

Auditor's Management Report

for the

*Township of Hillsborough
School District*

in the

*County of Somerset
New Jersey*

for the

*Fiscal Year Ended
June 30, 2021*

**AUDITOR'S MANAGEMENT REPORT OF ADMINISTRATIVE
FINDINGS-FINANCIAL AND COMPLIANCE**

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report	1
Scope of Audit	2
Administrative Practices and Procedures	
Insurance	2
Official Bonds	2
Financial Planning, Accounting and Reporting	
Examination of Claims	2
Payroll Accounts	2-3
Position Control Roster	3
Reserve for Encumbrances, Liability (Current) for Accounts Payable	3
Unemployment Compensation Insurance Trust Fund	3
Classification of Expenditures	3
Board Secretary's Records	4
Elementary and Secondary Education Act (E.S.E.A.)/as Amended by Every Student Succeeds Act (ESSA)	4
Other Special Federal and/or State Projects	4
T.P.A.F. Reimbursement	4
School Purchasing Programs	
Contracts and Agreements Requiring Advertisement for Bids	5-6
School Food Service Fund	6-8
Student Body Activities	8
Application for State School Aid	8
Pupil Transportation	9
Facilities and Capital Assets	9
Testing for Lead of All Drinking Water in Educational Facilities	9
Follow-Up on Prior Year Findings	9
Recommendations	10-11
Schedule of Audited Enrollments	12-14
Calculation of Excess Surplus	15
Net Cash Resources Schedule	16
Schedule of Meal Count Activity	17-18



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INDEPENDENT AUDITOR'S REPORT

Honorable President and Members
of the Board of Education
Township of Hillsborough School District
County of Somerset
Hillsborough, New Jersey 08844

We have audited, in accordance with U.S. 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 Hillsborough School District in the County of Somerset for the year ended June 30, 2021, and have issued our report dated February 9, 2022.

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

This report is intended solely for the information of the Township of Hillsborough School District, County of Somerset, New Jersey, the New Jersey Department of Education and federal and state audit awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.



CERTIFIED PUBLIC ACCOUNTANTS



PUBLIC SCHOOL ACCOUNTANT NO. 948

February 9, 2022

Independent Auditor's Management Report of Administrative Findings - Financial and Compliance

SCOPE OF AUDIT

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

ADMINISTRATIVE PRACTICES AND PROCEDURES

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

Insurance coverage was carried in the amounts as detailed in the District's ACFR (See Exhibit "J-20").

Official Bonds

<u>NAME</u>	<u>POSITION</u>	<u>AMOUNT OF BONDS</u>
Aiman Mahmoud	Business Administrator/Board Secretary	\$550,000.00

Adequacy of insurance coverage is the responsibility of the Board of Education.

FINANCIAL PLANNING, ACCOUNTING AND REPORTING

Examination of Claims

We performed an examination of claims paid during the period under review. Our audit revealed:

2021-01 Finding: Our audit of the District's disbursements revealed recurring instances where large checks are issued prior to the bill list date, circumventing the controls in place over board approval over disbursements.

2021-01 Recommendation: That the District review policies and controls over the release of checks prior to approval through bill lists.

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 were approved by the Superintendent and were certified by the President of the Board and the Board Secretary/Business Administrator.

Salary withholdings were promptly remitted to the proper agencies.

**Independent Auditor's Management Report of Administrative
Findings - Financial and Compliance**

FINANCIAL PLANNING, ACCOUNTING AND REPORTING (CONTINUED)

Payroll Account (Continued)

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

The following was noted in our audit of the District's payroll:

2021-02 Finding: Our audit of payroll revealed instances where salaried supervisors are being paid for overtime without any specific approval by the board of education or provision for this in their contract.

2021-02 Recommendation: That the District only pay overtime to eligible employees.

Position Control Roster

The Position Control Roster was reviewed and compared to payroll records, employee benefit records and charges made to the general ledger to ensure proper and consistent financial reporting and that employee benefits are only offered to current employees.

Reserve for Encumbrances, Liability (Current) for Accounts Payable

A review of outstanding purchase orders was made as of June 30 for proper classification of orders as reserve for encumbrances and accounts payable.

Unemployment Compensation Insurance Trust Fund

The Board has adopted the direct reimbursement method and has established an Unemployment Compensation Insurance Trust Fund.

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 specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. As a result of the procedures performed, no errors were noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

Independent Auditor's Management Report of Administrative Findings - Financial and Compliance

Board Secretary's Records

The records maintained by the Board Secretary were satisfactory, with the exception of:

2021-03 Finding: Our audit of the compensated absence liability revealed the district was unable to produce an updated record for the year of audit, and was unable to produce opening balance documentation matching to the prior auditor's report from the previous year.

