

**TRENTON BOARD OF EDUCATION**

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

June 30, 2019

**AUDITOR’S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS–  
FINANCIAL, COMPLIANCE AND PERFORMANCE**

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## Independent Auditors' Report

Honorable President and Members  
of the Board of Education  
Trenton Board of Education  
Trenton, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Board of Education of the Trenton School District, County of Mercer as of and for the year ended June 30, 2019, and have issued our report thereon dated December 5, 2019.

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

This report is intended solely for the information and use of the Trenton School District's management, Board of Education members, others within the entity, and the New Jersey Department of Education and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

*PKF O'Connor Davies, LLP*

PKF O'Connor Davies, LLP  
December 5, 2019  
Cranford, New Jersey

*David J. Gannon*

David J. Gannon  
Licensed Public School Accountant  
No. 2305

**Trenton Board of Education  
Administrative Findings-Financial,  
Compliance and Performance**

**Scope of Audit**

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

**Administrative Practices and Procedures**

Insurance

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

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

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Jayne Howard	Board Secretary/Business Administrator	\$1,000,000
James E. Bartolmei	Treasurer	\$1,000,000

There is a Public Employees' Faithful Performance Blanket Position Bond with the New Jersey School Boards Association Insurance Group covering all other employees with multiple coverage of \$1,000,000.

Tuition Charges

The District does not receive students from any sending districts. Therefore, this section is not applicable.

**Financial Planning, Accounting and Reporting**

Examination of Claims

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

Payroll Account, Human Resources and Position Control Roster

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

**Trenton Board of Education  
Administrative Findings-Financial,  
Compliance and Performance**

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

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

Payrolls were delivered to the Treasurer of school monies with a warrant made to his order for the full amount of each payroll.

Our review of the payroll accounts did not reveal any exceptions.

Reserve for Encumbrances and Accounts Payable

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

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with *N.J.A.C. 6A:23A-16.2(f)* as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of all expenditures included in our compliance and single audit testing procedures. In addition to randomly selecting a test sample, our sample selection targeted administrative coding classifications to determine overall reliability and compliance with *N.J.A.C. 6A:23A-8.3*. As a result of the procedures performed, a transaction error rate of 0% overall was noted and no additional procedures were deemed necessary to test the propriety of expenditure classifications.

Board Secretary's Records

Our review of the financial and accounting records maintained by the Board Secretary disclosed no exceptions.

Treasurer's Records

Our review of the financial and accounting records maintained by the Treasurer did not disclose any exceptions.

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

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

The study of compliance for E.S.E.A. indicated no areas of noncompliance and/or questionable costs.

**Trenton Board of Education  
Administrative Findings-Financial,  
Compliance and Performance**

Other Special Federal and/or State Projects

The District's Special Projects were approved as listed on Schedule A (K-3) and Schedule B (K-4) located in the CAFR.

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

The financial exhibits are contained within the Special Revenue section of the CAFR. This section of the CAFR documents the financial position pertaining to the aforementioned special projects. The study of compliance for the special projects indicated no areas of noncompliance.

T.P.A.F. Reimbursement

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

TPAF Reimbursement to the State for Federal Salary Expenditures

The amount of the expenditure charged to the current year's Final Report(s) for all federal awards for the school district to reimburse the State for the TPAF/FICA payments made by the State on-behalf of the school district for those employees whose salaries are identified as being paid from federal funds was made prior to the end of the 90 day grant liquidation period required by the Office of Grants Management. The expenditure was reviewed subsequent to the reimbursement and no exceptions were noted.

**School Purchasing Programs**

Contracts and Agreements Requiring Advertisement for Bids

Effective July 1, 2015 and thereafter, the bid thresholds in accordance with *N.J.S.A. 18A:18A-2* and *18A:18A-3(a)* are \$40,000 with a Qualified Purchasing Agent and \$29,000 without a Qualified Purchasing Agent, respectively. The law regulating bidding for public school transportation contracts under *N.J.S.A. 18A:39-3* is currently \$19,000 for 2018-19.

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

Based on the results of examination, no individual payments, contracts, or agreements were made for the performance of any work or goods or services, in excess of the statutory thresholds where there had been no advertising for bids in accordance with the provision of *N.J.S.A. 18A:18A-4*.

**Trenton Board of Education  
Administrative Findings-Financial,  
Compliance and Performance**

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

**School Food Service**

The school food service program was not selected as a major federal and/or State program. However, the program expenditures exceeded \$100,000 in federal and/or State support. Accordingly, we inquired of school management, or appropriate school food service personnel, as to whether the School Food Authority (SFA) had any Child Nutrition Program reimbursement overclaims or underclaims. No exceptions were noted.

