

**ATLANTIC COUNTY
VOCATIONAL SCHOOL
DISTRICT
BOARD OF EDUCATION**

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

June 30, 2022

**AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS
FINANCIAL, COMPLIANCE AND PERFORMANCE**

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REPORT OF INDEPENDENT AUDITORS

Honorable President and
Members of the Board of Education
Atlantic County Vocational Technical School
(a component unit of the County of Atlantic)
County of Atlantic, New Jersey

We have audited, in accordance with audit 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 Board of Education for the Atlantic County Vocational Technical School in the County of Atlantic (a component unit of the County of Atlantic) for the year ended June 30, 2022, and have issued our report thereon dated March 9, 2023.

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

This report is intended for the information of the Atlantic County Vocational Technical School Board of Education's management and the New Jersey Department of Education and is not intended and should not be used by anyone other than these parties.

Ford Scott & Associates, LLC
FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

Leon P. Costello

Leon P. Costello
Certified Public Accountant
Licensed Public School Accountant
No. 767

March 9, 2023

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**ATLANTIC COUNTY VOCATIONAL SCHOOL DISTRICT
(A COMPONENT UNIT OF THE COUNTY OF ATLANTIC)
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE**

Scope of Audit

The audit covered the financial transactions of the Board Secretary/School Business Administrator, 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 detailed on Exhibit J-20, Insurance Schedule contained in the district's ACFR.

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Lauren Flynn	Business Administrator/ Board Secretary	\$75,000.00

A Public Employees' Dishonesty with Faithful Performance Bond during the period under review was in effect in the amount of \$1,000,000.00.

P.L. 2020, c. 44

Our audit procedures included an inquiry and subsequent review of health benefit data required per NJSA 18A:16-13.3 (Chapter 44) submitted for the year on audit. The Chapter 44 summary report was reviewed for reasonableness and timeliness.

The data submitted did include all health benefit plans offered by the school district.

The school district data certification was completed by the chief school administrator. The school district Chapter 44 data was submitted timely.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs were more than estimated costs. The Board made an adjustment to the billings to sending districts for an increase in per pupil costs in accordance with N.J.A.C. 6A:23A-17.3. The total adjustment that pertains to the 2019-2020 school year amounted to \$1,371,324.00.

Financial Planning, Accounting and Reporting

Examination of Claims

An examination of claims paid during the period under review did not indicate 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 were deposited in the Payroll Agency Account.

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

Salary withholdings were promptly remitted to the proper agencies, including health benefits premium amounts withheld due to the general fund.

Payrolls were delivered to the secretary of the board who then deposited with warrants in separate bank accounts for net payroll and withholdings.

Employee Position Control Roster

An inquiry and subsequent review of the Position Control Roster found no inconsistencies between the payroll records, employee benefit records, the general ledger accounts to where wages are posted, and the Position Control Roster.

Reserve for Encumbrances and Accounts Payable

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

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with N.J.A.C. 6A:23-16.2(f) as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of all expenditures included in our compliance and single audit testing procedures. In addition to randomly selecting a test sample, our sample selection specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. As a result of the procedures performed, a transaction error rate of 0% was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

A. General Classification Findings

None

B. Administrative Classification Findings

None

Board Secretary's Records

The financial records, books of account and minutes were presented to us by the Secretary in a timely manner for audit and were complete. Our review of the financial and accounting records maintained by the board secretary revealed no exceptions.

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

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

The study of compliance for E.S.E.A. indicated no areas of noncompliance and/or questionable costs.

Other Special Federal and/or State Projects

The District's Special Projects were approved as listed on Schedule A and Schedule B located in the 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 reimbursements filed with the Department of Education for district employees who are members of the Teachers' Pension and Annuity Fund. No exceptions were noted.

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

The amount of the expenditure charged to the current year's Final 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 90 day grant liquidation period required by the Office of Grants 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 law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is \$20,200 for 2021-2022.