2021-03 Recommendation: That the District maintain an accurate compensated absence liability report.

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

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

Other Special Federal and State Projects

The District's Special Projects were approved as listed on Schedule A and Schedule B located in the ACFR. 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 ACFR. This section of the ACFR documents the financial position pertaining to the aforementioned special projects.

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.

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

**Independent Auditor's Management Report of Administrative
Findings - Financial and Compliance**

SCHOOL PURCHASING PROGRAMS

Contracts and Agreements Requiring Advertisement for Bids

N.J.S.A. 18A:18A-3 States:

"a. When the cost or price of any contract awarded by the purchasing agent in the aggregate, does not exceed in a contract year the total sum of \$32,000.00, the contract may be awarded by a purchasing agent when so authorized by resolution of the board of education without public advertising for bids and bidding therefor, except that the board of education may adopt a resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to subsection b. (pending before the Legislature as section 15 of this bill) of section 9 of P.L. 1971 c. 198 (C.40A:11-9) the board of education may establish that the bid threshold may be up to \$44,000.00. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. Commencing in the fifth year after the year in which P.L. 1999 c. 440 takes effect, and every five years thereafter, the Governor, in consultation with the Department of Treasury, shall adjust the threshold amount and the higher threshold amount which the board of education is permitted to establish as set forth in subsection a. of this section or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in N.J.S.A. 18A:18A-2 and shall round the adjustment to the nearest \$1,000.00. The Governor shall notify all local school districts of the adjustment no later than June 1 of every fifth year. The adjustment shall become effective on July 1 of every year in which it is made. Any contract made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to paragraph (1) of subsection a. of N.J.S.A. 18A:18A-5 may be awarded for a period not exceeding 12 consecutive months."

N.J.S.A. 18A:18A-4 states, "Every contract for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the board of education to the lowest responsible bidder after public advertising for bids and bidding therefor, except as is provided otherwise in this chapter or specifically by any other law.

The board of education may, by resolution approve by the majority of the board of education and subject to subsections b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the board of education finds that it has had negative prior experience with the bidder."

Effective July 1, 2020 and thereafter, the bid thresholds in accordance with N.J.S.A. 18A:18A-3(a) are \$44,000.00 (with a Qualified Purchasing Agent) \$32,000.00 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18:39-3 is currently \$19,600.00.

Independent Auditor's Management Report of Administrative Findings - Financial and Compliance

SCHOOL PURCHASING PROGRAMS (CONTINUED)

Contracts and Agreements Requiring Advertisement for Bids (Continued)

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 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 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 revealed:

2021-04 Finding: Our audit of purchases over the bid threshold revealed instances where items were purchased without the board of education approving bids and without an applicable exemption from bidding.

2021-04 Recommendation: That the District follow proper procedures for purchase of all items over the bid threshold.

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

2021-05 Finding: Our audit of the District's professional services contracts revealed instances where contracts are approved without mentioning either a specific total or a 'not to exceed' amount in the minutes.

2021-05 Recommendation: That the District include either a specific total or a 'not to exceed' amount in their approval of all professional services contracts.

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 made purchases through the use of state contracts.

SCHOOL FOOD SERVICE FUND

In accordance with the Governor's Declaration of Emergency pertaining to the COVID 19 Virus all 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.

**Independent Auditor's Management Report of Administrative
Findings - Financial and Compliance**

SCHOOL FOOD SERVICE FUND (CONTINUED)

During SY 2020-2021 the public health emergency was still applicable. As a result, School Food Authorities (SFAs) 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.

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 all children throughout the age of 18, as well as persons over 18 with disabilities as defined in the regulations.

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 students during the emergency. The financial transactions and statistical records of the school food service fund were reviewed. The financial accounts, meal count records were reviewed on a test-check basis. Cash receipts and bank records were reviewed for timely deposit.

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 contract were 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 \$240,502. The operating results provision has been 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.

Expenditures were separately 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 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. The SFA recorded and maintained separate supporting documentation for additional costs (food, supplies, transportation, etc.) applicable to the implementation of the COVID-19 meal service under program requirements. The FSMC did not apply for and receive a loan in accordance with the Payroll Protection Plan. Net cash resources did (did not) exceed three months average expenditures.

