

KEANSBURG SCHOOL DISTRICT

Keansburg, New Jersey
County of Monmouth

**Auditor's Management Report on Administrative Findings -
Financial, Compliance and Performance
YEAR ENDED JUNE 30, 2022**

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

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

Honorable President and Members
of the Board of Education
Keansburg School District
County of Monmouth
Keansburg, New Jersey

We have audited, in accordance with generally accepted audit standards and Government Auditing Standards issued by the Comptroller General of the United States, the basic financial statements of the Keansburg Public School District in the County of Monmouth 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 for the information of the Keansburg Public School District's management and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

Respectfully Submitted,

HOLMAN FRENIA ALLISON, P.C.

Jerry W. Conaty
Certified Public Accountant
Public School Accountant No. 2470

Lakewood, New Jersey
March 29, 2023

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**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 School District's ACFR.

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

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Lindsey Case	School Business Administrator	\$ 200,000.00

Finding 2022-005

The Business Administrators Surety Bond was insufficient to meet the criteria of NJSA 18A:13-13.

Recommendation

That the District evaluate the bonding requirements on a semi annual basis and update the bond amount as needed.

P.L.2020, c.44

Our audit procedures included an inquiry and subsequent review of health benefits 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 School District made a proper adjustment to the billings to sending districts for the decrease in per pupil cost in accordance with *N.J.A.C.6A:23A-17.1(f)3*.

Financial Planning, Accounting and Reporting

Examination of Claims

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

Payroll Account

The net salaries of sampled employees of the board were deposited in the Payroll Account. Employees' payroll deductions and employer's share of fringe benefits were deposited in the Payroll Agency Account.

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

Sampled 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 Treasurer who then deposited with warrants in separate bank accounts for net payroll and withholdings.

Employee Position Control Roster

A sample inquiry and subsequent review of the Position Control Roster found no 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.

Reserve for Encumbrances and Accounts Payable

A sample 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 A-16.29(f) as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of a sample of 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% percent overall was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

Board Secretary's Records

Our review of the financial and accounting records maintained by the board secretary were found to be in satisfactory condition.

Finding 2022-001*:

During our audit we noted that the School District is not maintaining a complete and accurate general ledger in accordance with accounting principles generally accepted in the United States of America. Numerous entries were required to bring the School District's general ledger into compliance at year-end, including misclassification of grant receipts, accrual of year-end receivables, timely posting of grant salaries, interfund adjustments recorded in one fund but not the corresponding fund and contributions to Whole School Reform not recorded between the respective funds.

Recommendation:

That the School District implement internal controls to ensure that a complete and accurate general ledger is maintained and financial reports are reviewed regularly for accuracy.

Finding 2022-002*:

During our testing it was noted the bank reconciliations were not accurately performed. Numerous adjustments were required to correct errors in the School District's bank reconciliations, including outstanding reconciling items that are more than a year old and adjustments being recorded as reconciling items.

Recommendation:

That bank reconciliations be completed accurately and timely.

Pupil Transportation

Our audit procedures included a sample 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 sample of transportation contracts and purchases. Based on our sample, the School 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 sampling of transportation related purchases of goods and services.

Elementary and Secondary Education Act (ESEA)/Improving America's Schools Act (IASA) as Reauthorized by the No Child Left Behind Act of 2001.

The E.S.E.A. / N.C.L.B. 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, II and III of the Elementary and Secondary Education Act as amended and reauthorized.

T.P.A.F. Reimbursement

Our audit procedures included a sample test of the biweekly reimbursements 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(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 and no exceptions were noted.

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

School Purchasing Programs

Contracts and Agreements Requiring

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 2021-22.

The district board of education 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 tests on sample basis, 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*.

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

School Food Service

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, 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.

School Food Service (continued)

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.

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 School Food Authority (SFA) had any Child Nutrition Program reimbursement overclaims or underclaims. No exceptions were noted.