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

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 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 my examination indicated that no individual payments, contracts, or agreements were made for the performance of any work or goods or services, in excess of the statutory thresholds where there had been no advertising for bids in accordance with the provision 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.

School Food Service

Public Health Emergency

In accordance with the Governor's Declaration of Emergency pertaining to the public health emergency, 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. Governor Murphy's emergency declaration ended June 4, 2021, however, the United States Department of Agriculture's federal waiver continued through June 30, 2022. Food Service Agencies operated under this federal waiver.

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). SFAs could also choose to participate in the National School Lunch Program utilizing standard counting and claiming practices.

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 and meal count records were reviewed on a test-check basis. Cash receipts and bank records were reviewed for timely deposit.

Expenditures should be 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 SSO or SFSP program requirements.

Net cash resources did exceed three months average expenditures.

Time sheets were reviewed, and labor costs verified. Payroll records were maintained on all School Food Services employees authorized by the board of education. 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 (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 Changes in Fund Net Assets (ACFR Schedule B-5) does separate program and non-program revenue and program and non-program cost of goods sold.

Finding 2022-001

The net cash resources of the District's food service operation exceeded three months average expenditures as of June 30, 2022. The District is currently working on a plan to spend the excess funds during the next fiscal year. Based on this, no recommendation is warranted.

Student Body Activities

Our audit of the Student Activities Account noted no exceptions.

Pupil Transportation

Our audit procedures included a review of transportation related contracts and purchases. Based on our review, the district complied with proper bidding procedures and award of contracts. No exceptions were noted in our review of transportation related purchases of goods and services.

Application for State School Aid

Our audit procedures included a test of information reported in the October 15, 2021 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 without exception. 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 written procedures for the recording of student enrollment data.

Testing for Lead of all Drinking Water in Educational Facilities

The school district adhered to all the requirements of NJAC 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 NJAC 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 including findings. There were no prior year findings.

Acknowledgment

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

School Food Service

SCHEDULE OF MEAL COUNT ACTIVITY

ATLANTIC COUNTY VOCATIONAL TECHNICAL SCHOOL DISTRICT
FOOD SERVICE FUND
NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM -Federal
ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2022

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
July 2021-December 2021							
National School Lunch (High Rate)	Paid		0	0	0	-	0.00
National School Lunch (High Rate)	Reduced		0	0	0	-	0.00
National School Lunch (SSO)	Free	78,372	78,372	78,372	0	4.318	0.00
	TOTAL	<u>78,372</u>	<u>78,372</u>	<u>78,372</u>			<u>0.00</u>
January 2022-June 2022							
National School Lunch (High Rate)	Paid		0	0	0	-	0.00
National School Lunch (High Rate)	Reduced		0	0	0	-	0.00
National School Lunch (SSO)	Free	112,540	112,540	112,540	0	4.563	0.00
	TOTAL	<u>112,540</u>	<u>112,540</u>	<u>112,540</u>			<u>0.00</u>
July 2021-December 2021							
School Breakfast (SSO)	Paid		0	0	0	-	0.00
	Reduced		0	0	0	-	0.00
	Free	37,166	37,166	37,166	0	2.46	0.00
	TOTAL	<u>37,166</u>	<u>37,166</u>	<u>37,166</u>			<u>0.00</u>
January 2022-June 2022							
School Breakfast (SSO)	Paid		0	0	0	-	0.00
	Reduced		0	0	0	-	0.00
	Free	58,897	58,897	58,897	0	2.61	0.00
	TOTAL	<u>58,897</u>	<u>58,897</u>	<u>58,897</u>			<u>0.00</u>
Special Milk	Paid	0	0	0	0		0.00
	Free	0	0	0	0		0.00
		<u>0</u>	<u>0</u>	<u>0</u>			<u>0.00</u>
After School Snacks	Paid	0	0	0	0		0.00
	Reduced	0	0	0	0		0.00
	Free (Area Eligible)	-	-	-	0		0.00
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>			<u>0.00</u>
CACFP (d) - Food	Free	0	0	0	0		0.00
CACFP (d) - Cash-in-lieu of USDA Foods	Free	0	0	0	0		0.00
		<u>0</u>	<u>0</u>	<u>0</u>			<u>0.00</u>
Total Net Overclaim							<u><u>0.00</u></u>