We also inquired of school management, or appropriate school food service personnel, as to whether the SFA’s expenditures of school food service revenues were limited to allowable direct and indirect costs. No exceptions were noted.

The B-5 does not separate program and non-program revenue and program and non-program cost of goods sold and is not required to, as the District is a part of the Community Eligibility Provision Schools program.

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

**Student Body Activities**

During our audit of the student activity funds, we did not note any exceptions.

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

Our audit procedures included a test of information reported in the October 15, 2018 Application for State School Aid (ASSA) for on-roll, private schools for the handicapped, low-income and bilingual. We also performed a review of the District procedures related to its completion. The information on the A.S.S.A. was compared to the District work papers without material exceptions. The information that was included on the work papers was verified with immaterial exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

The results of our procedures are presented in the Schedule of Audited Enrollments.

The District maintained workpapers on the prescribed state forms or their equivalent. The District has adequate written procedures for the recording of student enrollment data.

**Pupil Transportation**

Our audit procedures included a test of on-roll status reported in the 2018-2019 District Report of Transported Resident Students (“DRTRS”). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report without exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

**Trenton Board of Education  
Administrative Findings-Financial,  
Compliance and Performance**

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

**Facilities and Capital Assets**

The facilities projects of the District are fully administered by the New Jersey Schools Development Authority and therefore this section is not applicable.

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

The school district adhered to all the requirements of N.J.A.C. 26-1.2 and 12.4 related to the testing for lead of all drinking water in educational facilities.

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

**Miscellaneous**

**Human Resources:**

***Finding 2019-001:***

During our testing of the health benefit enrollment and removal process, it was noted that the District has a process in place for the removal of terminated employees from being enrolled in the health benefits and that prior to the performance of our audit procedures, all employees that should have been removed from health benefit enrollment were in fact removed. However, our audit procedures did note that there were sixteen instances in which employees were not removed from health benefits in a timely manner and that the District could have avoided certain expenditures as a result.

***Recommendation:***

We suggest that the District ensure that employees are removed from health benefit enrollment at the point in time that the employee is no longer eligible for District paid health benefits.

**Follow-up on Prior Year's Findings**

In accordance with *Government Auditing Standards*, our procedures included a review of all prior year recommendations. Corrective action has been taken on all prior year findings.

**Acknowledgment**

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



**TRENTON BOARD OF EDUCATION**  
**SCHEDULE OF AUDITED ENROLLMENTS**  
**APPLICATION FOR STATE SCHOOL AID SUMMARY**  
**ENROLLMENT AS OF OCTOBER 15, 2018**

	2019-2020 Application for State School Aid						Sample for Verification						Private Schools for Disabled			
	Reported on A.S.S.A. On Roll		Reported on Workpapers On Roll		Errors		Sample Selected from Workpapers		Verified per Registers On Roll		Errors per Registers On Roll		Reported on A.S.S.A. as Private Schools	Sample for Verification	Sample Verified	Sample Errors
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Schools			
Full Day Preschool (3 years)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool (4 years)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	1,110	-	1,110	-	-	-	29	-	29	-	-	-	-	-	-	-
One	1,103	-	1,103	-	-	-	27	-	27	-	-	-	-	-	-	-
Two	1,012	-	1,012	-	-	-	29	-	29	-	-	-	-	-	-	-
Three	1,019	-	1,019	-	-	-	33	-	33	-	-	-	-	-	-	-
Four	887	-	887	-	-	-	22	-	22	-	-	-	-	-	-	-
Five	812	-	812	-	-	-	17	-	17	-	-	-	-	-	-	-
Six	605	-	605	-	-	-	15	-	15	-	-	-	-	-	-	-
Seven	646	-	646	-	-	-	28	-	28	-	-	-	-	-	-	-
Eight	663	-	663	-	-	-	21	-	21	-	-	-	-	-	-	-
Nine	604	-	604	-	-	-	19	-	19	-	-	-	-	-	-	-
Ten	600	2	600	2	-	-	21	-	21	-	-	-	-	-	-	-
Eleven	632	7	632	7	-	-	19	-	19	-	-	-	-	-	-	-
Twelve	539	9	539	9	-	-	13	-	13	-	-	-	-	-	-	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	10,232	18	10,232	18	-	-	293	-	293	-	-	-	-	-	-	-
Sp Ed - Elementary	657	-	657	-	-	-	9	-	9	-	-	-	31	30	30	-
Sp Ed - Middle School	464	-	464	-	-	-	4	-	4	-	-	-	48	30	30	-
Sp Ed - High School	475	12	475	12	-	-	12	-	12	-	-	-	78.5	38	38	-
Subtotal	1,596	12	1,596	12	-	-	25	-	25	-	-	-	158	98	98	-
County Vocational - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	11,828	30	11,828	30	-	-	318	-	318	-	-	-	157.5	98	98	-
Percentage Error					0.00%	0.00%							0.00%	0.00%		0.00%

