

HUDSON COUNTY SCHOOLS OF TECHNOLOGY

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

FOR THE FISCAL YEAR ENDED JUNE 30, 2022

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
 AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS -
 FINANCIAL, COMPLIANCE AND PERFORMANCE
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INDEPENDENT AUDITOR'S REPORT

Honorable President and
Members of the Board of Education
Hudson County Schools of Technology
Secaucus, 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 Hudson County Schools of Technology in the County of Hudson for the year ended June 30, 2022 and have issued our report dated March 24, 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 Hudson County Schools of Technology's management, the New Jersey Department of Education and federal and state audit agencies. However, this report is a matter of public record and its distribution is not limited.



DONOHUE, GIRONDA, DORIA & TOMKINS, LLC
Certified Public Accountants



MAURICIO CANTO
Certified Public Accountant
Licensed Public School Accountant
No. 2541

Secaucus, New Jersey
March 24, 2023

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2022**

SCOPE OF AUDIT

The Audit covered the financial transactions of the Board Secretary/School Business Administrator and Treasurer of School Monies, the activities of the Hudson Schools of Technology, the records of 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 Exhibit J-20 Insurance Schedule contained in the District's ACFR.

Official Bonds at June 30, 2022 (N.J.S.A. 18A:17-26, 18A:17:32)

The District also has an errors and omissions policy with the New Jersey School Boards Insurance Association Insurance Group with coverage of \$16,000,000 total for all fees and claims. Adequacy of insurance coverage is the responsibility of the District.

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Joseph M. Muniz	Board Secretary	\$150,000
Nicholas Fargo	Business Administrator	\$150,000
All Employees	All Employee Blanket Position	\$500,000

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 District.

The District data certification was completed by the School Business Administrator. The District Chapter 44 data was submitted timely.

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 Accounts and Position Control Roster

The net salaries of all employees of the District 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 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, including health benefits withholding due to the general fund.

A position control roster is prepared as required by N.J.A.C. 6A:23A-6.8. and agrees to original certified budget.

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2022**

FINANCIAL PLANNING, ACCOUNTING AND REPORTING (Continued)

Reserve for Encumbrances and Accounts Payable

A review of outstanding purchase orders was made as of June 30, 2022 for proper classification of orders as reserve for encumbrances and accounts payable. No discrepancies were noted.

Travel

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 less than 1% was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

A. General Classification Findings - No findings were noted

B. Administrative Classification Findings – No findings were noted

Board Secretary's Records/Business Administrator

Our review of the financial and accounting records maintained by the Board Secretary/Business Administrator disclosed the following findings:

Finding 2022-001:

The District is not performing closing procedures to accounts receivable balances to ensuring receipts are applied to proper periods and revenues recognized are accurate and complete.

Recommendation:

The District perform closing procedures to accounts receivable balances to ensure receipts are applied to proper periods and revenues recognized are accurate and complete.

Finding 2022-002:

The District has been charged interest by the State of New Jersey Health Benefits Plan for outstanding balances. Although the District has only been paying premiums, part of the payments have been applied to interest due by the vendor whereby increasing outstanding balance. At June 30, 2022, approximately \$156,184 of outstanding balance due to State of New Jersey Health Benefits Plan is applicable to interest charges.

Recommendation:

The District should consider appealing these interest charges with the State of New Jersey Health Benefits Plan and pay outstanding balance to prevent further interest charges from being incurred.

Finding 2022-003:

The District general fund has an interfund receivable balance of \$329,952 due from the student activity accounts for transfers without budget appropriations.

Recommendation:

The District fund appropriate general fund budget appropriation and adopt a formal board resolution to expend funds to student activity accounts for specific reason and purpose.

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2022**

FINANCIAL PLANNING, ACCOUNTING AND REPORTING (Continued)

Elementary and Secondary Education Act (E.S.E.A.)

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 School Education Act as amended and reauthorized.

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

The District's Special Projects were approved as listed on Schedule A and Schedule B located in the K-Section of the ACFR.

Our audit of the federal and the state funds, on a test basis, indicated that obligations and expenditures were incurred during the fiscal year or project 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.

Other Special Federal and/or State Projects

The study of compliance for the special projects did not indicate any areas of noncompliance and/or questioned costs.