School Food Service

SCHEDULE OF MEAL COUNT ACTIVITY

ATLANTIC COUNTY VOCATIONAL TECHNICAL SCHOOL DISTRICT

FOOD SERVICE FUND

NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM -STATE

ENTERPRISE FUND

FOR THE FISCAL YEAR ENDED JUNE 30, 2022

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
State Reimbursement - National School Lunch (High Rate)	Paid				0	0.100	0.00
State Reimbursement - National School Lunch (High Rate)	Reduced				0	1.050	0.00
State Reimbursement - National School Lunch (High Rate)	Free	190,912	190,912	190,912	0	1.050	0.00
	TOTAL	<u>190,912</u>	<u>190,912</u>	<u>190,912</u>			

Total Net Overclaim

0.00

NET CASH RESOURCE SCHEDULE

Net cash resources did exceed three months of expenditures Proprietary Funds - Food Service FYE 2022

<u>Net Cash Resources:</u>		Food Service G - 1/2	
ACFR	Current Assets		
G-1	Cash & Cash Equiv.	\$ 731,781.43	
G-1	Due from Other Gov'ts	91,921.59	
G-1	Accounts Receivable	-	
ACFR	Current Liabilities		
G-1	Less Accounts Payable	-	
G-1	Less Accruals	-	
G-1	Less Due to Other Funds	-	
G-1	Less Deferred Revenue	(1,000.64)	
	Net Cash Resources	<u>\$ 822,702.38</u>	(A)

Net Adj. Total Operating Expense:

G-2	Tot. Operating Exp.	786,999.32	
G-2	Less Depreciation	(29,230.71)	
	Adj. Tot. Oper. Exp.	<u>\$ 757,768.61</u>	(B)

Average Monthly Operating Expense:

B / 10	<u>\$ 75,776.86</u>	(C)
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Three times monthly Average:

3 X C	<u>\$ 227,330.58</u>	(D)
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TOTAL IN BOX A	<u>\$ 822,702.38</u>
LESS TOTAL IN BOX D	<u>\$ 227,330.58</u>
NET	<u>\$ 595,371.80</u>

From above:

**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.

SOURCE - USDA resource management comprehensive review form

**ATLANTIC COUNTY VOCATIONAL SCHOOL
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2021**

	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	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors	Reported on A.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 4 years old	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-
One	-	-	-	-	-	-	-	-	-	-	-	-
Two	-	-	-	-	-	-	-	-	-	-	-	-
Three	-	-	-	-	-	-	-	-	-	-	-	-
Four	-	-	-	-	-	-	-	-	-	-	-	-
Five	-	-	-	-	-	-	-	-	-	-	-	-
Six	-	-	-	-	-	-	-	-	-	-	-	-
Seven	-	-	-	-	-	-	-	-	-	-	-	-
Eight	-	-	-	-	-	-	-	-	-	-	-	-
Nine	-	-	-	-	-	-	-	-	-	-	-	-
Ten	-	-	-	-	-	-	-	-	-	-	-	-
Eleven	-	-	-	-	-	-	-	-	-	-	-	-
Twelve	-	-	-	-	-	-	-	-	-	-	-	-
Post Graduate	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15+CR.)	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14+CR.)	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed - Elementary	79	79	-	20	20	-	-	-	-	-	-	-
Special Ed - Middle School	79	79	-	20	20	-	-	-	-	-	-	-
Special Ed - High School	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	158	158	-	40	40	-	-	-	-	-	-	-
Co. Voc. - Regular	843	843	-	212	209	3	-	-	-	-	-	-
Co. Voc. Ft. Post Sec.	-	-	-	-	-	-	-	-	-	-	-	-
Totals	922	922	-	232	229	3	-	-	-	-	-	-
Percentage Error			0.00%			0%						

