

***TOWNSHIP OF WOODBRIDGE
SCHOOL DISTRICT
COUNTY OF MIDDLESEX, NEW JERSEY***

***AUDITOR'S MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS -
FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED
JUNE 30, 2020***

HODULIK & MORRISON, P.A.

A division of



TOWNSHIP OF WOODBRIDGE SCHOOL DISTRICT
MIDDLESEX COUNTY, NEW JERSEY

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

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HODULIK & MORRISON, P.A.



Independent Auditors' Report

Honorable President and Members
of the Board of Education
Township of Woodbridge School District
County of Middlesex
Woodbridge, New Jersey

We have audited, in accordance with generally accepted auditing standards and *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Township of Woodbridge School District in the County of Middlesex as of and for the year ended June 30, 2020, and have issued our report thereon dated February 5, 2021.

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

This report is intended for the information of the Township of Woodbridge School District's management and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

HODULIK & MORRISON, P.A.
A division of PKF O'Connor Davies
Certified Public Accountants
Registered Municipal Accountants
Public School Accountants

Andrew G. Hodulik
Public School Accountant
PSA # 841

Cranford, New Jersey
February 5, 2021

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**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

Scope of Audit

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

Administrative Practices and Procedures

Insurance

Insurance coverage was carried in the amounts as detailed on Exhibit J-20, Insurance Schedule contained in the school district CAFR.

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

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Brian Wolferman	Business Administrator/Board Secretary	\$813,288
Richard Lorentzen	Treasurer of School Monies	\$813,288

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

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs were more (less) than estimated costs. The Board made a proper adjustment to the billings to sending Districts for the increase (decrease) 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 did not indicate any discrepancies with respect to signatures, certification or supporting documentation.

Payroll Account 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.

All payrolls 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 premium amounts withheld due to the general fund.

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

**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

An inquiry and subsequent review of the Position Control Roster did not identify any inconsistencies between the payroll records, employee benefit records, the general ledger accounts to where wages are posted, and the Position Control Roster.

Reserve for Encumbrances and Accounts Payable

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

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with *N.J.A.C. 6A: 23-16.2(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 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% overall was noted and not additional procedures were deemed necessary to test the propriety of expenditure classification.

Board Secretary's Records

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

Treasurer's Records

No exceptions were noted during our review of the financial and accounting records maintained by the Treasurer.

Pupil Transportation

Our procedures included a test of on-roll status reported in the 2019-20 District Report of Transported Resident Students (DRTRS). The information included on the DRTRS was verified to the DRTRS Eligibility Summary Report with the following exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a review on a test check basis of transportation related contracts and purchases. Based on our review, the District complied with proper bidding procedures and award of contracts relating to transportation.

**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

Finding 2020-001

Finding:

During our review of the District's DRTRS, the following was identified:

- During our verification of the amounts reported on the DRTRS we compared the amount of students reported with District attendance records and IEPs (when required), and tuition contract and bills (when required), on a test-basis, the following was noted:
 - 1 Special Ed Special Needs student that were reported on the DRTRS were not included in the District attendance records.
 - The District was unable to provide a B-6T for 3 Non-Public students.

Recommendation:

We suggest that the District strengthen procedures to ensure that all students reported on the DRTRS can be traced to the school class registers and that all required forms are retained for Non-Public students.

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 School Improvement Act as amended and reauthorized.

The study of compliance for E.S.E.A. indicated no area of noncompliance or questionable costs.

Other Special Federal and/or State Projects

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

Our audit of the federal and state funds on a 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 instances of noncompliance.

**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

T.P.A.F. Reimbursement

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

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

The amount of the expenditure charged to the current year's final reports for all applicable 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 expenditures were reviewed subsequent to the reimbursement and no exceptions were noted.

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

The bid thresholds in accordance with *N.J.S.A. 18A:18A-2* and *N.J.S.A. 18A:18A-3(a)* are \$40,000 (with a Qualified Purchasing Agent) and \$29,000 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under *N.J.S.A. 18A:39-3* is \$19,000 for 2019-20.

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

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

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

**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

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

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

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

We also inquired of management about the emergency COVID-19 procedures/practices that the SFA instituted to provide meals to eligible students, maintenance of all applicable production records; meal counts; noncompetitive procurements; modification of existing contracts and applicable financial records to document the specific costs applicable to the emergency operations.

