivity of the total nonemployer OPEB liability to changes in the discount rate** - The following presents the total nonemployer OPEB liability as of June 30, 2018, respectively, associated with the School District, calculated using the discount rate as disclosed above as well as what the total nonemployer OPEB liability would be if it was calculated using a discount rate that is 1-percentage -point lower or 1percentage-point higher than the current rate:

	1% Decrease (2.87%)	Discount Rate (3.87%)	1% Increase (4.87%)
State of New Jersey's Proportionate Share of the Total Nonemployer OPEB Liability Associated with the School District	\$ 31,125,214	\$ 26,328,134	\$ 22,514,951

**Sensitivity of the total nonemployer OPEB liability to changes in the healthcare cost trend rate** - The following presents the total nonemployer OPEB liability as of June 30, 2018, associated with the School District, respectively, calculated using the healthcare trend rate as disclosed above as well as what the total nonemployer OPEB liability would be if it was calculated using a healthcare trend rate that is 1-percentage -point lower or 1percentage-point higher than the current rate:

	1% Decrease	Healthcare Cost Trend Rates	1% Increase
State of New Jersey's Proportionate Share of the Total Nonemployer OPEB Liability Associated with the School District	\$ 31,852,727	\$ 26,328,134	\$ 21,415,723

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**10. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

**OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB:**

For the year ended June 30, 2019, the School District recognized \$1,005,745 in OPEB expense and revenue, in the government-wide financial statements, for the State’s proportionate share of the OPEB Plan’s OPEB Expense, associated with the School District. This expense and revenue was based on the OPEB Plan’s June 30, 2018 measurement date.

In accordance with GASBS No. 75, the School District’s proportionate share of the OPEB liability is zero. As such, there is no recognition of the allocation of proportionate share of deferred outflows of resources and deferred inflows of resources by the School District.

At June 30, 2019, the State’s proportionate share of the total nonemployer OPEB liability’s deferred outflows of resources and deferred inflows of resources, associated with the School District, from the following sources are as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and		
actual experiences	\$ -	\$ 2,555,733
Changes of assumptions	-	5,901,586
<b>Total</b>	<b>\$ -</b>	<b>\$ 8,457,319</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to State’s proportionate share of the total nonemployer OPEB Liability, associated with the School District, will be recognized in OPEB expense as follows:

For the year ended:	
2019	\$ (1,042,154)
2020	(1,042,154)
2021	(1,042,154)
2022	(1,042,154)
2023	(1,042,154)
Therafter	(3,246,549)
<b>Total</b>	<b>\$ (8,457,319)</b>

Detailed information about the pension plan’s sensitivity of the collective net pension liability to changes in the discount rate is available in the separately issued State of New Jersey Division of Pensions and Benefits financial report.

**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**11. ON-BEHALF PAYMENTS**

For the fiscal year ended June 30, 2019, the School District has recognized as revenues and expenditures on-behalf payments made by the state for normal retirement costs, post-retirement medical costs and long-term disability insurance related to TPAF, in the fund statements. The amounts recognized as revenues and expenditures in the fund financial statements for normal costs, post-retirement medical costs and long-term disability insurance were \$1,077,599, \$488,797, and \$1,583 respectively. In addition, \$387,532 on-behalf payments were made by the state for the employer's share of social security contributions for TPAF members, as calculated on their base salaries.

**12. RISK MANAGEMENT**

The School District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; employee health and accident claims; and natural disasters.

**Property and Liability Insurance** - The School District maintains commercial insurance coverage for property, liability and surety bonds. A complete schedule of insurance coverage can be found in the Statistical Section of this Comprehensive Annual Financial Report.

**Joint Insurance Pool** - The School District is a member of the New Jersey School Alliance Insurance Fund, a public entity risk pool currently operating as a common risk management and insurance program. Insurance coverage as provided by the Fund can be found in the Statistical Section of this Comprehensive Annual Financial Report.

Annual contributions to the Fund are determined by the Fund's Board of Trustees. The School District is jointly and personally liable for claims insured by the Fund and its members during the period of its membership, including liability for supplemental assessments, if any. The Fund's Board of Trustees may authorize refunds to its members in any fund year for which contributions exceed the amount necessary to fund all obligations for that year.

A complete schedule of insurance coverage can be found in the "Statistical Section" of this report.

Up to December 31, 2010 the School District had elected to fund its New Jersey Unemployment Compensation Insurance under the "Business Reimbursement Method". Under this plan, the District was required to reimburse the New Jersey Unemployment Trust Fund for benefits paid to its former employees and charged to its account with the State. The District was billed quarterly for amounts due to the State.

Effective January 1, 2011 the School District elected the "Contributory Method" to fund its New Jersey Unemployment Compensation Insurance, which requires the School District to annually appropriate funds to pay the projected costs of contributions at the rate determined by the Commissioner of Labor.

**13. DEFERRED COMPENSATION**

The School District offers its employees a choice of various deferred compensation plans created in accordance with Internal Revenue Code Section 403(b). The plans, available to all permanent School District employees, permit participants to defer a portion of their current salary to future years. Participation in the plans is optional. The deferred compensation is not available to the participants until termination, retirement, death, or an unforeseeable emergency occurs. The plan assets are held in trust for the benefit of the employee and are administered by a third party therefore they are not reflected on the financial statements of the School District.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**14. COMPENSATED ABSENCES**

The School District accounts for compensated absences (e.g. unused vacation, sick leave) as directed by Governmental Accounting Standards Board Statement No. 16 (GASB 16), "Accounting for Compensated Absences". A liability for compensated absences attributable to services already rendered and not contingent on a specific event that is outside the control of the employer and employee is accrued as employees earn the rights to the benefits.

School District employees are granted varying amounts of vacation and sick leave in accordance with the School District's personnel policy. Upon termination, employees are paid for accrued vacation. The School District's policy permits employees to accumulated unused sick leave and carry forward the full amount to subsequent years. Upon retirement employees shall be paid by the School District for the unused sick leave in accordance with the School District's agreements with the various employee unions.

The liability for vested compensated absences is recorded within those funds as the benefits accrued to the employees. As of June 30, 2019, the liability for compensated absences in the governmental activities fund types was \$544,876.

**15. INTERFUND RECEIVABLES/PAYABLES**

Interfund receivables/payables are recorded to cover temporary cash shortages and/or timing differences in the respective funds. There are no interfund balances that are not expected to be repaid by June 30, 2019. The following interfund receivables/payables were recorded on the various balance sheets as of June 30, 2019:

<b>Fund</b>	<b>Interfund Receivable</b>	<b>Interfund Payable</b>
General	\$ 80,348	\$ 3,490
Special Revenue	3,490	-
Capital Projects		
Debt Service		2,026
Proprietary		73,822
Fiduciary		4,500
	\$ 83,838	\$ 83,838

**16. CONTINGENCIES**

The School District participates in a number of federal and state programs that are fully or partially funded by grants received from other governmental units. Expenditures financed by grants are subject to audit by the appropriate grantor government. If expenditures are disallowed due to noncompliance with grant program regulations, the School District may be required to reimburse the grantor government.

At June 30, 2019, significant amounts of grant expenditures have not been audited by the granting agency, but the School District believes that disallowed expenditures discovered in subsequent audits, if any, will not have a material effect on any of the individual funds or the overall financial position of the School District.

**17. FLEXIBLE BENEFITS PROGRAM**

The School District offers its employees a Flexible Benefits Program. The purpose of the program is to provide a tax incentive for plan participants incurring health premium expenses, dependent care expenses and other medical expenses not covered by other insurance. The School District, who is the plan administrator, has contracted with American Family Life Assurance Company (AFLAC) to act as its agent to furnish reimbursement services. The plan participants redirect a prescribed amount of their gross pay (tax-free) into a reimbursement account and then in-turn submit claims to AFLAC for repayment.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**17. FLEXIBLE BENEFITS PROGRAM (Continued)**

Because of Internal Revenue Service regulations, if at the end of any plan year unexpended funds remain, these funds will be forfeited by the participants and returned to the School District.

The following is a summary of School District contributions, employee contributions, reimbursements to the plan participants for benefits paid and the ending balance of the School District's fiduciary fund for the current and prior two years.

<u>Fiscal Year</u>	<u>Board Contribution</u>	<u>Employee Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2018-2019	\$ 1,086	\$ 4,625	\$ 7,336	\$ -
2017-2018	-	1,625	207	1,625
2016-2017	-	804	597	207

**18. TAX ABATEMENTS**

As defined by the Governmental Accounting Standards Board (GASB), a tax abatement is an agreement between a government and an individual or entity in which the government promises to forgo tax revenues and the individual or entity promises to subsequently take a specific action that contributes to economic development or otherwise benefits the government or its citizens. School districts are not authorized by New Jersey statute to enter into tax abatement agreements. However, the county or municipality in which the school district is situated may have entered into tax abatement agreements, and that potential must be disclosed in these financial statements. If the county or municipality entered into tax abatement agreements, those agreements will not directly affect the school district's local tax revenue because N.J.S.A. 54:4-75 and N.J.S.A. 54:4-76 require that amounts so forgiven must effectively be recouped from other taxpayers and remitted to the school district.

For a local school district board of education or board of school estimate that has elected to raise their minimum tax levy using the required local share provisions at N.J.S.A. 18A:7F-5(b), the loss of revenue resulting from the municipality or county having entered into a tax abatement agreement is indeterminate due to the complex nature of the calculation of required local share performed by the New Jersey Department of Education based upon district property value and wealth.

The Borough of Berlin (Municipality) provides for long-term tax exemptions, as authorized by New Jersey State Statutes. N.J.S.A. 40A:20-1 et seq. sets forth the criteria and mechanism by which property taxes can and are abated. The exemptions provided by the Municipality are for affordable housing. Taxes abated include municipal, local school, and county taxes.

The municipality recognized revenue of \$34,801 from the annual service charge in lieu of payment of taxes in 2018. The assessed value on these tax exemption properties amounted to \$3,002,300 which would have resulted in 2018 taxes billed in full of \$97,755. A portion of the \$62,954 abatement would have been allocated to the District.

**19. DEFICIT UNASSIGNED FUND BALANCE**

The School District has a deficit unassigned fund balance of \$115,901 in the General Fund as of June 30, 2019 as reported in the fund statements (modified accrual basis). N.J.S.A. 18A:22-44.2 provides that in the event a state school aid payment is not made until the following school budget year, school districts must record the delayed one or more June state aid payments as revenues, for budget purposes only, in the current school budget year. The statute provides legal authority for school districts to recognize this revenue in the current budget year. For intergovernmental transactions, GASB Statement No. 33 requires that recognition (revenue, expenditure, asset, liability) should be in symmetry, i.e., if one government recognizes an asset, the other government recognizes a liability. Since the State is recording the June state aid payments in the subsequent fiscal year, the School District can not recognize the June state aid payment on the GAAP financial statements until the year the State records the payable. Due to the timing difference of recording the June state aid payments, the general and special revenue fund balance deficit does not alone indicate that the School District is facing financial difficulties.

**Berlin Borough School District  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2019**

**19. DEFICIT UNASSIGNED FUND BALANCE (Continued)**

Pursuant to N.J.S.A. 18A:22-44.2 any negative unreserved, undesignated general fund balance that is reported as a direct result from a delay in the June payments of state aid until the following fiscal year, is not considered in violation of New Jersey statute and regulation nor in need of corrective action. The School District deficit in the GAAP funds statements of \$115,901 is equal to or less than the June state aid payments.

**20. DEFICIT UNRESTRICTED NET POSITION**

As of June 30, 2019, a deficit of \$3,248,186 existed in the Unrestricted Net Position of the Governmental Activities. A reconciliation of Unreserved Fund Balance reported on Exhibit B-1 to Unrestricted Net Position reported on Exhibited A-1 as follows:

Balances June 30, 2019	
Fund Balance (Deficit)	
(Exclusive of Capital Projects and Debt Service Funds):	
Fund Balance – Unassigned	\$ (115,901)
Liabilities:	
Accrued Interest Payable	(32,500)
Net Pension Difference	(2,554,909)
Compensated Absences	<u>(544,876)</u>
Unrestricted Net Position (Deficit)	<u>\$ (3,248,186)</u>

**21. FUND BALANCES**

*RESTRICTED*

As stated in Note 1, the restricted fund balance classification includes amounts that are restricted to specific purposes. Such restrictions, or constraints, are placed on the use of resources by either of the following: (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Specific restrictions of the School District’s fund balance are summarized as follows:

*RESTRICTED*

**General Fund:**

**Excess Surplus** – In accordance with N.J.S.A. 18A:7F-7, as amended, the designation of restricted fund balance - excess surplus is the result of a required calculation pursuant to the New Jersey Comprehensive Educational Improvement and Financing Act of 1996 (CEIFA). New Jersey school districts are required to restrict general fund, fund balance at the fiscal year end of June 30 if they did not appropriate a required minimum amount as budgeted fund balance in their subsequent years' budget. The excess fund balance at June 30, 2019 is \$192,658 presented on the budgetary basis of accounting (Exhibit C-1). Additionally, \$164,441 of excess fund balance generated during the 2017-2018 fiscal year has been restricted and designated for utilization in the 2019-2020 budget.

**Capital Reserve** – As of June 30, 2019, the balance in the capital reserve account is \$903,060. This amount is restricted for future capital outlay expenditures for capital projects in the School District’s approved Long-Range Facilities Plan.

**Maintenance Reserve Account** – As of June 30, 2019, the balance in the maintenance reserve account is \$165,100. These funds are restricted for the required maintenance of school facilities in accordance with the Educational Facilities Construction and Financing Act (EFCFA) (N.J.S.A. 18A:7G-9) as amended by P.L. 2004, c. 73 (S1701).



**Berlin Borough School District**  
**Notes to Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

**21. FUND BALANCES (CONTINUED)**

*ASSIGNED*

As stated in Note 1, the assigned fund balance classification includes amounts that are constrained by the School District's *intent* to be used for specific purposes but are neither restricted nor committed. Specific assignments of the School District's fund balance are summarized as follows:

**General Fund:**

**Designated for Subsequent Year's Expenditures** – The School District has appropriated and included as an anticipated revenue for the fiscal year ending June 30, 2020, \$30,229 of general fund balance at June 30, 2019.

**Other Purposes** – At June 30, 2019 the School District has \$47,729 of encumbrances outstanding for purchase orders and contracts signed by the School District, but not completed, as of the close of the fiscal year.

*UNASSIGNED*

As stated in Note 1, the unassigned fund balance classification represents fund balance that has not been restricted, committed, or assigned to specific purposes. The School District's unassigned fund balance is summarized as follows:

**General Fund** – As of June 30, 2019, the fund balance of the general fund was a deficit of \$115,901. The deficit is a result of the delay in the recording of the payment of state aid until the following fiscal year (See Note 19).

