

**MIDLAND PARK BOARD OF EDUCATION
AUDITOR'S MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS -
FINANCIAL COMPLIANCE AND PERFORMANCE
JUNE 30, 2020**

**MIDLAND PARK BOARD OF EDUCATION
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- FINANCIAL, COMPLIANCE AND PERFORMANCE**

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Honorable President and
Members of the Board of Education
Midland Park Board of Education
Midland Park, New Jersey

We have audited in accordance with auditing standards generally accepted audit standards Government Auditing Standards issued by the Comptroller General of the United States, the basic financial statements of the Midland Park Board of Education in the County of Bergen as of and for the fiscal year ended June 30, 2020, and have issued our report thereon dated February 19, 2021.

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

This report is intended for the information and use of management, the Board of Education, others within the District and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

LERCH, VINCI & HIGGINS, LLP
Certified Public Accountants
Public School Accountants

Gary W. Higgins
Public School Accountant
PSA Number CS00814

Fair Lawn, New Jersey
February 19, 2021

**MIDLAND PARK BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

GENERAL COMMENTS

Scope of Audit

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

Administrative Practices and Procedures

Insurance

Fire insurance coverage was carried in the amounts as detailed on Exhibit J-20, Insurance Schedule contained in the district's Comprehensive Annual Financial Report (the "CAFR").

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Stacy Garvey	Board Secretary/School Business Administrator	\$230,000

There is an employee dishonesty coverage with Hartford Insurance covering all other employees with coverage of \$400,000 per loss.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The Board made a proper adjustment to the billings to sending districts for the adjustment in per pupil costs in accordance with N.J.A.C. 6A:23A-17.1(f) 3.

Financial Planning, Accounting and Reporting

Examination of Claims

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

**MIDLAND PARK BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

Financial Planning, Accounting and Reporting (Continued)

Payroll Account

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

Our review of payroll records indicated that all payrolls tested were approved by the Superintendent and were certified by the President of the Board and the Board Secretary/School Business Administrator.

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

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

The District filed the required certification (E-CERT1) of compliance with requirements for income tax compensation of certain administrators with the NJ Department of Treasury by the March 15 due date.

Employee Position Control Roster

The Board has implemented and maintains a personnel tracking and accounting (Position Control) system.

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.

Finding (CAFR Finding 2020-001) – Our audit revealed that certain capital contracts were not encumbered when awarded, and furthermore, were not encumbered by year-end.

Recommendation – Contracts be properly encumbered in internal accounting records when the contract is awarded.

Travel

The Board of Trustees has adopted a travel policy that complies with N.J.S.A. 18A:11-2.

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 a random sample, our sample also included new procedures required by the State Department of Education for specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23-8.3. As a result of the procedures performed, a transaction error rate of 0% was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

Board Secretary's Records

The financial records, books of account and minutes maintained by the Board Secretary were in excellent condition.

The Board Secretary's and Board Designee's monthly financial reports were presented monthly to the Board on a timely basis and were submitted to the Executive County Superintendent as prescribed by N.J.S.A. 18A: 17-9 and 18A: 17-36.

All cash receipts were promptly deposited.

The prescribed contractual order system was followed.

Bids received were summarized in the minutes (N.J.S.A. 18A:18:21).

**MIDLAND PARK BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

Financial Planning, Accounting and Reporting (Continued)

Bank Reconciliations

The cash reconciliations for the general operating account, adult education account and payroll account were performed by the Board's designee in accordance with N.J.S.A. 18A:17-9.

The monthly records pertaining to cash reconciliations were in agreement with the records of the Board Secretary.

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 financial section (Special Revenue Fund) of the CAFR. This section of the CAFR documents the financial position pertaining to projects under Titles I, II and IV of the Elementary and Secondary Education Act, as amended.

Our examination of the Federal 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 District's special projects were approved as listed on Exhibits K-3 and K-4 located in the single audit section of the CAFR.

Other Special Federal and/or State Projects

Our examination of the other 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.

IDEA Part B

Separate accounting records were maintained for each approved project. Grant application approvals and acceptance of grant funds were made by Board resolution.

T.P.A.F. Reimbursements

Our audit procedures included a test of the semi-monthly reimbursement forms 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 Reports 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.