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.

We also inquired of school management, or appropriate school food service personnel, as to whether the SFA's expenditures of school food service revenues were limited to allowable direct and indirect costs. 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.

We 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.

Student Body Activities

Our review of the financial and accounting records for student activities indicated they were in satisfactory condition.

Application for State School Aid (ASSA)

Our audit procedures included a sample 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 and low-income, and bilingual. We also performed a review on a sample basis of the School District's procedures related to its completion. The information on the ASSA was compared to the School 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 School District maintained workpapers on the prescribed state forms of their equivalent.

The School District written procedures appear to be adequate for the recording of student enrollment data.

Testing for Lead of All Drinking Water in Educational Facilities

The school district submitted the annual Statement of Assurance to the Department of Education, pursuant to N.J.A.C. 6A:26-12.4(g).

Facilities and Capital Assets

Finding 2022-003*:

During our testing of capital assets it was noted that the District did not timely provide capital asset ledgers.

Recommendation:

That the District have a complete appraisal performed which is then maintained and updated annually.

Miscellaneous

Finding 2021-004*

The School District did not recognize the required percentage of SEMI revenues.

Recommendation:

The the School district review procedures and implement controls to ensure maximum participation in the SEMI program.

The School District has no outstanding bond issuances so has no continuing disclosure requirements.

Follow-up on Prior Year Findings

In accordance with audit requirements prescribed by the Office of School Finance, Department of Education, State of New Jersey, our procedures included a review of all prior year findings reported in the prior year’s Auditor’s Management Report on Administrative Findings – Financial, Compliance and Performance. Findings marked with an asterisk (*) indicate repeat findings.

Office of Fiscal Accountability and Compliance (OFAC) Findings

There were no Office of Fiscal Accountability and Compliance (OFAC) audit reports issued during the fiscal year ended June 30, 2022.

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.

Respectfully Submitted,

HOLMAN FRENIA ALLISON, P.C.

Jerry W. Conaty
Certified Public Accountant
Public School Accountant No. 2470

Lakewood, New Jersey
March 29, 2023

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ADDITIONAL INFORMATION

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KEANSBURG SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2021

	2022-2023 Application for State School Aid						Sample for Verification						Private Schools for Disabled				
	Reported on A.S.A. On Roll		Reported on Workpapers On Roll		Errors		Reported on Selected from Workpapers		Verified per Registers On Roll		Errors per Registers On Roll		Reported on A.S.A. as Private Schools	Sample for Verification	Sample Verified	Sample Errors	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared					
Half Day Preschool - 3 Yrs	75	-	-	-	-	-	13	-	13	-	-	-	-	-	-	-	
Half Day Preschool - 4 Yrs	45	-	-	-	-	-	8	-	8	-	-	-	-	-	-	-	
Full Day Kindergarten	106	-	-	-	-	-	18	-	18	-	-	-	-	-	-	-	
One	80	-	-	-	-	-	14	-	14	-	-	-	-	-	-	-	
Two	89	-	-	-	-	-	15	-	15	-	-	-	-	-	-	-	
Three	97	-	-	-	-	-	17	-	17	-	-	-	-	-	-	-	
Four	99	-	-	-	-	-	17	-	17	-	-	-	-	-	-	-	
Five	74	-	-	-	-	-	13	-	13	-	-	-	-	-	-	-	
Six	110	-	-	-	-	-	19	-	19	-	-	-	-	-	-	-	
Seven	66	-	-	-	-	-	11	-	11	-	-	-	-	-	-	-	
Eight	90	-	-	-	-	-	16	-	16	-	-	-	-	-	-	-	
Nine	72	-	-	-	-	-	12	-	12	-	-	-	-	-	-	-	
Ten	77	-	-	-	-	-	13	-	13	-	-	-	-	-	-	-	
Eleven	60	-	-	-	-	-	10	-	10	-	-	-	-	-	-	-	
Twelve	51	-	-	-	-	-	9	-	9	-	-	-	-	-	-	-	
Subtotal	1,191	10	1,191	10	-	-	205	-	205	-	-	-	-	-	-	-	
Special Ed - Elementary	188	-	-	-	-	-	32	-	32	-	-	-	8	7	-	7.0	
Special Ed - Middle School	74	-	-	-	-	-	13	-	13	-	-	-	6	5	-	5.0	
Special Ed - Middle School	104	8	104	8	-	-	18	-	18	-	-	-	20	17	-	17.0	
Subtotal	366	8	366	8	-	-	63	-	63	-	-	-	34	29	-	29.0	
Totals	1,557	18	1,557	18	-	-	268	-	268	-	-	-	34	29	-	29.0	
Percentage Error					0%					0%							100%

