BERNARDS TOWNSHIP SCHOOL DISTRICT COUNTY OF SOMERSET

AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE JUNE 30, 2022

Auditor's Management Report on Administrative Findings-Financial, Compliance and Performance

Table of Contents

<u> </u>	Page No.
Report of Independent Auditors	1
Scope of Audit	2
Administrative Practices and Procedures	
Insurance	2
Official Bonds	2
Tuition Charges	2
Financial Planning, Accounting and Reporting	
Examination of Claims	2
Payroll Account and Position Control Roster	3
Reserve for Encumbrances and Accounts Payable	
Classification of Expenditures	3
General Classifications	
Administrative Classifications	
Board Secretary's Records	4
Treasurer's Records	4
Elementary and Secondary Education Act as amended by the	
Every Student Succeeds Act (ESSA)	4
Other Special Federal and/or State Projects	4
T.P.A.F. Reimbursement	
Nonpublic State Aid	4
School Purchasing Programs	
Contracts and Agreements Requiring Advertisement for Bids	
School Food Service	
Student Body Activities	
Application for State School Aid (ASSA)	
Pupil Transportation	
Facilities and Capital Assets	
Miscellaneous	
Follow-up on Prior Year Findings	
Acknowledgment	
Schedule of Audited Enrollments	
Excess Surplus Calculation	
Audit Recommendation Summary	14



Independent Auditors' Report

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

We have audited, in accordance with generally accepted auditing standards and *Government Auditing Standards*, issued by the Comptroller General of the United States, the basic financial statements of the Board of Education of the Bernards Township School District in the County of Somerset for the year ended June 30, 2022, and have issued our report thereon dated March 29, 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 solely for the information of the Bernards Township Board of Education's management and Board members and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

Cranford, New Jersey March 29, 2023

Scott A. Clelland, CPA

Licensed Public School Accountant

PKF O'Connor Davies, LLP

No. 1049

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 and the records of the various funds under the auspices of the Board of Education.

Administrative Practices and Procedures

Insurance

Insurance coverage was carried in the amounts as detailed on J-20, Insurance Schedule contained in the District's ACFR.

Official Bonds (N.J.S.A. 18A:17-26, 18A:17-32, 18A:13-13)

Name	Position	Amount
Roderic McLaughlin	School Business Administrator/Board Secretary	\$369,000
Michael Petrizzo	Treasurer of School Moneys	430,000

There is a Public Employees' Faithful Performance Bond with the General Security Property and Casualty Company covering all other employees with coverage of \$250,000.

P.L.2020, c.44

Our audit procedures included an inquiry and subsequent review of health benefit data required per N.J.S.A. 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 less than estimated costs. The Board made a proper adjustment to the billings to sending Districts for the increase (decrease) in per pupil costs in accordance with *N.J.A.C.* 6A:23A-17.1(f)3.

Financial Planning, Accounting and Reporting

Examination of Claims

An examination of claims paid during the period did not indicate any discrepancies with respect to signatures, certification or supporting documentation.

Payroll Account and Position Control Roster

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 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.

Payrolls were delivered to the Treasurer of School Monies with a warrant made to his order for the full amount of each payroll.

An inquiry and subsequent review of the Position Control Roster did not identify any inconsistencies between the payroll records, employee benefit records (e.g. pension reports and health benefit coverage reports), the general ledger accounts to where wages are posted (administrative versus instruction), and the Position Control Roster.

During our payroll testing, we did not note any exceptions.

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. The following was noted:

Finding 2022-001

Finding

During our testing of accounts payable, we identified transactions that were recorded as accounts payable, however, the goods had not been received or the services rendered.

Recommendation:

We suggest that accounts payable be recorded based upon the receiving of goods and services.

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.

Finding 2022-002

Findina:

During our testing of capital assets, we noted that several capital asset additions were charged to non-equipment lines.

Recommendation:

We suggest the District establishes procedures to ensure capital assets additions are charged to proper budget lines according to the New Jersey Public Schools Uniform Minimum Chart of Accounts.

Board Secretary's Records

Our review of the financial and accounting records maintained by the Board Secretary did not disclose any exceptions.

Treasurer's Records

Our review of the records of the Treasurer did not disclose any 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 Annual Comprehensive Financial Report (ACFR). This section of the ACFR documents the financial position pertaining to the projects under Titles I and IV 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 (K-3) and Schedule B (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.

The study of compliance for the special projects indicated no instances of noncompliance or questioned cost.