T.P.A.F. Reimbursement

Our audit procedures included a test of the biweekly reimbursement forms 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 District to reimburse the State for the TPAF/FICA payment made by the State on-behalf of the District for those employees whose salaries are identified as being paid from federal funds was made subsequent to the end of the 60 day grant liquidation period required by the Office of Grants Management, but prior to the 90 days required by *N.J.S.A.* 18A:66-90. Accordingly, the expenditure was made in accordance with State law (90 days) and properly reported as obligated and not expended and as an unliquidated balance in the current year's Final Report for all federal awards. 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 transportation contracts under *N.J.S.A.* 18A:39-3 is currently \$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.

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.

Based on the results of our examination, 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 had been no advertising for bids in accordance with the provision of *N.J.S.A.* 18A:18A-4.

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2022**

SCHOOL PURCHASING PROGRAMS (Continued)

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 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, the District was required to institute alternate procedures to provide meals 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. SFAs operated under this federal waiver.

As a result, the District was required to provide meals in accordance with the regulations governing the National School Nutrition Seamless Summer Option (SSO). The District could also choose to participate in the National School Lunch Program utilizing standard counting and claiming practices.

The District was authorized to solicit and award emergency noncompetitive procurements and contracts with its food service management company (FSMC) in accordance with 2 CFR 200.320 and N.J.S.A.18A:18A-7. The District was 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.

The District was notified of the requirement to maintain and report separate meal count records and financial records of all applicable costs incurred in providing meals to all free and reduced price meal eligible students during the emergency.

The school food service program was not selected as a major federal and/or State program. However, the program expenditures exceeded \$100,000 in federal and/or State support. Accordingly, we inquired of school management, or appropriate school food service personnel, as to whether the District had any Child Nutrition Program reimbursement overclaims or underclaims. No exceptions were noted.

We also inquired of school management, or appropriate school food service personnel, as to whether the District’s expenditures of school food service revenues were limited to allowable direct and indirect costs. No exceptions were noted.

Non-program foods were not purchased, prepared, sold, or offered for sale.

We inquired of management about the public health emergency procedures/practices that the District 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.

Exhibits reflecting Child Nutrition Program operations are included in the section entitled Enterprise Funds, Section G of the ACFR.

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2022**

TRANSPORTATION CONSORTIUM

Finding 2022-004:

The District transportation consortium internal service fund does not maintain an adequate audit trail for accounts receivable by applying payments for services to respective billings. Payments may have been applied incorrectly to customers or periods. As a result of the independent financial statement audit, a material balance of accounts receivable from prior years were cancelled to correct accounts receivable balance.

Recommendation:

The District transportation consortium internal service fund maintain an adequate audit trail for accounts receivable by applying payments for services to respective billings. Accounts receivable be monitored and closing procedures performed to ensure payments are applied correctly to customers and periods.

CAREER DEVELOPMENT CENTER

Finding 2022-005 (ACFR Finding 2022-001):

The Career Development Center (CDC), which administers the Workforce Investment and Opportunity Act (WIOA) grants, does not monitor, or perform closing procedures to agree general ledger balances to bank reconciliations and grant worksheets used for grant reporting. Grant expenditures are not being accounted for in respective program years, whereby convoluting the audit trail among program years. As a result of the independent financial statement audit, the general ledger was substantially adjusted to agree balances to bank reconciliations and grant worksheets without adequate audit trail.

Recommendation:

The Career Development Center (CDC), which administers the Workforce Investment and Opportunity Act (WIOA) grants, regularly agree general ledger balances to bank reconciliations and grant worksheets used for grant reporting. Grant expenditures be accounted for in respective program years to provide adequate audit trail among program years.

STUDENT BODY ACTIVITIES

Overall, cash receipts and disbursements records for the schools were maintained in satisfactory condition.

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's work papers. The information that was included in the work papers was also verified. The results of our procedures are presented in the Schedule of Audited Enrollment.

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 2021-22 District Report of transported Resident Students (DRTRS). The information that was included in the DRTRS was verified to the DRTRS Eligibility Summary Report. 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. No exceptions were noted in our review of transportation related purchases of goods and services.

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2022**

FACILITIES AND CAPITAL ASSETS

Our procedures included a review of accounting of capital assets 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 FINDINGS

In accordance with *Government Auditing Standards*, our procedures included a review of all prior year recommendations including findings and other suggestions to management. Corrective action has been taken on all prior year findings.

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.



