

**CEDAR GROVE PUBLIC SCHOOLS
AUDITORS MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS -
FINANCIAL, COMPLIANCE AND PERFORMANCE
JUNE 30, 2021**

**CEDAR GROVE PUBLIC SCHOOLS
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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
Cedar Grove Public Schools
Cedar Grove, New Jersey

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 Cedar Grove Public Schools as of and for the fiscal year ended June 30, 2021, and have issued our report thereon dated March 11, 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.

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

Paul J. Lerch
Public School Accountant
PSA Number CS01118

Fair Lawn, New Jersey
March 11, 2022

**CEDAR GROVE PUBLIC SCHOOLS
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 of School Moneys, the activities of the Board of Education, 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>
Michael DeVita	Board Secretary/Business Administrator	\$230,000
William Homa, CPA	Treasurer of School Monies	285,000

There is a Public Employees' Blanket Position Bond with Fidelity & Deposit Co. covering all other employees \$100,000 each person.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made.

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 signatures, certification or 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 fringe benefits were deposited in the Payroll Agency Account.

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

Salary withholdings were promptly remitted to the proper agencies, including health benefits premium withholding 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.

**CEDAR GROVE PUBLIC SCHOOLS
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

Financial Planning, Accounting and Reporting

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 reserve for encumbrances. Also, 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: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 specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3.

Board Secretary's Records

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

The prescribed contractual order system was followed.

Acknowledgement of the Board's receipt of the Board Secretary and Treasurer's monthly financial reports was included in the minutes.

Bids received were summarized in the minutes.

Travel

The District has established a policy regulating travel.

Treasurer's Records

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.

The Treasurer's records were in agreement with the records of the Board Secretary.

Finding 2021-1– Our audit indicated old outstanding checks remain on the reconciliation of the various District bank accounts.

Recommendation – Old outstanding checks on the District's bank account reconciliations be cleared of record.

Unemployment Compensation Insurance

The Board has adopted the direct reimbursement method and has established an Unemployment Compensation Insurance account. The financial transactions are reported in the General Fund.

**CEDAR GROVE PUBLIC SCHOOLS
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

Financial Planning, Accounting and Reporting (Continued)

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

The E.S.E.A./I.A.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 Titles I, II and IV of the Elementary and Secondary Education Act as amended and reauthorized.

Other Special Federal and/or State Projects

The district's Special Projects were approved as listed on Exhibits 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.

I.D.E.A. Part B

Separate accounting was maintained for each approved project.

T.P.A.F. Reimbursement

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

There were no expenditures charged to the current year for employee salaries identified as being paid from federal funds.

Nonpublic State Aid

Project Completion Reports were finalized and transmitted to the Department by the due date.

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 Board appointed the School Business Administrator as a qualified purchasing agent for the Board which raises the bidding threshold to \$44,000. The law regulating bidding for public school transportation contracts under N.J.S.A. 18A:39-3 is currently \$19,600 for 2020/21.

The Cedar Grove Public Schools 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 Solicitor'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 result of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed.

**CEDAR GROVE PUBLIC SCHOOLS
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 results of our examination indicate that no 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.

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 the district purchased items through the use of State contracts.

Finding 2021-2 – Our audit of District contracts indicated the following:

- Payments were made for plumbing and HVAC services without solicitation of quotes.
- Purchases of supplies were made through the use of a cooperative purchasing agreement, however, documentation to support the approved pricing of individual items was not maintained by the District.
- Purchases of supplies and furniture were made through the use of a cooperative purchasing agreement, however, such contract awards were not approved in the minutes.

Recommendation – Contract awards and related purchases be made in accordance with the Public School Contracts Law.

School Food Service

In accordance with the Governor’s Declaration of Emergency pertaining to COVID-19, all public, charter and 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, 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 free and reduce priced meal eligible students.

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.

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.

The financial transactions and statistical records of the school food services were received.

**CEDAR GROVE PUBLIC SCHOOLS
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

School Food Service (Continued)

The District does not participate in the National School Lunch Program.

The financial transactions and statistical records of the school food service fund were maintained in good condition.

