

*Auditor's Management Report*

*for the*

*City of Linden  
School District*

*in the*

*County of Union  
New Jersey*

*for the*

*Fiscal Year Ended  
June 30, 2021*



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

**TABLE OF CONTENTS**

	<b>Page</b>
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
Position Control Roster	3
Reserve for Encumbrances and Accounts Payable	3
Classification of Expenditures	3
Board Secretary's Records	3
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	6-8
Student Body Activities	8
Application for State School Aid	8
Pupil Transportation	9
Capital Assets and Facilities	9
Testing for Lead of Drinking Water in Educational Facilities	9
Follow-Up Prior Year's Findings	9
Recommendations	10
Schedule of Meal County Activity	11-13
Schedule of Net Cash Resources	14
Schedule of Audited Enrollments	15-17
Excess Surplus Calculation	18





# SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Telephone 908-789-9300

Fax 908-789-8535

E-mail info@scnco.com

## INDEPENDENT AUDITOR'S REPORT

Honorable President and Members  
of the Board of Education  
City of Linden School District  
Linden, New Jersey 07036

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 City of Linden School District in the County of Union for the year ended June 30, 2021, and have issued our report dated January 27, 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 City of Linden School District, County of Union, 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. 962

January 27, 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 and the activities of the City of Linden - 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 the Insurance Schedule (Exhibit J-20) contained in the District’s Annual Comprehensive Financial Report (ACFR).

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

<u>Name</u>	<u>Position</u>	<u>Amount of Bonds</u>
Kathleen A. Gaylord	Business Administrator/Board Secretary	\$500,000.00
Marnie Hazelton	Superintendent / Treasurer of School Monies	\$500,000.00

**Financial Planning, Accounting and Reporting**

**Examination of Claims**

Our audit of claims paid during the period under review did not indicate any discrepancies with respect to signatures, certification or supporting documentation.

**Payroll Accounts**

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

All payrolls tested were approved by the Superintendent and were certified by the President of the Board, the Board Secretary/Business Administrator and the Chief School 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 secretary of the board with a warrant made to her order for the full amount of each payroll.

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

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

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

**Board Secretary's Records**

The financial records of the Board Secretary were maintained in satisfactory condition.

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

**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 the projects under Titles I and VI 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 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 semi-monthly 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 for 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, the bid threshold in accordance with N.J.S.A. 18A:18A-3(a) and (c) is \$32,000.00. In accordance with N.J.S.A. 40A:11-9 (b) the bid threshold for all purchases made by the District's qualified purchasing agent is \$44,000.00. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18:39-3 is currently \$19,600.00.

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.

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

**School Purchasing Programs (Continued)**

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

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 indicated that no individual payments, contracts or agreements were made "for the performance of any work or the furnishing or hiring of any materials or supplies," in excess of the statutory thresholds where there had been no advertising for bids in accordance with the provisions of N.J.S.A. 18A:18A-4.

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 made purchases through the use of state contracts.

**School Food Service**

**COVID – 19 Emergency**

In accordance with the Governor's Declaration of Emergency pertaining to the COVID 19 Virus 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 eligible students during the period of school closures.

During 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.

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

**School Food Service (Continued)**

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. No exceptions were noted.

Cash receipts and bank records were reviewed for timely deposit. No exceptions noted.

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. No exceptions were noted.

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 district utilizes a food service management company (FSMC) and is depositing and expending 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 includes an operating results provision which guarantees that the food service program will return an operating profit of at least \$40,000.00. The operating results provision has been met.

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 SSO or SFSP program requirements.

Net cash resources did exceed three months average expenditures.

**Finding 2021-001-** Net cash resources exceeded three months average expenditures.

**Recommendation 2021-001-** That appropriate action be taken to ensure that net cash resources of the Food Service Account do not exceed (3) months average expenditures.

Time sheets were reviewed and labor costs verified. Payroll records were maintained on all School Food Service employees. No exceptions were noted.

The number of meals claimed for reimbursement was verified against sales and meal count records. As part of the claims review process the edit check worksheet was completed. Reimbursement claims were submitted in a timely manner. No exceptions were noted.