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 end of 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.

Nonpublic State Aid

Our review of the Nonpublic State Aid completion reports disclosed no exceptions.

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 the bidding for public school transportation contracts under *N.J.S.A.* 18A:39-3 is \$20,200 for 2021-22.

The District has the responsibility of determining whether the expenditures in 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.

Based on the results of our audit, we did not note any individual payments, contracts, or agreements made for the performance of any work or goods or services, in excess of the statutory thresholds where there have 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*.

During our review of the District purchasing process, we did not note any exceptions.

School Food Service

The District does not participate in the Federal or State Child Nutrition Program.

Exhibits reflecting the food service enterprise fund are included in the B-4 through B-6 section of the ACFR.

PUBLIC HEALTH EMERGENCY

In accordance with the Governor's Declaration of Emergency pertaining to the public health emergency all Public, Charter, Non-Public schools were ordered to close effective as of March 18, 2020 for an undetermined period to limit the spread of the virus. As a result, School Food Authorities (SFA) were required to institute alternate procedures to provide meals to eligible students during the period of school closures. 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, 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 could also choose to participate in the National School Lunch Program utilizing standard counting and claiming practices.

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.

Finding 2022-003

Finding:

During our audit of the School Food Service Program, we noted that revenues for catering events were not recorded in the financial records of the District.

Recommendation:

We suggest that all revenues reported by the food service management company be reconciled to District records monthly or charged to the departments that requested the food..

Student Body Activities

During our review of the student activity funds, no exceptions were noted.

Application for State School Aid (ASSA)

Our audit procedures included a test of information reported in the October 15, 2021 Application for State School Aid (ASSA) 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 ASSA was compared to the district workpapers without exception.

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 2021-2022 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 a review of the New Jersey Schools Development Authority ("NJSDA") grant agreements for consistency with recording NJSDA revenue, transfer of local funds from the general fund or from the capital reserve account and awarding of contracts for eligible facilities construction. No exceptions were noted.

Testing for Lead of All Drinking Water in Educational Facilities

The 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 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

Corrective action has been taken on all prior year findings.

There were no audit reports issued by the Office of Fiscal Accountability and Compliance (OFAC) during the 2022 fiscal year.

Acknowledgment

We received the complete cooperation of all the officials of the School District and we greatly appreciate the courtesies extended to the members of the audit team.

BERNARDS TOWNSHIP SCHOOL DISTRICT APPLICATION FOR STATE SCHOOL AID SUMMARY ENROLLMENT AS OF OCTOBER 15, 2021

SCHEDULE OF AUDITED ENROLLMENTS

		Application for State School Aid					Sample for Verification						Private Schools for Disabled			
•		rted on	Repor	ted on			Sam		Verifie		Error		Reported on	Sample		
		.S.A.		papers	_		Selecte		Regis			sters	A.S.S.A. as	for		
		Roll		Roll		rors	Workp		On F		On		Private	Verifi-	Sample	Sample
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Schools	cation	Verified	Errors
Half Day Preschool																
Full Day Preschool Half Day Kindegarten																
Full Day Kindegarten	227.0		227.0				9		9							
One	271.0		271.0		-		16		16							
Two	246.0		246.0		_		12		12							
Three	293.0		293.0				11		11							
Four	297.0		297.0				14		14							
Five	314.0		314.0		_		15		15							
Six	321.0		321.0		_		22		22							
Seven	326.0		326.0		_		20		20							
Eight	352.0		352.0		_		29		29							
Nine	367.0	2.0	367.0	2.0	_	_	27		27							
Ten	377.0	1.0	377.0	1.0	_	_	32		32							
Eleven	344.0	3.0	344.0	3.0	_	_	28		28							
Twelve	379.0	1.0	379.0	1.0	_	_	27		27							
Post-Graduate																
Adult H.S. (15+CR.)																
Adult H.S. (1-14 CR.)																
Subtotal	4,114	7	4,114	7	-		262		262	-					-	
Special Ed - Elementary	195.0		195.0				15		15				1	2	2	
Special Ed - Middle School	126.0		126.0				16		16				3	2	2	
Special Ed - High School	253.0	3	253.0	3	-	. <u> </u>	10		10				16	14	14	
Subtotal	574	3	574	3	-		41		41				20	18	18	
Co. Voc Regular																
Co. Voc. Ft. Post Sec.																
Totals	4,688	10	4,688	10	-		303		303				20	18	18	
:					•	· :		= ==== =		= <u>-</u>						
Percentage Error				:	0.00%	0.00%					0.00%	0.00%				0.00%