Required Supplementary Information - Part II

Budgetary Comparison Schedules

**BERLIN BOROUGH BOARD OF EDUCATION**  
**Budgetary Comparison Schedule**  
**General Fund**  
**Fiscal Year Ended June 30, 2019**

	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
<b>REVENUES:</b>					
Local sources:					
Local tax levy	\$ 7,334,466	\$ -	\$ 7,334,466	\$ 7,334,466	\$ -
Tuition from other LEA's within state	15,000	-	15,000	97,873	82,873
Capital Reserve interest				1,003	1,003
Other restricted miscellaneous revenue	48,000	-	48,000	48,000	-
Unrestricted miscellaneous revenue	15,000	-	15,000	31,882	16,882
<b>Total local sources</b>	<b>7,412,466</b>	<b>-</b>	<b>7,412,466</b>	<b>7,513,224</b>	<b>100,758</b>
State sources:					
Categorical Special Education aid	521,625	-	521,625	521,625	-
Equalization aid	3,037,141	-	3,037,141	3,037,141	-
Categorical Security Aid	98,331	-	98,331	98,331	-
Transportation Aid	254,835	-	254,835	254,835	-
Extraordinary Aid				14,366	14,366
Homeless Tuition Aid				11,469	11,469
Additional Nonpublic Transportation aid				3,480	3,480
On-behalf TPAF pension contributions (non-budgeted)				1,077,599	1,077,599
On-behalf TPAF pension post medical contributions (non-budgeted)				488,797	488,797
On-behalf TPAF - LTDI (non-budgeted)				1,583	1,583
Reimbursed TPAF social security contributions (non-budgeted)				387,532	387,532
<b>Total state sources</b>	<b>3,911,932</b>	<b>-</b>	<b>3,911,932</b>	<b>5,896,758</b>	<b>1,984,826</b>
<b>TOTAL REVENUES</b>	<b>11,324,398</b>	<b>-</b>	<b>11,324,398</b>	<b>13,409,982</b>	<b>2,085,584</b>
<b>EXPENDITURES:</b>					
<b>CURRENT EXPENSE:</b>					
Regular Programs - Instruction:					
Salaries of teachers					
Kindergarten	247,712	15,352	263,064	259,620	3,444
Grades 1-5	2,058,244	(50,710)	2,007,534	1,991,254	16,280
Grades 6-8	1,168,071	122,881	1,290,952	1,270,766	20,186
<b>Total Instruction</b>	<b>3,474,027</b>	<b>87,523</b>	<b>3,561,550</b>	<b>3,521,640</b>	<b>39,910</b>
Regular Programs - Home Instruction:					
Salaries of teachers	5,040	(113)	4,927	4,598	329
Purchased prof. and educational services	3,000	(2,500)	500		500
<b>Total Home Instruction</b>	<b>8,040</b>	<b>(2,613)</b>	<b>5,427</b>	<b>4,598</b>	<b>829</b>
Regular Programs - Undistributed Instruction:					
Purchased prof. and educational services	100,958	(59,500)	41,458	38,318	3,140
Purchased technical services	4,500	-	4,500		4,500
Other purchased services	1,850	-	1,850	900	950
General supplies	279,236	(44,294)	234,942	197,708	37,234
Textbooks	53,516	(2,500)	51,016	49,161	1,855
<b>Total Undistributed Instruction</b>	<b>440,060</b>	<b>(106,294)</b>	<b>333,766</b>	<b>286,087</b>	<b>47,679</b>
<b>Total - Regular Programs - Instruction</b>	<b>3,922,127</b>	<b>(21,384)</b>	<b>3,900,743</b>	<b>3,812,325</b>	<b>88,418</b>
Special Educ Instruction: Learning and/or Lang. Disabilities					
Salaries of teachers	205,147	(15,210)	189,937	189,725	212
Other salaries for instruction	104,623	26,064	130,687	129,392	1,295
Purchased prof. and educational services	3,300	(3,300)			
Other purchased services	1,000	(800)	200		200
General Supplies	1,500	200	1,700	1,406	294
<b>Total Learning and/or Language Disabilities</b>	<b>315,570</b>	<b>6,954</b>	<b>322,524</b>	<b>320,523</b>	<b>2,001</b>

See Management's Discussion and Analysis section of this report for explanation of significant budget variances, original and final.

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**BERLIN BOROUGH BOARD OF EDUCATION**  
**Budgetary Comparison Schedule**  
**General Fund**  
**Fiscal Year Ended June 30, 2019**

(Continued from prior page)	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
Special Educ Instruction: Multiple Disabilities					
Salaries of teachers	\$ 34,447	\$ 2,675	\$ 37,122	\$ 33,807	\$ 3,315
Other salaries for instruction	15,766	(15,766)			-
Purchased prof. and educational services	2,000	7,335	9,335	8,380	955
General Supplies	4,870	(400)	4,470	4,450	20
<b>Total Multiple Disabilities</b>	<b>57,083</b>	<b>(6,156)</b>	<b>50,927</b>	<b>46,637</b>	<b>4,290</b>
Special Educ Instruction: Resource Room/Resource Center					
Salaries of teachers	733,705	(62,136)	671,569	653,301	18,268
Other salaries for instruction	113,840	(2,038)	111,802	109,478	2,324
Purchased prof. and educational services	14,000	27,540	41,540	41,537	3
General Supplies	8,564	-	8,564	7,601	963
<b>Total Resource Room/Resource Center</b>	<b>870,109</b>	<b>(36,634)</b>	<b>833,475</b>	<b>811,917</b>	<b>21,558</b>
Special Educ Instruction: Preschool Disabilities - PT					
Salaries of teachers	64,220	(2,800)	61,420	61,005	415
Other salaries for instruction	28,454	(2,418)	26,036	25,608	428
Purchased prof. and educational services	2,000	(500)	1,500	744	756
General Supplies	1,500	226	1,726	1,666	60
<b>Total Preschool Disabilities - Part-Time</b>	<b>96,174</b>	<b>(5,492)</b>	<b>90,682</b>	<b>89,023</b>	<b>1,659</b>
<b>Total Special Education - Instruction</b>	<b>1,338,936</b>	<b>(41,328)</b>	<b>1,297,608</b>	<b>1,268,100</b>	<b>29,508</b>
Basic Skills/Remedial - Instruction					
Salaries of teachers	110,435	(27,244)	83,191	83,190	1
Purchased prof. and educational services		35,772	35,772	35,692	80
General supplies	500	(250)	250	246	4
<b>Total Basic Skills/Remedial - Instruction</b>	<b>110,935</b>	<b>8,278</b>	<b>119,213</b>	<b>119,128</b>	<b>85</b>
Bilingual Education - Instruction					
Salaries of teachers	21,385	-	21,385	21,384	1
<b>Total Bilingual Education - Instruction</b>	<b>21,385</b>	<b>-</b>	<b>21,385</b>	<b>21,384</b>	<b>1</b>
School-Sponsored Cocurricular Act - Inst.					
Salaries	20,143	738	20,881	20,881	-
<b>Total School-Sponsored Cocurr. Act. - Inst</b>	<b>20,143</b>	<b>738</b>	<b>20,881</b>	<b>20,881</b>	<b>-</b>
School-Sponsored Athletics - Inst.					
Salaries	52,225	-	52,225	52,225	-
Supplies and materials	6,700	159	6,859	6,858	1
Other objects	4,725	286	5,011	5,011	-
<b>Total School-Sponsored Athletics - Inst</b>	<b>63,650</b>	<b>445</b>	<b>64,095</b>	<b>64,094</b>	<b>1</b>
Undistributed Expenditures - Instruction					
Tuition to CSSD & reg. day schools	21,000	24,934	45,934	45,934	-
Tuition to priv. sch. for the disabled w/i state	67,626	21,283	88,909	88,688	221
Tuition to priv. sch. for the disabled out of state	73,826	2,018	75,844	75,844	-
Tuition - other	37,000	54,028	91,028	83,673	7,355
<b>Total Undistributed Expenditures - Instruction</b>	<b>199,452</b>	<b>102,263</b>	<b>301,715</b>	<b>294,139</b>	<b>7,576</b>
Undistributed Expenditures - Attend. and Social Work					
Salaries	42,756	-	42,756	36,952	5,804
<b>Total Undistributed Expenditures - Attendance</b>	<b>42,756</b>	<b>-</b>	<b>42,756</b>	<b>36,952</b>	<b>5,804</b>

See Management's Discussion and Analysis section of this report for explanation of significant budget variances, original and final.

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**BERLIN BOROUGH BOARD OF EDUCATION**  
**Budgetary Comparison Schedule**  
**General Fund**  
**Fiscal Year Ended June 30, 2019**

(Continued from prior page)	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
Undistributed Expenditures - Health Services					
Salaries	\$ 100,673	\$ 5,451	\$ 106,124	\$ 104,514	\$ 1,610
Purchased professional & tech. services	15,980	(12,500)	3,480	3,449	31
Supplies and materials	1,500	-	1,500	1,349	151
Other objects	250	200	450	355	95
<b>Total Undistributed Expenditures - Health Svcs.</b>	<b>118,403</b>	<b>(6,849)</b>	<b>111,554</b>	<b>109,667</b>	<b>1,887</b>
Undist. Expend. - Speech, OT, PT & Related Services					
Salaries	191,085	(20,361)	170,724	163,950	6,774
Purchased prof. and educational services	12,650	(11,450)	1,200	1,125	75
Supplies and Materials	1,200	40	1,240	1,201	39
<b>Total Undst. Expend. - Speech, OT, PT &amp; Related Services</b>	<b>204,935</b>	<b>(31,771)</b>	<b>173,164</b>	<b>166,276</b>	<b>6,888</b>
Undist. Expend. - Other Supp. Serv. Stud. - Extra. Serv.					
Salaries	112,021	15,945	127,966	126,735	1,231
Purchased professional & educ. services	54,100	(15,934)	38,166	37,195	971
Supplies and Materials	1,000	-	1,000	963	37
<b>Total Undst. Expend. - Other Supp. Serv. Stud. - Extra. Serv.</b>	<b>167,121</b>	<b>11</b>	<b>167,132</b>	<b>164,893</b>	<b>2,239</b>
Undist. Expend. - Other Supp. Serv. Stud. - Guidance					
Salaries of other professional staff	105,291	25,804	131,095	131,092	3
Purchased professional & educ. services	4,000	(3,200)	800	360	440
Supplies and Materials	750	-	750	745	5
<b>Total Undst. Expend. - Other Supp. Serv. Stud. - Guidance</b>	<b>110,041</b>	<b>22,604</b>	<b>132,645</b>	<b>132,197</b>	<b>448</b>
Undist. Expend. - Other Supp. Serv. Stud. - Child Study Teams					
Salaries of other professional staff	190,804	24,397	215,201	214,115	1,086
Salaries of secretarial and clerical assistants	40,672	1	40,673	40,673	-
Purchased professional & educ. services	83,980	28,924	112,904	104,035	8,869
Other purchased prof. and tech. services	3,100	(151)	2,949	2,949	-
Miscellaneous purchased services	1,000	(491)	509	509	-
Supplies and materials	2,500	642	3,142	2,705	437
Other Objects	800	(601)	199	199	-
<b>Total Undst. Expend. - Other Supp. Serv. Stud. - Child Study Te.</b>	<b>322,856</b>	<b>52,721</b>	<b>375,577</b>	<b>365,185</b>	<b>10,392</b>
Undist. Expend. - Improvement of Instr. Services					
Salaries of supervisor of instruction	135,200	(26,927)	108,273	108,272	1
Salaries of other professional staff	10,000	3,000	13,000	13,000	-
Salaries of secretarial and clerical assistants	27,851	(4,970)	22,881	22,877	4
Purchased prof. and educational services	40,000	-	40,000	36,206	3,794
Other purchased services	3,200	(1,185)	2,015	2,015	-
Supplies and materials	1,000	(15)	985	681	304
Other objects	1,000	-	1,000	1,000	-
<b>Total Undst. Expend. - Improvement of Instr. Services</b>	<b>218,251</b>	<b>(30,097)</b>	<b>188,154</b>	<b>184,051</b>	<b>4,103</b>
Undist. Expend. - Educ. Media Serv./Sch. Library					
Salaries	109,505	(42,375)	67,130	65,345	1,785
Purchased professional & tech. services	1,000	51,409	52,409	51,408	1,001
Other purchased services	70,885	(7,348)	63,537	62,871	666
Supplies and materials	15,338	(5,551)	9,787	9,718	69
<b>Total Undst. Expend. - Educ. Media Serv./Sch. Library</b>	<b>196,728</b>	<b>(3,865)</b>	<b>192,863</b>	<b>189,342</b>	<b>3,521</b>

See Management's Discussion and Analysis section of this report for explanation of significant budget variances, original and final.

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**BERLIN BOROUGH BOARD OF EDUCATION**  
**Budgetary Comparison Schedule**  
**General Fund**  
**Fiscal Year Ended June 30, 2019**

(Continued from prior page)	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
Undist. Expend. - Instructional Staff Training Services					
Salaries of other professional staff	\$ 20,000	\$ -	\$ 20,000	\$ 17,922	\$ 2,078
Purchased prof. and educational services	21,500	-	21,500	12,099	9,401
Other purchased services	2,250	-	2,250	1,333	917
<b>Total Undst. Expend. - Instructional Staff Training Services</b>	<b>43,750</b>	<b>-</b>	<b>43,750</b>	<b>31,354</b>	<b>12,396</b>
Undist. Expend. - Supp. Serv. General Admin.					
Salaries	157,407	44,001	201,408	200,338	1,070
Legal services	47,000	36,500	83,500	79,616	3,884
Audit fees	19,600	-	19,600	19,600	-
Architectural/Engineering Fees	5,500	(5,500)	-	-	-
Other purchased professional services	15,700	(6,000)	9,700	8,470	1,230
Purchased technical services	436	-	436	436	-
Communications / telephone	17,954	1,000	18,954	18,077	877
BOE Other purchased services	2,025	-	2,025	304	1,721
Miscellaneous purchased services	13,627	(5,500)	8,127	8,102	25
General supplies	5,700	(500)	5,200	4,943	257
BOE In-House Training/Meeting Supplies	200	-	200	184	16
Miscellaneous expenditures	5,550	(3,000)	2,550	1,995	555
BOE Membership Dues and Fees	8,500	-	8,500	7,956	544
<b>Total Undst. Expend. - Supp. Serv. General Admin.</b>	<b>299,199</b>	<b>61,001</b>	<b>360,200</b>	<b>349,585</b>	<b>10,615</b>
Undist. Expend. - Supp. Serv. School Admin.					
Salaries of principals/assist. principals	165,117	(1,600)	163,517	163,436	81
Salaries of other professional staff	75,300	-	75,300	75,300	-
Salaries of secretarial and clerical assistants	73,694	257	73,951	73,910	41
Purchased professional & tech. services	31,282	(11,600)	19,682	19,482	200
Other purchased services	2,000	6,998	8,998	8,354	644
Supplies and materials	3,450	(200)	3,250	3,205	45
Other objects	3,620	931	4,551	3,728	823
<b>Total Undst. Expend. - Supp. Serv. School Admin.</b>	<b>354,463</b>	<b>(5,214)</b>	<b>349,249</b>	<b>347,415</b>	<b>1,834</b>
Undist. Expend. - Central Services					
Salaries	229,528	(2,900)	226,628	226,569	59
Unused Vacation Payment to Terminated/Retired Staff	-	-	-	-	-
Purchased professional services	14,339	11,600	25,939	25,288	651
Supplies and materials	2,000	(1,600)	400	325	75
Miscellaneous expenditures	2,161	(200)	1,961	1,710	251
<b>Total Undst. Expend. - Central Services</b>	<b>248,028</b>	<b>6,900</b>	<b>254,928</b>	<b>253,892</b>	<b>1,036</b>
Undist. Expend. - Information Technology					
Salaries	52,003	-	52,003	52,003	-
Purchased technical services	1,195	(1,000)	195	-	195
Supplies and materials	1,000	(1,000)	-	-	-
<b>Total Undst. Expend. - Information Technology</b>	<b>54,198</b>	<b>(2,000)</b>	<b>52,198</b>	<b>52,003</b>	<b>195</b>
Undist. Expend. - Required Maint. Sch. Facilities					
Salaries	127,718	(1,298)	126,420	126,284	136
Cleaning, repair, and maintenance services	100,203	-	100,203	93,054	7,149
General supplies	19,000	-	19,000	17,202	1,798
<b>Total Undst. Expend. - Required Maint. Sch. Facilities</b>	<b>246,921</b>	<b>(1,298)</b>	<b>245,623</b>	<b>236,540</b>	<b>9,083</b>

See Management's Discussion and Analysis section of this report for explanation of significant budget variances, original and final.