	Transportation		
	Reported on DRTS by DOE/county	Reported on DRTS by District	Sample Selected for Testing Errors
Reg. - Public Schools, col.1	-	-	-
Reg. - SpEd, col. 4	-	-	-
Transported - Non-Public, col.3	-	-	-
Aid in Lieu	-	-	-
Special Ed Spec, col. 6	-	-	-
Totals	-	-	-
Percentage Error			

Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A)
 Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B)
 Spec. Avg. = Special Ed with Special Needs

Reported Recalculated

ATLANTIC COUNTY VOCATIONAL SCHOOL
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2021

	Resident LEP Not Low Income		Sample For Verification		
	Reported on ASSA as Bilingual Education	Reported on Workpapers as Bilingual Education	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors
Half Day Preschool 4 years old		-			
Full Day Preschool					
Half Day Kindergarten					
Full Day Kindergarten					
One					
Two					
Three					
Four					
Five					
Six					
Seven					
Eight					
Nine					
Ten					
Eleven					
Twelve					
Post Graduate					
Adult H.S. (15+CR.)					
Adult H.S. (1-14+CR.)					
Subtotal					
Special Ed - Elementary					
Special Ed - Middle School					
Special Ed - High School					
Subtotal					
Co. Voc. - Regular					
Co. Voc. Ft. Post Sec.					
Totals					
Percentage Error		0.00%			0.00%

**ATLANTIC COUNTY VOCATIONAL SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FOR THE YEAR ENDED JUNE 30, 2022**

COUNTY VOCATIONAL DISTRICTS

A. 6% Calculation of Excess Surplus (2020-21 expenditures of \$100 million or less)

2021-22 Total General Fund Expenditures per the ACFR, Ex C-1	\$	<u>33,546,610.21</u>	(B)
Increased by:			
Transfer from Capital Outlay to Capital Projects Fund	\$	<u>-</u>	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$	<u>-</u>	(B1b)
Decreased By:			
On-Behalf TPAF Pension & Social Security	\$	<u>5,804,957.41</u>	(B2a)
Assets Acquired Under Capital Leases	\$	<u>-</u>	(B2b)
Adjusted 2021-22 General Fund Expenditures [(B)+(B1's)-(B2's)]	\$	<u>27,741,652.80</u>	(B3)
6% of Adjusted 2021-22 General Fund Expenditures [(B3) times .06]	\$	<u>1,664,499.17</u>	(B4)
Enter Greater of (B4) or \$250,000	\$	<u>1,664,499.17</u>	(B5)
Increased by: Allowable Adjustment*	\$	<u>-</u>	(K)
Maximum Unassigned/Unreserved-Undesignated Fund Balance [(B5)+(K)]	\$	<u>1,664,499.17</u>	(M)

B. 6% Calculation of Excess Surplus (2021-22 expenditures greater than \$100 million)

2021-22 Total General Fund Expenditures	\$	<u>-</u>	(B)
Increased by:			
Transfer from Capital Outlay to Capital Projects Fund	\$	<u>-</u>	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$	<u>-</u>	(B1b)
Decreased By:			
On-Behalf TPAF Pension & Social Security	\$	<u>-</u>	(B2a)
Assets Acquired Under Capital Leases	\$	<u>-</u>	(B2b)
Adjusted 2021-22 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$	<u>-</u>	(B3)
2021-22 General Fund Expenditures in excess of \$100 million [(B3) minus \$100,000,000]	\$	<u>-</u>	(B4)
3% of General Fund Expenditures in excess of \$100 million [(B4) times .03]	\$	<u>-</u>	(B5)
(B5) Plus \$6,000,000	\$	<u>-</u>	(B6)
Increased by: Allowable Adjustment*	\$	<u>-</u>	(K)
Maximum Unassigned/Unreserved-Undesignated Fund Balance [(B6)+(K)]	\$	<u>-</u>	(M)

* This adjustment line (as detailed below) is to be utilized when applicable for: Impact Aid, Sale and Lease-back, Extraordinary Aid, additional Nonpublic School Aid and Transportation Aid, and School Bus Advertising Revenue Recognized during the current year.