**Independent Auditor's Management Report of Administrative
Findings - Financial and Compliance**

SCHOOL FOOD SERVICE FUND (CONTINUED)

Time sheets were reviewed, and labor costs verified. Payroll records were maintained on all School Food Services employees authorized by the board of education/board of trustees. No exceptions were noted. The number of meals claimed for reimbursement was compared to sales and meal count records. As part of the claims review process the Edit Check Worksheet was completed. Reimbursement claims were submitted/certified in a timely manner. Applications for free and reduced price meals were reviewed for completeness and accuracy. The number of free and reduced price meals claimed as served was compared to the number of valid applications /or to the list of directly certified students on file, times the number of operating days, on a school-by-school basis. The free and reduced price meal and free milk policy was reviewed for uniform administration throughout the school system. Sites approved to participate in Provisions I and II were examined for compliance with all counting and claiming requirements. The required verification procedures for free and reduced price applications were completed and available for review. USDA Food Distribution Program commodities were received and a single inventory was maintained on a first-in, first-out basis. No exceptions were noted.

The Statement of Revenue, Expenses, and Changes in Fund Net Assets does separate program and non-program revenue and program and non-program costs of goods sold. Exhibits reflecting Child Nutrition Program operations are included in the section entitled Enterprise Funds, Section G of the ACFR.

STUDENT BODY ACTIVITIES

Student Activities and Athletics Account

The records for the Student Body Activities were maintained in satisfactory 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 handicapped, low-income and bilingual. We also performed a review of the district procedures related to its completion. The information that was included on the workpapers was verified without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

The district maintained workpapers on the prescribed state forms or their equivalent.

The district has adequate procedures for the recording of student enrollment data.

**Independent Auditor's Management Report of Administrative
Findings - Financial and Compliance**

PUPIL TRANSPORTATION

Our audit procedures included a test of on roll status reported in the 2020-21 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 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 of contracts. The bid specifications for the purchase of buses were in compliance with applicable statutes. No exceptions were noted in our review of transportation related purchases of goods and services.

FACILITIES AND CAPITAL ASSETS

Our procedures included review of active SDA agreements, transfers of local funds from the general fund or from the capital reserve account, awarding of contracts for eligible facilities construction, and the District's capital assets ledger. The following was noted:

2021-06 Finding: Our audit of the District's capital asset records revealed the ledger did not properly account for the assets owned by the District and did not properly calculate depreciation expense.

2021-06 Recommendation: That the District maintain a capital asset record that accounts for all assets owned by the District and properly calculates depreciation expense.

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).

FOLLOW-UP ON PRIOR YEAR'S FINDINGS

Not Applicable

Independent Auditor's Management Report of Administrative Findings - Financial and Compliance

It is recommended that:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

2021-01 Recommendation: That the District review policies and controls over the release of checks prior to approval through bill lists.

2021-02 Recommendation: That the District only pay overtime to eligible employees.

2021-03 Recommendation: That the District maintain an accurate compensated absence liability report.

3. School Purchasing Program

2021-04 Recommendation: That the District follow proper procedures for purchase of all items over the bid threshold.

2021-05 Recommendation: That the District include either a specific total or a 'not to exceed' amount in their approval of all professional services contracts.

4. School Food Service

None

5. Student Body Activities

None

6. Application for State School Aid

None

7. Pupil Transportation

None

8. Facilities and Capital Assets

2021-06 Recommendation: That the District maintain a capital asset record that accounts for all assets owned by the District and properly calculates depreciation expense.

Independent Auditor's Management Report of Administrative Findings - Financial and Compliance

9. Miscellaneous

None

10. Status of Prior Year's Findings/Recommendations

Not applicable

TOWNSHIP OF HILLSBOROUGH SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2020

	2021-22 Application for State School Aid						Sample for Verification						Private School for Handicapped						
	Reported on A.S.S.A. as on Roll		Reported on Workpapers on Roll		Errors		Sample Selected from Workpapers		Verified per Registers on Roll		Errors per Registers on Roll		Reported as Private Schools		Sample for Verification		Sample Errors		
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	
Half Day Pre-K 3yr	9		9				1												
Half Day Pre-K 4yr	13		13				1												
Full Day Pre-K 3yr																			
Full Day Pre-K 4yr																			
Half Day Kindergarten	303		303				13												
Full Day Kindergarten																			
One	449		449				20												
Two	434		434				19												
Three	471		471				21												
Four	494		494				22												
Five	451		451				20												
Six	503		503				22												
Seven	501		501				22												
Eight	523		523				23												
Nine	484		484				21												
Ten	471		471				21												
Eleven	500		500				22												
Twelve	467		467				20												
Subtotal	6,073		6,073				268												
SpEd Elementary	496		496				20							8		1			1
SpEd Middle School	273		273				11							6		1			1
SpEd High School	342		342				13							27		1			1
Subtotal	1111		1111				44							41		3			3
Totals	7,184		7,184				312							41		3			3