Nonpublic State Aid

Project completion reports were finalized and transmitted to the State by the due date.

**MIDLAND PARK BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

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 (as amended) and 18A:18a-3(a) are \$40,000 (with a Qualified Purchasing Agent) and \$29,000 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is currently \$19,000. The Business Administrator has been designated the chief purchasing agent of the District and the Board of Education has adopted a resolution increasing the bid threshold to \$40,000.

The 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 Board Attorney's opinion should be sought before a commitment is made.

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or goods or service, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed.

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

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

School Food Service

COVID – 19 EMERGENCY

In accordance with the Governor's Declaration of Emergency pertaining to the COVID 19 Virus all Public, Charter, Non-Public schools were ordered to close effective as of March 18, 2020 for an undetermined period to limit the spread of the virus. As a result, School Food Authorities (SFA) were required to institute alternate procedures to provide meals to Free and Reduced Price eligible students during the period of school closures.

Therefore, SFAs were authorized to solicit and award emergency noncompetitive procurements and contracts with Food Service Management Companies in accordance with 2 CFR 200.320 and N.J.S.A. 18A:18A-7. The SFAs were also authorized to submit contract modifications to their existing Cost Reimbursable or Fixed Price contracts as necessary to ensure the feeding of Free and Reduced Price meal eligible students.

SFAs were notified of the requirement to maintain and report separate meal count records and financial records of all applicable costs incurred in providing meals to all free and reduced price meal eligible students during the emergency.

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

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

Cash receipts and bank records were reviewed for timely deposit.

The Board utilizes a food service management company (FSMC) and is depositing and expending program monies in accordance with N.J.S.A. 18A:17-34, and 19-1 through 19-4.1. Provisions of the FSMC contract/addendum were reviewed and audited. All vendor discounts rebates and credits from vendors and/or FSMC were hacked and credited to the Food Service account and reconciled to supporting documentation at least annually.

**MIDLAND PARK BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

School Food Service (Continued)

Expenditures were separately recorded as food, labor and other costs. Vendor invoices were reviewed and costs verified.

Inventory records on food supply items were currently maintained and properly applied in determining the cost of food and supplies used.

The cash disbursements records reflected expenditures for program related goods and services. The appropriate revenue and expenditure records were maintained in order to substantiate the non-profit status of the school food service.

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

Net cash resources did not exceed three months average expenditures.

Exhibits reflecting Child Nutrition Program operations are included on Exhibits B-4, B-5 and B-6 of the District's CAFR.

Student Body Activities

The Board has a policy which clearly established the regulation of student activity funds.

Cash receipts and disbursements records for the student activity accounts were maintained in good condition.

Application for State School Aid

Our audit procedures included a test of information reported in the October 15, 2019 Application for State School Aid (A.S.S.A.) 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 workpapers with immaterial exceptions noted. The results of our procedures revealed immaterial differences and 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 2019-20 District Report of Transported Resident Students (DRTRS). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report with no exceptions. The results of our procedures are presented in the Schedule of Audited enrollments.

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

**MIDLAND PARK BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

Facilities and Capital Assets

Our procedures included a review of the SDA grant agreement for consistency with recording SDA revenue, transfer of local funds from the capital reserve in the General Fund and awarding of contracts for eligible facilities construction projects.

The District maintained detail capital assets financial records.

Testing for Lead of all Drinking Water in Educational Facilities

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

Follow-Up on Prior Year Findings

In accordance with government auditing standards, our procedures included a review of all prior year recommendations.

**MIDLAND PARK BOARD OF EDUCATION
FOOD SERVICE FUND
SCHEDULE OF MEAL COUNT ACTIVITY
ENTERPRISE FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

NOT APPLICABLE

**FOOD SERVICE FUND
SCHEDULE OF NET CASH RESOURCES
ENTERPRISE FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

NET CASH RESOURCE SCHEDULE

**Net cash resources did not exceed three months of expenditures
Proprietary Funds - Food Service
FYE 2020**

<u>Net Cash Resources:</u>									
CAFR	*	Current Assets							
B-4		Cash & Cash Equiv.	\$	59,980					
B-4		Due from Other Gov'ts		1,778					
B-4		Accounts Receivable		2,559					
B-4		Investments							
CAFR		Current Liabilities							
B-4		Less Accounts Payable		(5,075)					
B-4		Less Accruals		(3,538)					
B-4		Less Due to Other Funds							
B-4		Less Deferred Revenue		(13,940)					
		Net Cash Resources	\$	41,764					(A)

