

**BOGOTA BOARD OF EDUCATION  
AUDITOR'S MANAGEMENT REPORT ON  
ADMINISTRATIVE FINDINGS -  
FINANCIAL, COMPLIANCE AND PERFORMANCE  
JUNE 30, 2021**

**BOGOTA BOARD OF EDUCATION  
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- FINANCIAL, COMPLIANCE AND PERFORMANCE**

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## INDEPENDENT AUDITOR'S MANAGEMENT REPORT

Honorable President and Members  
of the Board of Trustees  
Bogota Board of Education  
One Henry C. Luthin Place  
Bogota, New Jersey 07603

We have audited in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards issued by the Comptroller General of the United States, the basic financial statements of the Bogota Board of Education as of and for the fiscal year ended June 30, 2021, and have issued our report thereon dated February 3, 2022.

As part of our audit, we performed procedures required by the Office of School Finance, 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 solely for the information and use of management, the Board of Trustees, others within the District and the New Jersey State Department of Education. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

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

Gary J. Vinci  
Public School Accountant  
PSA Number CS00829

Fair Lawn, New Jersey  
February 3, 2022

**BOGOTA BOARD OF EDUCATION  
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**Scope of Audit**

The audit covered the financial transactions of the Board Secretary/School Business Administrator and Treasurer, 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 reported on Exhibit J-20 as contained in the District's Comprehensive Annual Financial report (the "CAFR").

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Irfan Evcil	Board Secretary/School Business Administrator	\$430,000
Christopher Lessard	Treasurer	430,000

There is a Public Employee Dishonesty with Faithful Performance Bond with New Jersey School Boards Association Insurance Group covering all other employees with a limit of \$250,000.

**Financial Planning, Accounting and Reporting**

Examination of Claims

An examination of claims paid during the period under review did not reveal any material discrepancies with respect to signatures, certification, proper itemization and supporting documentation.

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 payroll taxes were deposited in the Payroll Agency Account.

All payrolls tested were approved by the Board President and the Board Secretary/Business Administrator.

Salary withholdings were promptly remitted to the proper agencies, including employee health benefits contribution withholdings due to the General Fund. The School Business Administrator completed and filed the required Certification of Compliance with Federal and State Law respecting the reporting of compensation for certain employees.

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

**BOGOTA BOARD OF EDUCATION  
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**Financial Planning, Accounting and Reporting (Continued)**

Reserve for Encumbrances and Accounts Payable

A review of outstanding issued purchase orders was made as of June 30, for goods not yet received or services not yet rendered and it was determined that no blanket purchase orders were included in the balance of the year end encumbrances. Also, a sample of the unpaid purchase orders included in the balance of accounts payable were reviewed for propriety and to determine that goods were received and services were rendered, as of June 30.

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with N.J.A.C. 6A:23-2.2(g) 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:23A-8.2.

As a result of the procedures performed, no additional procedures were deemed necessary to test the propriety of expenditure classification.

Board Secretary's Records

The financial records and books of accounts were maintained by the School Business Administrator/Board Secretary.

The Board Secretary's and Treasurer's 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.

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

The Treasurer did perform cash reconciliations for all the accounts as required (N.J.S.A. 18A:17-36).

All cash receipts were promptly deposited.

Unemployment Compensation Insurance

The Board has adopted the direct reimbursement method for its unemployment claims. The financial transactions of this activity are reported in the General Fund.

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

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

Our examination of the E.S.E.A./ESSA 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.

**BOGOTA BOARD OF EDUCATION  
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**Financial Planning, Accounting and Reporting (Continued)**

Other Special Federal and/or State Projects

The district's Special Projects were approved as listed on Exhibit K-3 and 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.

Teachers Pension and Annuity Fund

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 without exception.

The amount of the expenditure charged to the current year's Final Report 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 Grant Management. The expenditure was 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 18A:18A-3(A) are \$44,000 (with a Qualified Purchasing Agent) and \$32,000 (without a Qualified Purchasing Agent), respectively. The School Business Administrator is a qualified purchasing agent, thus the bid threshold utilized is \$44,000. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is currently \$19,600.

The board of education has the responsibility of determining whether the expenditures in any category will exceed the statutory thresholds within the fiscal 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 the furnishing or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed.

The results of our examination did not indicate any individual payments, contracts, or agreements which were made "for the performance of any work or the furnishing or hiring of any materials or supplies," in excess of statutory thresholds where there had been no advertising for bids in accordance with the provisions of N.J.S.A. 18A:18A-4, as amended.

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

**BOGOTA BOARD OF EDUCATION  
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**School Purchasing Programs (Continued)**

**Contracts and Agreements Requiring Advertisement for Bids (Continued)**

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. Our examination did reveal, however, that purchases were made through the use of State contracts and cooperative purchasing agreements.