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.

Cash receipts and bank records were reviewed for timely deposit.

The District has contracted with Pomptonian as its 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. The FSMC contract does not include an operating results provision.

Student Activity and Athletic Association Accounts

The district has established a policy for the recording and processing of the cash receipts and cash disbursements for the student activity accounts.

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 handicapped, related services, 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 without exception. The information that was included on the workpapers was verified with immaterial exceptions. 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 written procedures appear to be adequate for the recording of student enrollment data.

Pupil Transportation

Our audit procedures included 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 without exception. The information on the DRTRS was compared to District records with isolated 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 did comply with proper bidding procedures and award of transportation contracts.

**CEDAR GROVE PUBLIC SCHOOLS
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

Facilities and Capital Assets

Capital asset records were updated for the additions and disposals of capital assets made throughout the year.

Miscellaneous

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.

Follow-up on Prior Year Findings

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

Suggestion to Management

Efforts be made to collect the balance of outstanding rent charges due to the District.

**CEDAR GROVE PUBLIC SCHOOLS
FOOD SERVICE FUND
SCHEDULE OF MILK COUNTY ACTIVITY AND (OVER)/UNDERCLAIM
ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

NOT APPLICABLE

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

NOT APPLICABLE

**CEDAR GROVE PUBLIC SCHOOLS
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2020
SCHEDULE OF AUDITED ENROLLMENTS**

	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 Register On Roll		Errors per Registers On Roll		Reported on A.S.S.A. as Private Schools	Sample from Work- papers	Sample Verified	Sample Errors	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared					
Half Day Preschool 3 yrs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Preschool 4 yrs																	
Full Day Preschool 3 yrs																	
Full Day Preschool 4 yrs	12.0		12.0	-	-	-	6.0	6.0	-	-	-	-	-	-	-	-	-
Half Day Kindergarten																	
Full Day Kindergarten	106.0		106.0	-	-	-	51.0	51.0	-	-	-	-	-	-	-	-	-
Grade 1	130.0		130.0	-	-	-	51.0	51.0	-	-	-	-	-	-	-	-	-
Grade 2	102.0		102.0	-	-	-	57.0	57.0	-	-	-	-	-	-	-	-	-
Grade 3	77.0		77.0	-	-	-	43.0	43.0	-	-	-	-	-	-	-	-	-
Grade 4	106.0		106.0	-	-	-	55.0	55.0	-	-	-	-	-	-	-	-	-
Grade 5	70.0		70.0	-	-	-	70.0	70.0	-	-	-	-	-	-	-	-	-
Grade 6	97.0		97.0	-	-	-	97.0	97.0	-	-	-	-	-	-	-	-	-
Grade 7	108.0		108.0	-	-	-	108.0	108.0	-	-	-	-	-	-	-	-	-
Grade 8	96.0		96.0	-	-	-	96.0	96.0	-	-	-	-	-	-	-	-	-
Grade 9	108.0		108.0	-	-	-	108.0	108.0	-	-	-	-	-	-	-	-	-
Grade 10	99.0		99.0	-	-	-	99.0	99.0	-	-	-	-	-	-	-	-	-
Grade 11	110.0		110.0	-	-	-	110.0	110.0	-	-	-	-	-	-	-	-	-
Grade 12	108.0	1.0	108.0	1.0	-	-	108.0	1.0	108.0	1.0	-	-	-	-	-	-	-
Adult School	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	1,329.0	1.0	1,329.0	1.0	-	-	1,059.0	1.0	1,059.0	1.0	-	-	-	-	-	-	-
Special Ed - Elementary	93.0		93.0	-	-	-	22.0	22.0	-	-	-	-	7.0	6.0	5.0	1.0	
Special Ed - Middle	66.0		66.0	-	-	-	16.0	16.0	-	-	-	-	7.0	6.0	6.0	-	
Special Ed - High	73.0	6.0	75.0	6.0	(2.0)	-	17.0	-	17.0	-	-	-	18.0	14.0	12.0	2.0	
Subtotal	232.0	6.0	234.0	6.0	(2.0)	-	55.0	-	55.0	-	-	-	32.0	26.0	23.0	3.0	
Totals	1,561.0	7.0	1,563.0	7.0	(2.0)	-	1,114.0	1.0	1,114.0	1.0	-	-	32.0	26.0	23.0	3.0	
Percentage Error					-0.13%	N/A					0.00%	N/A					11.54%