KEANSBURG SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2021

	Resident Low Income			Sample for Verification			Resident LEP 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 LEP Low Income	Reported on Workpapers LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Full Day Kindergarten	40	40	-	13	13	-	3	3	-	3	3	-
One	36	36	-	12	12	-	1	1	-	1	1	-
Two	46	46	-	15	15	-	2	2	-	2	2	-
Three	47	47	-	15	15	-	-	-	-	-	-	-
Four	47	47	-	15	15	-	-	-	-	-	-	-
Five	39	39	-	13	13	-	4	4	-	3	3	-
Six	63	63	-	21	21	-	-	-	-	-	-	-
Seven	28	28	-	9	9	-	1	1	-	1	1	-
Eight	37	37	-	12	12	-	-	-	-	-	-	-
Nine	33	33	-	11	11	-	1	1	-	1	1	-
Ten	38	38	-	13	13	-	-	-	-	-	-	-
Eleven	18	18	-	6	6	-	2	2	-	2	2	-
Twelve	17	17	-	5	5	-	-	-	-	-	-	-
Subtotal	489	489	-	160	160	-	14	14	-	13	13	-
Special Ed - Elementary	99	99	-	33	33	-	-	-	-	-	-	-
Special Ed - Middle School	78	78	-	16	16	-	-	-	-	-	-	-
Special Ed - High School	66	66	-	22	22	-	-	-	-	-	-	-
Subtotal	243	243	-	71	71	-	-	-	-	-	-	-
Tain Secure Care	1	-	-	-	-	-	-	-	-	-	-	-
Juvenile Detention Center	1	-	-	-	-	-	-	-	-	-	-	-
2	-	-	-	-	-	-	-	-	-	-	-	-
Totals	734	732	-	231	231	-	14	14	-	13	13	-
Percentage Error			0%			0%			0%			0%

Transportation

Reported on DR TRS by DOE/County	Reported on DR TRS by District	Errors	Tested	Verified	Errors
33	33	-	19	19	-
55	55	-	31	31	-
45	45	-	26	26	-
71	71	-	40	40	-
Totals	204	-	116	116	-
Percentage Error		0%			0%

Reg. - Public Schools, col. 1
Reg. - Sp Ed, col. 4
Courtesy Students
Special Ed Spec, col. 6

KEANSBURG SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2021

	Resident LEP Not Low Income				Sample for Verification			
	Reported on A.S.S.A as LEP Not Low Income	Reported on Workpapers LEP Not Low Income	Errors	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors		
Full Day Kindergarten								
One	2	2	-	2	2	-		
Two	-	-	-	-	-	-		
Three	6	6	-	5	5	-		
Four	1	1	-	1	1	-		
Five	1	1	-	1	1	-		
Six	1	1	-	1	1	-		
Seven	-	-	-	-	-	-		
Eight	-	-	-	-	-	-		
Nine	-	-	-	-	-	-		
Ten	1	1	-	1	1	-		
Eleven	1	1	-	1	1	-		
Twelve	2	2	-	2	2	-		
Subtotal	15	15	-	14	14	-		
Special Ed - Elementary	5		5	4	4	-		
Special Ed - Middle School	-	-	-	-	-	-		
Special Ed - High School	-	-	-	-	-	-		
Subtotal	5		5	4	4	-		
Totals	20	15	5	18	18	-		
Percentage Error			25%			0%		