**School Food Service**

**Public Health Emergency**

In accordance with the Governor's Declaration of Emergency pertaining to the public health emergency 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 eligible students during the period of school closures. During 2020-2021 the public health emergency was still applicable. As a result, School Food Authorities(SFA) were required to provide meals in accordance with the regulations governing the National School Nutrition Seamless Summer Option (SSO) or the Summer Food Service Program (SFSP) option.

Therefore, SFA's 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 SFA's were also authorized to submit contract modifications to their existing Cost Reimbursable or Fixed Price contracts as necessary to ensure the feeding of all children throughout the age of 18, as well as persons over 18 with disabilities as defined in the regulations.

SFA's 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 expenses exceeded \$100,000 in federal and/or State support. Accordingly, we inquired of school management, as to whether the District had any Child Nutrition Program reimbursement overclaims or underclaims.

We also inquired of school management, as to whether the SFA's expenses of school food service revenues were limited to allowable direct and indirect costs.

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

We also inquired of management about the public health emergency 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 cost applicable to the emergency operations. We also inquired if the FSMC received a loan in accordance with the Payroll Protection Plan and whether the funds were used to pay for costs applicable to the Food Service Programs. We also inquired in the PPP loan was subsequently forgiven and the FSMC refunded or credited the applicable amounts to the SFA.

The financial transactions and statistical records of the School Food Service Fund were reviewed. 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.

**BOGOTA BOARD OF EDUCATION  
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**School Food Service (Continued)**

The District 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 Cost Reimbursable contract was reviewed and audited. The FSMC contract includes an operating results provision which guarantees that the food service program will return a profit of at least \$10,000. The operating results provision was met. All vendor discounts, rebates, and credits from vendors and/or the FSMC were tracked and credited to the Food Service Account and reconciled to supporting documentation at least annually.

Expenses were recorded as food, labor and other costs. Vendor invoices were reviewed, and costs verified. Inventory records on food and supply items were currently maintained and properly applied in determining the cost of food and supplies used.

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

Net cash resources did not exceed three months average expenditures.

Exhibits reporting the Child Nutrition Program operations are included on Exhibits B-4, B-5 and B-6 in the CAFR.

**Student Activity Fund/School Athletics**

The District has a policy which clearly established the regulation of student activity funds. Cash receipts and disbursements records were maintained in good condition.

**Application for State School Aid**

Our audit procedures included a test of information reported in the October 15, 2020 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the disabled, low-income, related services 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 exception. The information that was included on the workpapers was verified with exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

**Finding 2021-01**— Our audit of the Application for State School Aid noted that the District’s workpapers for Special Education and Resident Low Income were not in agreement with the number of students reported on the ASSA. In addition, we verified fewer students than reported on the ASSA for On-Roll, Resident Low Income and Resident LEP.

**Recommendation** – The District review its internal procedures regarding the preparation of the ASSA to ensure that the workpapers agree with the amounts reported and students on-roll.

The District maintained workpapers on the prescribed State forms or their equivalent.

The District’s written procedures appear to be adequate for the recording of student enrollment data.

**Pupil Transportation**

Our audit procedures were to include a test of on-roll status reported in the 2020-2021 District Report of Transported Resident Students (DRTRS). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report with minor exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

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 contracts. No exceptions were noted in our review of transportation-related purchases of goods and services.



**BOGOTA BOARD OF EDUCATION  
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**Facilities and Capital Assets**

Our procedures included a review of the SDA grant agreement for consistency with recording SDA grant revenue, transfer of local funds from the General Fund or from the Capital Reserve Account, and awarding of contracts for eligible facilities construction

**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 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. Corrective action had been taken on all prior year findings.

**Acknowledgment**

We received the complete cooperation of all the officials of the school district and greatly appreciate the courtesies extended to the members of the audit team.

**BOGOTA BOARD OF EDUCATION  
FOOD SERVICE ENTERPRISE FUND  
SCHEDULE OF MEAL COUNT ACTIVITY  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**NOT APPLICABLE**

**FOOD SERVICE ENTERPRISE FUND  
CALCULATION OF NET CASH RESOURCES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

**NOT APPLICABLE**

**BOGOTA BOARD OF EDUCATION**  
**APPLICATION FOR STATE SCHOOL AID SUMMARY**  
**SCHEDULE OF AUDITED ENROLLMENTS**  
**ENROLLMENT AS OF OCTOBER 15, 2020**