Applications for free and reduced price meals were reviewed for completeness and accuracy. The number of free and reduced price meals claimed as served did not exceed the number of valid applications on file, times the number of operating days, on a school by school basis. The free and reduced priced meal policy is uniformly administered throughout the school system. The required verification procedures for free and reduced price applications were completed and available for review. No exceptions were noted.

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

**School Food Service (Continued)**

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

The statement of revenues, expenses and charges in fund net position (ACFR exhibit 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 all 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. 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 if the PPP loan was subsequently forgiven and the FSMC refunded or credited the applicable amounts to the SFA. The loan is still being reviewed for forgiveness at this time.

**Student Body Activities**

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 on the A.S.S.A. was compared to the district workpapers with minor exceptions. The information that was included on the workpapers was verified with minor 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 had written procedures for the recording of student enrollment.

**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 2020-2021 District Report of Transported Resident Students (DRTRS). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report with an 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.

**Finding 2021-002:** Our audit found exceptions on the DRTRS report where special transportation needs were required to be included in the students' IEP files, but review of the IEP's did not include a special transportation need.

**Recommendation 2021-002:** The district should establish procedures to ensure that it follows all guidelines regarding eligibility on the DRTRS report.

**Capital Assets and Facilities**

Our procedures included a review of the SDA grant agreements for consistency with recording of SDA revenue, transfer of local funds from the general or capital reserve account, and awarding of contracts for eligible facilities construction.

**Testing for Lead of Drinking Water in Educational Facilities**

We were advised that the school district adhered to 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 assurance to the Department of Education, pursuant to N.J.A.C. 6A:26-12.4(g)

**Follow-Up Prior Year's Findings**

Not applicable.

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

**Recommendations**

**Administrative Practices and Procedures**

None

**Financial Planning, Accounting and Reporting**

None

**School Purchasing Program**

None

**School Food Service**

**Recommendation 2021-001-** That appropriate action be taken to ensure that net cash resources of the Food Service Account do not exceed (3) months average expenditures.

**Student Body Activities**

None

**Application for State School Aid**

None

**Pupil Transportation**

**Recommendation 2021-002:** The district should establish procedures to ensure that it follows all guidelines regarding eligibility on the DRTRS report.

**Capital Assets and Facilities**

None

**Testing for Lead of Drinking Water in Educational Facilities**

None

**Prior Year Audit Findings**

None

**SCHEDULE OF MEAL COUNT ACTIVITY**

**CITY OF LINDEN SCHOOL DISTRICT**

**FOOD SERVICE FUND**

CITY OF LINDEN 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>TESTED</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 (High Rate)	Free	253,412	74,820	74,820	0	3.53	0.00
	TOTAL	<u>253,412</u>	<u>74,820</u>	<u>74,820</u>			<u>0.00</u>
School Breakfast (Severe Rate)	Free	247,588	73,612	73,612	0	2.26	0.00
	TOTAL	<u>247,588</u>	<u>73,612</u>	<u>73,612</u>			<u>0.00</u>
<b>Total Net Overclaim ( Underclaim)</b>							<u><u>0.00</u></u>



FOOD SERVICE FUND  
NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM -STATE  
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>TESTED</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 (Regular Rate)	Free (Sept-Jan)	84,875	29,756	29,756	0	0.055	0.00
State Reimbursement - National School Lunch (Regular Rate)	Free (Feb-June)	168,537	45,064	45,064	0	0.255	0.00
	TOTAL	<u>253,412</u>	<u>74,820</u>	<u>74,820</u>			
<b>Total Net Overclaim ( Underclaim)</b>							<u>0.00</u>

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

<b>CAFR</b>	*	<b>Current Assets</b>	
B-4		Cash & Cash Equiv.	\$802,572.02
B-4		Due from Other Gov'ts	
B-4		Accounts Receivable	566,414.02
B-4		Prepaid Expenses	
<b>CAFR</b>		<b>Current Liabilities</b>	
B-4		Less Accounts Payable	(38,208.32)
B-4		Less Accruals	
B-4		Less Due to Other Funds	
B-4		Less Unearned Revenue	<u>(9,187.89)</u>
		<b>Net Cash Resources</b>	<u><u>\$1,321,589.83</u></u> (A)