**CEDAR GROVE PUBLIC SCHOOLS
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2020
SCHEDULE OF AUDITED ENROLLMENTS**

	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 Test Score and Register	Errors
Half Day Preschool 3 yrs	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Preschool 4 yrs	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool 3 yrs	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool 4 yrs	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	2.0	2.0	-	2	2	-	-	-	-	-	-	-
Grade 1	1.0	1.0	-	1	1	-	1.0	1.0	-	1.0	1.0	-
Grade 2	3.0	3.0	-	2	2	-	-	-	-	-	-	-
Grade 3	-	-	-	-	-	-	-	-	-	-	-	-
Grade 4	1.0	1.0	-	1	1	-	-	-	-	-	-	-
Grade 5	1.0	1.0	-	1	1	-	-	-	-	-	-	-
Grade 6	2.0	2.0	-	2	2	-	-	-	-	-	-	-
Grade 7	-	-	-	-	-	-	-	-	-	-	-	-
Grade 8	1.0	1.0	-	1	1	-	-	-	-	-	-	-
Grade 9	4.0	4.0	-	3.0	3.0	-	-	-	-	-	-	-
Grade 10	1.0	1.0	-	1.0	1.0	-	1.0	1.0	-	1.0	1.0	-
Grade 11	2.0	2.0	-	2.0	2.0	-	-	-	-	-	-	-
Grade 12	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	18.0	18.0	-	16.0	16.0	-	2.0	2.0	-	2.0	2.0	-
Special Ed - Elementary	3.0	3.0	-	2.0	2.0	-	1.0	3.0	(2)	3.0	3.0	-
Special Ed - Middle	2.0	2.0	-	1.0	1.0	-	-	-	-	-	-	-
Special Ed - High	1.0	1.0	-	1.0	1.0	-	-	-	-	-	-	-
Subtotal	6	6	-	4	4	-	1	3	(2)	3	3	-
Sent Priv Sch Disabled	-	-	-	-	-	-	-	-	-	-	-	-
Sent to RDS	-	-	-	-	-	-	-	-	-	-	-	-
Sent To CSSD	-	-	-	-	-	-	-	-	-	-	-	-
Totals	24.0	24.0	-	20.0	20.0	-	3.0	5.0	(2.0)	5.0	5.0	-
Percentage Error		0.00%		0.00%			-66.67%			0.00%		

	Transportation					
	Reported on DRTRS by DOE/County	Reported on DRTRS by District	Errors	Tested	Verified	Errors
Reg. - Public Schools	131.0	131.0	-	38.0	38.0	-
Transported - Non - Public	-	-	-	-	-	-
All Non-Public	127.0	127.0	-	-	-	-
Special Ed. - Public	22.0	22.0	-	6.0	6.0	-
Special Needs - Public	28.0	28.0	-	8.0	8.0	-
	308.0	308.0	-	52.0	52.0	-
Percentage Error		0.00%		0.00%		