SECTION 2

Total General Fund - Fund Balances @ 06/30/2022 (Per ACFR Budgetary Comparison Schedule C-1)	\$ <u>15,915,642.24</u> (C)
Decreased By:	
Year-end Encumbrances	\$ <u>1,095,511.31</u> (C1)
Legally Restricted-Designated for Subsequent Year's Expenditures	\$ _____ (C2)
Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ <u>3,147,403.13</u> (C3)
Other Restricted Fund Balances ****	\$ <u>7,727,689.27</u> (C4)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$ _____ (C5)
 Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	 \$ <u>3,945,038.53</u> (U)

SECTION 3

Restricted Fund Balance - Excess Surplus *** [(U)-(M)] IF NEGATIVE ENTER - 0 -	\$ <u>2,280,539.36</u> (E)
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Recapitulation of Excess Surplus as of June 30, 2022:

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ <u>3,147,403.13</u> (C3)
Reserved Excess Surplus ***	\$ <u>2,280,539.36</u> (E)
 Total Excess Surplus [(C3) + (E)]	 \$ <u>5,427,942.49</u> (D)

Detail of Allowable Adjustment

Impact Aid	\$ _____ (H)
Sale & Lease-back	\$ _____ (I)
Extraordinary Aid	\$ _____ (J1)
Additional Nonpublic School Transportation Aid	\$ _____ (J2)
Current Year School Bus Advertizing Revenue	
Recognized	\$ _____ (J3)
Family Crisis Transportation Aid	\$ _____ (J4)
Maintenance of Equity Aid and State Military	
Impact Aid received July 2022	\$ _____ (J5)
 Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	 \$ _____ - (K)

** This amount represents the June 30, 2021 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 90031.

*** Amount must agree to the June 30, 2022 ACFR and Audit Summary Worksheet Line 90030.

Detail of Other Restricted Fund Balance

Statutory restrictions:	
Approved unspent separate proposal	\$ _____
Sale/lease-back reserve	\$ _____
Capital reserve	\$ <u>5,960,159.55</u>
Maintenance reserve	\$ <u>1,551,201.22</u>
Tuition reserve	\$ _____
Emergency reserve	\$ _____
School Bus Advertizing 50% Fuel Offset Reserve	
Current year	\$ _____
Prior year	\$ _____
Impact Aid general fund reserve	\$ _____
Impact Aid capital fund reserve	\$ _____
Other state/government mandated reserves	\$ _____
Reserve for Unemployment Fund	\$ <u>216,328.50</u>
Other Reserved Fund Balance not noted above ****	\$ _____
 Total Other Restricted/Reserved Fund Balance	 \$ <u>7,727,689.27</u> (C4)

**** Amount for Other Restricted Fund Balances must be detailed for each source. Use in the excess surplus calculation of any legal reserve that is not state mandated or that is not legally imposed by another type of government, such as the judicial branch of government, must have departmental approval. District requests should be submitted to the Division of Finance prior to September 30.

AUDIT RECOMMENDATIONS SUMMARY
For the Fiscal Year Ended June 30, 2022
ATLANTIC COUNTY VOCATIONAL SCHOOL DISTRICT

Recommendations:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

None

3. School Purchasing Programs

None

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

None

9. Miscellaneous

None

10. Status of Prior Year Audit Findings/Recommendations

No prior year findings.