**Net Adj. Total Operating Expense:**

B-5		Tot. Operating Exp.	\$1,669,492.25
B-5		Less Depreciation	<u>(108,203.11)</u>
		Adj. Tot. Oper. Exp.	<u><u>\$1,561,289.14</u></u> (B)

**Average Monthly Operating Expense:**

		B / 10	<u><u>\$156,128.91</u></u> (C)
--	--	--------	--------------------------------

**Three times monthly Average:**

		3 X C	<u><u>\$468,386.74</u></u> (D)
--	--	-------	--------------------------------

TOTAL IN BOX A		\$1,321,589.83	
LESS TOTAL IN BOX D		<u>\$468,386.74</u>	
NET		<u><u>\$853,203.09</u></u>	
<b>A is greater than D, cash exceeds 3 X average monthly operating expenses.</b>			
<b>D is greater than A, cash does not exceed 3 X average monthly operating expenses.</b>			

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

**CITY OF LINDEN 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					
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Full Day Pre-School - 3yr	13		13		1		1		0		0		0	
Full Day Pre-School - 4yr	236		236		12		12		0		0		0	
Full Day Kindergarten	364		364		19		19		0		0		0	
One	385		385		20		20		0		0		0	
Two	399		399		21		21		0		0		0	
Three	373		373		19		19		0		0		0	
Four	379		379		20		20		0		0		0	
Five	401		401		21		21		0		0		0	
Six	361		361		19		19		0		0		0	
Seven	431		431		22		22		0		0		0	
Eight	365		365		19		19		0		0		0	
Nine	366		366		19		19		0		0		0	
Ten	358		358		19		19		0		0		0	
Eleven	333	32	333	32	27	27	27	27	0	0	0	0	0	0
Twelve	324	5	324	5	17	17	17	17	0	0	0	0	0	0
Subtotal	5,088	37	5,088	37	264	31	264	31	0	0	0	0	0	0
SpEd Elementary (PK-5)	410		410		21		21		0		0		0	
SpEd Middle School (6-8)	221		221		11		11		0		0		0	
SpEd High School	289	24	289	24	15	21	15	21	0	0	0	0	0	0
Subtotal	920	24	920	24	48	21	48	21	0	0	0	0	0	0
Totals	6,008	61	6,008	61	312	52	312	52	0	0	0	0	0	0
Percentage					0.00%		0.00%		0.00%		0.00%		0.00%	

**CITY OF LINDEN 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 ELL 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 ELL Low Income	Reported on Workpapers as ELL Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Full Day Kindergarten	183	183	0	16	16	0	13	13	0	7	7	0
One	219	219	0	19	19	0	36	36	0	19	19	0
Two	233	233	0	20	20	0	32	32	0	17	17	0
Three	205	205	0	16	18	0	31	31	0	16	16	0
Four	220	220	0	19	19	0	18	18	0	9	9	0
Five	241	241	0	21	21	0	24	24	0	12	12	0
Six	214	214	0	19	19	0	20	20	0	10	10	0
Seven	254	254	0	22	22	0	12	12	0	6	6	0
Eight	213	213	0	19	19	0	13	13	0	7	7	0
Nine	214	214	0	19	19	0	15	15	0	8	8	0
Ten	212	212	0	19	19	0	10	10	0	5	5	0
Eleven	195.5	195.5	0	17	17	0	14	14	0	7	7	0
Twelve	174	174	0	15	15	0	19	19	0	10	10	0
Subtotal	2777.5	2777.5	0	244	244	0	257	257	0	134	134	0
SPeEd Elementary	265	265	0	23	23	0	26	26	0	14	14	0
SPeEd Middle School	156	156	0	14	14	0	2	2	0	1	1	0
SPeEd High School	203.5	203.5	0	18	18	0	6	6	0	3	3	0
Subtotal	624.5	625	0	55	55	0	34	34	0	18	18	0
Totals	3402	3402	0	299	299	0	291	291	0	151	151	0
Percentage Error			0.00%			0.00%			0.00%			0.00%