**CEDAR GROVE PUBLIC SCHOOLS
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2020
SCHEDULE OF AUDITED ENROLLMENTS**

	Resident LEP NOT Low Income			Sample for Verification		
	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	Errors
Half Day Preschool 3 yrs	-	-	-	-	-	-
Full Day Preschool 3 yrs	-	-	-	-	-	-
Half Day Preschool 4 yrs	-	-	-	-	-	-
Full Day Preschool 4 yrs	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-
Full Day Kindergarten	2.0	2.0	-	2.0	2.0	-
Grade 1	2.0	2.0	-	2.0	2.0	-
Grade 2	2.0	2.0	-	2.0	2.0	-
Grade 3	4.0	4.0	-	4.0	4.0	-
Grade 4	3.0	3.0	-	3.0	3.0	-
Grade 5	2.0	-	2.0	-	-	-
Grade 6	1.0	-	1.0	-	-	-
Grade 7			-			-
Grade 8			-			-
Grade 9	1.0	1.0	-	1.0	1.0	-
Grade 10	1.0	1.0	-	1.0	1.0	-
Grade 11			-			-
Grade 12	1.0	1.0	-	1.0	1.0	-
Adult School						
Subtotal	19.0	16.0	3.0	16.0	16.0	-
Special Ed - Elementary			-			-
Special Ed - Middle	-	-	-	-	-	-
Special Ed - High	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-
Totals	19.0	16.0	3.0	16.0	16.0	-
Percentage Error			15.79%			0.00%

**CEDAR GROVE PUBLIC SCHOOLS
CALCULATION OF EXCESS SURPLUS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

SECTION 1A

2020-2021 Total General Fund Expenditures per the CAFR	\$	35,318,770
Increased by:		
Transfer to Food Service Enterprise Fund		8,000
Decreased by:		
On-Behalf TPAF Pension & Social Security		5,516,404
Assets Acquired Under Capital Lease		-
Adjusted 2020-2021 General Fund Expenditures	\$	<u>29,810,366</u>
4% of Adjusted 2020-2021 General Fund Expenditures	\$	1,192,415
Increased by: Allowable Adjustment		<u>243,057</u>
Maximum Unassigned Fund Balance	\$	<u>1,435,472</u>

SECTION 2

Total General Fund - Fund Balance at June 30, 2021	\$	6,982,054
Decreased by:		
Year End Encumbrances		404,803
Legally Restricted- Excess Surplus - Designated for Subsequent Year's Expenditures		807,579
Other Restricted Fund balances		3,505,256
Assigned Fund Balance- Unreserved-Designated for Subsequent Year's Expenditures		-
Total Unassigned Fund Balance	\$	<u>2,264,416</u>

SECTION 3

Fund Balance - Excess Surplus	\$	<u>828,944</u>
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Recapitulation of Excess Surplus as of June 30, 2021

Excess Surplus- Designated for Subsequent Year's Expenditures	\$	807,579
Excess Surplus		<u>828,944</u>
Total Excess Surplus	\$	<u>1,636,523</u>

Detail of Allowable Adjustments

Additional Nonpublic School Transportation Aid	\$	36,830
Extraordinary Aid		<u>206,227</u>
	\$	<u>243,057</u>

Detail of Other Restricted Fund Balance

Capital Reserve	\$	2,501,258
Maintenance Reserve		583,674
Maintenance Reserve Designated for Subsequent Year's Expenditures		200,000
Unemployment Reserve		<u>220,324</u>
Total Other Restricted Fund Balance	\$	<u>3,505,256</u>

**CEDAR GROVE PUBLIC SCHOOLS
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

RECOMMENDATIONS

I. Administrative Practices and Procedures

There are none.

II. Financial Planning, Accounting and Reporting

1. It is recommended that old outstanding checks on the District's bank account reconciliations be cleared of record.

III. School Purchasing Programs

2. It is recommended that contract awards and related purchases be made in accordance with the Public School Contracts Law.

IV. School Food Services

There are none.

V. Student Activity and Athletic Association Accounts

There are none.

VI. Application of State School Aid

There are none.

VII. Pupil Transportation

There are none.

VIII. Facilities and Capital Assets

There are none.

IX. Miscellaneous

There are none.

**CEDAR GROVE PUBLIC SCHOOLS
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

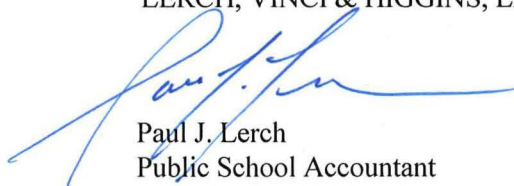
X. Status of Prior Years' Audit Findings/Recommendations

Corrective action was taken on the prior year recommendation.

ACKNOWLEDGMENT

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



Paul J. Lerch
Public School Accountant
PSA Number CS01118