Percentage 0.00% 0.00% 0.00%

TOWNSHIP OF HILLSBOROUGH SCHOOL DISTRICT
 SCHEDULE OF AUDITED ENROLLMENTS
 APPLICATION FOR STATE SCHOOL AID SUMMARY
 ENROLLMENT AS OF OCTOBER 15, 2020

	Resident Low Income		Sample for Verification		Resident LEP Low Income		Sample for Verification	
	Reported on A.S.A. as Low Income	Reported on Workpapers as Low Income	Sample Selected from Workpapers	Verified to Application and Register	Reported on A.S.A. as LEP Low Income	Reported on Workpapers as LEP Low Income	Sample Selected from Workpapers	Verified to Application and Register
Full Day Pre-K 3yr	0	0	0	0	0	0	0	0
Full Day Pre-K 4yr	0	0	0	0	0	0	0	0
Half Day Kindergarten	22	22	1	1	5	5	1	1
Full Day Kindergarten	1	1	1	1	0	0	0	0
One	29	29	1	1	6	6	1	1
Two	32	32	1	1	4	4	1	1
Three	48	48	2	2	10	10	1	1
Four	34	34	1	1	3	3	1	1
Five	32	32	1	1	1	1	1	1
Six	38	38	2	2	1	1	1	1
Seven	39	39	2	2	2	2	1	1
Eight	39	39	1	1	1	1	1	1
Nine	31.5	31.5	1	1	3	3	1	1
Ten	26	26	1	1	0.5	0.5	1	1
Eleven	32	32	1	1	0	0	0	0
Twelve	29.5	29.5	1	1	0	0	0	0
Subtotal	433	433	17	17	36.5	36.5	11	11
SpEd Elementary	64	64	3	3	4	4	1	1
SpEd Middle School	46	46	2	2	0	0	0	0
SpEd High School	62.0	62.0	3	3	0	0	0	0
Subtotal	172.0	172.0	8	8	4	4	1	1
Totals	605.0	605.0	25	25	40.5	40.5	12	12
Percentage Error	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

	Transportation		Percentage Error	
	Reported on DRTRS by DOE	Reported on DRTRS by District	Tested	Verified
Reg Public Schools, col. 1	3176	3176	137	137
Transported - Non-Public, col. 2	82	82	3	3
Non Public AIL - col. 3	164	164	7	7
Reg. - Special Ed, Col. 4	630.5	630.5	27	27
Special Ed Spec, col. 5	286.5	286.5	12	12
Totals	4339	4339	186	186
Percentage Error	0.00%	0.00%	0.00%	0.00%

TOWNSHIP OF HILLSBOROUGH SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2020

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on A.S.S.A. as NOT Low Income</u>	<u>Reported on Workpapers as NOT Low Income</u>	<u>Errors</u>	<u>Sample Selected from Workpapers</u>	<u>Verified to Application and Register</u>	<u>Sample Errors</u>
Full Day Pre-K 3yr	0	0	0	0	0	0
Full Day Pre-K 4yr	0	0	0	0	0	0
Half Day Kindergarten	22	22	0	1	1	0
Full Day Kindergarten	0	0	0	0	0	0
One	31	31	0	1	1	0
Two	22	22	0	1	1	0
Three	8	8	0	1	1	0
Four	4	4	0	1	1	0
Five	1	1	0	1	1	0
Six	1	1	0	1	1	0
Seven	2	2	0	1	1	0
Eight	2	2	0	1	1	0
Nine	5	5	0	1	1	0
Ten	1	1	0	1	1	0
Eleven	3	3	0	1	1	0
Twelve	0	0	0	0	0	0
Subtotal	<u>102</u>	<u>102</u>	<u>0</u>	<u>9</u>	<u>9</u>	<u>0</u>
SpEd Elementary	6	6	0	1	1	0
SpEd Middle School	0	0	0	0	0	0
SpEd High School	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>6</u>	<u>6</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>
Totals	<u>108</u>	<u>108</u>	<u>0</u>	<u>10</u>	<u>10</u>	<u>0</u>
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

TOWNSHIP OF HILLSBOROUGH SCHOOL DISTRICT
SCHEDULE OF CALCULATION OF EXCESS SURPLUS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

SECTION 1

4% Calculation of Excess Surplus

2020 - 2021 Total General Fund Expenditures	<u>147,413,668.54</u>	
Decreased by:		
On-Behalf TPAF Pension & Social Security	<u>25,711,985.37</u>	
Assets acquired under Capital Leases	<u>2,240,000.00</u>	
Adjusted 2020 - 2021 General Fund Expenditures		<u>119,461,683.17</u>
4% of Adjusted 2020 - 2021 General Fund Expenditures		<u>4,778,467.33</u>
Greater of line above or \$250,000.00		<u>4,778,467.33</u>
Increased by: Allowable Adjustment		<u>229,070.00</u>
Maximum Unreserved/Undesignated Fund Balance		<u>5,007,537.33</u>