DONOHUE, GIRONDA, DORIA & TOMKINS, LLC
Certified Public Accountants



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Licensed Public School Accountant
No. 2541

Secaucus, New Jersey
March 24, 2023

HUDSON COUNTY SCHOOLS OF TECHNOLOGY
 APPLICATION FOR STATE SCHOOL AID SUMMARY
 ENROLLMENT AS OF OCTOBER 15, 2021

SCHEDULE OF AUDITED ENROLLMENTS

	2022-2023 Application for State School Aid						Sample of Verification					
	Reported on ASSA On Roll		Reported on Workpapers On Roll		Errors		Sample Selected from Workpapers		Verified per Registers On Roll		Errors per Registers On Roll	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Adult HS (15+ Credits)	235	-	235	-	-	-	235	-	235	-	-	-
Subtotal	235	-	235	-	-	-	235	-	235	-	-	-
Special Education-Middle	3	-	3	-	-	-	3	-	3	-	-	-
Special Education-High School	114	98	114	98	-	-	114	98	114	98	-	-
Subtotal	117	98	117	98	-	-	117	98	117	98	-	-
Co. Voc - Regular	2,318	309	2,318	309	-	-	2,318	309	2,318	309	-	-
Co. Voc. Ft., Post Sec	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS	2,670	407	2,670	407	-	-	2,670	407	2,670	407	-	-
					0.00%						0.00%	

HUDSON COUNTY SCHOOLS OF TECHNOLOGY
 APPLICATION FOR STATE SCHOOL AID SUMMARY
 ENROLLMENT AS OF OCTOBER 15, 2021

	Resident Low Income			Sample of Verification			Resident LEP Low Income			Sample of Verification		
	Reported on ASSA Low Income	Reported on Workpapers Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Registers	Sample Errors	Reported on ASSA as LEP Income	Reported on Workpapers as LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Registers	Sample Errors
Special Education-Middle	-	-	-	-	-	-	-	-	-	-	-	-
Special Education-High School	95	95	-	48	48	-	-	-	-	-	-	-
Subtotal	95	95	-	48	48	-	-	-	-	-	-	-
Co. Voc - Regular	1,062	1,062	-	215	215	-	5	5	-	3	3	-
TOTALS	1,156	1,156	0.00%	263	263	-	5	5	0.00%	3	3	0.00%
Transportation												
	Reported on DOE/County	Reported on DRTRS by District	Errors	Tested	Verified	Errors				Reported	Recalculated	
Reg.-Public Schools	1,872	1,872	-	279	279	-				n/a	n/a	
Reg. - Special Education	117	117	-	80	80	-				6.1	6.1	
Courtesy	446	446	-	-	-	-				n/a	n/a	
TOTALS	2,435	2,435	0.00%	359	359	-				n/a	n/a	

Reg Avg (Mileage) = Regular including Grade PK Students (Part A)
 Reg Avg (Mileage) = Regular excluding Grade PK Students (Part B)
 Special Avg = Special Ed w/ Special Needs

HUDSON COUNTY SCHOOLS OF TECHNOLOGY
 APPLICATION FOR STATE SCHOOL AID SUMMARY
 ENROLLMENT AS OF OCTOBER 15, 2021

	Resident LEP NOT Low Income		Sample of Verification	
	Reported on ASSA Not Low Income	Reported on Workpapers Not Low Income	Sample Selected from Workpapers	Verified per Application and Registers
Co. Voc - Regular	4	4	3	3
TOTALS	4	4	3	3
				Errors
				-
				-
				0.00%

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
EXCESS SURPLUS CALCULATION
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

SECTION 1

A. 6% Calculation of Excess Surplus (2021-22 expenditures of \$100 million or less)

2021-2022 Total General Fund Expenditures per the ACFR, Exhibit C-1	<u>\$ 69,406,553</u> (B)
Increased by:	
Transfer from Capital Outlay to Capital Projects	<u>1,403,237</u> (B1a)
Transfer from Reserve to Capital Projects	<u>-</u> (B1b)
Decreased by:	
On-Behalf TPAF Pension & Social Security	<u>(12,481,863)</u> (B2a)
Assets Acquired Under Financed Purchases	<u>-</u> (B2b)
Adjusted 2021-22 General Fund Expenditures [(B) - (B1s)-(B2s)]	<u>58,327,927</u> (B3)
6% of Adjusted 2021-2022 General Fund Expenditures [(B3) times .06]	<u>3,499,676</u> (B4)
Enter Greater of (B4) or \$250,000	<u>3,499,676</u> (B5)
Increased by: Allowable Adjustment*	<u>-</u> (K)
Maximum Unassigned/Unreserved-Undesignated Fund Balance [(B5) + (K)]	<u>\$ 3,499,676</u> (M)

