

**SWEDESBORO-WOOLWICH CONSOLIDATED SCHOOL DISTRICT**

Woolwich Township, New Jersey  
County of Gloucester

**Auditor's Management Report on Administrative Findings  
Financial, Compliance and Performance  
For The Year Ended June 30, 2022**



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

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**HOLT MCNALLY & ASSOCIATES**

Certified Public Accountants & Advisors

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

Honorable President and Members  
of the Board of Education  
Swedesboro-Woolwich Consolidated School District  
County of Gloucester  
Woolwich Township, 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 Swedesboro-Woolwich Consolidated School District in the County of Gloucester for the year ended June 30, 2022, and have issued our report thereon dated February 8, 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 Swedesboro-Woolwich Consolidated 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,

HOLT MCNALLY & ASSOCIATES, INC.

David T. McNally  
Certified Public Accountant  
Public School Accountant, No. 2616

Medford, New Jersey  
February 8, 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>
Steven Jakubowski	Business Administrator/Board Secretary	\$ 275,000

There is a Public Employee's Faithful Performance Blanket Position Bond covering all other employees with coverage of \$275,000.

**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 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*.

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## **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. Employee's payroll deductions and employer's share of fringe benefits were deposited in the Payroll Agency Account.

Sampled 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.

The required certification (E-CERT1) of compliance with requirements for income tax on compensation of administrators (Superintendent, Assistant Superintendents and Business Administrator) to the NJ Department of Treasury was filed by the March 15 due date.

The reporting of employee compensation for income tax related purposes did comply with federal and state regulations regarding the compensation which is required to be reported.

### **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.



## **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, II, III 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 School 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 sample 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 sample test of the biweekly reimbursements forms filed with the Department of Education for district employees who are members of the Teacher's 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.

## **School Purchasing Programs**

### **Contracts and Agreements Requiring Advertisement for Bids**

*N.J.S.A. 18A:18A-1* et seq. (Public School Contracts Law), the associated rules and related information on the statute, and school contracts in general is available on the website: <http://www.state.nj.us/dca/divisions/dlgs/programs/lpcl.html>

Current statute is posted on the New Jersey Legislature website at: [http://lis.njleg.state.nj.us/cgi-bin/om\\_isapi.dll?clientID=1319801&depth=2&expandheadings=off&headigswithhits=on&infobase=statutes.nfo&softpage=TOC Frame Pg42](http://lis.njleg.state.nj.us/cgi-bin/om_isapi.dll?clientID=1319801&depth=2&expandheadings=off&headigswithhits=on&infobase=statutes.nfo&softpage=TOC Frame Pg42)

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.

**School Purchasing Programs (continued)**

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**

**PUBLIC HEALTH EMERGENCY**

In accordance with the Governor's Declaration of Emergency pertaining to the COVID 19 Virus 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 Free and Reduced Price 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 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.

The financial transactions and statistical records of the school food service fund were reviewed. The financial accounts, meal count records were reviewed on a test basis. No Exceptions Noted.

Check receipts and bank records were reviewed for timely deposit. No Exceptions Noted.

The District utilizes a food service management company (FSMC) and is depositing and expending program monies in accordance with *N.J.S.A. 18A:17-34*, and 19-1 through 19-4.1. Provisions of the FSMC Cost Reimbursable Fixed Price contract/addendum were reviewed and audited. The FSMC contract includes an operating results provision which guarantees that the food service program will break even. The operating results provision has been met. All vendor discounts, rebates, and credits from

**School Food Service (continued):**

vendors and/or FSMC were tracked and credited to the Food Service Account and reconciled to supporting documentation at least annually.

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.

The FSMC did not apply for and receive a loan in accordance with the Payroll Protection Plan and did not use the funds to pay for costs applicable to the Food Service Programs. The PPP loan was subsequent forgiven and the FSMC did refund or credit the applicable amounts to the SFA/

Net cash resources did exceed three months average expenditures.

**Finding 2022-01 (Federal Single Audit Finding 2022-001)** – Net Cash Resources in the Food Service Fund exceeded three months’ average expenditures.