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**BERLIN BOROUGH BOARD OF EDUCATION**  
**Budgetary Comparison Schedule**  
**General Fund**  
**Fiscal Year Ended June 30, 2019**

(Continued from prior page)	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
Undist. Expend. - Custodial Services					
Salaries	\$ 136,502	\$ (3,284)	\$ 133,218	\$ 127,846	\$ 5,372
Salaries of Non-Instructional Aides	51,345	6,354	57,699	47,782	9,917
Unused Vacation Payment to Terminated/Retired Staff		-			
Purchased professional & tech. services	15,844	(373)	15,471	11,627	3,844
Cleaning, repair, and maintenance services	15,100	-	15,100	13,115	1,985
Other purchased property services	24,000	1,000	25,000	22,175	2,825
Insurance	71,811	2,276	74,087	74,086	1
Miscellaneous Purchased Services	4,949	(4,600)	349	127	222
General supplies	25,500	-	25,500	24,843	657
Energy (Natural Gas)	78,000	(17,000)	61,000	59,819	1,181
Energy (heat & electricity)	72,000	(23,046)	48,954	48,693	261
Other objects	1,000	373	1,373	1,373	-
<b>Total Undst. Expend. - Other oper. &amp; Maint. of Plant</b>	<b>496,051</b>	<b>(38,300)</b>	<b>457,751</b>	<b>431,486</b>	<b>26,265</b>
Undist. Expend. - Care & Upkeep of Grounds					
Cleaning, repair, and maintenance services	1,188	600	1,788	1,700	88
General supplies	4,000	-	4,000	3,990	10
<b>Total Undst. Expend. - Care &amp; Upkeep of Grounds</b>	<b>5,188</b>	<b>600</b>	<b>5,788</b>	<b>5,690</b>	<b>98</b>
Undist. Expend. - Security					
Purchased professional & tech. services	39,000	6,300	45,300	44,462	838
Cleaning, repair, and maintenance services	12,500	(4,577)	7,923	7,923	
General supplies	2,500	(1,623)	877	851	26
<b>Total Undst. Expend. - Security</b>	<b>54,000</b>	<b>100</b>	<b>54,100</b>	<b>53,236</b>	<b>864</b>
<b>Total Undst. Expend. - Oper. &amp; Maint. of Plant Services</b>	<b>802,160</b>	<b>(38,898)</b>	<b>763,262</b>	<b>726,952</b>	<b>36,310</b>
Undist. Expend. - Student Trans. Services					
Contr. serv. - aid in lieu of payments - nonpublic	10,500	2,100	12,600	12,600	-
Contr. serv. (bet. home & sch.) - vendors	226,960	9,206	236,166	235,636	530
Contr. serv. (other than bet. home & sch.) - vendors	60,700	38,308	99,008	95,087	3,921
Contr. serv. (sp ed stds) - vendors	60,567	63,026	123,593	122,746	847
Misc. Purchased Services - Transportation	12,600	890	13,490	13,325	165
<b>Total Undst. Expend. - Student Trans. Services</b>	<b>371,327</b>	<b>113,530</b>	<b>484,857</b>	<b>479,394</b>	<b>5,463</b>
Unallocated Benefits - Employee Benefits					
Social security contributions	175,000	(8,980)	166,020	138,231	27,789
Other retirement contributions - PERS	115,432	(5,752)	109,680	109,680	-
Other retirement contributions - regular	8,500	(8,500)	-	-	-
Other retirement contributions - DCRP		20,500	20,500	19,058	1,442
Unemployment compensation	25,000	7,738	32,738	32,738	-
Workmen's compensation	105,598	(11,072)	94,526	91,605	2,921
Health benefits	1,737,890	(144,738)	1,593,152	1,592,833	319
Tuition reimbursement	23,000	(2,831)	20,169	20,000	169
Other employee benefits	49,198	(40,500)	8,698	8,567	131
Unused Sick Payment to Terminated/Retired Staff	25,000	34,379	59,379	59,379	-
<b>Total Unallocated Benefits - Employee Benefits</b>	<b>2,264,618</b>	<b>(159,756)</b>	<b>2,104,862</b>	<b>2,072,091</b>	<b>32,771</b>
On-behalf TPAF pension contributions (non-budgeted)				1,077,599	(1,077,599)
On-behalf TPAF pension Post Medical contributions (non-budgeted)				488,797	(488,797)
On-behalf TPAF - LTDI (non-budgeted)				1,583	(1,583)
Reimbursed TPAF social security contributions (non-budgeted)				387,532	(387,532)
<b>Total Undistributed Expenditures - TPAF</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,955,511</b>	<b>(1,955,511)</b>
<b>Total Undistributed Expenditures</b>	<b>6,018,286</b>	<b>80,580</b>	<b>6,098,866</b>	<b>7,910,899</b>	<b>(1,812,033)</b>
<b>Total General Current Expense</b>	<b>11,495,462</b>	<b>27,329</b>	<b>11,522,791</b>	<b>13,216,811</b>	<b>(1,694,020)</b>

See Management's Discussion and Analysis section of this report for explanation of significant budget variances, original and final.

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**BERLIN BOROUGH BOARD OF EDUCATION**  
**Budgetary Comparison Schedule**  
**General Fund**  
**Fiscal Year Ended June 30, 2019**

(Continued from prior page)	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
<b>EXPENDITURES:</b>					
<b>CAPITAL OUTLAY:</b>					
Equipment:					
Undistributed - Instruction	\$ 15,000	\$ -	\$ 15,000	\$ 15,000	\$ -
Total Equipment	15,000	-	15,000	15,000	-
Facilities Acquisition and Construction Services:					
Construction services		-			-
Assessment for debt service on SDA funding	35,770	-	35,770	35,770	-
Total Facilities Acquisition and Construction Services	35,770	-	35,770	35,770	-
Assets acquired under capital leases (non-budgeted):					
Equipment					
Instructional	-	-	-	85,670	(85,670)
Total Facilities Acquisition and Construction Services				85,670	(85,670)
Total Capital Outlay	50,770	-	50,770	136,440	(85,670)
Total Expenditures	11,546,232	27,329	11,573,561	13,353,251	(1,779,690)
Other Financing Sources (Uses):					
Operating Transfer In					-
Proceeds of Capital Lease				85,670	85,670
Total Other Financing Sources				85,670	85,670
Excess (Deficiency) of Revenues Over (Under) Expenditures:	(221,834)	(27,329)	(249,163)	142,401	391,564
Fund Balance, July 1	1,628,662		1,628,662	1,628,662	
Fund Balance, June 30	<u>\$ 1,406,828</u>	<u>\$ (27,329)</u>	<u>\$ 1,379,499</u>	<u>\$ 1,771,063</u>	<u>\$ 391,564</u>
Restricted Fund Balance:					
Reserved Excess Surplus - Designated for Subsequent Year's Expenditures				\$ 164,441	
Reserve for Excess Surplus				192,658	
Capital Reserve				903,060	
Maintenance Reserve				165,100	
Assigned Fund Balance					
Reserve for Encumbrances				47,729	
Unassigned Fund Balance					
Unreserved Designated for Subsequent Year's Expenditures				30,229	
Unreserved				267,846	
				<u>1,771,063</u>	
Last State Aid Payments not Recognized on a GAAP Basis				(383,747)	
Fund Balance per Governmental Funds (GAAP)				<u>\$ 1,387,316</u>	

See Management's Discussion and Analysis section of this report for explanation of significant budget variances, original and final.

**BERLIN BOROUGH SCHOOL DISTRICT  
Budgetary Comparison Schedule  
Special Revenue Fund  
Fiscal Year Ended June 30, 2019**

	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
<b>REVENUES:</b>					
Local sources	\$ 10,795	\$ -	\$ 10,795	\$ 9,081	\$ (1,714)
State sources	232,026	-	232,026	191,408	(40,618)
Federal sources	318,537	-	318,537	289,985	(28,552)
<b>Total revenues</b>	<b>561,358</b>	<b>-</b>	<b>561,358</b>	<b>490,474</b>	<b>(70,884)</b>
<b>EXPENDITURES:</b>					
Instruction:					
Salaries of teachers	66,913	-	66,913	66,913	-
Other salaries for instruction	8,757	-	8,757	8,757	-
Purchased professional - tech. services	101,981	-	101,981	82,346	19,635
Other purchased services	98,000	-	98,000	98,000	-
General supplies	33,616	-	33,616	30,619	2,997
Textbooks	9,826	-	9,826	9,826	-
<b>Total instruction</b>	<b>319,093</b>	<b>-</b>	<b>319,093</b>	<b>296,461</b>	<b>22,632</b>
Support services:					
Other salaries for instruction	-	-	-	-	-
Personal services-employee benefits	20,743	-	20,743	20,743	-
Purchased prof. and educational services	10,803	-	10,803	8,380	2,423
Purchased professional and technical services	172,402	-	172,402	127,101	45,301
Other purchased services (400-500)	8,217	-	8,217	7,812	405
Contracted services - ESC's	-	-	-	-	-
Supplies and materials	2,500	-	2,500	2,500	-
<b>Total support services</b>	<b>214,665</b>	<b>-</b>	<b>214,665</b>	<b>166,536</b>	<b>48,129</b>
Facilities acquisition and construction services:					
Instructional equipment	-	-	-	-	-
Noninstructional equipment	27,600	-	27,600	27,477	123
<b>Total facilities acq. and const. services</b>	<b>27,600</b>	<b>-</b>	<b>27,600</b>	<b>27,477</b>	<b>123</b>
<b>Total expenditures</b>	<b>561,358</b>	<b>-</b>	<b>561,358</b>	<b>490,474</b>	<b>70,884</b>
<b>Total outflows</b>	<b>561,358</b>	<b>-</b>	<b>561,358</b>	<b>490,474</b>	<b>70,884</b>
Excess (Deficiency) of revenues over (under) expenditures and other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -

**Berlin Borough School District**  
**Notes to Required Supplementary Information**  
**Budgetary Comparison**  
**For the Fiscal Year Ended June 30, 2019**

**Explanation of Differences between Budgetary Inflows and Outflows and GAAP  
Revenues and Expenditures**

	<u>General Fund</u>	<u>Special Revenue Fund</u>
<b>Sources/inflows of resources</b>		
Actual amounts (budgetary basis) "revenue" from the budgetary comparison schedules	\$ 13,409,982	\$ 490,474
Difference - budget to GAAP:		
State aid payment recognized for GAAP statements in current year, previously recognized for budgetary purposes.	364,871	-
State aid payment recognized for budgetary purposes, not recognized for GAAP statements until the subsequent year.	<u>(383,747)</u>	<u>-</u>
Total revenues as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds.	<u>\$ 13,391,106</u>	<u>\$ 490,474</u>
<b>Uses/outflows of resources</b>		
Actual amounts (budgetary basis) "total expenditures" from the budgetary comparison schedule	\$ 13,353,251	\$ 490,474
Differences - budget to GAAP		
Encumbrances for supplies and equipment ordered but not received is reported in the year the order is placed for budgetary purposes, but in the year the supplies are received for financial reporting purposes.	<u>-</u>	<u>-</u>
Total expenditures as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds	<u>\$ 13,353,251</u>	<u>\$ 490,474</u>

Required Supplementary Information - Part III  
Schedules Related to Accounting and Reporting  
For Pensions and  
Other Post Employment Benefits

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Required Supplementary Information**  
**Schedule of the District's Proportionate Share of the Net Pension Liability**  
**Public Employees Retirement System**  
**Last Six Fiscal Years**

	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
District's proportion of the net pension liability (asset)	0.0109888948%	0.0114920964%	0.0112403878%	0.0111440567%	0.0109075174%	0.0116049596%
District's proportionate share of the net pension liability (asset)	\$ 2,163,659	\$ 2,675,178	\$ 3,329,080	\$ 2,501,617	\$ 2,042,186	\$ 2,217,938
District's covered-employee payroll	704,593	716,393	760,334	800,775	773,750	769,212
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	307.08%	373.42%	437.84%	312.40%	263.93%	288.34%
Plan fiduciary net position as a percentage of the total pension liability	40.45%	36.78%	31.20%	38.21%	42.74%	40.71%

This schedule does not contain ten years of information as GASB 68 was implemented during the fiscal year ended June 30, 2015.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Required Supplementary Information**  
**Schedule of the District's Contributions**  
**Public Employees Retirement System**  
**Last Six Fiscal Years**

	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Contractually required contribution	\$ 107,869	\$ 109,304	\$ 106,462	\$ 99,858	\$ 95,809	\$ 89,920
Contributions in relation to the contractually required contributions	<u>(107,869)</u>	<u>(109,304)</u>	<u>(106,462)</u>	<u>(99,858)</u>	<u>(95,809)</u>	<u>(89,920)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	\$ 704,593	\$ 716,393	\$ 760,334	\$ 800,775	\$ 773,750	\$ 769,212
Contributions as a percentage of covered-employee payroll	15.31%	15.26%	14.00%	12.47%	12.38%	11.69%

This schedule does not contain ten years of information as GASB 68 was implemented during the fiscal year ended June 30, 2015.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Required Supplementary Information**  
**Schedule of the District's Proportionate Share of the Net Pension Liability**  
**Teachers' Pension and Annuity Fund**  
**Last Six Fiscal Years**

	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
District's proportion of the net pension liability (asset)	0.0518436548%	0.0506570773%	0.0534603348%	0.0540468402%	0.0513431786%	0.0470913516%
District's proportionate share of the net pension liability (asset)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State's proportionate share of the net pension liability (asset) associated with the District	<u>\$ 32,981,820</u>	<u>\$ 34,154,828</u>	<u>\$ 42,055,303</u>	<u>\$ 34,159,911</u>	<u>\$ 27,441,258</u>	<u>\$ 23,799,599</u>
Total	<u><u>\$ 32,981,820</u></u>	<u><u>\$ 34,154,828</u></u>	<u><u>\$ 42,055,303</u></u>	<u><u>\$ 34,159,911</u></u>	<u><u>\$ 27,441,258</u></u>	<u><u>\$ 23,799,599</u></u>
District's covered-employee payroll	\$ 5,282,522	\$ 5,528,132	\$ 5,474,389	\$ 5,187,746	\$ 5,308,697	\$ 5,277,559
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Plan fiduciary net position as a percentage of the total pension liability	26.49%	25.41%	22.33%	28.71%	33.64%	33.76%

This schedule does not contain ten years of information as GASB 68 was implemented during the fiscal year ended June 30, 2015.

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Required Supplementary Information**  
**Schedule of the State's Proportionate Share of the Net OPEB Liability Associated with the District**  
**and Changes in the Total OPEB Liability and Related Ratios**  
**Public Employee's Retirement System and Teachers' Pension and Annuity Fund**  
**Last Two Fiscal Years**

	June 30, 2019	June 30, 2018
	<u>                    </u>	<u>                    </u>
State's proportion of the net OPEB liability (asset) associated with the District	0.06%	0.06%
District's proportionate share of the net OPEB liability	\$ -	\$ -
State's proportionate share of the net OPEB liability associated with the District	\$ 26,328,134	\$ 31,309,205
Total proportionate share of the net OPEB liability (asset) associated with the District	<u>\$ 26,328,134</u>	<u>\$ 31,309,205</u>
Plan fiduciary net position as a percentage of the total OPEB Liability	0.00%	0.00%
	<u>June 30, 2019</u>	<u>June 30, 2018</u>
<b>Total OPEB Liability</b>		
Service Cost	\$ 1,026,490	\$ 1,241,705
Interest	1,145,559	994,737
Difference between expected and actual experiences	(3,452,162)	
Changes of assumptions	(3,021,285)	(4,236,891)
Member Contributions	24,332	26,703
Benefit payments	<u>(704,005)</u>	<u>(725,188)</u>
<b>Net Change in total OPEB Liability</b>	\$ (4,981,071)	\$ (2,698,934)
<b>Total OPEB Liability - beginning</b>	<u>\$ 31,309,205</u>	<u>\$ 34,008,139</u>
<b>Total OPEB Liability - ending</b>	<u>\$ 26,328,134</u>	<u>\$ 31,309,205</u>
District's covered-employee payroll	5,987,115	6,244,525
Total OPEB Liability as a percentage of covered-employee payroll	439.75%	501.39%

This schedule does not contain ten years of information as GASB 75 was implemented during the fiscal year ended June 30, 2018.



**Berlin Borough School District**  
**Notes to Required Supplementary Information**  
**Pension Schedules**  
**For the Fiscal Year Ended June 30, 2019**

**1. Teacher's Pension and Annuity Fund (TPAF)**

*Changes of benefit term:* There were none.

*Changes of assumptions:* For 2018, the discount rate changed to 4.86% and the long-term rate of return remained at 7.00%. For 2017, the discount rate changed to 4.25% and the long-term rate of return changed to 7.00%. For 2016, the discount rate changed to 3.22% and the long-term rate of return changed to 7.65% from 7.90%. Also, for 2016, demographic assumptions were revised to reflect those recommended on the basis of the July 1, 2012 – June 30, 2015 experience study. For 2015, the discount rate changed to 4.13%. For 2013, the discount rate was 4.68%

**2. Public Employees' Retirement System (PERS)**

*Changes of benefit term:* There were none.