BERNARDS TOWNSHIP SCHOOL DISTRICT APPLICATION FOR STATE SCHOOL AID SUMMARY ENROLLMENT AS OF OCTOBER 15, 2021

SCHEDULE OF AUDITED ENROLLMENTS

	R	esident Low Income		Samp	le for Verification		Reside	ent LEP Low Inco	me	Sample for '	Verification		
	Reported on A.S.S.A. as Low	Reported on Workpapers as Low		Sample Selected from	Verified to Application	Sample	Reported on A.S.S.A. as LEP low	Reported on Workpapers as LEP low		Sample Selected from	Verified to Test Score	Sample	
	Income	Income	Errors	Workpapers	and Register	Errors	Income	Income	Errors	Workpapers	and Register	Errors	
Half Day Preschool													
Full Day Preschool													
Half Day Kindegarten	4.0	4.0											
Full Day Kindergarten One	1.0 3.0	1.0 3.0					-	-		-	-		
Two	6.0	6.0		3.0	3.0		-	-		-	-		
hree	7.0	7.0		4.0	4.0		2.0	2.0		2.0	2.0		
our	6.0	6.0		5.0	5.0		2.0	2.0		1.0	1.0		
ive	5.0	5.0		5.0	5.0		-	-		-	-		
ix	5.0	5.0		4.0	4.0		-	-		-	-		
Seven	7.0	7.0		7.0	7.0		1.0	1.0		1.0	1.0		
ight	10.0	10.0		7.0	7.0		3.0	3.0		3.0	3.0		
ine	4.0	4.0		4.0	4.0		-	-		-	-		
en	2.0	2.0		2.0	2.0		-	-		-			
leven	5.0	5.0		5.0	5.0		1.0	1.0		1.0	1.0		
welve ost-Graduate	5.0	5.0		3.0	3.0		2.0	2.0		2.0	2.0		
Adult H.S. (15+CR.)													
dult H.S. (1-14 CR.)													
ubtotal	66	66		49	49		11	11		10	10		
pecial Ed - Elementary	5	5		4.0	4.0		0	0		0	0		
pecial Ed - Middle	6	6		5.0	5.0		0	0		0	0		
pecial Ed - High	<u>8</u> 19	<u>8</u> 19		<u>7.0</u>	<u>7.0</u> 16		2	2 2		2	2 2		
ubtotal	19	19	-	16	16	-	2	2	-	2	2	-	
o. Voc Regular													
o. Voc. Ft. Post Sec. Totals	- OF	85		65	65		13	13		12	12		
Totals	85	- 65		00			13	13		12	12		
ercentage Error			0.00%			0.00%			0.00%			0.00%	
ercentage Error			0.0070			0.0070			0.0070			0.0070	
			Transp	ortation									
	Reported on	Reported on											
	DRTRS by	DRTRS by	Crrc	Tocked	Vorifi- d	Fee						Donorted	
	DOE/County	District	Errors	Tested	Verified	Errors	Dog Avg (Mil-	aga) = Bagular Irr	ludina C	do DIV atudants		Reported	
eg Public Schools	1,999	1,999	_	210	210	_		age) = Regular Inc age) = Regular Ex				4.8 4.8	
eg Public Schools eg -SpEd	1,999	248	-	26	26	-		pecial Ed with Spe				4.6 5.5	
on-Public AIL	323	323	-	34	34	-	opec Avg. – o	poolai Lu Willi Spe	olai Neeus			5.5	
ansported - Non-Public	45	45	-	5	5	-							
pecial Ed Spec	157	157	-	16	16	_							
	2,772	2,772		291	291	_							
otals													
Totals Percentage Error			0.00%			0.00%							