**TRENTON BOARD OF EDUCATION**  
**SCHEDULE OF AUDITED ENROLLMENTS**  
**APPLICATION FOR STATE SCHOOL AID SUMMARY (continued)**  
**ENROLLMENT AS OF OCTOBER 15, 2018**

	Resident Low Income						Sample for Verification			Resident LEP Low Income						Sample for Verification			
	Reported on A.S.S.A. as Low Income		Reported on Workpapers as Low Income		Errors		Sample Selected from Workpapers	Verified to Application and Register	Sample Errors	Reported on A.S.S.A. as LEP Low Income		Reported on Workpapers as LEP Low Income		Errors		Sample Selected from Workpapers	Verified to Application and Register	Sample Errors	
	Full	Shared	Full	Shared	Full	Shared				Full	Shared	Full	Shared	Full	Shared				Full
Full Day Preschool 3 Years	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool 4 Years	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	26	26	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	801	-	801	-	-	-	32	32	-	237	-	237	-	-	-	21.0	21.0	-	-
One	944	-	944	-	-	-	47	47	-	265	-	265	-	-	-	30.0	30.0	-	-
Two	867	-	867	-	-	-	41	41	-	270	-	270	-	-	-	18.0	18.0	-	-
Three	887	-	887	-	-	-	11	11	-	288	-	288	-	-	-	20.0	20.0	-	-
Four	768	-	768	-	-	-	33	33	-	213	-	213	-	-	-	42.0	42.0	-	-
Five	702	-	702	-	-	-	23	23	-	120	-	120	-	-	-	45.0	45.0	-	-
Six	527	-	527	-	-	-	27	27	-	74	-	74	-	-	-	7.0	7.0	-	-
Seven	528	-	528	-	-	-	11	11	-	92	-	92	-	-	-	7.0	7.0	-	-
Eight	522	-	522	-	-	-	11	11	-	94	-	94	-	-	-	16.0	16.0	-	-
Nine	419	-	419	-	-	-	15	15	-	68	-	68	-	-	-	6.0	6.0	-	-
Ten	502	1	502	1	-	-	14	14	-	115	-	115	-	-	-	15.0	15.0	-	-
Eleven	431	7	431	7	-	-	10	10	-	115	-	115	-	-	-	12.0	12.0	-	-
Twelve	325	5	325	5	-	-	17	17	-	100	3	100	3	-	-	3	3	-	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	8,223	13	8,223	13	-	-	318	318	-	2,051	3	2,051	3	-	-	242	242	-	-
Sp Ed - Elementary	569	-	569	-	-	-	2	2	-	99	-	99	-	-	-	-	-	-	-
Sp Ed - Middle School	414	-	414	-	-	-	-	-	-	27	1	27	1	-	-	-	-	-	-
Sp Ed - High School	378	7	378	7	-	-	-	-	-	10	-	10	-	-	-	-	-	-	-
Subtotal	1,361	7	1,361	7	-	-	2	2	-	136	1	136	1	-	-	-	-	-	-
County Vocational - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	9,584	20	9,584	20	-	-	320	320	-	2,187	4	2,187	4	-	-	242	242	-	-
Percentage Error					0.00%	0.00%			0.00%					0.00%	0.00%			0.00%	

  

	Reported on DRTRS by DOE/County		Reported on DRTRS by District		Errors	Tested	Verified	Errors	Average mileage - regular including Grade PK students	Average mileage - regular excluding Grade PK students	Average mileage - special education with special needs	Reported	Reduced
Regular - Public School	2,386.0		2,386.0	-		101	101	-				3.7	3.7
Non-Public Transportation	136.0		136.0	-		9	9	-				3.7	3.7
AIL Non Public	253.0		253.0	-		17	17	-					
Regular Special Education	241.0		241.0	-		94	94	-					
Special Needs	1,208.0		1,208.0	-		82	82	-					
Totals	4,224.0		4,224.0	-		303	303	-				4.3	4.3
Percentage Error			0.00%					0.00%					

**TRENTON BOARD OF EDUCATION**  
**SCHEDULE OF AUDITED ENROLLMENTS**  
**APPLICATION FOR STATE SCHOOL AID SUMMARY (continued)**