*Changes of assumptions:* For 2018, the discount rate changed to 5.66% and the long-term rate of return remained at 7.00%. For 2017, the discount rate changed to 5.00% and the long-term rate of return changed to 7.00%. For 2016, the discount rate changed to 3.98% and the long-term rate of return changed to 7.65% from 7.90%. Also, for 2016, demographic assumptions were revised in accordance with the results of the July 1, 2011 – June 30, 2014 experience study and the mortality improvement scale incorporated the plan actuary's modified MP-2014 projection scale. Further salary increases were assumed to increase between 1.65% and 4.15% (based on age) through year 2026 and 2.65% and 5.15% (based on age) for each fiscal year thereafter. For 2015, the discount rate changed to 4.90% and the social security wage base was set at \$118,500 for 2015, increasing 4.00% per annum, compounded annually and the 401(1)(17) pay limit was set at \$265,000 for 2015, increasing 3.00% per annum, compounded annually. For 2014, the discount rate was 5.39%

**3. Other Post-Retirement Plan – Public Employees' Retirement System and Teachers' Pension and Annuity Fund**

*Changes of benefit term:* There were none.

*Changes of assumptions:* In 2018 the discount rate changed to 3.87% from 3.85% as of June 30, 2017. In 2018, there were changes in the census, claims and premiums experience and a decrease in the assumed health care cost trend and excise tax assumptions. The discount rate was 2.85% as of June 30, 2016.

Other Supplementary Information

Special Revenue Fund  
Detail Statements

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Special Revenue Fund**  
**Combining Statement of Revenues and Expenditures**  
**Budgetary Basis**  
**for the Fiscal Year Ended June 30, 2019**

	Brought Forward (Exh. E-1B)	Brought Forward (Exh. E-1C)	Total
<b>REVENUES:</b>			
Local sources	\$ 9,081	\$ -	\$ 9,081
State sources	129,754	61,654	191,408
Federal sources	-	289,985	289,985
	<hr/>	<hr/>	<hr/>
Total Revenues	138,835	351,639	490,474
<b>EXPENDITURES:</b>			
Instruction:			
Salaries of teachers	-	66,913	66,913
Other salaries for instruction	-	8,757	8,757
Purchased professional and technical services	82,346	-	82,346
Other purchased services	-	98,000	98,000
General supplies	4,903	25,716	30,619
Textbooks	-	9,826	9,826
	<hr/>	<hr/>	<hr/>
Total instruction	87,249	209,212	296,461
Support services:			
Personal services-employee benefits	-	20,743	20,743
Purchased prof. and educational services	-	8,380	8,380
Purchased professional and technical services	51,586	75,515	127,101
Other purchased services (400-500)	-	7,812	7,812
Supplies and materials	-	2,500	2,500
	<hr/>	<hr/>	<hr/>
Total support services	51,586	114,950	166,536
Facilities acquisition and const. serv.:			
Instructional equipment	-	-	-
Non-instructional equipment	-	27,477	27,477
	<hr/>	<hr/>	<hr/>
Total facilities acquisition and const. serv.:	-	27,477	27,477
	<hr/>	<hr/>	<hr/>
Total Expenditures	138,835	351,639	490,474
Excess (Deficiency) of revenues over (under) expenditures and other financing sources (uses)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Special Revenue Fund**  
**Combining Statement of Revenues and Expenditures**  
**Budgetary Basis**  
**for the Fiscal Year Ended June 30, 2019**

	Chapter 192 - Auxiliary Services			Chapter 193 - Handicapped Services			Municipal Alliance	Sustainable NJ	SHIF Wellness	NJSIG Safety	Carried Forward (Exh. E-1A)
	Comp. Education	Home Instruction	Transportation	Corrective Speech	Suppl. Instruction	Exam & Classification					
<b>REVENUES:</b>											
Local sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 286	\$ 3,892	\$ 4,903	\$ 9,081
State sources	61,504	7,971	6,048	11,517	17,682	22,387	2,645				129,754
Federal sources											-
<b>Total Revenues</b>	<b>61,504</b>	<b>7,971</b>	<b>6,048</b>	<b>11,517</b>	<b>17,682</b>	<b>22,387</b>	<b>2,645</b>	<b>286</b>	<b>3,892</b>	<b>4,903</b>	<b>138,835</b>
<b>EXPENDITURES:</b>											
Instruction:											
Salaries of teachers											-
Other salaries for instruction											-
Purchased professional and technical services	61,504	7,971	6,048				2,645	286	3,892		82,346
Other purchased services										4,903	4,903
General supplies											-
Textbooks											-
<b>Total instruction</b>	<b>61,504</b>	<b>7,971</b>	<b>6,048</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,645</b>	<b>286</b>	<b>3,892</b>	<b>4,903</b>	<b>87,249</b>
Support services:											
Personal services-employee benefits											-
Purchased prof. and educational services											-
Purchased professional and technical services				11,517	17,682	22,387					51,586
Other purchased services (400-500)											-
Supplies and materials											-
<b>Total support services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,517</b>	<b>17,682</b>	<b>22,387</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51,586</b>
Facilities acquisition and const. serv.:											
Instructional equipment											-
Non-instructional equipment											-
<b>Total facilities acquisition and const. serv.:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>61,504</b>	<b>7,971</b>	<b>6,048</b>	<b>11,517</b>	<b>17,682</b>	<b>22,387</b>	<b>2,645</b>	<b>286</b>	<b>3,892</b>	<b>4,903</b>	<b>138,835</b>
Excess (Deficiency) of revenues over (under) expenditures and other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Special Revenue Fund**  
**Combining Statement of Revenues and Expenditures**  
**Budgetary Basis**  
**for the Fiscal Year Ended June 30, 2019**

	Every Student Succeeds Act (E.S.S.A.)			IDEA		Nonpublic Textbook	Nonpublic Nursing	Nonpublic Technology	Nonpublic Security	Carried Forward (Exh. E-1A)
	Title I Current Yr.	Title II - Part A Current Yr.	Title IV Current Yr.	Basic Current Yr.	Preschool Current Yr.					
<b>REVENUES:</b>										
Local sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State sources						9,826	17,751	6,600	27,477	61,654
Federal sources	85,920	14,040	8,213	173,055	8,757					289,985
<b>Total Revenues</b>	<b>85,920</b>	<b>14,040</b>	<b>8,213</b>	<b>173,055</b>	<b>8,757</b>	<b>9,826</b>	<b>17,751</b>	<b>6,600</b>	<b>27,477</b>	<b>351,639</b>
<b>EXPENDITURES:</b>										
Instruction:										
Salaries of teachers	61,913	5,000								66,913
Other salaries for instruction					8,757					8,757
Purchased professional and technical services										-
Other purchased services				98,000						98,000
General supplies	4,814	1,829	4,899	7,574				6,600		25,716
Textbooks						9,826				9,826
<b>Total instruction</b>	<b>66,727</b>	<b>6,829</b>	<b>4,899</b>	<b>105,574</b>	<b>8,757</b>	<b>9,826</b>		<b>6,600</b>	<b>-</b>	<b>209,212</b>
Support services:										
Personal services-employee benefits	19,193	1,550								20,743
Purchased prof. and educational services		5,661	2,719							8,380
Purchased professional and technical services				57,764			17,751			75,515
Other purchased services (400-500)			595	7,217						7,812
Supplies and materials				2,500						2,500
<b>Total support services</b>	<b>19,193</b>	<b>7,211</b>	<b>3,314</b>	<b>67,481</b>			<b>17,751</b>			<b>114,950</b>
Facilities acquisition and const. serv.:										
Instructional equipment										
Non-instructional equipment									27,477	27,477
<b>Total facilities acquisition and const. serv.:</b>									<b>27,477</b>	<b>27,477</b>
<b>Total Expenditures</b>	<b>85,920</b>	<b>14,040</b>	<b>8,213</b>	<b>173,055</b>	<b>8,757</b>	<b>9,826</b>	<b>17,751</b>	<b>6,600</b>	<b>27,477</b>	<b>351,639</b>
Excess (Deficiency) of revenues over (under) expenditures and other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Proprietary Funds  
Detail Statements

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Enterprise Funds**  
Statement of Net Position  
as of June 30, 2019

	Food Service	Protect all Latchkey Students (PALS)	Community Education and Recreation	Total
<b>ASSETS:</b>				
Current assets:				
Cash and cash equivalents	\$ 106,174	\$ 316,185	\$ 237,568	\$ 659,927
Accounts receivable:				
State	522			522
Federal	11,942			11,942
Inventories	4,592			4,592
Total current assets	<u>123,230</u>	<u>316,185</u>	<u>237,568</u>	<u>676,983</u>
Fixed assets:				
Equipment	80,364			80,364
Less Accumulated depreciation	<u>(65,805)</u>			<u>(65,805)</u>
Total fixed assets	<u>14,559</u>			<u>14,559</u>
Total assets	<u>\$ 137,789</u>	<u>\$ 316,185</u>	<u>\$ 237,568</u>	<u>\$ 691,542</u>
<b>LIABILITIES:</b>				
Current liabilities:				
Accounts payable	\$ -	\$ 268	\$ -	\$ 268
Interfund payable	48,822	25,000		73,822
Unearned revenue	5,971		8,100	14,071
Total current liabilities	<u>54,793</u>	<u>25,268</u>	<u>8,100</u>	<u>88,161</u>
<b>NET POSITION:</b>				
Net investment in capital assets	14,559			14,559
Unrestricted	<u>68,437</u>	<u>290,917</u>	<u>229,468</u>	<u>588,822</u>
Total net position	<u>\$ 82,996</u>	<u>\$ 290,917</u>	<u>\$ 229,468</u>	<u>\$ 603,381</u>



**BERLIN BOROUGH SCHOOL DISTRICT**  
**Enterprise Funds**

Comparative Statement of Revenues, Expenses and Changes in Net Position  
for the Fiscal Year ended June 30, 2019

	Food Service	Protect all Latchkey Students (PALS)	Community Education and Recreation	Total
<b>OPERATING REVENUES:</b>				
Local sources:				
Daily sales-reimbursable programs:				
School lunch program	\$ 84,316	\$ -	\$ -	\$ 84,316
Total-daily sales-reimbursable programs	84,316			84,316
Daily sales non-reimbursable programs	74,751			74,751
Program Fees		171,002	161,190	332,192
Total operating revenue	159,067	171,002	161,190	491,259
<b>OPERATING EXPENSES:</b>				
Salaries	80,235	73,280	100,522	254,037
Employee Benefits	14,744			14,744
Supplies and materials	10,516	491	5,919	16,926
Depreciation	1,944			1,944
Purchased services	16,352	6,198	8,740	31,290
Cost of Sales - reimbursable programs	63,122			63,122
Cost of Sales - non-reimbursable programs	30,857			30,857
Miscellaneous	2,018	31,403	31,457	64,878
Direct Expenses	8,308			8,308
Repairs and maintenance	12,106			12,106
Total operating expenses	240,202	111,372	146,638	498,212
Operating income (loss)	(81,135)	59,630	14,552	(6,953)
Non-operating revenues:				
State sources:				
State school lunch program	2,759			2,759
Federal sources:				
National school lunch program	64,216			64,216
National school breakfast program	1,618			1,618
U.S.D.A. commodities	18,999			18,999
Total non-operating revenues	87,592			87,592
Net income (loss)	6,457	59,630	14,552	80,639
Net position - July 1	76,539	231,287	214,916	522,742
Net position - June 30	\$ 82,996	\$ 290,917	\$ 229,468	\$ 603,381

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Enterprise Funds**  
Statement of Cash Flows  
for the Fiscal Year ended June 30, 2019

	Food Service	Protect All Latchkey Students (PALS)	Community Education and Recreation	Total
Cash flows from operating activities:				
Cash receipts from customers	\$ 159,595	\$ 171,002	\$ 161,190	\$ 491,787
Cash payments to employees for services	(94,980)	(73,280)	(100,522)	(268,782)
Cash payments to suppliers for goods and services	(123,265)	(37,824)	(46,116)	(207,205)
Net cash used by operating activities	(58,650)	59,898	14,552	15,800
Cash flows from noncapital financing activities:				
Cash received from state and federal reimbursements	62,225			62,225
Net cash provided by noncapital financing activities	62,225			62,225
Cash flows from capital financing activities:				
Purchases of fixed assets	(9,074)			(9,074)
Net cash used by capital financing activities	(9,074)			(9,074)
Cash flows from investing activities:				
Interest on investments				
Net cash provided by investing activities				
Net increase (decrease) in cash and cash equivalents	(5,499)	59,898	14,552	68,951
Cash and cash equivalents, July 1	111,673	256,287	223,016	590,976
Cash and cash equivalents, June 30	\$ 106,174	\$ 316,185	\$ 237,568	\$ 659,927
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:				
Operating income (loss)	\$ (81,135)	\$ 59,630	\$ 14,552	\$ (6,953)
Adjustments to reconcile operating income (loss) to cash provided (used) by operating activities:				
Depreciation	1,944			1,944
Federal commodities	18,999			18,999
Change in assets and liabilities:				
(Increase)/decrease in inventory	1,014			1,014
Increase/(decrease) in unearned revenue	528			528
Increase/(decrease) in interfund payable		268		268
Net cash used by operating activities	\$ (58,650)	\$ 59,898	\$ 14,552	\$ 15,800

Fiduciary Funds  
Detail Statements

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Fiduciary Funds**  
Combining Statement of Net Position  
June 30, 2019

	Agency Funds		Employee Benefits Trust Funds		Total
	Student Activity	Payroll	Flexible Spending Account	Unemployment Compensation Insurance Fund	
<b>ASSETS:</b>					
Cash and cash equivalents	\$ 20,599	\$ 92,808	\$ 4,151	\$ 4,693	\$ 122,251
Accounts receivable - other	-	-	349	-	349
<b>TOTAL ASSETS</b>	<b>\$ 20,599</b>	<b>\$ 92,808</b>	<b>\$ 4,500</b>	<b>\$ 4,693</b>	<b>\$ 122,600</b>
<b>LIABILITIES:</b>					
<b>LIABILITIES:</b>					
Interfund payable	\$ -	\$ -	\$ 4,500	\$ -	\$ 4,500
Payroll deductions and withholdings	-	92,808	-	-	92,808
Due to student groups	20,599	-	-	-	20,599
<b>Total liabilities</b>	<b>20,599</b>	<b>92,808</b>	<b>4,500</b>	<b>-</b>	<b>117,907</b>
<b>NET POSITION:</b>					
Reserved for unemployment claims	-	-	-	4,693	4,693
<b>Total net position</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,693</b>	<b>\$ 4,693</b>

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Fiduciary Fund**  
Statement of Changes in Fiduciary Net Position  
for the Fiscal Years ended June 30, 2019

	Employee Benefits Trust Funds		Total
	Flexible Benefits Program	Unemployment Compensation Fund	
<b>REVENUES:</b>			
Local sources:			
Employee Contributions	\$ 6,060	\$ -	\$ 6,060
Interest on Investments	-	-	-
<b>Total Revenues</b>	<b>6,060</b>	<b>-</b>	<b>6,060</b>
<b>EXPENDITURES:</b>			
Current Expense:			
Undistributed Expenditures:			
Transfer to General Fund	-	-	
Payment of Flexible Benefits	7,685	-	7,685
Unemployment claims	-	-	-
<b>Total Expenditures</b>	<b>7,685</b>	<b>-</b>	<b>7,685</b>
Excess (deficiency) of revenues over (under) expenditures)	(1,625)	-	(1,625)
Net Position - July 1	1,625	4,693	6,318
Net Position - June 30	\$ -	\$ 4,693	\$ 4,693

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Student Activity Agency Fund**  
Schedule of Receipts and Disbursements  
for the Fiscal Year ended June 30, 2019

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	<u>Balance July 1, 2018</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Accounts Payable June 30, 2019</u>	<u>Balance June 30, 2019</u>
Elementary School	<u>\$ 53,665</u>	<u>\$ 75,676</u>	<u>\$ 108,742</u>	<u>\$ -</u>	<u>\$ 20,599</u>
Total	<u><u>\$ 53,665</u></u>	<u><u>\$ 75,676</u></u>	<u><u>\$ 108,742</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 20,599</u></u>

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Payroll Agency Fund**  
 Schedule of Receipts and Disbursements  
 for the Fiscal Year ended June 30, 2019