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

SECTION 2

Total General Fund - Fund Balances at June 30, 2022 (Per ACFR Budgetary Comparison Schedule C-1)	<u>\$ 6,592,386</u> (C)
Decreased by:	
Year-end Encumbrances	<u>(179,213)</u> (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	<u>-</u> (C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures**	<u>(996,413)</u> (C3)
Other Restricted/Reserved Fund Balances****	<u>-</u> (C4)
Assigned-Unreserved-Designated for Subsequent Year's Expenditures	<u>-</u> (C5)
Total Unassigned Fund Balance [(C) - (C1) - (C2) - (C3) - (C4) - (C5)]	<u>\$ 5,416,760</u> (U1)

SECTION 3

Restricted Fund Balance - Excess Surplus***[(U) - (M)] IF NEGATIVE ENTER -0- \$ 1,917,084 (E)

Recapitulation of Excess Surplus as of June 30, 2022

Restricted/Reserved Excess Surplus -- Designated for Subsequent Year's Expenditures**	<u>\$ 996,413</u> (C3)
Restricted/Reserved Excess Surplus***[(E)]	<u>1,917,084</u> (E)
Total Excess Surplus [(C3) + (E)]	<u>\$ 2,913,497</u> (D)

Detail of Allowable Adjustments

Impact Aid	<u>\$ -</u> (H)
Sale & Lease-back	<u>-</u> (I)
Extraordinary Aid	<u>-</u> (J1)
Additional Nonpublic School Transportation Aid	<u>-</u> (J2)
Current Year School Bus Advertising Revenue Recognized	<u>-</u> (J3)
Family Crisis Transportation Aid	<u>-</u> (J4)
Total Adjustments [(H) + (I) + (J1) + (J2) + (J3) + (J4)]	<u>\$ -</u> (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 with the June 30, 2022 ACFR and Audit Summary Worksheet Line 90030.

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
EXCESS SURPLUS CALCULATION
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

SECTION 3 (Continued)

Detail of Other Restricted/Reserved Fund Balance

Statutory restrictions:	
Approved unspent separate proposal	\$ -
Sale/lease-back reserve	-
Capital reserve	-
Maintenance reserve	-
Emergency reserve	-
Tuition reserve	-
School Bus Advertising 50% Fuel Offset Reserve - current year	-
School Bus Advertising 50% Fuel Offset Reserve - prior year	-
Impact Aid General Fund Reserve	-
Impact Aid Capital Fund Reserve	-
Other state/government mandated reserves	-
Other Restricted/Reserved Fund Balance not noted above****	-
 Total Other Restricted/Reserved Fund Balance	 <u>\$ - (C4)</u>

**** Amount for Other Restricted/Reserved 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.

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
AUDIT RECOMMENDATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

- The District perform closing procedures to accounts receivable balances to ensure receipts are applied to proper periods and revenues recognized are accurate and complete.
- The District should consider appealing these interest charges with the State of New Jersey Health Benefits Plan and pay outstanding balance to prevent further interest charges from being incurred.
- The District fund appropriate general fund budget appropriation and adopt a formal board resolution to expend funds to student activity accounts for specific reason and purpose.

3. School Purchasing Programs

None

4. School Food Services

None

5. Transportation Consortium

- The District transportation consortium internal service fund maintain an adequate audit trail for accounts receivable by applying payments for services to respective billings. Accounts receivable be monitored and closing procedures performed to ensure payments are applied correctly to customers and periods.

6. Career Development Center

- The Career Development Center (CDC), which administers the Workforce Investment and Opportunity Act (WIOA) grants, regularly agree general ledger balances to bank reconciliations and grant worksheets used for grant reporting. Grant expenditures be accounted for in respective program years to provide adequate audit trail among program years.

7. Student Body Activities

None

8. Application for State School Aid

None

9. Pupil Transportation

None

10. Facilities and Capital Assets

None

11. Testing for Lead and All Drinking Water in Educational Facilities

None

**HUDSON COUNTY SCHOOLS OF TECHNOLOGY
AUDIT RECOMMENDATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

12. Follow-Up on Prior Year Findings

Corrective action has been taken on all prior year findings.