**ENROLLMENT AS OF OCTOBER 15, 2018**

	<b>Resident LEP NOT Low Income</b>			<b>Sample for Verification</b>		
	Reported on ASSA as Not Low Income	Reported on Workpapers as Not Low Income	Errors	Sample Selected from Workpapers	Verified to Application & Register	Sample Errors
Half Day Preschool	-	-	-	-	-	-
Full Day Preschool	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-
Full Day Kindergarten	91.0	91.0	-	2.0	2.0	-
One	34.0	34.0	-	0.0	0.0	-
Two	34.0	34.0	-	6.0	6.0	-
Three	22.0	22.0	-	2.0	2.0	-
Four	16.0	16.0	-	2.0	2.0	-
Five	18.0	18.0	-	3.0	3.0	-
Six	18.0	18.0	-	3.0	3.0	-
Seven	21.0	21.0	-	3.0	3.0	-
Eight	34.0	34.0	-	10.0	10.0	-
Nine	65.0	65.0	-	4.0	4.0	-
Ten	47.0	47.0	-	4.0	4.0	-
Eleven	43.0	43.0	-	7.0	7.0	-
Twelve	28.0	28.0	-	3.0	3.0	-
Post-Graduate	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-
Subtotal	<u>471</u>	<u>471</u>	<u>-</u>	<u>49</u>	<u>49</u>	<u>-</u>
Sp Ed - Elementary	3	3	-	-	-	-
Sp Ed - Middle School	2	2	-	-	-	-
Sp Ed - High School	2	2	-	-	-	-
Subtotal	<u>7</u>	<u>7</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
County Vocational - Regular	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-
Total	<u>478</u>	<u>478</u>	<u>-</u>	<u>49</u>	<u>49</u>	<u>-</u>
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

TRENTON BOARD OF EDUCATION

EXCESS SURPLUS CALCULATION

JUNE 30, 2019

SECTION 1

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

2018-19 Total General Fund Expenditures Reported on Exhibit C-1	\$ 308,532,252 (A)	
Increased by Applicable Operating Transfers		
Transfer from Capital Outlay to Capital Projects	\$ - (A1a)	
Transfer from Capital Reserve to Capital Projects	\$ - (A1a)	
Transfer from G/F to SRF for Preschool - Regular	\$ - (A1a)	
Transfer from G/F to SRF for Preschool - Inclusion	\$ - (A1a)	
Less: Expenditures Allocated to Restricted Federal Resources as Reported on Exhibit D-2	\$ 1,620,878 (A1b)	
2018-19 Adjusted General Fund and Other State Expenditures [(A)+(A1a)-(A1b)]		<u>\$ 306,911,374 (A2)</u>
Decreased by:		
On-Behalf TPAF Pension, Post-Retirement Contributions, Long-Term Disability Insurance and Social Security		<u>\$ 30,087,877 (A3)</u>
Assets Acquired Under Capital Leases:	\$ 20,000,000	
General Fund 10 Assets Acquired Under Capital Leases reported on Exhibit C-1a	\$ - (A4)	
Add: General Fund & State Resources Portion of Fund 15 Assets Acquired under Capital Leases:		
Assets Acquired Under Capital Leases in Fund 15 reported on Exhibit C-1a	\$ - (A5)	
Combined General Fund Contribution & State Resources Percent of Fund 15 Resources Reported on Exhibit D-2	98.50% (A6)	
General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases [(A5)*(A6)]	\$ - (A7)	
Total Assets Acquired Under Capital Leases [(A4)+(A7)]		<u>\$ 20,000,000 (A8)</u>
2018-19 General Fund Expenditures [(A2)-(A3)-(A8)]		<u>\$ 256,823,497 (A9)</u>
2% of Adjusted 2018-19 General Fund Expenditures [(A9) times .02]		<u>\$ 5,136,470 (A10)</u>
Enter Greater of (A10) or \$250,000		<u>\$ 5,136,470 (A11)</u>
Increased by: Allowable Adjustment*		<u>\$ 932,001 (K)</u>
Maximum Unassigned Fund Balance [(A11) + (K)]		<u>\$ 6,068,471 (M)</u>

**TRENTON BOARD OF EDUCATION**

**EXCESS SURPLUS CALCULATION**

**JUNE 30, 2019**

**SECTION 2**

Total General Fund - Fund Balances at June 30, 2019 (Per CAFR Budgetary Comparison Schedule C-1)	\$ 52,071,874 (C)
Decreased by:	
Year-end Encumbrances	\$ 20,996,184 (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$ - (C2)
Excess Surplus - Designated for Subsequent Year's Expenditures**	\$ 15,264,301 (C3)
Other Restricted/Reserved Fund Balances****	\$ 295,141 (C4)
Assigned - Designated for Subsequent Year's Expenditures	(C5)
Additional Assigned Fund Balance – Unreserved Designated for Subsequent Year's Expenditures July 1, 2019- August 1, 2019	\$ - (C6)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$ 15,516,248 (U)