	<u>Balance July 1, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2019</u>
<b>ASSETS:</b>				
Cash and cash equivalents	\$ 26,689	\$ 9,433,133	\$ 9,367,014	\$ 92,808
Total assets	<u>\$ 26,689</u>	<u>\$ 9,433,133</u>	<u>\$ 9,367,014</u>	<u>\$ 92,808</u>
<b>LIABILITIES:</b>				
Payroll deductions and withholdings	\$ 26,689	\$ 4,856,106	\$ 4,789,987	\$ 92,808
Net payroll	<u>-</u>	<u>4,577,027</u>	<u>4,577,027</u>	<u>-</u>
Total liabilities	<u>\$ 26,689</u>	<u>\$ 9,433,133</u>	<u>\$ 9,367,014</u>	<u>\$ 92,808</u>

## Long-Term Debt Schedules



**BERLIN BOROUGH SCHOOL DISTRICT**  
**General Long-Term Debt Account Group**  
Statement of Serial Bonds  
June 30, 2019

Issue	Date of Issue	Amount of Issue	Annual Maturities		Rate of Interest	Balance July 1, 2018	Issued	Retired	Balance June 30, 2019
			Date	Amount					
School Refunding Bonds	9/1/11	\$ 3,660,000	03/01/20	\$ 475,000	5.000%	\$ 2,435,000	\$ -	\$ 485,000	\$ 1,950,000
			03/01/21	485,000	5.000%				
			03/01/22	495,000	5.000%				
			03/01/23	495,000	5.000%				
Total						<u>\$ 2,435,000</u>	<u>\$ -</u>	<u>\$ 485,000</u>	<u>\$ 1,950,000</u>

**BERLIN BOROUGH SCHOOL DISTRICT**  
**General Long-Term Debt Account Group**  
Statement of Obligations Under Capital Leases  
June 30, 2019

Purpose	Interest Rate Payable	Amount of Original Issue	Amount Outstanding July 1, 2018	Issued Current Year	Retired Current Year	Amount Outstanding June 30, 2019
Computer Equipment	1.99%	\$ 42,795	\$ 28,248	-	\$ 13,985	\$ 14,263
Computer Equipment	5.28%	85,670		85,670	30,041	55,629
			<u>\$ 28,248</u>	<u>\$ 85,670</u>	<u>\$ 44,026</u>	<u>\$ 69,892</u>

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Budgetary Comparison Schedule**  
**Debt Service Fund**  
**Fiscal Year Ended June 30, 2019**

	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
<b>REVENUES:</b>					
Local sources:					
Local tax levy	\$ 592,721	\$ -	\$ 592,721	\$ 592,721	\$ -
Total revenues - local sources	592,721		592,721	592,721	-
Total Revenues	592,721		592,721	592,721	
<b>EXPENDITURES:</b>					
Regular debt service:					
Redemption of principal	485,000		485,000	485,000	-
Interest on bonds	109,625		109,625	109,625	-
Total Expenditures	594,625		594,625	594,625	
Excess (Deficiency) of revenues over (under) expenditures	(1,904)		(1,904)	(1,904)	
Other Financing Sources:					
Operating Transfer In - Capital Projects					-
Total Other Financing Sources					
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Sources (Uses):	(1,904)		(1,904)	(1,904)	
Fund Balances, July 1	1,904		1,904	1,904	
Fund Balances, June 30	\$ -	\$ -	\$ -	\$ -	\$ -

**Statistical Section**

**Berlin Borough School District**  
**Net Position by Component,**  
**Last Ten Fiscal Years**  
*(accrual basis of accounting)*

Exhibit J-1

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Governmental activities:</b>										
Net investment in capital assets	\$ (602,224)	\$ (862,909)	\$ (793,335)	\$ (832,748)	\$ (1,177,849)	\$ (868,697)	\$ (789,369)	\$ (676,120)	\$ (497,008)	\$ (530,608)
Restricted for:	-	-	-	-	-	-	-	-	-	-
Capital projects	175,000	406,000	596,637	526,637	264,637	278,637	537,626	745,626	802,057	903,060
Special revenue	-	-	-	-	-	-	-	-	-	-
Debt service	343,954	356,148	466,671	469,995	446,561	444,534	439,958	440,288	1,904	-
Other purposes	72,212	206,532	508,977	571,684	501,607	391,323	348,991	473,237	546,376	600,157
Unrestricted	(667,888)	(449,121)	(635,002)	(622,403)	(632,534)	(2,786,706)	(2,814,398)	(3,130,141)	(3,106,556)	(3,248,186)
Total governmental activities net position	<u>\$ (678,946)</u>	<u>\$ (343,350)</u>	<u>\$ 143,948</u>	<u>\$ 113,165</u>	<u>\$ (597,578)</u>	<u>\$ (2,540,909)</u>	<u>\$ (2,277,192)</u>	<u>\$ (2,147,110)</u>	<u>\$ (2,253,227)</u>	<u>\$ (2,275,577)</u>
<b>Business-type activities:</b>										
Net investment in capital assets	\$ 38,386	\$ 32,041	\$ 29,773	\$ 23,992	\$ 18,983	\$ 21,350	\$ 16,758	\$ 11,151	\$ 7,429	\$ 14,559
Unrestricted	165,340	167,256	167,205	198,943	205,273	284,006	360,014	425,947	515,313	588,822
Total business-type activities net position	<u>\$ 203,726</u>	<u>\$ 199,297</u>	<u>\$ 196,978</u>	<u>\$ 222,935</u>	<u>\$ 224,256</u>	<u>\$ 305,356</u>	<u>\$ 376,772</u>	<u>\$ 437,098</u>	<u>\$ 522,742</u>	<u>\$ 603,381</u>
<b>District-wide:</b>										
Net investment in capital assets	\$ (563,838)	\$ (830,868)	\$ (763,562)	\$ (808,756)	\$ (1,158,866)	\$ (847,347)	\$ (772,611)	\$ (664,969)	\$ (489,579)	\$ (516,049)
Restricted:										
Capital projects	175,000	406,000	596,637	526,637	264,637	278,637	537,626	745,626	802,057	903,060
Special revenue	-	-	-	-	-	-	-	-	-	-
Debt service	343,954	356,148	466,671	469,995	446,561	444,534	439,958	440,288	1,904	-
Other purposes	72,212	206,532	508,977	571,684	501,607	391,323	348,991	473,237	546,376	600,157
Unrestricted	(502,548)	(281,865)	(467,797)	(423,460)	(427,261)	(2,502,700)	(2,454,384)	(2,704,194)	(2,591,243)	(2,659,364)
Total district net position	<u>\$ (475,220)</u>	<u>\$ (144,053)</u>	<u>\$ 340,926</u>	<u>\$ 336,100</u>	<u>\$ (373,322)</u>	<u>\$ (2,235,553)</u>	<u>\$ (1,900,420)</u>	<u>\$ (1,710,012)</u>	<u>\$ (1,730,485)</u>	<u>\$ (1,672,196)</u>

**Berlin Borough School District**  
**Changes in Net Position, Last Ten Fiscal Years**  
*(accrual basis of accounting)*

**Exhibit J-2**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Expenses:</b>										
Governmental activities:										
Instruction:										
Regular	\$ 4,241,895	\$ 3,377,214	\$ 3,487,154	\$ 3,500,106	\$ 3,549,507	\$ 3,875,837	\$ 3,862,378	\$ 3,899,824	\$ 3,926,329	\$ 4,126,216
Special education	1,550,853	1,437,144	1,496,000	1,568,940	1,543,466	1,341,585	1,319,458	1,440,240	1,471,887	1,382,431
Other instruction	169,133	140,315	148,704	174,973	185,917	158,996	144,225	158,676	168,315	225,487
Support Services:										
Tuition	450,951	229,109	137,383	104,984	114,569	103,224	-	5,404	214,414	294,139
Student & instruction related services	1,064,281	687,036	828,595	923,850	1,180,791	1,165,228	1,293,235	1,339,796	1,418,627	1,538,073
School administrative services	347,323	365,283	370,855	382,264	394,340	398,476	347,100	325,210	351,533	347,415
General and business administrative services	641,951	497,590	535,947	631,708	565,355	658,730	577,735	645,357	625,831	665,156
Plant operations and maintenance	775,308	1,378,566	1,359,315	1,400,417	2,145,263	1,062,805	1,244,194	1,209,023	1,058,540	1,287,112
Pupil transportation	448,985	287,509	261,511	281,930	308,691	328,177	357,586	324,335	350,106	479,394
Unallocated employee benefits	2,201,183	2,334,798	2,435,053	2,771,379	2,801,185	3,174,865	3,467,551	3,799,889	8,221,117	7,056,137
Charter School				7,678	-	-	-			
Interest on long-term debt	308,282	301,275	355,765	234,381	212,732	192,129	169,488	154,323	116,162	105,583
Unallocated depreciation	53,614	49,743	105,208	70,455	75,494	59,628	49,009	46,234	19,743	18,473
Total governmental activities expenses	<u>12,253,759</u>	<u>11,085,582</u>	<u>11,521,490</u>	<u>12,053,065</u>	<u>13,077,310</u>	<u>12,519,680</u>	<u>12,831,959</u>	<u>13,348,311</u>	<u>17,942,604</u>	<u>17,525,616</u>
Business-type activities:										
Community Education	225,590	236,083	251,330	266,191	255,403	239,573	291,062	147,875	109,831	146,638
Latchkey								114,234	126,034	111,372
Food service	263,892	260,347	278,940	284,424	285,609	258,512	245,606	308,482	281,097	240,202
Shared Services	60,649	148,214	145,725	124,204	126,991	109,833	93,431	59,246	15,000	
Total business-type activities expense	<u>550,131</u>	<u>644,644</u>	<u>675,995</u>	<u>674,819</u>	<u>668,003</u>	<u>607,918</u>	<u>630,099</u>	<u>629,837</u>	<u>531,962</u>	<u>498,212</u>
Total district expenses	<u>\$ 12,803,890</u>	<u>\$ 11,730,226</u>	<u>\$ 12,197,485</u>	<u>\$ 12,727,884</u>	<u>\$ 13,745,313</u>	<u>\$ 13,127,598</u>	<u>\$ 13,462,058</u>	<u>\$ 13,978,148</u>	<u>\$ 18,474,566</u>	<u>\$ 18,023,828</u>
<b>Program Revenues:</b>										
Governmental activities:										
Operating grants and contributions	1,670,910	1,319,567	1,629,606	1,614,390	1,598,477	1,783,508	1,953,661	2,079,522	6,677,339	5,474,950
Total governmental activities program revenues	<u>1,670,910</u>	<u>1,319,567</u>	<u>1,629,606</u>	<u>1,614,390</u>	<u>1,598,477</u>	<u>1,783,508</u>	<u>1,953,661</u>	<u>2,079,522</u>	<u>6,677,339</u>	<u>5,474,950</u>

(Continued)

**Berlin Borough School District**  
**Changes in Net Position, Last Ten Fiscal Years**  
*(accrual basis of accounting)*

**Exhibit J-2**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Business-type activities:</b>										
Charges for services:										
Community education	\$ 223,777	\$ 235,668	\$ 251,773	\$ 297,708	\$ 275,715	\$ 288,864	\$ 345,380	\$ 212,009	\$ 168,351	\$ 161,190
Latchkey								151,409	181,753	171,002
Food service	188,135	178,237	174,772	168,366	161,546	174,818	163,191	169,223	157,592	159,067
Shared Services	60,649	148,214	145,725	124,204	126,991	109,833	93,431	59,246	15,000	
Operating grants and contributions	90,814	77,899	101,277	110,374	104,941	115,503	99,513	98,276	94,910	87,592
Capital grants and contributions					-	-	-	-	-	-
Total business-type activities program revenues	<u>563,375</u>	<u>640,018</u>	<u>673,547</u>	<u>700,652</u>	<u>669,193</u>	<u>689,018</u>	<u>701,515</u>	<u>690,163</u>	<u>617,606</u>	<u>578,851</u>
Total district program revenues	<u>\$ 2,234,285</u>	<u>\$ 1,959,585</u>	<u>\$ 2,303,153</u>	<u>\$ 2,315,042</u>	<u>\$ 2,267,670</u>	<u>\$ 2,472,526</u>	<u>\$ 2,655,176</u>	<u>\$ 2,769,685</u>	<u>\$ 7,294,945</u>	<u>\$ 6,053,801</u>
<b>Net (Expense)/Revenue:</b>										
Governmental activities	\$ (10,582,849)	\$ (9,766,015)	\$ (9,891,884)	\$ (10,438,675)	\$ (11,478,833)	\$ (10,736,172)	\$ (10,878,298)	\$ (11,268,789)	\$ (11,265,265)	\$ (12,050,666)
Business-type activities	13,244	(4,626)	(2,448)	25,833	1,190	81,100	71,416	60,326	85,644	80,639
Total district-wide net expense	<u>\$ (10,569,605)</u>	<u>\$ (9,770,641)</u>	<u>\$ (9,894,332)</u>	<u>\$ (10,412,842)</u>	<u>\$ (11,477,643)</u>	<u>\$ (10,655,072)</u>	<u>\$ (10,806,882)</u>	<u>\$ (11,208,463)</u>	<u>\$ (11,179,621)</u>	<u>\$ (11,970,027)</u>
<b>General Revenues and Other Changes in Net Position:</b>										
Governmental activities:										
Property taxes levied for general purposes, net	\$ 5,926,097	\$ 6,163,141	\$ 6,212,099	\$ 6,336,341	\$ 6,463,068	\$ 6,608,384	\$ 6,801,973	\$ 6,938,012	\$ 7,133,340	\$ 7,334,466
Taxes levied for debt service	596,348	629,870	620,899	615,088	589,954	618,685	615,236	623,117	196,687	592,721
Unrestricted grants and contributions	3,535,439	3,218,500	3,482,000	3,544,238	3,642,543	3,664,322	3,663,142	3,699,940	3,729,064	3,922,371
Tuition	20,652	46,328	13,951	509	16,988	-	-	-	-	97,873
Investment earnings	3,222	7,843	1,551	5,181	1,233	1,574	602	-	-	-
Miscellaneous income	48,604	35,929	48,682	14,335	54,304	30,373	61,062	137,802	100,057	80,885
Transfers	-	-	-	-	-	-	-	-	-	-
Total governmental activities	<u>10,130,362</u>	<u>10,101,611</u>	<u>10,379,182</u>	<u>10,515,692</u>	<u>10,768,090</u>	<u>10,923,338</u>	<u>11,142,015</u>	<u>11,398,871</u>	<u>11,159,148</u>	<u>12,028,316</u>
Business-type activities:										
Investment earnings	246	197	129	124	131	-	-	-	-	-
Miscellaneous income										
Transfers	-	-	-	-	-	-	-	-	-	-
Total business-type activities	<u>246</u>	<u>197</u>	<u>129</u>	<u>124</u>	<u>131</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total district-wide	<u>\$ 10,130,608</u>	<u>\$ 10,101,808</u>	<u>\$ 10,379,311</u>	<u>\$ 10,515,816</u>	<u>\$ 10,768,221</u>	<u>\$ 10,923,338</u>	<u>\$ 11,142,015</u>	<u>\$ 11,398,871</u>	<u>\$ 11,159,148</u>	<u>\$ 12,028,316</u>
<b>Change in Net Position:</b>										
Governmental activities	\$ (452,487)	\$ 335,596	\$ 487,298	\$ 77,017	\$ (710,743)	\$ 187,166	\$ 263,717	\$ 130,082	\$ (106,117)	\$ (22,350)
Business-type activities	13,490	(4,429)	(2,319)	25,957	1,321	81,100	71,416	60,326	85,644	80,639
Total district-wide	<u>\$ (438,997)</u>	<u>\$ 331,167</u>	<u>\$ 484,979</u>	<u>\$ 102,974</u>	<u>\$ (709,422)</u>	<u>\$ 268,266</u>	<u>\$ 335,133</u>	<u>\$ 190,408</u>	<u>\$ (20,473)</u>	<u>\$ 58,289</u>

**Berlin Borough School District  
Fund Balances, Governmental Funds,  
Last Ten Fiscal Years**  
*(modified accrual basis of accounting)*