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

**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

Student Body Activities

The recordkeeping of the various student activities funds was reviewed for the 2019-20 school year.

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 exceptions on a percentage basis noted. The information that was included on the work papers was verified as presented in the Schedule of Audited Enrollments, with the exceptions listed below. The District maintained work papers on the prescribed state forms or their equivalent. The District has adequate written procedures for the recording of student enrollment data. The results of our procedures are presented in the Schedule of Audited Enrollments.

Finding 2020-002

Finding:

During our review of the District's A.S.S.A., the following was identified:

- During our verification of the amounts reported on the ASSA with District internal workpapers, the following was noted:
 - The total number of students reported on the ASSA as shared-time on-roll was under-reported by 1 special ed. student.
 - The total number of non-low income students reported on the ASSA as receiving bilingual services was over-reported by 1 student.
- During our verification of the amounts reported on the ASSA we compared the amount of students reported with District attendance records and IEPs (when required), on a test-basis, the following was noted:
 - 1 regular students were included in the District attendance but not reported on the ASSA as on-roll.

Recommendation:

We suggest that the District strengthen its internal controls to ensure that the students listed on the ASSA report are properly supported.

**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

Facilities and Capital Assets

Our procedures included a review of New Jersey Schools Development Authority (“NJSDA”) grant agreements for consistency with recording the NJSDA revenue, transfer of local funds from the General Fund or from the capital reserve, and awarding of contracts for eligible facilities construction. No exceptions were identified.

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

Management Suggestions

During our testing of the school purchasing process, we noted two instances where the funds were not encumbered prior to invoice of goods or services. We suggest that the District continue to ensure that all purchase orders are certified as to the availability of funds before the purchases are made.

During our testing of the student activity funds, we noted one instance where the receipt was not deposited within a reasonable time. We suggest that the District continue to monitor the student activity funds to ensure that all deposits are made in a timely manner.

During our testing of the revenue/cash receipts process, we noted three instances where the receipts were not deposited within a reasonable time. We suggest that the District continue to ensure that all deposits are made in a timely manner.

**Township of Woodbridge School District
Administrative Findings – Financial,
Compliance and Performance**

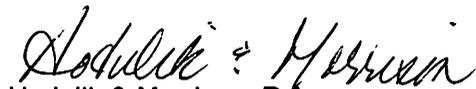
Follow-up on Prior Year's Findings

In accordance with Government Auditing Standards, our procedures included a review of all prior year recommendations. The findings related to the District's Application for State School Aid and DRTRS are repeated in this year's recommendations.

Acknowledgment

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

Respectfully submitted,



Hodulik & Morrison, P.A.
A division of PKF O'Connor Davies
Certified Public Accountants
Public School Accountants



Andrew G. Hodulik
Certified Public Accountant
Public School Accountant #841

SCHEDULE OF AUDITED ENROLLMENTS

**WOODBRIIDGE TOWNSHIP SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2019**

	2020-2021 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				Reported on A.S.S.A. Private Schools	Sample for Verifi- cation	Sample Verified	Sample Errors	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared					
Half Day Preschool	41.0		41.0		-	-			40.0		40.0			-	-				
Full Day Preschool	1.0		1.0		-	-			1.0		1.0			-	-				
Half Day Kindergarten					-	-								-	-				
Full Day Kindergarten	973.0		973.0		-	-			34.0		34.0			-	-				
One	991.0		991.0		-	-			25.0		26.0			(1.0)	-				
Two	957.0		957.0		-	-			37.0		37.0			-	-				
Three	910.0		910.0		-	-			34.0		34.0			-	-				
Four	881.0		881.0		-	-			37.0		37.0			-	-				
Five	960.0		960.0		-	-			37.0		37.0			-	-				
Six	969.0		969.0		-	-			172.0		172.0			-	-				
Seven	968.0		968.0		-	-			187.0		187.0			-	-				
Eight	931.0		931.0		-	-			190.0		190.0			-	-				
Nine	884.0		884.0		-	-			272.0		272.0			-	-				
Ten	965.0		965.0		-	-			297.0		296.0			1.0	-				
Eleven	938.0		938.0		-	-			306.0		306.0			-	-				
Twelve	865.0		865.0		-	-			273.0		273.0			-	-				
Subtotals	12,234.0	-	12,234.0	-	-	-	-	1,942.0	-	1,942.0	-	-	-	-	-	-	-	-	
Special Ed - Elementary	712.0		712.0		-	-			58.0		58.0			-	-	36.0	25.0	25.0	-
Special Ed - Middle School	356.0	3.0	356.0	3.0	-	-			47.0		48.0			(1.0)	-	13.0	9.0	9.0	-
Special Ed - High School	433.0	6.0	433.0	7.0	-	(1.0)			32.0		32.0			-	-	57.0	38.0	38.0	-
Subtotals	1,501.0	9.0	1,501.0	10.0	-	(1.0)	-	137.0	-	138.0	-	(1.0)	-	106.0	72.0	72.0	72.0	-	
Totals	13,735.0	9.0	13,735.0	10.0	-	(1.0)	-	2,079.0	-	2,080.0	-	(1.0)	-	106.0	72.0	72.0	72.0	-	
Percentage Error					<u>0.00%</u>	<u>-0.01%</u>								<u>-0.05%</u>	<u>0.00%</u>				<u>0.00%</u>