Net Adj. Total Operating Expense:

B-5		Tot. Operating Exp.		314,026					
B-5		Less Depreciation		(9,730)					
		Adj. Tot. Oper. Exp.	\$	304,296					(B)

Average Monthly Operating Expense:

	B / 10		\$	30,430			(C)
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Three times monthly Average:

	3 X C		\$	91,289			(D)
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TOTAL IN BOX A			\$	41,764		
LESS TOTAL IN BOX D			\$	91,289		
NET			\$	(49,525)		
From above:						
A is greater than D, net cash resources exceeds 3 X average monthly operating expenses.						
D is greater than A, net cash resources does not exceed 3 X average monthly operating expenses.						

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

SOURCE - USDA resource management comprehensive review form

**MIDLAND PARK BOARD OF EDUCATION
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2019
SCHEDULE OF AUDITED ENROLLMENTS**

	2020-2021 Application for State School Aid						Sample for Verification						On Roll - Special Education			Private Schools for Disabled				
	Reported on A.S.S.A. On Roll		Reported on Workpapers On Roll		Errors		Sample Selected from Workpapers		Verified per Register On Roll		Errors per Registers On Roll		Sample for Verification	Sample Verified	Sample Errors	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								
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared								
Half Day Preschool 3 Years Old	6	-	6	-	-	-	6	-	6	-	-	-							-	
Half Day Preschool 4 Years Old	7	-	7	-	-	-	7	-	7	-	-	-							-	
Full Day Preschool 3 Years Old	-	-	-	-	-	-	-	-	-	-	-	-							-	
Full Day Preschool 4 Years Old	-	-	-	-	-	-	-	-	-	-	-	-							-	
Half Day Kindergarten	61	-	61	-	-	-	61	-	61	-	-	-							-	
Full Day Kindergarten	69	-	69	-	-	-	69	-	69	-	-	-							-	
Grade 1	61	-	61	-	-	-	61	-	61	-	-	-							-	
Grade 2	56	-	56	-	-	-	56	-	56	-	-	-							-	
Grade 3	57	-	57	-	-	-	57	-	57	-	-	-							-	
Grade 4	51	-	51	-	-	-	51	-	51	-	-	-							-	
Grade 5	62	-	62	-	-	-	62	-	62	-	-	-							-	
Grade 6	49	-	49	-	-	-	49	-	49	-	-	-							-	
Grade 7	46	-	46	-	-	-	46	-	46	-	-	-							-	
Grade 8	35	2	35	2	-	-	35	2	35	2	-	-							-	
Grade 9	57	2	57	2	-	-	57	2	57	2	-	-							-	
Grade 10	65	1	65	1	-	-	65	1	65	1	-	-							-	
Grade 11	61	-	61	-	-	-	61	-	61	-	-	-							-	
Grade 12					-	-					-	-							-	
Post- Graduate					-	-					-	-							-	
Adult High School (15+ Credits)					-	-					-	-							-	
Adult High School (1-14 Credits)					-	-					-	-							-	
Subtotal	743	5	743	5	-	-	743	5	743	5	-	-	-	-	-				-	
Sp Ed - Elementary	76	-	76	-	-	-	44	-	44	-	-	-					3	2	2	-
Sp Ed - Middle School	32	-	32	-	-	-	13	-	13	-	-	-					1	1	1	-
Sp Ed - High School	38	1	38	1	-	-	38	1	38	1	-	-	1	1	-		10	9	9	-
Subtotal	146	1	146	1	-	-	95	1	95	1	-	-	1	1	-		14	12	12	-
County Vocational - Regular					-	-					-	-								-
County Vocational - F.T. Post-Second					-	-					-	-								-
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-
Totals	889	6	889	6	-	-	838	6	838	6	-	-	1	1	-		14	12	12	-
Percentage Error					-	-					-	-								-

MIDLAND PARK BOARD OF EDUCATION
 APPLICATION FOR STATE SCHOOL AID
 ENROLLMENT AS OF OCTOBER 15, 2019
 SCHEDULE OF AUDITED ENROLLMENTS