SECTION 2

Total General Fund Balances @ 6-30-21	<u>20,012,487.50</u>	
Decreased by:		
Year End Encumbrances	<u>656,060.16</u>	
Legally Restricted-Excess Surplus-Designated For Subsequent Year's Expenditures	<u>3,292,082.12</u>	
Other Restricted Fund Balances (Capital Reserve, Maintenance Reserve, Emergency Reserve, Unemployment)	<u>5,761,892.49</u>	
Total Unreserved/Undesignated Fund Balance for Excess Surplus Calculation		<u>10,302,452.73</u>

SECTION 3

Restricted Fund Balance-Excess Surplus		<u>5,294,915.40</u>
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Recapitulation of excess surplus as of June 30, 2021

Restricted Excess Surplus - Designated for Subsequent Year's Expenditures		<u>3,292,082.12</u>
Restricted Excess Surplus		<u>5,294,915.40</u>
Total		<u>8,586,997.52</u>

Detail of Allowable Adjustments

Additional/Unbudgeted Extraordinary Aid		163,800.00
Additional/Unbudgeted Non-Public School Transportation Aid		<u>65,270.00</u>
		<u>229,070.00</u>

TOWNSHIP OF HILLSBOROUGH SCHOOL DISTRICT
NET CASH RESOURCE SCHEDULE - FOOD SERVICE
JUNE 30, 2021

<u>Net Cash Resources:</u>		Food Service B - 4/5
CAFR	*	
B-4	Current Assets	
B-4	Cash & Cash Equiv.	50,260.91
	Accounts Receivable	354,110.47
CAFR		
B-4	Current Liabilities	
B-4	Less Due to Other Funds	(5,675.00)
	Less Unearned Revenue	<u>(216,670.19)</u>
	Net Cash Resources	<u><u>182,026.19</u></u>
 <u>Net Adj. Total Operating Expense:</u>		
B-5	Tot. Operating Exp.	2,233,975.53
B-5	Less Depreciation	<u>(25,644.62)</u>
	Adj. Tot. Oper. Exp.	<u><u>2,208,330.91</u></u>
 <u>Average Monthly Operating Expense:</u>		
	B / 10	<u><u>220,833.09</u></u>
 <u>Three times monthly Average:</u>		
	3 X C	<u><u>662,499.27</u></u>

TOTAL IN BOX A		182,026.19
LESS TOTAL IN BOX D		<u>(662,499.27)</u>
NET		<u><u>(480,473.08)</u></u>

A is greater than D, cash exceeds 3 X average monthly operating expenses.
D is greater than A, cash does not exceed 3 X average monthly operating expenses.

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

TOWNSHIP OF HILLSBOROUGH SCHOOL DISTRICT
FOOD SERVICE FUND
NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM - FEDERAL
ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

<u>PROGRAM</u>	<u>MEAL</u> <u>CATEGORY</u>	<u>MEALS</u> <u>CLAIMED</u>	<u>MEALS</u> <u>VERIFIED</u>	<u>DIFFERENCE</u>	<u>RATE (a)</u>	<u>(OVER)</u> <u>UNDER</u> <u>CLAIM (b)</u>
National School Lunch	Free	463,668	463,668	0	3.51	0.00
	TOTAL	<u>463,668</u>	<u>463,668</u>			<u>0.00</u>
School Breakfast	Free	463,668	463,668	0	1.89	0.00
	TOTAL	<u>463,668</u>	<u>463,668</u>			<u>0.00</u>
Total Net Overclaim (Underclaim)						<u><u>0.00</u></u>

TOWNSHIP OF HILLSBOROUGH SCHOOL DISTRICT
FOOD SERVICE FUND
NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM - STATE
ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

PROGRAM	<u>MEAL</u> <u>CATEGORY</u>	<u>MEALS</u> <u>CLAIMED</u>	<u>MEALS</u> <u>VERIFIED</u>	<u>DIFFERENCE</u>	<u>RATE (a)</u>	<u>(OVER)</u> <u>UNDER</u> <u>CLAIM (b)</u>
State Reimbursement - National School Lunch	Free	463,668	463,668	0	\$0.55 / \$0.255	0.00
	TOTAL	<u>463,668</u>	<u>463,668</u>			
Total Net Overclaim (Underclaim)						<u><u>0.00</u></u>