Exhibit J-3

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General Fund:										
Reserved	\$ 247,212	\$ 612,532	\$ 1,008,977	\$ 1,001,684	\$ 669,607	\$ 573,323	\$ 788,588	\$ 1,122,226	\$ 1,348,433	\$ 1,503,217
Unassigned	(164,618)	(40,764)	(50,213)	(84,359)	(105,104)	(107,080)	(109,938)	(115,234)	(84,642)	(115,901)
Total general fund	<u>\$ 82,594</u>	<u>\$ 571,768</u>	<u>\$ 958,764</u>	<u>\$ 917,325</u>	<u>\$ 564,503</u>	<u>\$ 466,243</u>	<u>\$ 678,650</u>	<u>\$ 1,006,992</u>	<u>\$ 1,263,791</u>	<u>\$ 1,387,316</u>
All Other Governmental Funds										
Reserved:										
Debt service reserve	\$ 441,383	\$ 441,383	\$ 441,383	\$ 441,383	\$ 441,383	\$ 441,383	\$ -	\$ -	\$ -	\$ -
Unreserved, reported in:										
Special revenue fund										
Capital projects fund			96,637	96,637	96,637	96,637	96,637	96,637	-	-
Debt service fund	5,182	277	25,011	3,601	1,577	1,574	438,384	1,904	-	-
Designated for subsequent year's expenditures		10,542	277	25,011	3,601	1,577	2,966	438,384	1,904	
Total all other governmental funds	<u>\$ 446,565</u>	<u>\$ 452,202</u>	<u>\$ 563,308</u>	<u>\$ 566,632</u>	<u>\$ 543,198</u>	<u>\$ 541,171</u>	<u>\$ 537,987</u>	<u>\$ 536,925</u>	<u>\$ 1,904</u>	<u>\$ -</u>



**Berlin Borough School District**  
**Changes in Fund Balances, Governmental Funds,**  
**Last Ten Fiscal Years**  
*(modified accrual basis of accounting)*

**Exhibit J-4**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Revenues</b>										
Tax levy	\$ 6,522,445	\$ 6,793,011	\$ 6,832,998	\$ 6,951,429	\$ 7,053,022	\$ 7,227,069	\$ 7,417,209	\$ 7,561,129	\$ 7,330,027	\$ 7,927,187
Tuition charges	20,652	46,328	13,951	509	16,988	15,957	20,920	85,483	42,802	20,416
Interest earnings	3,222	7,843	1,551	5,181	1,233	1,574	-	-	-	-
Miscellaneous	51,294	38,619	51,392	14,335	54,304	14,416	40,744	52,319	63,980	167,423
State sources	4,125,502	4,237,017	4,703,581	4,860,532	4,953,235	5,151,260	5,287,869	5,467,982	5,754,386	6,069,290
Federal sources	1,078,157	298,360	405,335	298,096	287,785	296,570	328,934	311,480	308,481	289,985
<b>Total revenue</b>	<b>11,801,272</b>	<b>11,421,178</b>	<b>12,008,808</b>	<b>12,130,082</b>	<b>12,366,567</b>	<b>12,706,846</b>	<b>13,095,676</b>	<b>13,478,393</b>	<b>13,499,676</b>	<b>14,474,301</b>
<b>Expenditures</b>										
<b>Instruction</b>										
Regular Instruction	3,602,063	3,448,744	3,519,482	3,491,023	3,541,757	3,828,934	3,865,073	3,887,806	3,980,273	3,994,455
Special education instruction	1,550,853	1,437,144	1,496,000	1,568,940	1,543,466	1,341,585	1,319,458	1,440,240	1,471,887	1,382,431
Other special instruction	169,133	140,315	148,704	174,973	185,917	158,996	144,225	158,676	168,315	225,487
Other instruction										
<b>Support Services:</b>										
Tuition	450,951	229,109	137,383	104,984	114,569	103,224	236,122	5,404	214,414	294,139
Student & instruction related services	1,064,281	687,036	828,595	923,850	1,180,791	1,165,228	1,293,235	1,339,796	1,418,627	1,538,073
School administrative services	347,323	365,283	370,855	382,264	394,340	398,476	347,100	325,210	351,533	347,415
General and business admin. services	555,870	494,625	507,066	603,606	537,379	629,870	311,180	634,991	615,465	655,480
Plant operations and maintenance	623,918	619,189	554,592	591,145	674,380	638,523	660,386	642,820	574,589	726,952
Pupil transportation	448,918	287,509	261,511	281,930	308,691	328,177	357,586	324,335	350,106	479,394
Employee benefits	2,244,682	2,334,798	2,435,053	2,771,379	2,801,185	3,183,013	3,421,927	3,491,352	3,797,097	4,035,982
Capital outlay	45,986	104,783	715,285	504,038	698,285	260,179	161,550	125,001	95,065	163,917
Charter School				7,678	-	-	-			
<b>Debt service:</b>										
Principal	445,000	470,000	490,000	520,000	540,000	570,000	590,000	620,000	650,000	485,000
Interest and other charges	326,091	307,832	355,765	242,387	222,063	200,928	178,611	155,482	133,322	109,625
<b>Total expenditures</b>	<b>11,875,069</b>	<b>10,926,367</b>	<b>11,820,291</b>	<b>12,168,197</b>	<b>12,742,823</b>	<b>12,807,133</b>	<b>12,886,453</b>	<b>13,151,113</b>	<b>13,820,693</b>	<b>14,438,350</b>
<b>Excess (Deficiency) of revenues</b>										
over (under) expenditures	(73,797)	494,811	188,517	(38,115)	(376,256)	(100,287)	209,223	327,280	(321,017)	35,951
<b>Other Financing sources (uses)</b>										
Proceeds from borrowing	-	-	4,266,960	-	-	-	-	-	-	-
Payment to refunding escrow agent	-	-	(3,957,375)	-	-	-	-	-	-	-
Proceeds of Capital Lease	-	-	-	-	-	-	-	-	42,795	85,670
Transfers in	7,232	5,637	310,588	3,601	1,577	1,574	441,383	3,477	68,068	-
Transfers out	(7,232)	(5,637)	(310,588)	(3,601)	(1,577)	(1,574)	(441,383)	(3,477)	(68,068)	-
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>-</b>	<b>309,585</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>42,795</b>	<b>85,670</b>
<b>Net change in fund balances</b>	<b>\$ (73,797)</b>	<b>\$ 494,811</b>	<b>\$ 498,102</b>	<b>\$ (38,115)</b>	<b>\$ (376,256)</b>	<b>\$ (100,287)</b>	<b>\$ 209,223</b>	<b>\$ 327,280</b>	<b>\$ (278,222)</b>	<b>\$ 121,621</b>
<b>Debt service as a percentage of</b>										
noncapital expenditures	6.52%	7.19%	7.62%	6.54%	6.33%	6.14%	6.04%	5.95%	5.71%	4.17%

Source: District records

**Berlin Borough School District**  
**General Fund - Other Local Revenue by Source**  
**Last Ten Fiscal Years**  
*(modified accrual basis of accounting)*

**Exhibit J-5**

<u>Fiscal Year Ending June 30,</u>	<u>Interest on Investments</u>	<u>Tuition</u>	<u>Rentals</u>	<u>Prior Year Refunds</u>	<u>Other Refunds</u>	<u>Miscellaneous</u>	<u>Total</u>
2010	\$ 3,222	\$ 20,652	\$ 20,000	\$ 20,595	\$ 152	\$ 625	\$ 65,246
2011	2,206	46,328	11,000	21,287	2,878	764	84,463
2012	1,551	13,951	5,000	27,653		1,174	49,329
2013	1,580	509	5,000	2,702		6,633	16,424
2014	1,233	16,988	5,000	45,850	1,247	630	70,948
2015		15,957	5,000	4,506	1,856	3,054	30,373
2016		20,920	25,000	12,692	928	1,522	61,062
2017		85,483	25,000	9,020		12,866	132,369
2018		42,802	25,000	479	7,980	23,796	100,057
2019	4,941	97,873	48,000	17,810	10,052	82	178,758
	<u>\$ 14,733</u>	<u>\$ 361,463</u>	<u>\$ 174,000</u>	<u>\$ 162,594</u>	<u>\$ 25,093</u>	<u>\$ 51,146</u>	<u>\$ 789,029</u>

**Source: District records**

**Berlin Borough School District  
Assessed Value and Actual Value of Taxable Property,  
Last Ten Fiscal Years**

Exhibit J-6

Fiscal Year Ended June 30,	Vacant Land	Residential	Farm Reg.	Qfarm	Commercial	Industrial	Apartment	Total Assessed Value	Public Utilities a	Net Valuation Taxable	Tax-Exempt Property	Total Direct School Tax Rate b	Estimated Actual (County Equalized) Value
2010	\$ 8,946,000	\$ 332,971,200	\$ 244,900	\$ 56,600	\$ 55,620,900	\$ 5,994,500	\$ 3,036,300	\$ 406,870,400	\$ 3,959,735	\$ 410,830,135	\$ 50,367,100	\$ 1.647	\$ 814,676,056
2011	d 20,000,700	607,946,600	470,800	83,000	122,002,300	10,863,500	8,120,100	769,487,000	7,207,478	776,694,478	87,228,050	0.876	790,050,848
2012	17,123,400	602,314,500	470,800	83,000	119,714,000	10,777,300	7,169,800	757,652,800	6,727,655	764,380,455	86,692,350	0.906	792,412,612
2013	14,536,000	600,269,300	470,800	83,000	116,738,200	10,465,000	7,169,800	749,732,100	5,946,121	755,678,221	86,135,450	0.929	761,691,578
2014	14,189,200	599,566,100	470,800	79,700	115,907,400	10,465,000	7,169,800	747,848,000	4,828,606	752,676,606	86,473,950	0.957	741,738,667
2015	14,145,900	597,682,700	470,800	55,100	111,420,000	10,465,000	7,925,000	742,164,500	4,433,565	746,598,065	87,251,750	0.990	620,118,024
2016	13,659,800	595,357,500	248,500	81,200	109,297,000	10,465,000	7,925,000	737,034,000	4,737,947	741,771,947	87,226,950	0.990	726,840,733
2017	14,585,400	593,206,100	248,500	81,200	106,913,600	10,346,500	8,193,400	733,574,700	4,874,955	738,449,655	87,084,450	0.989	734,568,577
2018	15,017,900	593,752,600	-	60,900	106,502,800	10,346,500	8,676,900	734,357,600	5,033,568	739,391,168	90,148,750	1.069	732,050,024
2019	15,201,500	592,957,300	219,800	37,500	105,923,900	10,346,500	8,676,900	733,363,400	5,110,900	738,474,300	90,584,850	1.088	749,078,744

Source: Municipal Tax Assessor

**Note:**

Real property is required to be assessed at some percentage of true value (fair or market value) established by each county board of taxation.

Reassessment occurs when ordered by the County Board of Taxation

a Taxable Value of Machinery, Improvements and Equipment of Telephone, Telegraph and Messenger System Companies

b Tax rates are per \$100

c Information not available.

d Revaluation.

**Berlin Borough School District  
Direct and Overlapping Property Tax Rates  
Last Ten Fiscal Years**  
(rate per \$100 of assessed value)

Exhibit J-7

Fiscal Year Ended June 30,	Berlin Borough School District Direct Rate			Overlapping Rates			Total Direct and Overlapping Rate
	Basic Rate	General Obligation Debt Service	Total Direct	Borough of Berlin	Eastern Regional High School	Camden County	
2010	\$ 1.634	\$ 0.013	\$ 1.647	\$ 1.059	\$ 0.834	\$ 1.298	\$ 4.838
2011	0.796	0.080	0.876	0.579	0.452	0.723	2.630
2012	0.826	0.080	0.906	0.598	0.495	0.794	2.793
2013	0.851	0.078	0.929	0.619	0.462	0.838	2.848
2014	0.875	0.082	0.957	0.638	0.489	0.838	2.922
2015	0.908	0.082	0.990	0.681	0.510	0.807	2.988
2016	0.932	0.084	1.016	0.709	0.514	0.815	3.054
2017	0.962	0.027	0.989	0.749	0.562	0.834	3.134
2018	0.989	0.080	1.069	0.784	0.567	0.836	3.256
2019	1.080	0.008	1.088	0.809	0.593	0.827	3.317

Source: Municipal Tax Collector

**Note:** NJSIA 18A:7F-5d limits the amount that the district can submit for a general fund tax levy . The levy when added to other components of the district's net budget may not exceed the prebudget year net budget by more than the spending growth limitation calculated as follows: the prebudget year net budget increased by the cost of living or 2.5 percent, whichever is greater, plus any spending growth adjustments.

- a The district's basic tax rate is calculated from the A4F form which is submitted with the budget and the Net Valuation Taxable.
- b Rates for debt service are based on each year's requirements.

**Berlin Borough School District  
Principal Property Tax Payers,  
Current Year and Nine Years Ago**

**Exhibit J-8**

Taxpayer	2019		Taxpayer	2010	
	Taxable Assessed Value	% of Total District Net Assessed Value		Taxable Assessed Value	% of Total District Net Assessed Value
Berlin Farmers Market II, LLC	\$ 6,730,400	0.91%	Berlin Reality Company	\$ 9,339,600	1.20%
Berlin Residences, LLC	5,570,000	0.75%	Berlin Residences, LLC	7,000,000	0.90%
WAWA	5,550,000	0.75%	Berlin Equities, LLC	6,176,200	0.80%
10 Ben Holdings Corp % Sterling	5,100,000	0.69%	AC I Berlin, LLC	5,468,700	0.70%
Evinos Corporation, Inc.	4,752,300	0.64%	Osborne Assoc % Rite Aid Corp	5,000,000	0.64%
Sinelinik, Alexander et als	4,648,800	0.63%	Evinos Corporation, Inc.	4,555,600	0.59%
Hassbro, LLC	3,200,000	0.43%	Gregorary Sinelik	4,016,700	0.52%
Berlin Center, LLC	3,200,000	0.43%	Hassbro, LLC	3,694,300	0.48%
Berlin Equities, LLC	2,838,100	0.38%	Public Storage PT	3,542,500	0.46%
Osborne Assoc % Rite Aid Corp	2,800,000	0.38%	Berlin Center, LLC	3,200,000	0.41%
<b>Total</b>	<b>\$ 44,389,600</b>	<b>6.01%</b>		<b>\$ 51,993,600</b>	<b>6.69%</b>

**Source:** Municipal Tax Assessor

**Berlin Borough School District  
Property Tax Levies and Collections,  
Last Ten Fiscal Years**

**Exhibit J-9**

Fiscal Year Ended June 30,	Taxes Levied for the Calendar Year	Collected within the Fiscal Year of the Levy <sup>a</sup>		Collections in Subsequent Years
		Amount	Percentage of Levy	
2010	\$ 6,522,445	\$ 6,522,445	100.00%	
2011	6,793,011	6,793,011	100.00%	
2012	6,832,998	6,832,998	100.00%	
2013	6,951,429	6,951,429	100.00%	
2014	7,053,022	7,053,022	100.00%	
2015	7,227,069	7,227,069	100.00%	
2016	7,417,209	7,417,209	100.00%	
2017	7,561,129	7,561,129	100.00%	
2018	7,330,027	7,330,027	100.00%	
2019	7,927,187	7,927,187	100.00%	

**Source: District records including the Certificate and Report of School Taxes (A4F form)**

- a School taxes are collected by the Municipal Tax Collector. Under New Jersey State Statute, a municipality is required to remit to the school district the entire property tax balance, in the amount voted upon or certified prior to the end of the school year.