	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	Sample Errors
Half Day Preschool 3 Years Old			-			-
Half Day Preschool 4 Years Old			-			-
Full Day Preschool 3 Years Old			-			-
Full Day Preschool 4 Years Old			-			-
Half Day Kindergarten			-			-
Full Day Kindergarten	4	4	-	3	3	-
Grade 1	1	1	-	1	1	-
Grade 2	2	2	-	2	2	-
Grade 3	2	2	-	1	1	-
Grade 4	2	2	-	2	2	-
Grade 5	2	2	-	2	2	-
Grade 6	3	3	-	3	3	-
Grade 7	2	2	-	2	2	-
Grade 8	2	2	-	1	1	-
Grade 9	5	5	-	4	4	-
Grade 10	2	2	-	2	2	-
Grade 11	5	5	-	4	4	-
Grade 12	6	5	1	4	4	-
Post- Graduate			-			-
Adult High School (15+ Credits)			-			-
Adult High School (1-14 Credits)			-			-
Subtotal	38	37	1	31	31	-
Sp Ed - Elementary	7	6	1	4	4	-
Sp Ed - Middle School	3	3	-	2	2	-
Sp Ed - High School	3	3	-	3	3	-
Subtotal	13	12	1	9	9	-
County Vocational - Regular			-			-
County Vocational - F.T. Post-Second			-			-
Subtotal	-	-	-	-	-	-
Totals	51	49	2	40	40	-
Percentage Error			<u>3.92%</u>			<u>0.00%</u>

	Resident LEP Low Income			Sample for Verification		
	Reported on ASSA as LEP low Income	Reported on Workpapers as LEP low Income	Errors	Sample Selected	Verified to Test Score and Register	Errors
Half Day Preschool 3 Years Old			-			-
Half Day Preschool 4 Years Old			-			-
Full Day Preschool 3 Years Old			-			-
Full Day Preschool 4 Years Old			-			-
Half Day Kindergarten			-			-
Full Day Kindergarten	2	2	-	2	2	-
Grade 1	1	1	-	1	1	-
Grade 2	1	1	-	1	1	-
Grade 3	-	-	-	-	-	-
Grade 4	1	1	-	1	1	-
Grade 5	1	1	-	1	1	-
Grade 6	-	-	-	-	-	-
Grade 7	-	-	-	-	-	-
Grade 8	-	-	-	-	-	-
Grade 9	-	-	-	-	-	-
Grade 10	1	1	-	1	1	-
Grade 11	-	-	-	-	-	-
Grade 12	-	-	-	-	-	-
Post- Graduate			-			-
Adult High School (15+ Credits)			-			-
Adult High School (1-14 Credits)			-			-
Subtotal	7	7	-	7	7	-
Sp Ed - Elementary	1	1	-	1	1	-
Sp Ed - Middle School	-	-	-	-	-	-
Sp Ed - High School	-	-	-	-	-	-
Subtotal	1	1	-	1	1	-
County Vocational - Regular			-			-
County Vocational - F.T. Post-Second			-			-
Subtotal	-	-	-	-	-	-
Totals	8	8	-	8	8	-
Percentage Error			<u>-</u>			<u>-</u>

	Transportation					
	Reported on DRTRS by DOE	Reported on DRTRS by District	Errors	Tested	Verified	Errors
Reg. - Public Schools	17	17	-	13	13	-
Transported - Non Public	-	-	-	-	-	-
AIL Non-Public	-	-	-	-	-	-
Regular - Special Ed	3	3	-	2	2	-
Special Needs	41	41	-	31	30	1
Totals	61	61	-	46	45	1
Percentage Error			<u>-</u>			<u>2.17%</u>

**MIDLAND PARK BOARD OF EDUCATION
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2019
SCHEDULE OF AUDITED ENROLLMENTS**