SCHEDULE OF AUDITED ENROLLMENTS

**WOODBRIIDGE TOWNSHIP SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2019**

	<u>Resident Low Income</u>			<u>Sample for Verification</u>			<u>Resident LEP Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on A.S.S.A. As Low Income</u>	<u>Reported on Workpapers As Low Income</u>	<u>Errors</u>	<u>Sample Selected From Workpapers</u>	<u>Verified to Application And Register</u>	<u>Sample Errors</u>	<u>Reported on A.S.S.A. As Bilingual Education</u>	<u>Reported on Workpapers As Bilingual Education</u>	<u>Sample Errors</u>	<u>Sample Selected from Work papers</u>	<u>Verified to Test Score and Register</u>	<u>Sample Errors</u>
Pre K	4.0	4.0	-	-	-	-	-	-	-	-	-	-
Kindergarten	288.0	288.0	-	18.0	18.0	-	28.0	28.0	-	10.0	10.0	-
One	353.0	353.0	-	22.0	22.0	-	45.0	45.0	-	15.0	15.0	-
Two	296.0	296.0	-	18.0	18.0	-	35.0	35.0	-	12.0	12.0	-
Three	290.0	290.0	-	18.0	18.0	-	33.0	33.0	-	11.0	11.0	-
Four	297.0	297.0	-	18.0	18.0	-	22.0	22.0	-	7.0	7.0	-
Five	333.0	333.0	-	21.0	21.0	-	11.0	11.0	-	4.0	4.0	-
Six	354.0	354.0	-	22.0	22.0	-	15.0	15.0	-	5.0	5.0	-
Seven	363.0	363.0	-	22.0	22.0	-	15.0	15.0	-	5.0	5.0	-
Eight	334.0	334.0	-	21.0	21.0	-	15.0	15.0	-	5.0	5.0	-
Nine	372.0	372.0	-	23.0	23.0	-	27.0	27.0	-	9.0	9.0	-
Ten	365.0	365.0	-	23.0	23.0	-	17.0	17.0	-	6.0	6.0	-
Eleven	347.0	347.0	-	21.0	21.0	-	13.0	13.0	-	4.0	4.0	-
Twelve	340.0	340.0	-	21.0	21.0	-	13.0	13.0	-	4.0	4.0	-
Subtotals	4,336.0	4,336.0	-	268.0	268.0	-	289.0	289.0	-	97.0	97.0	-
Sp Ed - Elementary	286.0	286.0	-	18.0	18.0	-	12.0	12.0	-	4.0	4.0	-
Sp Ed - Middle School	210.5	210.5	-	13.0	13.0	-	2.0	2.0	-	1.0	1.0	-
Sp Ed - High School	210.0	210.0	-	13.0	13.0	-	3.0	3.0	-	1.0	1.0	-
Subtotals	706.5	706.5	-	44.0	44.0	-	17.0	17.0	-	6.0	6.0	-
Totals	5,042.5	5,042.5	-	312.0	312.0	-	306.0	306.0	-	103.0	103.0	-
Percentage Error			0.00%			0.00%			0.00%			0.00%