**Berlin Borough School District**  
**Ratios of Outstanding Debt by Type**  
**Last Ten Fiscal Years**  
*(dollars in thousands, except per capita)*

Exhibit J-10

Fiscal Year Ended June 30,	Governmental Activities				Business-Type Activities		Percentage of Personal Income <sup>a</sup>	Per Capita <sup>b</sup>
	General Obligation Bonds	Unfunded Pension Liability	Capital Leases	Bond Anticipation Notes (BANs)	Capital Leases	Total District		
2010	\$ 4,121,000	\$ 42,220	\$ 25,032			\$ 4,188,252	1.31%	548
2011	3,961,000		2,285,000			6,246,000	1.87%	818
2012	3,660,000		2,409,387			6,069,387	1.79%	795
2013	3,475,000		2,016,460			5,491,460	1.60%	723
2014	3,285,000		1,603,344			4,888,344	1.38%	645
2015	3,085,000		1,221,995			4,306,995	1.17%	57
2016	2,880,000		1,030,527			3,910,527	1.04%	517
2017	2,665,000		512,313			3,177,313	0.81%	421
2018	2,435,000		28,248			2,463,248	c	326
2019	1,950,000		69,892			2,019,892	c	c

**Note:** Details regarding the district's outstanding debt can be found in the notes to the financial statements.

a Based on Per Capita Income for Camden County

b Based on School District Population as of July 1.

c Not available

**Berlin Borough School District**  
**Ratios of Net General Bonded Debt Outstanding**  
**Last Ten Fiscal Years**  
*(dollars in thousands, except per capita)*

**Exhibit J-11**

Fiscal Year Ended June 30,	General Bonded Debt Outstanding			Percentage of Actual Taxable Value <sup>a</sup> of Property	Per Capita <sup>b</sup>
	General Obligation Bonds	Deductions	Net General Bonded Debt Outstanding		
2010	\$ 4,121,000		\$ 4,121,000	1.00%	540
2011	3,961,000		3,961,000	0.51%	518
2012	3,660,000		3,660,000	0.47%	479
2013	3,475,000		3,475,000	0.46%	457
2014	3,285,000		3,285,000	0.44%	434
2015	3,085,000		3,085,000	0.41%	408
2016	2,880,000		2,880,000	0.39%	381
2017	2,665,000		2,665,000	0.36%	353
2018	2,435,000		2,435,000	0.33%	322
2019	1,950,000		1,950,000	0.26%	<b>c</b>

**Note:** Details regarding the district's outstanding debt can be found in the notes to the financial statements.

- a** See Exhibit J-6 for property tax data.
- b** Population data can be found in Exhibit J-14.
- c** Not available.



**Berlin Borough School District  
Ratios of Overlapping Governmental Activities Debt  
As of December 31, 2018**

**Exhibit J-12**

<u>Governmental Unit</u>	<u>Debt Outstanding</u>	<u>Estimated Percentage Applicable <sup>a</sup></u>	<u>Estimated Share of Overlapping Debt</u>
Debt repaid with property taxes:			
Borough of Berlin	\$ 12,474,430	100.000%	\$ 12,474,430
Eastern Regional High School District			
Camden County General Obligation Debt	402,702,798	1.928%	7,764,110
			<hr/>
Subtotal, overlapping debt			20,238,540
<b>Berlin Borough School District Direct Debt</b>			<hr/> <b>2,435,000</b>
<b>Total direct and overlapping debt</b>			<hr/> <b>\$ 22,673,540</b> <hr/>

**Sources: Assessed value data used to estimate applicable percentages provided by the Camden County Board of Taxation.**

**Note:** Debt outstanding data provided by each governmental unit.  
Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the District.  
This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Berlin Borough. This process recognizes that, when considering the District's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping payment.

**a** For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable value that is within the district's boundaries and dividing it by each unit's total taxable value.

**Berlin Borough School District  
Legal Debt Margin Information,  
Last Ten Fiscal Years  
(dollars in thousands)**

**Exhibit J-13**

**Legal Debt Margin Calculation for Fiscal Year 2019**

	Equalized valuation basis	
	2016	\$ 731,184,524
	2017	727,319,750
	2018	743,126,493
	<b>[A]</b>	<u>\$ 2,201,630,767</u>
Average equalized valuation of taxable property	<b>[A/3]</b>	\$ 733,876,922
Debt limit (3% of average equalized valuation)	<b>[B]</b>	22,016,308
Net bonded school debt	<b>[C]</b>	1,950,000
Legal debt margin	<b>[B-C]</b>	<u>\$ 20,066,308</u>

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Debt limit	\$ 24,339,167	\$ 24,247,067	\$ 23,842,582	\$ 23,363,381	\$ 22,936,625	\$ 22,315,523	\$ 21,952,163	\$ 21,897,806	\$ 21,836,284	\$ 22,016,308
Total net debt applicable to limit	4,121,000	3,961,000	3,660,000	3,475,000	3,285,000	3,085,000	2,880,000	3,085,000	2,435,000	1,950,000
Legal debt margin	<u>\$ 20,218,167</u>	<u>\$ 20,286,067</u>	<u>\$ 20,182,582</u>	<u>\$ 19,888,381</u>	<u>\$ 19,651,625</u>	<u>\$ 19,230,523</u>	<u>\$ 19,072,163</u>	<u>\$ 18,812,806</u>	<u>\$ 19,401,284</u>	<u>\$ 20,066,308</u>
Total net debt applicable to the limit as a percentage of debt limit	16.93%	16.34%	15.35%	14.87%	14.32%	13.82%	13.12%	14.09%	11.15%	8.86%

**Source:** Equalized valuation bases were obtained from the Annual Report of the State of New Jersey, Department of Treasury, Division of Taxation

**a** Limit set by NJSA 18A:24-19 for a K through 8 district; other % limits would be applicable for other districts

**Berlin Borough School District  
Demographic and Economic Statistics  
Last Ten Fiscal Years**

**Exhibit J-14**

<u>Year</u>	<u>Population <sup>a</sup></u>	<u>Personal Income <sup>b</sup></u>	<u>Per Capita Personal Income <sup>c</sup></u>	<u>Unemployment Rate <sup>d</sup></u>
2010	7,638	\$ 319,528,092	\$ 41,834	8.3%
2011	7,640	334,257,640	43,751	8.6%
2012	7,638	339,891,000	44,500	8.7%
2013	7,599	342,562,920	45,080	6.2%
2014	7,573	353,394,045	46,665	7.0%
2015	7,553	367,370,367	48,639	5.2%
2016	7,558	376,660,488	49,836	5.0%
2017	7,548	391,575,144	51,878	4.8%
2018	7,554	e	e	4.3%
2019	e	e	e	e

**Source:**

- <sup>a</sup> Population information provided by the NJ Dept of Labor and Workforce Development.
- <sup>b</sup> Personal income for Berlin Borough.
- <sup>c</sup> Per Capita for Camden County.
- <sup>d</sup> Unemployment data provided by the NJ Dept of Labor and Workforce Development.
- <sup>e</sup> Not available.

**Berlin Borough School District  
Full-time Equivalent District Employees by Function/Program,  
Last Ten Fiscal Years**

**Exhibit J-16**

<b>Function/Program</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Instruction										
Regular	52	52	52	47.5	54	53	55	55	55	55
Special education	19	16	16	16	17	35	17	18	18	18
Other special education	17	16	16	16	15	9	15	20	20	20
Vocational										
Other instruction										
Nonpublic school programs										
Adult/continuing education programs										
Support Services:										
Student & instruction related services	9	9	9	14	8	2	12	10	10	10
School administrative services	7	7	6	9	12	9	9	11	11	11
General and business administrative services	4	4	4	4.5	4	4	5	4	4	4
Plant operations and maintenance	8	8	9	13	8	12	10	6	6	6
Pupil transportation										
Special Schools										
Food Service										
Child Care										
Total	<u>115</u>	<u>112</u>	<u>112</u>	<u>120</u>	<u>118</u>	<u>124</u>	<u>123</u>	<u>124</u>	<u>124</u>	<u>124</u>

**Source:** District Personnel Records

**Berlin Borough School District  
Operating Statistics,  
Last Ten Fiscal Years**

**Exhibit J-17**

Fiscal Year	Enrollment	Operating Expenditures <sup>a</sup>	Cost Per Pupil	Percentage Change	Teaching Staff <sup>b</sup>	Pupil/ Teacher Ratio	Average Daily Enrollment (ADE) <sup>c</sup>	Average Daily Attendance (ADA) <sup>c</sup>	% Change in Average Daily Enrollment	Student Attendance Percentage
						Elementary				
2010	835	\$ 11,057,992	\$ 13,243	1.89%	70	1:14	835.0	799.5	2.46%	95.75%
2011	841	10,043,752	11,943	-9.81%	68	1:12	846.0	841.0	1.32%	99.41%
2012	862	10,259,241	11,902	-0.34%	68	1:13	866.2	831.1	2.39%	95.95%
2013	906	10,901,772	12,033	1.10%	68	1:13	891.3	849.2	2.90%	95.28%
2014	865	11,282,475	13,043	8.39%	68	1:13	867.9	832.7	-2.62%	95.95%
2015	857	11,776,026	13,741	5.35%	70	1:13	861.5	823.3	-2.62%	95.57%
2016	854	12,117,842	14,190	2.90%	72	1:13	852.5	819.6	-1.04%	96.14%
2017	825	12,250,630	14,849	4.61%	73	1:13	828.4	793.1	-2.83%	95.74%
2018	827	12,942,306	15,650	5.39%	73	1:13	823.1	787.6	-0.64%	95.69%
2019	819	13,679,808	16,703	5.72%	73	1:13	824.5	790.2	0.17%	95.84%

**Sources:** District records

**Note:** Enrollment based on annual October district count.

- a Operating expenditures equal total expenditures less debt service and capital outlay.
- b Teaching staff includes only full-time equivalents of certificated staff.
- c Average daily enrollment and average daily attendance are obtained from the School Register Summary (SRS).

**Berlin Borough School District  
School Building Information  
Last Ten Years**

**Exhibit J-18**

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
<b><u>District Building</u></b>										
<u>Elementary</u>										
Berlin Community School (1952)										
Square Feet	118,068	118,068	118,068	118,068	118,068	118,068	118,068	118,068	118,068	118,068
Capacity (students)	950	950	950	950	950	950	950	950	950	950
Enrollment	835	841	862	891	868	862	853	828	823	824

Number of Schools at June 30, 2019  
Elementary = 1

**Source:** District Facilities Office

Note: Year of original construction is shown in parentheses. Increases in square footage and capacity are the result of any additions. Enrollment is based on the annual October district count.

**Berlin Borough School District  
 Schedule of Required Maintenance  
 Last Ten Fiscal Years**

**Exhibit J-19**

UNDISTRIBUTED EXPENDITURES - REQUIRED  
 MAINTENANCE FOR SCHOOL FACILITIES  
 11-000-261-xxx

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	Total
* School Facilities											
Berlin Community School	\$ 116,707	\$ 111,806	\$ 116,437	\$ 129,736	\$ 154,794	\$ 149,682	\$ 150,294	\$ 192,108	\$ 181,147	\$ 236,540	\$ 1,539,251
Project # (s)											
Total School Facilities	<u>\$ 116,707</u>	<u>\$ 111,806</u>	<u>\$ 116,437</u>	<u>\$ 129,736</u>	<u>\$ 154,794</u>	<u>\$ 149,682</u>	<u>\$ 150,294</u>	<u>\$ 192,108</u>	<u>\$ 181,147</u>	<u>\$ 236,540</u>	<u>\$ 1,539,251</u>

\* School facilities as defined under EFCFA.  
 (N.J.A.C. 6A:26-1.2 and N.J.A.C. 6A:26A-1.3)

Source: District records

**Berlin Borough School District  
Insurance Schedule  
June 30, 2019**

**Exhibit J-20**

	<u>Coverage</u>	<u>Deductible</u>
Commercial Package Policy (1)		
Property and Auto Physical Damage	\$ 500,000,000	\$ -
General and Auto liability	5,000,000	
Comprehensive crime coverage		
Employee Dishonesty	100,000/500,000	
Computer Fraud	50,000	
Forgery or Alteration	50,000	
Boiler and machinery	100,000,000	
Excess Liability	5,000,000	
Environmental Impairment Liability	1,000,000/25,000,000	
Professional Liability	5,000,000	
Workers Compensation (2)		
Bodily Injury by Accident	Statutory	
Bodily Injury by Disease	Statutory	
Errors and Omissions Liability (2)	5,000,000	5,000
Student Accident (3)		
School Time Compulsory Student Accident Coverage		
Maximun Benefit	1,000,000	
Surety Bonds (2)		
Board Secretary	210,000	1,000

- (1) School Alliance Insurance Fund
- (2) NJ School Board Association
- (3) Berkley Life and Health Insurance Company

Source: District records



**Single Audit Section**

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American Institute of CPAs  
New Jersey Society of CPAs

**REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY NEW JERSEY CIRCULAR 15-08-OMB**

**INDEPENDENT AUDITOR’S REPORT**

The Honorable President and Members  
of the Board of Education  
Berlin Borough School District  
County of Camden  
Berlin, New Jersey

**Report on Compliance for Each Major State Program**

I have audited Berlin Borough School District (School District), in the County of Camden, State of New Jersey’s compliance with the types of compliance requirements described in the *New Jersey State Grant Compliance Supplement* that could have a direct and material effect on each of the School District’s major state programs for the fiscal year ended June 30, 2019. The School District's major state programs are identified in the Summary of Auditor’s Results section of the accompanying Schedule of Findings and Questioned Costs.

**Management’s Responsibility**

Management is responsible for compliance with state statutes, regulations, and the terms and conditions of its state awards applicable to its state programs.

**Auditor’s Responsibility**

My responsibility is to express an opinion on compliance for each of the School District’s major state programs based on my audit of the types of compliance requirements referred to above. I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; audit requirements as prescribed by the Office of School Finance, Department of Education, State of New Jersey, and State of New Jersey Circular 15-08-OMB, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Those standards and State of New Jersey Circular 15-08-OMB require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major state program occurred. An audit includes examining, on a test basis, evidence about the School District’s compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

I believe that my audit provides a reasonable basis for my opinion on compliance for each major state program. However, my audit does not provide a legal determination of the School District’s compliance.

### Opinion on Each Major State Program

In my opinion, the Berlin Borough School District, in the County of Camden, State of New Jersey complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the fiscal year ended June 30, 2019.

### Report on Internal Control Over Compliance

Management of the Berlin Borough School District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing my audit of compliance, I considered the School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major state program and to test and report on internal control over compliance in accordance with the State of New Jersey Circular 15-08-OMB, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Berlin Borough School District's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of my testing of internal control over compliance and the results of that testing based on the requirements of State of New Jersey Circular 15-08-OMB. Accordingly, this report is not suitable for any other purpose.

**INVERSO & STEWART, LLC**

Certified Public Accountants



Robert P. Inverso

Certified Public Accountant

Public School Accountant No. CS001095

Marlton, New Jersey  
November 9, 2019

**BERLIN BOROUGH SCHOOL DISTRICT**  
**Schedule of Expenditures of Federal Awards**  
**for the Fiscal Year ended June 30, 2019**

Federal Grantor/Pass-Through Grantor/ Program Title	Federal CFDA Number	Federal FAIN Number	Grant or State Project Number	Program or Award Amount	Grant Period	June 30, 2018			Carryover (Walkover) Amount	Cash Received	Budgetary Expenditures	June 30, 2019		
						Accounts Receivable	Deferred Revenue	Due to Grantor at				Accounts Receivable	Deferred Revenue	Due to Grantor at
<b>U.S. Department of Education</b>														
<u>Special Revenue Fund:</u>														
<u>Every Student Succeeds Act (E.S.S.A.)</u>														
Title I	84.010A	S010A180030	ESSA-0330-19	\$ 85,920	7/1/18- 6/30/19	\$ -	\$ -	\$ -	\$ -	\$ 83,237	\$ (85,920)	\$ (2,683)	\$ -	\$ -
Title I	84.010A	S010A170030	ESSA-0330-18	85,221	7/1/17- 6/30/18	(17,931)				17,931		-	-	-
Title IIA	84.367A	S367A180029	ESSA-0330-19	14,040	7/1/18- 6/30/19					13,350	(14,040)	(690)	-	-
Title IIA	84.367A	S367A170029	ESSA-0330-18	15,680	7/1/17- 6/30/18	(14,543)				14,543		-	-	-
Title IV	84.424A	S424A180031	ESSA-0330-19	8,213	7/1/18- 6/30/19					7,003	(8,213)	(1,210)	-	-
Title IV	84.424A	S424A170031	ESSA-0330-18	10,000	7/1/17- 6/30/18	(9,479)				9,479		-	-	-
<u>Individuals With Disabilities Act (I.D.E.A.)</u>														
Part B - Basic - Current Year	84.027A	H027A180100	IDEA-0330-19	173,055	7/1/18- 6/30/19					156,006	(173,055)	(17,049)	-	-
Part B - Basic - Current Year	84.027A	H027A170100	IDEA-0330-18	192,332	7/1/17- 6/30/18	(29,398)				29,398		-	-	-
Part B - Preschool - Current Year	84.173A	H173A180114	IDEA-0330-19	8,757	7/1/18- 6/30/19					8,757	(8,757)			
Total Special Revenue Fund						\$ (71,351)	\$ -	\$ -	\$ -	\$ 339,704	\$ (289,985)	\$ (21,632)	\$ -	\$ -
<b>U.S. Department of Agriculture</b>														
<u>Enterprise Fund:</u>														
Food Distribution Program	10.565	191NJ304N1099	N/A	18,999	7/1/18- 6/30/19					18,999	(18,999)			
School Breakfast Program	10.553	191NJ304N1099	N/A	1,618	7/1/18- 6/30/19					1,344	(1,618)	(274)		
School Breakfast Program	10.553	181NJ304N1099	N/A	2,967	7/1/17 - 6/30/18	(224)				224				
National School Lunch Program	10.555	191NJ304N1099	N/A	64,216	7/1/18- 6/30/19					52,548	(64,216)	(11,668)		
National School Lunch Program	10.555	181NJ304N1099	N/A	69,433	7/1/17 - 6/30/18	(5,873)				5,873				
Total Enterprise Fund						(6,097)				78,988	(84,833)	(11,942)		
Total Federal Awards						\$ (77,448)	\$ -	\$ -	\$ -	\$ 418,692	\$ (374,818)	\$ (33,574)	\$ -	\$ -

The accompanying Notes to Schedules of Expenditures of Awards and Financial Assistance are an integral part of this schedule.