BERNARDS TOWNSHIP SCHOOL DISTRICT APPLICATION FOR STATE SCHOOL AID SUMMARY ENROLLMENT AS OF OCTOBER 15, 2021

SCHEDULE OF AUDITED ENROLLMENTS

SCHEDULE OF AUDITED E		LEP NOT Low Income		Sam	ple for Verification	
	Reported on A.S.S.A. as	Reported on Workpapers as		Sample	Verified to	
	NOT Low Income	NOT Low Income	Errors	Selected from Workpapers	Application and Register	Sample Errors
Half Day Preschool	moone	moome	LIIOIS	Workpapers	and register	LIIOIS
Full Day Preschool						
Half Day Kindegarten						
Full Day Kindergarten	12.0	12.0		-	-	
One	8.0	8.0		3.0	3.0	
Two	10.0	10.0		10.0	10.0	
Three	4.0	4.0		4.0	4.0	
Four	3.0	3.0		4.0	4.0	
Five	2.0	2.0		2.0	2.0	
Six	2.0	2.0		2.0	2.0	
Seven	2.0	2.0		2.0	2.0	
Eight	2.0	2.0		2.0	2.0	
Nine	1.0	1.0		1.0	1.0	
Ten	3.0	3.0		3.0	3.0	
Eleven	1.0	1.0		1.0	1.0	
Twelve	2.0	2.0		2.0	2.0	
Post-Graduate						
Adult H.S. (15+CR.)						
Adult H.S. (1-14 CR.)						
Subtotal	52	52	-	36	36	
Special Ed - Elementary	3	3		3	3	
Special Ed - Middle	-	-		-	-	
Special Ed - High	1	1		1	1	
Subtotal	4	- 4	-	4	4	
Co. Voc Regular						
Co. Voc. Ft. Post Sec.						
Totals	56	56	_	40	40	
Percentage Error			0.00%		<u></u>	0.00%
1 Oroontage Error			0.0070			0.0070

EXCESS SURPLUS CALCULATION

JUNE 30, 2022

SECTION 1 A. 4% Calculation of Excess Surplus

Increased by: Transfer from Capital Outlay to Capital Projects Fund Transfer from Capital Reserve to Capital Projects Fund Transfer from General Fund to SRF for PreK-Regular Transfer from General Fund to SRF for PreK-Inclusion Decreased by: On-Behalf TPAF Pension & Social Security Assets Acquired Under Capital Leases Adjusted 2021-22 General Fund Expenditures [(B) + (B1s) - (B2s)] 4% of Adjusted 2021-22 General Fund Expenditures [(B3) times .04] Enter Greater of (B4) or \$250,000 Increased by: Allowable Adjustment* Maximum Unassigned/Undesignated - Unreserved Fund Balance [(B5) + (K)] \$
Transfer from Capital Reserve to Capital Projects Fund Transfer from General Fund to SRF for PreK-Regular Transfer from General Fund to SRF for PreK-Inclusion Decreased by: On-Behalf TPAF Pension & Social Security Assets Acquired Under Capital Leases Adjusted 2021-22 General Fund Expenditures [(B) + (B1s) - (B2s)] 4% of Adjusted 2021-22 General Fund Expenditures [(B3) times .04] Enter Greater of (B4) or \$250,000 Increased by: Allowable Adjustment* \$
Transfer from General Fund to SRF for PreK-Regular \$
Transfer from General Fund to SRF for PreK-Inclusion \$
Transfer from General Fund to SRF for PreK-Inclusion \$
On-Behalf TPAF Pension & Social Security \$ 24,165,003 (B2a) Assets Acquired Under Capital Leases \$ - (B2b) Adjusted 2021-22 General Fund Expenditures [(B) + (B1s) - (B2s)] \$ 99,095,108 (B3) 4% of Adjusted 2021-22 General Fund Expenditures [(B3) times .04] \$ 3,963,804 (B4) Enter Greater of (B4) or \$250,000 \$ 3,963,804 (B5) Increased by: Allowable Adjustment* \$ 3,119,772 (K)
Assets Acquired Under Capital Leases \$ (B2b) Adjusted 2021-22 General Fund Expenditures [(B) + (B1s) - (B2s)] \$
Adjusted 2021-22 General Fund Expenditures [(B) + (B1s) - (B2s)] \$ 99,095,108 (B3) 4% of Adjusted 2021-22 General Fund Expenditures [(B3) times .04] \$ 3,963,804 (B4) Enter Greater of (B4) or \$250,000 \$ 3,963,804 (B5) Increased by: Allowable Adjustment* \$ 3,119,772 (K)
4% of Adjusted 2021-22 General Fund Expenditures [(B3) times .04] \$ 3,963,804 (B4) Enter Greater of (B4) or \$250,000 \$ 3,963,804 (B5) Increased by: Allowable Adjustment* \$ 3,119,772 (K)
[(B3) times .04] \$ 3,963,804 (B4) Enter Greater of (B4) or \$250,000 \$ 3,963,804 (B5) Increased by: Allowable Adjustment* \$ 3,119,772 (K)
Enter Greater of (B4) or \$250,000 \$ 3,963,804 (B5) Increased by: Allowable Adjustment* \$ 3,119,772 (K)
Increased by: Allowable Adjustment* \$\frac{\\$}{3,119,772}\$ (K)
, , , , , , , , , , , , , , , , , , , ,
Maximum Unassigned/Undesignated - Unreserved Fund Balance [(B5) + (K)] \$ 7,083,576 (M)
SECTION 2
Total General Fund - Fund Balances at 6-30-22
(Per ACFR Budgetary Comparison Schedule C-1) \$\\\ 35,135,961\$ (C)
Decreased by:
Assigned Year End Encumbrances <u>\$ 733,886</u> (C1)
Legally Restricted - Designated for Subsequent Year's
Expenditures $\underline{\$}$ (C2)
Legally Restricted - Excess Surplus - Designated for Subsequent
Year's Expenditures** \$ 4,015,828 (C3)
Other Restricted Fund Balances**** \$ 14,124,231 (C4)
Assigned Fund Balance-Unreserved - Designated for Subsequent
Year's Expenditures \$\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\
Year's Expenditures \$ 475,000 (C5) Total Unassigned Fund Balance