**Recommendation** – The District should reduce net cash resources on hand in the Food Service Fund through capital expenditures or other improvements to the Food Service Program.

Time sheets were reviewed, and labor costs verified. Payroll records were maintained on all School Food Services employees authorized by the board of education/board of trustees. 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/were not 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 ScheduleB-5) does separate program and non-program revenue AND program and non-program cost of goods sold.

### **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.

### **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.

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

The school 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 school 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 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 recommendations including findings reported in the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance. Corrective action was not taken on the prior year finding which is repeated in this year's recommendation noted as a current year finding 2022-01.

### **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,

HOLT MCNALLY & ASSOCIATES, INC.

David T. McNally  
Certified Public Accountant  
Public School Accountant, No. 2616

Medford, New Jersey  
February 8, 2023

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SCHEDULE OF AUDITED ENROLLMENTS (1)

**SWEDESBORO-WOOLWICH CONSOLIDATED SCHOOL DISTRICT  
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.S.A. On Roll		Workpapers On Roll		Sample Selected from Workpapers		Verified per Registers On Roll		Errors per Registers On Roll		Reported on A.S.S.A. as Private Schools		Sample for Verification	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Half Day Preschool (3Yr)	7	-	7	-	1	-	1	-	-	-	-	-	-	-
Half Day Preschool (4Yr)	11	-	11	-	2	-	2	-	-	-	-	-	-	-
Full Day Preschool (4Yr)	1	-	1	-	1	-	1	-	-	-	-	-	-	-
Full Day Kindergarten	173	-	173	-	30	-	30	-	-	-	-	-	-	-
One	191	-	191	-	33	-	33	-	-	-	-	-	-	-
Two	178	-	178	-	31	-	31	-	-	-	-	-	-	-
Three	176	-	176	-	30	-	30	-	-	-	-	-	-	-
Four	169	-	169	-	29	-	29	-	-	-	-	-	-	-
Five	199	-	199	-	34	-	34	-	-	-	-	-	-	-
Six	211	-	211	-	36	-	36	-	-	-	-	-	-	-
Subtotal	1,316	-	1,316	-	227	-	227	-	-	-	-	-	-	-
Special Ed - Elementary	220	-	220	-	38	-	38	-	-	-	5	4	4	4
Special Ed - Middle School	39	-	39	-	7	-	7	-	-	-	-	-	-	-
Subtotal	259	-	259	-	45	-	45	-	-	-	5	4	4	4
Totals	1,575	-	1,575	-	272	-	272	-	-	-	5	4	4	4

Percentage Error

- - -

SCHEDULE OF AUDITED ENROLLMENTS (2)

SWEDESBORO-WOOLWICH CONSOLIDATED SCHOOL DISTRICT  
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 as LEP low Income	Errors	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors
Full Day Kindergarten	4	4	-	2	2	-	-	-	-	-	-	-
One	15	15	-	10	10	-	5	5	-	4	4	-
Two	23	23	-	10	10	-	6	6	-	5	5	-
Three	21	21	-	10	10	-	3	3	-	3	3	-
Four	13	13	-	10	10	-	1	1	-	1	1	-
Five	16	16	-	10	10	-	-	-	-	-	-	-
Six	20	20	-	15	15	-	2	2	-	2	2	-
Subtotal	112	112	-	67	67	-	17	17	-	15	15	-
Special Ed - Elementary	35	35	-	25	25	-	1	1	-	1	1	-
Special Ed - Middle	4	4	-	2	2	-	-	-	-	-	-	-
Subtotal	39	39	-	27	27	-	1	1	-	1	1	-
Totals	151	151	-	94	94	-	18	18	-	16	16	-
Percentage Error			-			-			-			-