	Resident LEP Not Low Income			Sample for Verification		
	Reported on ASSA as NOT Low Income	Reported on Workpapers as NOT low Income	Errors	Sample Selected From Workpapers	Verified to Application	Errors
Half Day Preschool 3 Years Old			-			-
Full Day Preschool 3 Years Old			-			-
Half Day Preschool 4 Years Old			-			-
Full Day Preschool 4 Years Old			-			-
Half Day Kindergarten			-			-
Full Day Kindergarten	3	3	-	3	3	-
Grade 1	-	-	-	-	-	-
Grade 2	1	1	-	1	1	-
Grade 3	1	1	-	1	1	-
Grade 4	-	-	-	-	-	-
Grade 5	-	-	-	-	-	-
Grade 6	-	-	-	-	-	-
Grade 7	-	-	-	-	-	-
Grade 8	-	-	-	-	-	-
Grade 9	-	-	-	-	-	-
Grade 10	-	-	-	-	-	-
Grade 11	-	-	-	-	-	-
Grade 12	-	-	-	-	-	-
Post- Graduate			-			-
Adult High School (15+ Credits)			-			-
Adult High School (1-14 Credits)			-			-
Subtotal	5	5	-	5	5	-
Sp Ed - Elementary	-	-	-	-	-	-
Sp Ed - Middle School	-	-	-	-	-	-
Sp Ed - High School	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-
County Vocational - Regular						
County Vocational - F.T. Post-Second						
Subtotal						
Totals	5	5	-	5	5	-
Percentage Error			-			-

**MIDLAND PARK BOARD OF EDUCATION
CALCULATION OF EXCESS SURPLUS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

SECTION 1A - Two Percent (2%) - Calculation of Excess Surplus

2019-2020 Total General Fund Expenditures per the CAFR (Exhibit C-1)		\$ 26,281,963
Decreased by:		
On-Behalf TPAF Pension & Social Security	\$ 3,425,554	
Assets Acquired Under Capital Leases	<u>259,010</u>	
		<u>3,684,564</u>
Adjusted 2019-2020 General Fund Expenditures		<u>\$ 22,597,399</u>
2% of Adjusted 2019-2020 General Fund Expenditures		<u>\$ 451,948</u>
Enter Greater of 2% of Adjusted 2019-2020 General Fund Expenditures or \$250,000		\$ 451,948
Increased by: Allowable Adjustments		<u>342,943</u>
Maximum Unassigned Fund Balance		<u>\$ 794,891</u>

SECTION 2

Total General Fund - Fund Balance at June 30, 2020 (Per CAFR Budgetary Comparison Schedule/Statement)		\$ 3,119,872
Capital Reserve	934,975	
Capital Reserve - Designated for Subsequent Year's Budget (2020/21 Budget)	300,000	
Adult Education Program	37,569	
Adult Education Program - Designated for Subsequent Year's Budget	185,340	
Excess Surplus - Designated for Subsequent Year's Budget	300,000	
Committed Fund Balance		
Year-End Encumbrances	226,858	
Assigned Fund Balance		
Year-End Encumbrances	<u>65,239</u>	
		<u>2,049,981</u>
Total Unassigned Fund Balance		<u>\$ 1,069,891</u>

SECTION 3

Reserved Fund Balance - Excess Surplus		<u>\$ 275,000</u>
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Recapitulation of Excess Surplus as of June 30, 2020

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures		\$ 300,000
Reserved Excess Surplus		<u>275,000</u>
		<u>\$ 575,000</u>

Detail of Allowable Adjustments

Extraordinary Aid (Unbudgeted)		<u>\$ 342,943</u>
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MIDLAND PARK BOARD OF EDUCATION

RECOMMENDATIONS

I. Administrative Practices and Procedures

There are none.

II. Financial Planning, Accounting and Reporting

It is recommended that contracts be properly encumbered in internal accounting records when the contract is awarded.

III. School Purchasing Program

There are none.

IV. School Food Services

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. Status of Prior Year Findings/Recommendations

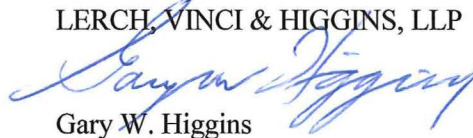
A review was performed on all prior years' recommendations and corrective action was taken on all.

ACKNOWLEDGEMENT

We received the complete cooperation of all the officials of the school district and we greatly appreciate the courtesies extended to us.

Respectfully submitted,

LERCH, VINCI & HIGGINS, LLP



Gary W. Higgins
Certified Public Accountant
Public School Accountant