	Transportation		
	Reported on DRTS by DOE	Reported on DRTS by District	Errors
Reg Public Schools, col.1	650	650	0
Transported - Non-Public, col.2	32	32	0
Nonpublic - All, col.3	210	210	0
Reg. - SpEd, col.4	85	85	0
Special Ed Spec, col.6	278	278	0
Totals	1255	1255	0
Percentage Error			0.00%

**CITY OF LINDEN SCHOOL DISTRICT  
SCHEDULE OF AUDITED ENROLLMENTS  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 15, 2020**

	Resident ELL 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	Sample Errors
Half Day Pre-School	0	0	0	0	0	0
Full Day Pre-School	0	0	0	0	0	0
Full Day Kindergarten	17	17	0	12	12	0
One	10	10	0	7	7	0
Two	19	19	0	13	13	0
Three	8	8	0	5	5	0
Four	14	14	0	10	10	0
Five	5	5	0	3	3	0
Six	3	3	0	2	2	0
Seven	5	5	0	3	3	0
Eight	7	7	0	5	5	0
Nine	13	13	0	9	9	0
Ten	10	10	0	7	7	0
Eleven	10	10	0	7	7	0
Twelve	8	8	0	5	5	0
Subtotal	<u>129</u>	<u>129</u>	<u>0</u>	<u>88</u>	<u>88</u>	<u>0</u>
SpEd Elementary	7	7	0	5	5	0
SpEd Middle School	1	1	0	1	1	0
SpEd High School	0	0	0	0	0	0
Subtotal	<u>8</u>	<u>8</u>	<u>0</u>	<u>6</u>	<u>6</u>	<u>0</u>
Totals	<u>137</u>	<u>137</u>	<u>0</u>	<u>94</u>	<u>94</u>	<u>0</u>
Percentage Error			0.00%			0.00%

LINDEN 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 per the ACFR, Ex. C-1	\$ 139,837,791.42	
Increased by:		
Transfer from General Fund to SRF for PreK	<u>116,475.00</u>	
Decreased by:		
On-Behalf TPAF Pension & Social Security	\$ 22,812,065.81	
Assets acquired under Capital Leases	<u>1,619,925.00</u>	
Adjusted 2020 - 2021 General Fund Expenditures		\$ <u>115,522,275.61</u>
4% of Adjusted 2020 - 2021 General Fund Expenditures		\$ <u>4,620,891.02</u>
Greater of line above or \$250,000.00		\$ <u>4,620,891.02</u>
Increased by: Allowable Adjustment		\$ <u>371,876.00</u>
Maximum Unreserved/Undesignated Fund Balance		\$ <u><u>4,992,767.02</u></u>

SECTION 2

Total General Fund - Fund Balances @ 06/30/2021	\$ 47,905,902.39	
Decreased by:		
Year-end Encumbrances	\$ 2,638,633.11	
Legally Restricted-Designated for Subsequent Year's Expenditures	\$ _____	
Legally Restricted-Excess Surplus-Designated for Subsequent Year's Expenditures	\$ <u>3,441,040.00</u>	
Other Restricted Fund Balances:		
Emergency Reserve	\$ 947,785.74	
Capital Reserve	\$ 31,451,668.67	
Reserve for Unemployment Claims	\$ <u>216,431.08</u>	
Assigned Fund Balance - Unreserved-Designated for Subsequent Year's Expenditures	\$ <u>699,450.00</u>	
Assigned - FFCRA/SEMI - Designated Subs Yrs Exp	\$ <u>18,126.77</u>	
Total Unassigned Fund Balance		\$ <u>8,492,767.02</u>

SECTION 3

Restricted Fund Balance-Excess Surplus	\$ <u><u>3,500,000.00</u></u>
--	-------------------------------

Recapitulation of excess surplus as of June 30, 2021

Restricted Excess Surplus - Designated for Subsequent Year's Expenditures	\$ <u>3,441,040.00</u>
Restricted Excess Surplus	\$ <u>3,500,000.00</u>
Total Excess Surplus	\$ <u><u>6,941,040.00</u></u>

Detail of Allowable Adjustments

Extraordinary Aid	\$ 302,504.00
Additional Non-Public School Transportation Aid	<u>69,372.00</u>
	\$ <u><u>371,876.00</u></u>