Transportation

	Reported on DRTS by DOE/county		Reported on DRTRS by District		Errors		Tested		Verified		Errors	
	DOE/county	DRTRS by District	Errors	Tested	Verified	Errors	Tested	Verified	Errors			
Reg. - Public Schools, col. 1	745	745	-	180	180	-	-	-	-	-	-	-
Reg -SpEd, col. 4	136	136	-	33	33	-	-	-	-	-	-	-
AIL - Non-Public, col. 7	109	109	-	26	26	-	-	-	-	-	-	-
Transported - Non-Public, col. 3	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed Spec, col. 6	64	64	-	15	15	-	-	-	-	-	-	-
Totals	1,054	1,054	-	254	254	-	-	-	-	-	-	-
Percentage Error			-			-			-			-



**SCHEDULE OF AUDITED ENROLLMENTS (3)**

**SWEDESBORO-WOOLWICH CONSOLIDATED SCHOOL DISTRICT  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 15, 2021**

	<b>Resident LEP NOT Low Income</b>			<b>Sample for Verification</b>		
	Reported on A.S.S.A. as NOT Low Income	Reported on Workpapers as NOT Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Full Day Kindergarten	5	5	-	3	3	-
One	7	7	-	5	5	-
Two	6	6	-	5	5	-
Three	2	2	-	2	2	-
Four	4	4	-	2	2	-
Five	2	2	-	2	2	-
Six	3	3	-	3	3	-
Subtotal	29	29	-	22	22	-
Special Ed - Elementary	4	4	-	1	1	-
Special Ed - Middle	1	1	-	1	1	-
Subtotal	5	5	-	2	2	-
Totals	34	34	-	24	24	-
Percentage Error			-			-

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SCHEDULE OF MEAL COUNT ACTIVITY

**SWEDSBORO-WOOLWICH CONSOLIDATED SCHOOL DISTRICT  
FOOD SERVICE FUND  
NUMBER OF MEALS SERVED AND (OVER)/UNDERCLAIM  
FOR THE FISCAL YEAR ENDED JUNE 30, 2022  
(MEMORANDUM ONLY)**

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE	(OVER)/ UNDER CLAIM
National School Lunch	Free	68,692	31,618	31,618	-	4.3175	\$ -
(SSO Rate)	Free	111,618	19,370	19,380	-	4.5625	-
	Total	180,310	50,988	50,998	-		\$ -
National School Breakfast	Free	43,815	23,829	23,829	-	2.4625	\$ -
(SSO Rate)	Free	91,152	16,482	16,482	-	2.6050	-
	Total	134,967	40,311	40,311	-		\$ -

**Swedesboro-Woolwich School District**  
**Net cash resources did exceed three months of expenditures**  
**Proprietary Funds - Food Service**  
**FYE 2022**

<u>Net Cash Resources:</u>		<b>Food Service B - 4/5</b>	
<b>CAFR</b>	*	<b>Current Assets</b>	
B-4		Cash & Cash Equiv.	253,657
B-4		Due from General Fund	291,866
B-4		Due from Other Gov'ts	86,368
B-4		Accounts Receivable	2,333
B-4		Investments	
<b>CAFR</b>		<b>Current Liabilities</b>	
B-4		Less Accounts Payable	0
B-4		Less Accruals	
B-4		Less Due to Other Funds	
B-4		Less Deferred Revenue	(20,077)
		<b>Net Cash Resources</b>	<b>\$ 614,147</b>
			<b>(A)</b>

**Net Adj. Total Operating Expense:**

B-5	Tot. Operating Exp.	929,505	
B-5	Less Depreciation	(16,277)	
	Adj. Tot. Oper. Exp.	<b>\$ 913,228</b>	<b>(B)</b>

**Average Monthly Operating Expense:**

	B / 10	<b>\$ 91,322.80</b>	<b>(C)</b>
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**Three times monthly Average:**

	3 X C	<b>\$ 273,968.40</b>	<b>(D)</b>
--	-------	----------------------	------------

TOTAL IN BOX A	\$	614,147.00	
LESS TOTAL IN BOX D	\$	(273,968.40)	
NET	\$	<b>340,178.60</b>	
From above:			
<b>A is greater than D, cash exceeds 3 X average monthly operating expenses.</b>			
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