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EXCESS SURPLUS CALCULATION

SECTION 1

A. 4% Calculation of Excess Surplus

2021-2022 Total General Fund Expenditures Reported on Exhibit C-1	\$ <u>40,057,005.15</u> (A)
Increased by:	
Transfer from Capital Outlay to Capital Projects Fund	\$ <u>-</u> (A1a)
Transfer from Capital Reserve to Capital Projects Fund	\$ <u>-</u> (A1a)
Transfer from General Fund to SRF for Preschool	\$ <u>-</u> (A1a)
Less: Expenditures Allocated to Restricted Federal Resources as Reported on Exhibit D-2	\$ <u>387,548.00</u> (A1b)
 2020-2021 Adjusted General Fund & Other State Expenditures {(A)+(A1)-(A-1b)}	 \$ <u>39,669,457.15</u> (A2)
Decreased by:	
On-Behalf TPAF Pension & Social Security	\$ <u>8,858,758.27</u> (A3)
Assets Acquired Under Capital Leases:	
General Fund 10 Assets Acquired Under Capital Leases reported on Exhibit C-1a	\$ <u>-</u> (A4)
Add: General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases:	
Assets Acquired Under Capital Leases in Fund 15 Reported on Exhibit C-1a	\$ <u>-</u> (A5)
Combined General Fund Contribution & State Resources Percent of Fund 15 Resources Reported on Exhibit D-2	<u>97.62%</u> (A6)
General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases [(A5)*(A6)]	\$ <u>-</u> (A7)
Total Assets Acquired Under Capital Leases [(A4)+(A7)]	\$ <u>-</u> (A8)
2020-2021 General Fund Expenditures [(A-2)-(A-3)-(A-8)]	\$ <u>30,810,698.88</u> (A9)
4% of Adjusted 2021-2022 General Fund Expenditures [(A9) times .04]	\$ <u>1,232,427.96</u> (A10)
Enter Greater of (A10) or \$250,000	\$ <u>1,232,427.96</u> (A11)
Increased by: Allowable Adjustment *	\$ <u>376,328.00</u> (K)
Maximum Unassigned Fund Balance [(A11)+(K)]	\$ <u><u>1,608,755.96</u></u> (M)

EXCESS SURPLUS CALCULATION (continued):

SECTION 2:

Total General Fund - Fund Balances @ 06/30/2022 (Per CAFR Budgetary Comparison Schedule C-1)	\$ <u>8,528,598.83</u> (C)
Decreased by:	
Year-End Encumbrances	\$ <u>2,088,204.25</u> (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$ <u>-</u> (C2)
Excess Surplus - Designated for Subsequent Year's Expenditures**	\$ <u>2,648,904.00</u> (C3)
Other Restricted Fund Balances ****	\$ <u>283,734.62</u> (C4)
Assigned Fund Balance - Designated for Subsequent Year's Expenditures	\$ <u>-</u> (C5)
 Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	 \$ <u>3,507,755.96</u> (U)

SECTION 3

Restricted Fund Balance - Excess Surplus *** {(U)-(M)} IF NEGATIVE ENTER -0-	\$ <u>1,899,000.00</u> (E)
Restricted Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ <u>2,648,904.00</u> (C3)
Restricted Excess Surplus *** {(E)}	\$ <u>1,899,000.00</u> (E)
 Total [(C3) + (E)]	 \$ <u>4,547,904.00</u> (D)

Footnotes:

* Allowable adjustment to expenditures on line K must be detailed as follows. This adjustment line (as detailed below) is to be utilized when applicable for:

(H) Federal Impact Aid. The passage of P.L. 2015, c.46 amended N.J.S.A. 18A:7F-41 to permit a board of education to appropriate federal impact aid funds to establish or supplement a federal impact aid legal reserve in the general fund. Accordingly, effective for the year ending June 30, 2016 the Federal Impact Aid adjustment to expenditures is limited to the portion of Federal Impact Aid Section 8002 and Section 8003 received during the fiscal year and recognized as revenue on the General Fund Budgetary Comparison Schedule, but not transferred to the Federal Impact Aid Reserve - General (8002 or 8003) by board resolution during June 1 to June 30 of the fiscal year under audit. Amounts transferred to the reserve are captured on line (C4);

(I) Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10);

(J1) Extraordinary Aid;

(J2) Additional Nonpublic Transportation Aid;

(J3) Recognized current year School Bus Advertising Revenue; and

(J4) Family Crisis Transportation Aid.

Refer to the Audit Program Section II, Chapter 10 for restrictions on the inclusion of Extraordinary Aid, Family Crisis Transportation Aid and Additional Nonpublic School Transportation Aid.

Detail of Allowable Adjustments

Impact Aid	\$ <u>-</u> (H)
Sale & Lease-back	\$ <u>-</u> (I)
Extraordinary Aid	\$ <u>376,328.00</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>376,328.00</u> (K)

EXCESS SURPLUS CALCULATION (continued):

SECTION 3 (continued):

- ** This amount represents the June 30, 2022 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 90031.
- *** Amount entered must agree with the June 30, 2022 ACFR and Audit Summary Worksheet Line 90030
- **** Amount for Other Restricted Fund Balances must be detailed for each source and request for approval to use amounts other than state imposed legal restrictions in the excess surplus calculation must be submitted to the Assistant Commissioner - Field Services prior to September 30.

Detail of Other Reserved Fund Balance

Statutory Restrictions:

Approved Unspent Separate Proposal	\$ <u> -</u>
Sale/Lease-Back Reserve	\$ <u> -</u>
Capital Reserve	\$ <u> 1,000.00</u>
Maintenance Reserve	\$ <u> 281,734.62</u>
Tuition Reserve	\$ <u> -</u>
Emergency Reserve	\$ <u> 1,000.00</u>
School Bus Advertising 50% Fuel Offset Reserve - current year	\$ <u> -</u>
School Bus Advertising 50% Fuel Offset Reserve - prior year	\$ <u> -</u>
Impact Aid General Fund Reserve (Sections 8002 and 8003)	\$ <u> -</u>
Impact Aid Capital Fund Reserve (Sections 8007 and 8008)	\$ <u> -</u>
Reserve for Unemployment Fund	\$ <u> -</u>
Other State/Government Mandated Reserve	\$ <u> -</u>
Other Restricted/Reserved Fund Balance Not Noted Above ****	\$ <u> -</u>
 Total Other Restricted/Reserved Fund Balance	 \$ <u> 283,734.62</u> (C4)

**KEANSBURG SCHOOL DISTRICT
AUDIT RECOMMENDATIONS SUMMARY
YEAR ENDED JUNE 30, 2022**

SCHOOL DISTRICT

Recommendations:

1. Administrative Practices and Procedures

2022-005: That the District evaluate the bonding requirements on a semi annual basis and update the bond amount as needed.

2. Financial Planning, Accounting and Reporting

2022-001*: That the School District implement internal controls to ensure that a complete and accurate general ledger is maintained and financial reports are reviewed regularly for accuracy.

2022-002*: That bank reconciliations be completed accurately and timely.

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

2022-003*: That the District have a complete appraisal maintained and updated annually.

9. Miscellaneous

2021-004*: That the School district review procedures and implement controls to ensure maximum participation in the SEMI program.

10. Status of Prior Year Audit Findings/Recommendations

A review was performed on the prior year recommendations and corrective action was taken on all prior year findings except those marked with an asterisk above.