	2021-2022 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 Veri- fication	Sample Verified	Sample Errors		
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared						
Full Day Preschool-3yr.	9	-	9	-	-	-	9	-	9	-	-	-	-	-	-	-	-	
Full Day Preschool-4yr.	15	-	15	-	-	-	15	-	15	-	-	-	-	-	-	-	-	
Full Day Kindergarten	54	-	54	-	-	-	24	-	22	-	2	-	-	-	-	-	-	
One	79	-	79	-	-	-	41	-	41	-	-	-	-	-	-	-	-	
Two	62	-	62	-	-	-	27	-	27	-	-	-	-	-	-	-	-	
Three	60	-	60	-	-	-	30	-	30	-	-	-	-	-	-	-	-	
Four	75	-	75	-	-	-	40	-	40	-	-	-	-	-	-	-	-	
Five	92	-	92	-	-	-	44	-	45	-	(1)	-	-	-	-	-	-	
Six	86	-	86	-	-	-	47	-	47	-	-	-	-	-	-	-	-	
Seven	70	-	70	-	-	-	70	-	70	-	-	-	-	-	-	-	-	
Eight	65	-	65	-	-	-	65	-	65	-	-	-	-	-	-	-	-	
Nine	70	-	70	-	-	-	70	-	70	-	-	-	-	-	-	-	-	
Ten	68	-	68	-	-	-	68	-	68	-	-	-	-	-	-	-	-	
Eleven	90	-	90	-	-	-	90	-	90	-	-	-	-	-	-	-	-	
Twelve	83	-	83	-	-	-	83	-	83	-	-	-	-	-	-	-	-	
Subtotal	978	-	978	-	-	-	723	-	722	-	1	-	-	-	-	-	-	
Special Ed - Elementary	92	-	92	-	-	-	34	-	31	-	3	-	1	1	1	-	-	
Special Ed - Middle School	43	-	43	-	-	-	7	-	7	-	-	-	3	3	3	-	-	
Special Ed - High School	57	-	57	-	-	-	57	-	46	-	11	-	6	6	6	-	-	
Subtotal	192	-	192	-	-	-	98	-	84	-	14	-	10	10	10	-	-	
Co. Voc. - Regular																		
Co. Voc. Ft. Post Sec.																		
Totals	1,170	-	1,170	-	-	-	821	-	806	-	15	-	10	10	10	-	-	
Percentage Error					0.00%	0.00%					1.83%	0.00%					0.00%	

**BOGOTA BOARD OF EDUCATION  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
SCHEDULE OF AUDITED ENROLLMENTS  
ENROLLMENT AS OF OCTOBER 15, 2020**

	<u>Resident Low Income</u>			<u>Sample for Verification</u>			<u>Resident LEP Low Income</u>			<u>Sample for Verification</u>		
	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 Test Score and Register	Sample Errors
	Half Day Preschool											
Full Day Preschool												
Half Day Kindergarten												
Full Day Kindergarten	18	18	-	2	2	-	2	2	-	2	2	-
One	30	30	-	4	4	-	7	7	-	5	5	-
Two	30	30	-	4	4	-	4	4	-	3	3	-
Three	28	28	-	3	3	-	6	6	-	5	5	-
Four	36	36	-	5	4	1	7	7	-	6	6	-
Five	44	44	-	5	4	1	4	4	-	3	2	1
Six	37	37	-	4	4	-	1	1	-	1	1	-
Seven	36	36	-	4	4	-	-	-	-	-	-	-
Eight	22	22	-	3	3	-	1	1	-	1	1	-
Nine	30	30	-	3	3	-	-	-	-	-	-	-
Ten	34	34	-	4	4	-	2	2	-	2	2	-
Eleven	43	43	-	5	5	-	4	4	-	3	3	-
Twelve	37	37	-	4	3	1	1	1	-	1	1	-
Subtotal	<u>425</u>	<u>425</u>	<u>-</u>	<u>50</u>	<u>47</u>	<u>3</u>	<u>39</u>	<u>39</u>	<u>-</u>	<u>32</u>	<u>31</u>	<u>1</u>
Special Ed - Elementary	51	48	3	6	6	-	1	1	-	1	1	-
Special Ed - Middle	25	25	-	3	3	-	-	-	-	-	-	-
Special Ed - High	28	25	3	3	3	-	-	-	-	-	-	-
Subtotal	<u>104</u>	<u>98</u>	<u>6</u>	<u>12</u>	<u>12</u>	<u>-</u>	<u>1</u>	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>	<u>-</u>
Co. Voc. - Regular												
Co. Voc. Ft. Post Sec.												
Totals	<u>529</u>	<u>523</u>	<u>6</u>	<u>62</u>	<u>59</u>	<u>3</u>	<u>40</u>	<u>40</u>	<u>-</u>	<u>33</u>	<u>32</u>	<u>1</u>
Percentage Error			<u>1.13%</u>			<u>4.84%</u>			<u>0.00%</u>			<u>3.03%</u>