**SECTION 3**

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	\$ 9,447,777 (E)
Reserved Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ 15,264,301 (C3)
Reserved Excess Surplus *** [(E)]	\$ 9,447,777 (E)
Total Excess Surplus [(C3)+(E)]	\$ 24,712,078 (D)

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

- (H) Federal Impact Aid. The passage of P.L.2015, c.46 amended N.J.S.A. 18A:7F-41 to permit a board of education to appropriate federal impact aid funds to establish or supplement a federal impact aid legal reserve in the general fund. Accordingly, effective for the year ending June 30, 2016 the Federal Impact Aid adjustment to expenditures is limited to the portion of Federal Impact Aid Section 8002 and Section 8003 received during the fiscal year and recognized as revenue on the General Fund Budgetary Comparison Schedule, but not transferred to the Federal Impact Aid Reserve – General (8002 or 8003) by board resolution during June 1 to June 30 of the fiscal year under audit. Amounts transferred to the reserve are captured on line (C4);
- (I) Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10);
- (J1) Extraordinary Aid;
- (J2) Additional Nonpublic School Transportation Aid;
- (J3) Recognized current year School Bus Advertising Revenue; and
- (J4) Family Crisis Transportation Aid.

**Detail of Allowable Adjustments**

Impact Aid	\$ - (H)
Sale & Lease-back	\$ - (I)
Extraordinary Aid	\$ 858,631 (J1)
Additional Nonpublic School Transportation Aid	\$ 73,370 (J2)
Current Year School Bus Advertising Revenue Recognized	\$ - (J3)
Family Crisis Transportation Aid	\$ - (J4)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	\$ 932,001 (K)

**TRENTON BOARD OF EDUCATION**

**EXCESS SURPLUS CALCULATION**

**JUNE 30, 2019**

\*\* This amount represents the June 30, 2018 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 90031.

\*\*\* Amount must agree to the June 30, 2019 CAFR and the sum of the two lines must agree to Audit Summary Worksheet Line 90030.

\*\*\*\* Amount for Other Restricted/Reserved Fund Balance must be detailed for each source and request for approval to use amounts other than state imposed legal restrictions in the excess surplus calculation must be submitted to the Assistant to the Commissioner - Field Services prior to September 30.

\*\*\*\*\* Increase in Assigned Fund Balance-Unreserved-Designated for Subsequent Year's expenditures July 1, 2018 to August 1, 2018 resulting from decrease in state aid after adoption of 2018-19 district budget. Refer to Commissioner's Broadcast and to page of the Audit Program.

**Detail of Other Restricted/Reserved Fund Balance**

**Statutory restrictions:**

Approved unspent separate proposal	\$ -
Sale/lease-back reserve	\$ -
Capital reserve (N-1)	\$ -
Maintenance reserve (N-2)	\$ 295,141
Tuition reserve (N-3)	\$ -
Emergency reserve (N-4)	\$ -
School Bus Advertising 50% Fuel Offset Reserve - current year (N-5)	\$ -
School Bus Advertising 50% Fuel Offset Reserve - prior year (N-6)	\$ -
Impact Aid General Fund Reserve (Sections 8002 and 8003) (N-7)	\$ -
Impact Aid Capital Fund Reserve (Sections 8007 and 8008) (N-8)	\$ -
<b>[Other Restricted/Reserved Fund Balance not noted above]****</b>	<b>\$ -</b>
<b>Total Other Restricted/Reserved Fund Balance</b>	<b>\$ 295,141 (C4)</b>

TRENTON BOARD OF EDUCATION  
COUNTY OF MERCER

RECOMMENDATIONS

June 30, 2019

I. **Administration Practices and Procedures**

There are none.

II. **Financial Planning, Accounting and Reporting**

There are none.

III. **School Purchasing Program**

There are none.

IV. **School Food Service**

There are none.

V. **Student Body Activities**

There are none.

VI. **Application for State School Aid**

There are none.

VII. **Pupil Transportation**

There are none.

VIII. **Facilities and Capital Assets**

There are none.

IX. **Miscellaneous**

We suggest that the District ensure that all employees are removed from health benefit enrollment at the point in time that the employee is no longer eligible for District paid health benefits.

2019-001

X. **Status of Prior Year Audit Findings/Recommendations**

Corrective action has been taken on prior year audit findings.