	<u>Transportation</u>					
	<u>Reported on DRTRS by DOE</u>	<u>Reported on DRTRS by District</u>	<u>Errors</u>	<u>Tested</u>	<u>Verified</u>	<u>Errors</u>
Reg. - Public Schools	3,022.0	3,022.0	-	200.0	200.0	-
Reg. - Sp. Ed.	6.0	6.0	-	1.0	1.0	-
Transported - Non-Public	387.0	387.0	-	26.0	23.0	3.0
Sp. Ed. - Special Needs	943.0	943.0	-	62.0	61.0	1.0
AIL	203.0	203.0	-	14.0	14.0	-
Totals	4,561.0	4,561.0	-	303.0	299.0	4.0
Percentage Error					1.34%	

	<u>Reported</u>	<u>Recalculated</u>
Reg Avg.(Mileage) = Regular Including Grade PK students (Part A)	4.0	4.0
Reg Avg.(Mileage) = Regular Excluding Grade PK students (Part B)	4.0	4.0
Spec Avg. = Special Ed with Special Needs	4.6	4.6

SCHEDULE OF AUDITED ENROLLMENTS

WOODBRIAGE TOWNSHIP SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2019

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on A.S.S.A. As Bilingual Education</u>	<u>Reported on Workpapers As Bilingual Education</u>	<u>Sample Errors</u>	<u>Sample Selected from Work papers</u>	<u>Verified to Application and Register</u>	<u>Sample Errors</u>
Pre K	-	-	-	-	-	-
Kindergarten	88.0	88.0	-	30.0	30.0	-
One	71.0	71.0	-	24.0	24.0	-
Two	63.0	63.0	-	21.0	21.0	-
Three	47.0	46.0	1.0	16.0	16.0	-
Four	28.0	28.0	-	9.0	9.0	-
Five	17.0	17.0	-	6.0	6.0	-
Six	10.0	10.0	-	3.0	3.0	-
Seven	12.0	12.0	-	4.0	4.0	-
Eight	14.0	14.0	-	5.0	5.0	-
Nine	14.0	14.0	-	5.0	5.0	-
Ten	6.0	6.0	-	2.0	2.0	-
Eleven	4.0	4.0	-	1.0	1.0	-
Twelve	4.0	4.0	-	1.0	1.0	-
Subtotals	<u>378.0</u>	<u>377.0</u>	<u>1.0</u>	<u>127.0</u>	<u>127.0</u>	<u>-</u>
Sp Ed - Elementary	1.0	1.0	-	1.0	1.0	-
Sp Ed - Middle School	-	-	-	-	-	-
Sp Ed - High School	3.0	3.0	-	1.0	1.0	-
Subtotals	<u>4.0</u>	<u>4.0</u>	<u>-</u>	<u>2.0</u>	<u>2.0</u>	<u>-</u>
Totals	<u><u>382.0</u></u>	<u><u>381.0</u></u>	<u><u>1.0</u></u>	<u><u>129.0</u></u>	<u><u>129.0</u></u>	<u><u>-</u></u>
Percentage Error			<u><u>0.26%</u></u>			<u><u>0.00%</u></u>

**WOODBRIIDGE TOWNSHIP SCHOOL DISTRICT
COUNTY OF MIDDLESEX, NEW JERSEY**

EXCESS SURPLUS CALCULATION

YEAR ENDED JUNE 30, 2020

SECTION 1 - REGULAR DISTRICT

A. 2% Calculation of Excess Surplus

2019-20 Total General Fund Expenditures per the CAFR, Ex. C-1	\$ 260,849,214.73	(B)
Increased by:		
Transfer from Capital Outlay to Capital Projects Fund	\$ -	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$ 808,097.80	(B1b)
Transfer from General Fund to SRF for PreK-Regular	\$ -	(B1c)
Transfer from General Fund to SRF for PreK-Inclusion	\$ -	(B1d)
Decreased by:		
On-Behalf TPAF Pension & Social Security	\$ 38,840,823.74	(B2a)
Assets Acquired Under Capital Leases	\$ -	(B2b)
Adjusted 2019-20 General Fund Expenditures [(B) + (B1s) - (B2s)]	<u>\$ 222,816,488.79</u>	(B3)
2% of Adjusted 2019-20 General Fund Expenditures [(B3) times .02]	<u>\$ 4,456,329.78</u>	(B4)
Enter Greater of (B4) or \$250,000	<u>\$ 4,456,329.78</u>	(B5)
Increased by: Allowable Adjustment*	<u>\$ 2,928,574.00</u>	(K)
Maximum Unreserved/Undesignated Fund Balance [(B5) + (K)]	<u>\$ 7,384,903.78</u>	(M)