**Transportation**

	Reported on DRTRS by DOE/county	Reported on DRTRS by District	Errors	Tested	Verified	Errors
	Reg. - Public Schools, col. 1	33				
Reg -SpEd, col. 4	9	9	-	6	6	-
Transported - Non-Public, col. 3	-	-	-	-	-	-
Special Ed Spec, col. 6	35	35	-	22	22	-
Totals	<u>77</u>	<u>77</u>	<u>-</u>	<u>49</u>	<u>49</u>	<u>-</u>
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

**BOGOTA BOARD OF EDUCATION  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
SCHEDULE OF AUDITED ENROLLMENTS  
ENROLLMENT AS OF OCTOBER 15, 2020**

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	Reported on A.S.S.A. as NOT Low Income	Reported on Workpapers as NOT Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Half Day Preschool						
Full Day Preschool						
Half Day Kindergarten						
Full Day Kindergarten	3	3	-	2	2	-
One	5	5	-	4	4	-
Two	3	3	-	2	2	-
Three	-	-	-	-	-	-
Four	-	-	-	-	-	-
Five	1	1	-	1	1	-
Six	3	3	-	3	3	-
Seven	-	-	-	-	-	-
Eight	1	1	-	1	1	-
Nine	1	1	-	1	1	-
Ten	4	4	-	3	3	-
Eleven	2	2	-	2	2	-
Twelve	2	2	-	2	2	-
Subtotal	<u>25</u>	<u>25</u>	<u>-</u>	<u>21</u>	<u>21</u>	<u>-</u>
Special Ed - Elementary	1	1	-	1	1	-
Special Ed - Middle	-	-	-			-
Special Ed - High	-	-	-			-
Subtotal	<u>1</u>	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>	<u>-</u>
Co. Voc. - Regular						
Co. Voc. Ft. Post Sec.						
Totals	<u>26</u>	<u>26</u>	<u>-</u>	<u>22</u>	<u>22</u>	<u>-</u>
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

**BOGOTA BOARD OF EDUCATION  
CALCULATION OF EXCESS SURPLUS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

2020-2021 Total General Fund Budgetary Expenditures	\$ 25,499,815
Increased by:	
Transfer from General Fund to Special Revenue Fund for Pre-K Inclusion	\$ 79,656
Transfer from General Fund to Special Revenue Fund for Athletics	40,000
Transfer from Capital Reserve to Capital Projects Fund	<u>52,041</u>
	\$ 25,671,512
Decreased by:	
On-Behalf TPAF Pension & Social Security	<u>(3,827,368)</u>
Adjusted 2020-2021 General Fund Expenditures	<u>\$ 21,844,144</u>
4% of Adjusted 2020-2021 General Fund Expenditures	\$ 873,766
Increased by:	
Allowable Adjustments	
Extraordinary Aid	\$ 194,117
FFCRA/SEMI	<u>5,424</u>
Maximum Unassigned Fund Balance	\$ 1,073,307
Total General Fund - Fund Balance at June 30, 2021	\$ 5,934,883
Decreased by:	
Restricted	
Capital Reserve	1,723,941
Capital Reserve - Designated for Subsequent Year's Budget	890,193
Maintenance Reserve	735,126
Unemployment Compensation	236,060
Excess Surplus - Designated for Subsequent Year's Budget	600,000
Committed	
Encumbrances	630,000
Assigned	
Designated for FFCRA/SEMI	5,424
Designated for Subsequent Year's Budget	<u>40,832</u>
Total Unassigned Fund Balance	<u>\$ 1,073,307</u>
Restricted Fund Balance - Excess Surplus	<u>\$ 0</u>
<b><u>Recapitulation of Restricted Excess Surplus as of June 30, 2021</u></b>	
Excess Surplus - Designated for Subsequent Year's Budget	\$ 600,000
Excess Surplus	<u>-</u>
	<u>\$ 600,000</u>

**BOGOTA BOARD OF EDUCATION  
RECOMMENDATIONS**

**I. Administrative 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 Activity Fund/School Athletics**

There are none.

**VI. Application for State School Aid**

- \* 2021-01 - It is recommended that the District review its internal control procedures regarding the preparation of the ASSA to ensure that the workpapers agree with the amounts reported and students on-roll.

**VII. Pupil Transportation**

There are none.

**VIII. Facilities and Capital Assets**

There are none.

**IX. Miscellaneous**

There are none.

**X. Status of Prior Years' Audit Findings/Recommendations**

A review was performed on all prior years' recommendations. Corrective action was not taken on those items denoted with an asterisk (\*).