EXCESS SURPLUS CALCULATION

JUNE 30, 2022

SECTION 3

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	\$	8,703,440	(E)
Recapitulation of Excess Surplus as of June 30, 2022			
Reserved Excess Surplus - Designated for Subsequent Year's Expenditures ** Reserved Excess Surplus *** [(E)]	\$ \$	4,015,828 8,703,440	(C3) (E)
Total Excess Surplus [(C3)+(E)]	\$	12,719,268	(D)
Detail of Allowable Adjustments			
Iron out Aid	Φ		71.15
Impact Aid	\$		(H)
Sales & Lease-back	\$	2 010 052	(I)
Sales & Lease-back Extraordinary Aid	\$	3,010,052	(I) (J1)
Sales & Lease-back Extraordinary Aid Additional Nonpublic School Transportation Aid	\$ \$	109,720	(I) (J1) (J2)
Sales & Lease-back Extraordinary Aid Additional Nonpublic School Transportation Aid Current Year School Bus Advertising Revenue Recognized	\$	109,720	(I) (J1) (J2) (J3)
Sales & Lease-back Extraordinary Aid Additional Nonpublic School Transportation Aid Current Year School Bus Advertising Revenue Recognized Family Crisis Transportation Aid	\$ \$ \$	109,720	(I) (J1) (J2) (J3) (J4)
Sales & Lease-back Extraordinary Aid Additional Nonpublic School Transportation Aid Current Year School Bus Advertising Revenue Recognized	\$	109,720	(I) (J1) (J2) (J3)

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

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 Administration and Finance prior to September 30.

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

EXCESS SURPLUS CALCULATION

JUNE 30, 2022

Detail of Other Restricted Fund Balance

Statutory	restrictions:
Approved	unspent separa

Approved unspent separate proposal	\$ <u> </u>
Sale/lease-back reserve	\$ <u>-</u>
Capital reserve	\$ 8,388,286
Emergency reserve	\$ 911,332
Maintenance reserve	\$ 4,143,917
Reserve for Unemployment	\$ 680,696
Tuition reserve	\$ <u>-</u>
School Bus Advertising 50% Fuel Offset-current year	\$ <u>-</u>
School Bus Advertising 50% Fuel Offset-prior year	\$ <u>-</u>
Impact Aid General Fund Reserve (Sections 8002 and 8003)	\$ <u>-</u>
Impact Aid General Fund Reserve (Sections 8007 and 8008)	\$ <u>-</u>
Other State / government mandated reserve	\$ <u>-</u>
[Other Restricted Fund Balance not noted above]****	\$ <u>-</u>
Total Other Restricted Fund Balance	\$ 14,124,231 (C4)

Bernards Township School District

Audit Recommendations Summary

June 30, 2022

Recommendations:

1. Administrative Practices and Procedures

None

2. Financial Planning. Accounting and Reporting

2022-001 - We suggest accounts payable be recorded upon receipt of goods or services rendered.

2022-002 – We suggest that the District establish procedures to ensure capital asset additions are charged to proper budget lines according to the New Jersey Public Schools Uniform Minimum Chart of Accounts.

3. School Purchasing Programs

None

4. School Food Service

2022-003 — We suggest that all revenues reported by the food service management company be reconciled to District records monthly or charged to the departments that requested the food.

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

All prior year findings have been corrected.