**EXCESS SURPLUS CALCULATION**

**REGULAR DISTRICTS**

**SECTION 1**

**A. 4% Calculation of Excess Surplus**

2021-2022 Total General Fund Expenditures per the ACFR, Ex. C-1	\$	<u>32,177,069</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)
Transfer from General Fund to SRF for PreK-Regular	\$	<u>-</u>	(B1c)
Transfer from General Fund to SRF for PreK-Inclusion	\$	<u>-</u>	(B1d)
Decreased by:			
On-Behalf TPAF Pension & Social Security	\$	<u>6,096,017</u>	(B2a)
Assets Acquired Under Capital Leases:	\$	<u>-</u>	(B2b)
Adjusted 2021-2022 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$	<u><u>26,081,052</u></u>	(B3)
4% of adjusted 2021-2022 General Fund Expenditures [(B3) times .04]	\$	<u>1,043,242</u>	(B4)
Enter Greater of (B4) or \$250,000	\$	<u>1,043,242</u>	(B5)
Increased by: Allowable Adjustment *	\$	<u>72,371</u>	(K)
Maximum Unassigned/Undesignated-Unreserved Fund Balance [(B5)+(K)]	\$	<u><u>1,115,613</u></u>	(M)

**SECTION 2**

Total General Fund - Fund Balances @ 06-30-2022 (Per CAFR Budgetary Comparison Schedule C-1)	\$	<u>5,908,267</u>	(C)
Decreased by:			
Year-End Encumbrances	\$	<u>75,309</u>	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$	<u>-</u>	(C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures**	\$	<u>987,769</u>	(C3)
Other Restricted Fund Balances ****	\$	<u>2,602,442</u>	(C4)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$	<u>34,530</u>	(C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$	<u><u>2,208,217</u></u>	(U)

**REGULAR DISTRICTS (continued):**

**SECTION 3**

Restricted Fund Balance - Excess Surplus \*\*\* {(U)-(M)} IF NEGATIVE ENTER -0 \$ 1,092,604 (E)

**Recapitulation of Excess Surplus as of June 30, 2022**

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures \*\* \$ 987,769 (C3)  
 Reserved Excess Surplus \*\*\* [(E)] \$ 1,092,604 (E)

Total [(C3) + (E)] \$ 2,080,373 (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, 2015 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.

**Detail of Allowable Adjustments**

Impact Aid	\$ <u>-</u>	(H)
Sale & Lease-back	\$ <u>-</u>	(I)
Extraordinary Aid	\$ <u>40,761</u>	(J1)
Additional Nonpublic School Transportation Aid	\$ <u>31,610</u>	(J2)
Current Year School Bus Advertising Revenue Recognized	\$ <u>-</u>	(J3)
Family Crisis Transportation Aid	\$ <u>-</u>	(J4)
Maintenance of Equity Aid and State Military Impact Aid received July 2022	\$ <u>-</u>	(J5)
 Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)]	 \$ <u>72,371</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 to the June 30, 2022 ACFR and Audit Summary Worksheet Line 90030

\*\*\*\* 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.

**Detail of Other Restricted Fund Balance**

**Statutory Restrictions:**

Approved Unspent Separate Proposal	\$ <u>-</u>
Sale/Lease-Back Reserve	\$ <u>-</u>
Capital Reserve	\$ <u>1,799,613</u>
Maintenance Reserve	\$ <u>500,000</u>
Emergency Reserve	\$ <u>-</u>
Tuition Reserve	\$ <u>-</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>
Other State/Government Mandated Reserve	\$ <u>-</u>
Reserve for Unemployment	\$ <u>302,829</u>
Other Restricted Fund Balance Not Noted Above ****	\$ <u>-</u>
 Total Other Restricted Fund Balance	 \$ <u>2,602,442</u> (C4)

AUDIT RECOMMENDATIONS SUMMARY

For the Fiscal Year Ended June 30, 2022

Swedesboro-Woolwich Consolidated 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

2022-001 The School District should reduce net cash resources on hand in the Food Service Fund through capital expenditures or other improvements to the Food Service Program.

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

Corrective Action was not taken and is listed in the current year as recommendation 2022-001.