**BERLIN BOROUGH SCHOOL DISTRICT**  
Schedule of Expenditures of State Financial Assistance  
for the Fiscal Year ended June 30, 2019

State Grantor / Program Title	Grant or State Project Number	Program Award Amount	Grant Period	June 30, 2018			Carryover (Walkover) Amount	Cash Received	Budgetary Expenditures	Repayment of Prior Years' Balances	June 30, 2019		
				Accounts Receivable	Deferred Revenue	Due to Grantor at					Accounts Receivable	Deferred Revenue	Due to Grantor at
<b>State Department of Education</b>													
<b>General Fund:</b>													
Special Education Categorical Aid	19-495-034-5120-089	\$ 521,625	7/1/18 - 6/30/19	\$ -	\$ -	\$ -	\$ -	\$ 470,455	\$ (521,625)	\$ -	\$ (51,170)	\$ -	\$ -
Special Education Categorical Aid	18-495-034-5120-089	495,390	7/1/17 - 6/30/18	(48,516)				48,516					
Equalization Aid	19-495-034-5120-078	3,037,141	7/1/18 - 6/30/19					2,739,208	(3,037,141)		(297,933)		
Equalization Aid	18-495-034-5120-078	3,037,141	7/1/17 - 6/30/18	(297,442)				297,442					
Transportation Aid	19-495-034-5120-014	254,835	7/1/18 - 6/30/19					229,837	(254,835)		(24,998)		
Transportation Aid	18-495-034-5120-014	54,903	7/1/17 - 6/30/18	(5,377)				5,377					
Security Aid	19-495-034-5120-084	98,331	7/1/18 - 6/30/19					88,685	(98,331)		(9,646)		
Security Aid	18-495-034-5120-084	35,051	7/1/17 - 6/30/18	(3,432)				3,432					
Under Adequacy Aid	18-495-034-5120-096	77,184	7/1/17 - 6/30/18	(7,559)				7,559					
PARCC Readiness Aid	18-495-034-5120-098	8,790	7/1/17 - 6/30/18	(861)				861					
Per Pupil Growth Aid	18-495-034-5120-097	8,790	7/1/17 - 6/30/18	(861)				861					
Professional Learning Community Aid	18-495-034-5120-101	8,400	7/1/17 - 6/30/18	(823)				823					
Additional Nonpublic Transportation Aid	19-103190	3,480	7/1/18 - 6/30/19						(3,480)		(3,480)		
Additional Nonpublic Transportation Aid	18-103190	2,900	7/1/17 - 6/30/18	(2,900)				2,900					
Extraordinary Aid	19-495-034-5120-044	14,366	7/1/18 - 6/30/19						(14,366)		(14,366)		
Extraordinary Aid	18-495-034-5120-044	27,329	7/1/17 - 6/30/18	(27,329)				27,329					
Homeless Aid	N/A	11,469	7/1/18 - 6/30/19						(11,469)		(11,469)		
On Behalf TPAF Pension	19-495-034-5094-002	1,077,599	7/1/18 - 6/30/19					1,077,599	(1,077,599)				
On Behalf TPAF - Post Retirement Medical	19-495-034-5094-001	488,797	7/1/18 - 6/30/19					488,797	(488,797)				
On Behalf TPAF - LTDI	19-495-034-5094-004	1,583	7/1/18 - 6/30/19					1,583	(1,583)				
Reimbursed TPAF Social Security Contributions	19-495-034-5094-003	387,532	7/1/18 - 6/30/19					369,037	(387,532)		(18,495)		
Reimbursed TPAF Social Security Contributions	18-495-034-5094-003	398,062	7/1/17 - 6/30/18	(19,603)				19,603					
<b>Total General Fund</b>				<b>(414,703)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,879,904</b>	<b>(5,896,758)</b>	<b>-</b>	<b>(431,557)</b>	<b>-</b>	<b>-</b>
<b>Special Revenue Fund</b>													
<b>N.J. Nonpublic Aid:</b>													
Textbook Aid	19-100-034-5120-064	9,826	7/1/18 - 6/30/19					9,826	(9,826)				
Nursing Aid	19-100-034-5120-070	17,848	7/1/18 - 6/30/19					17,848	(17,751)				97
Nursing Aid	18-100-034-5120-070	18,236	7/1/17 - 6/30/18			492				(492)			
Technology Aid	19-100-034-5120-373	6,624	7/1/18 - 6/30/19					6,624	(6,600)				24
Technology Aid	18-100-034-5120-373	6,956	7/1/17 - 6/30/18			1,403				(1,403)			
Security Aid	19-100-034-5120-509	27,600	7/1/18 - 6/30/19					27,600	(27,477)				123
Security Aid	18-100-034-5120-509	14,100	7/1/17 - 6/30/18			20				(20)			
<b>Auxiliary Services:</b>													
Compensatory Education	19-100-034-5120-067	71,912	7/1/18 - 6/30/19					71,912	(61,504)				10,408
Compensatory Education	18-100-034-5120-067	84,155	7/1/17 - 6/30/18			13,202				(13,202)			
ESL	18-100-034-5120-067	3,613	7/1/17 - 6/30/18			3,613				(3,613)			
Transportation	19-100-034-5120-067	13,561	7/1/18 - 6/30/19					13,561	(6,048)				7,513
Transportation	18-100-034-5120-067	13,523	7/1/17 - 6/30/18			7,424				(7,424)			
Home Instruction		7,971	7/1/18 - 6/30/19						(7,971)		(7,971)		
<b>Handicapped Services:</b>													
Examination & Classification	19-100-034-5120-066	32,394	7/1/18 - 6/30/19					32,394	(22,387)				10,007
Examination & Classification	18-100-034-5120-066	34,218	7/1/17 - 6/30/18			11,466				(11,466)			
Corrective Speech	19-100-034-5120-066	17,856	7/1/18 - 6/30/19					17,856	(11,517)				6,339
Corrective Speech	18-100-034-5120-066	21,874	7/1/17 - 6/30/18			6,161				(6,161)			
Supplemental Instruction	19-100-034-5120-066	23,789	7/1/18 - 6/30/19					23,789	(17,682)				6,107
Supplemental Instruction	18-100-034-5120-066	29,340	7/1/17 - 6/30/18			10,548				(10,548)			
Municipal Alliance Grant	N/A	2,645	7/1/18 - 6/30/19					2,645	(2,645)				
Municipal Alliance Grant	N/A	10,450	7/1/17 - 6/30/18	(7,961)				7,961					
<b>Total Special Revenue Fund</b>				<b>(7,961)</b>	<b>-</b>	<b>54,329</b>	<b>-</b>	<b>232,016</b>	<b>(191,408)</b>	<b>(54,329)</b>	<b>(7,971)</b>	<b>-</b>	<b>40,618</b>
<b>State Department of Agriculture</b>													
<b>Enterprise Fund:</b>													
State School Lunch Program	19-100-010-3350-023	2,759	7/1/18 - 6/30/19	-				2,237	(2,759)		(522)		
<b>Total Enterprise Fund</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,237</b>	<b>(2,759)</b>	<b>-</b>	<b>(522)</b>	<b>-</b>	<b>-</b>
<b>Total State Financial Assistance</b>				<b>\$ (422,664)</b>	<b>\$ -</b>	<b>\$ 54,329</b>	<b>\$ -</b>	<b>\$ 6,114,157</b>	<b>\$ (6,090,925)</b>	<b>\$ (54,329)</b>	<b>\$ (440,050)</b>	<b>\$ -</b>	<b>\$ 40,618</b>
Less: State Financial Assistance Not Subject to New Jersey OMB Circular 15-08:													
On-Behalf TPAF Contribution - Pension (Non-Budgeted) (1,077,599)													
On-Behalf TPAF Contribution - Post-Retirement Medical (Non-Budgeted) (488,797)													
On-Behalf TPAF Contribution - LTDI (Non-Budgeted) (1,583)													
<b>Total State Financial Assistance Subject to New Jersey OMB Circular 15-08 \$ (4,522,946)</b>													

The accompanying Notes to Schedules of Expenditures of Awards and Financial Assistance are an integral part of this schedule.

**Berlin Borough School District**  
**Notes to the Schedules of Expenditures**  
**of Federal Awards and State Financial Assistance**  
**For the Fiscal Year Ended June 30, 2019**

## **I. GENERAL**

The accompanying schedules of expenditures of federal awards and state financial assistance include federal and state award activity of the Berlin Borough School District ("School District"). The School District is defined in Note 1 to the School District's basic financial statements. All federal and state awards received directly from federal and state agencies, as well as federal awards and state financial assistance passed through other government agencies, are included on the schedules of expenditures of federal awards and state financial assistance.

## **2. BASIS OF ACCOUNTING**

The accompanying schedules of expenditures of federal awards and state financial assistance are presented using the budgetary basis of accounting with the exception of programs recorded in the food service fund, which are presented using the accrual basis of accounting. These bases of accounting are described in Note 1 to the School District's basic financial statements. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and State of New Jersey Circular 15-08-OMB, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements. The school district has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

## **3. RELATIONSHIP TO BASIC FINANCIAL STATEMENTS**

The basic financial statements present the general fund and special revenue fund on a GAAP basis. Budgetary comparison statements or schedules (RSI) are presented for the general fund and special revenue fund to demonstrate finance-related legal compliance in which certain revenue is permitted by law or grant agreement to be recognized in the audit year, whereas for GAAP reporting, revenue is not recognized until the subsequent year or when the expenditures have been made.

The general fund is presented in the accompanying schedules on the modified accrual basis with the exception of the revenue recognition of the one or more deferred June state aid payments in the current budget year, which is mandated pursuant to *N.J.S.A. 18A:22-44.2*. For GAAP purposes, payments are not recognized until the subsequent budget year due to the state deferral and recording of the one or more of the June state aid payments in the subsequent year. The special revenue fund is presented in the accompanying schedules on the grant accounting budgetary basis which recognizes encumbrances as expenditures and also recognizes the related revenues, whereas the GAAP basis does not. The special revenue fund also recognizes the one or two June state aid payments in the current budget year, consistent with *N.J.S.A. 18A:22-44.2*.

The net adjustment to reconcile expenditures from the budgetary basis to the GAAP basis is \$(18,876) for the general fund and \$-0- for the special revenue fund. See Exhibit C-3, Notes to Required Supplementary Information for a reconciliation of the budgetary basis to the modified accrual basis of accounting for the general and special revenue funds.

**Berlin Borough School District  
Notes to the Schedules of Expenditures  
of Federal Awards and State Financial Assistance  
For the Fiscal Year Ended June 30, 2019  
(Continued)**

**3. RELATIONSHIP TO BASIC FINANCIAL STATEMENTS (Continued)**

Awards and financial assistance expenditures are reported in the School District's basic financial statements on a GAAP basis as presented as follows:

<u>Fund</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
General	\$ -	\$ 5,877,882	\$ 5,877,882
Special Revenue	289,985	191,408	481,393
Capital Projects	-	-	-
Debt Service	-	-	-
Food Service	<u>84,833</u>	<u>2,759</u>	<u>87,592</u>
Total	<u>\$ 374,818</u>	<u>\$ 6,072,049</u>	<u>\$ 6,446,867</u>

**4. RELATIONSHIP TO FEDERAL AND STATE FINANCIAL REPORTS**

Amounts reported in the accompanying schedules agree with the amounts reported in the related federal and state financial reports.

**5. OTHER**

Revenues and expenditures reported under the Food Distribution Program represent current year value received and current year distribution, respectively. TPAF Pension Contributions represents the amount paid by the State on behalf of the School District for the year ended June 30, 2019. TPAF Social Security Contributions represents the amount reimbursed by the State for the employer's share of social security contributions for TPAF members for the year ended June 30, 2019.

**6. MAJOR PROGRAMS**

Major programs are identified in the Summary of Auditor's Results section of the Schedule of Findings and Questioned Costs.

**BERLIN BOROUGH SCHOOL DISTRICT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

**Section I --Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- 1) Material weaknesses identified? \_\_\_\_\_ yes   X   no
- 2) Significant deficiencies identified? \_\_\_\_\_ yes   X   none reported

Noncompliance material to basic financial statements noted? \_\_\_\_\_ yes   X   no

**Federal Awards**

**NOT APPLICABLE**

Internal Control over major programs:

- 1) Material weakness(es) identified? \_\_\_\_\_ yes \_\_\_\_\_ no
- 2) Significant deficiencies identified? \_\_\_\_\_ yes \_\_\_\_\_ none reported

Type of auditor's report on compliance for major programs: \_\_\_\_\_

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200 section .516(a) ? \_\_\_\_\_ yes \_\_\_\_\_ no

Identification of major programs:

<u>CFDA Number(s)</u>	<u>FAIN Number(s)</u>	<u>Name of Federal Program or Cluster</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Dollar threshold used to distinguish between type A and type B programs: \_\_\_\_\_

Auditee qualified as low-risk auditee? \_\_\_\_\_ yes \_\_\_\_\_ no



BERLIN BOROUGH SCHOOL DISTRICT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONT'D)  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019

Section 1 -- Summary of Auditor's Results (Cont'd)

State Awards Section

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee?  X  yes   no

Internal Control over major programs:

1) Material weakness(es) identified?   yes  X  no

2) Significant deficiencies identified that are not considered to be material weakness?   yes  X  none reported

Type of auditor's report on compliance for major programs:  Unmodified

Any audit findings disclosed that are required to be reported in accordance with NJOMB Circular Letter 15-08 as applicable?   yes  X  no

Identification of major programs:

<u>State Grant/Project Number(s)</u>
<u>19-495-034-5120-078</u>
<u>19-495-034-5120-089</u>
<u>19-495-034-5120-084</u>
<u> </u>
<u> </u>
<u> </u>
<u> </u>
<u> </u>

<u>Name of State Program</u>
<b>State Aid Public Cluster:</b> <u>Equalization Aid</u>
<u>Special Education Categorical Aid</u>
<u>Security Aid</u>
<u> </u>
<u> </u>
<u> </u>
<u> </u>
<u> </u>

**BERLIN BOROUGH SCHOOL DISTRICT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

**Section 2 -- Schedule of Financial Statement Findings**

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards* and with audit requirements as prescribed by the Office of School Finance, Department of Education, State of New Jersey.

No findings identified.

**BERLIN BOROUGH SCHOOL DISTRICT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

**Section 3 -- Schedule of Federal Awards and State Financial Assistance  
Findings and Questioned Costs**

This section identifies the significant deficiencies, material weaknesses and instances of noncompliance, including questioned costs, related to the audit of major federal and state programs, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and New Jersey Circular 15-08-OMB.

**FEDERAL AWARDS:**

A federal single audit was not required.

**STATE AWARDS:**

No findings identified.

**BERLIN BOROUGH SCHOOL DISTRICT  
SUMMARY SCHEDULE OF PRIOR-YEAR AUDIT FINDINGS  
AND QUESTIONED COSTS AS PREPARED BY MANAGEMENT**

This section identifies the status of prior year findings related to the financial statements and federal and state awards that are required to be reported in accordance with Chapter 6.12 of *Government Auditing Standards*, Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and New Jersey Circular 15-08-OMB.

**FINANCIAL STATEMENT FINDINGS**

There were no prior year findings.

**FEDERAL AWARDS**

A federal single audit was not required.

**STATE AWARDS**

There were no prior year findings.