SECTION 2

Total General Fund - Fund Balances at 6-30-2020 (Per CAFR Budgetary Comparison Schedule C-1)	\$ 51,050,697.91	(C)
Decreased by:		
Year-end Encumbrances	\$ -	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures		(C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures**	\$ 20,179,793.86	(C3)
Other Restricted Fund Balances****	<u>\$ 5,191,902.20</u>	(C4)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	<u>\$ 1,964,928.14</u>	(C5)
Additional Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures - July 1, 2020 - August 1, 2020	\$ -	(C6) *****
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)-(C6)]	<u>\$ 23,714,073.71</u>	(U1)

**WOODBRIIDGE TOWNSHIP SCHOOL DISTRICT
COUNTY OF MIDDLESEX, NEW JERSEY**

EXCESS SURPLUS CALCULATION

YEAR ENDED JUNE 30, 2020

SECTION 3

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	<u>\$ 16,329,169.93</u> (E)
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Recapitulation of Excess Surplus as of June 30, 2020

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures **	<u>\$ 20,179,793.86</u> (C3)
Reserved Excess Surplus *** [(E)]	<u>\$ 16,329,169.93</u> (E)
 Total Excess Surplus [(C3)+(E)]	 <u>\$ 36,508,963.79</u> (D)

Footnotes:

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

(H) Federal Impact Aid. The passage of P.L.2015, c.46 amended N.J.S.A. 18A:7F-41 to permit a board of education to appropriate federal impact aid funds to establish or supplement a federal impact aid legal reserve in the general fund. Accordingly, effective for the year ending June 30, 2017 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	<u>\$ -</u> (H)
Sales & Lease-back	<u>\$ -</u> (I)
Extraordinary Aid	<u>\$ 2,862,656.00</u> (J1)
Additional Nonpublic School Transportation Aid	<u>\$ 65,918.00</u> (J2)
Current Year School Bus Advertising Revenue Recognized	<u>\$ -</u> (J3)
Family Crisis Transportation Aid	<u>\$ -</u> (J4)
 Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	 <u>\$ 2,928,574.00</u> (K)

**WOODBRIAGE TOWNSHIP SCHOOL DISTRICT
COUNTY OF MIDDLESEX, NEW JERSEY**

EXCESS SURPLUS CALCULATION

YEAR ENDED JUNE 30, 2020

- ** This amount represents the June 30, 2020 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.
- *** Amount must agree to the June 30, 2020 CAFR and the sum of the two lines must agree to Audit Summary Line 90030.
- **** Amount for Other Reserved Fund Balances must be detailed for each source. Use in the excess surplus calculation of any legal reserve that is not state mandated or that is not legally imposed by any other type of government, such as the judicial branch of government, must have Departmental approval. District requests should be submitted to the Office of School Finance prior to September 30.

Detail of Other Restricted Fund Balance

Statutory restrictions:

Approved unspent separate proposal	\$ -
Sale/lease-back reserve	\$ -
Capital reserve	\$ 3,191,902.20
Maintenance reserve	\$ 2,000,000.00
Emergency reserve	\$ -
Waiver offset reserve - Designated for subsequent year	\$ -
Tuition reserve	\$ -
School Bus Advertising 50% Fuel Offset Reserve - current year	\$ -
School Bus Advertising 50% Fuel Offset Reserve - prior year	\$ -
Impact Aid General Fund Reserve	\$ -
Impact Aid Capital Fund Reserve	\$ -
Other state/government mandated reserve	\$ -
[Other Restricted Fund Balance not noted above]****	\$ -
 Total Other Restricted Fund Balance	 <u>\$ 5,191,902.20 (C4)</u>

**WOODBIDGE TOWNSHIP SCHOOL DISTRICT
AUDIT RECOMMENDATIONS SUMMARY**

June 30, 2020

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

2020-002 - We suggest that the District strengthen its internal controls to ensure that the students listed on the ASSA report are properly supported.

VII. Pupil Transportation

2020-001 - We suggest that the District strengthen procedures to ensure that all students reported on the DRTRS can be traced to the school class registers and that all required forms are retained for Non-Public students.

VIII. Facilities and Capital Assets

There are none.

IX. Miscellaneous

There are none.

X. Status of Prior Year Audit Findings/Recommendations

There are none.