

**WEST ORANGE BOARD OF EDUCATION
AUDITOR'S MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS -
FINANCIAL, COMPLIANCE AND PERFORMANCE
JUNE 30, 2022**

**WEST ORANGE BOARD OF EDUCATION
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- FINANCIAL, COMPLIANCE AND PERFORMANCE**

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LERCH, VINCI & BLISS, LLP

CERTIFIED PUBLIC ACCOUNTANTS
REGISTERED MUNICIPAL ACCOUNTANTS

DIETER P. LERCH, CPA, RMA, PSA
GARY J. VINCI, CPA, RMA, PSA
JEFFREY C. BLISS, CPA, RMA, PSA
PAUL J. LERCH, CPA, RMA, PSA
JULIUS B. CONSONI, CPA, PSA
ANDREW D. PARENTE, CPA, RMA, PSA

ELIZABETH A. SHICK, CPA, RMA, PSA
ROBERT W. HAAG, CPA, RMA, PSA
DEBRA GOLLE, CPA
MARK SACO, CPA
ROBERT LERCH, CPA
CHRISTOPHER M. VINCI, CPA, PSA
CHRISTINA CUIFFO, CPA

AUDITOR'S MANAGEMENT REPORT

Honorable President and
Members of the Board of Education
West Orange Board of Education
West Orange, New Jersey

We have audited in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards issued by the Comptroller General of the United States, the basic financial statements of the West Orange Board of Education as of and for the fiscal year ended June 30, 2022 and have issued our report thereon dated January 30, 2023.

As part of our audit, we performed procedures required by the Office of School Finance, Department of Education, State of New Jersey 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 and use of West Orange Board of Education's management, the Board of Trustees, others within the District and the New Jersey State Department of Education. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

LERCH, VINCI & BLISS, LLP
Certified Public Accountants
Public School Accountants

Dieter P. Lerch
Public School Accountant
PSA Number CS00756

Fair Lawn, New Jersey
January 30, 2023

**WEST ORANGE BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

Scope of Audit

The audit covered the financial transactions of the Business Administrator/Board Secretary and Treasurer of School Monies, the activities of the Board of Education, 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 the Schedule of Insurance contained in the Statistical Section of the District's Comprehensive Annual Financial Report (the "CAFR").

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Tonya Flowers	Business Administrator/ Board Secretary	\$550,000
Melissa Simmons	Treasurer of School Monies	\$600,000

There is a Public Employees' Faithful Performance Blanket Bond with the Selective Insurance Company covering all other employees with multiple coverage of \$100,000.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The Board made a proper adjustment, as applicable, to the billings to sending districts in accordance with N.J.A.C. 6A:23A-17.1(f)3.

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:16-3.3 (Chapter 44) submitted for the year of audit. The Chapter 44 summary report was reviewed for reasonableness.

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.

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 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.

**WEST ORANGE BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

Financial Planning, Accounting and Reporting (Continued)

Payroll/Personnel

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.

Payrolls were approved by the Superintendent and were certified by the President of the Board, the Treasurer and the Chief School Administrator.

Salary withholdings were properly remitted to the proper agencies including health benefits withholding due to the general fund.

The District filed the required certification (E-CERT1) of compliance with requirements for income tax compensation of certain administrators with the NJ Department of Treasury.

Employee Position Control Roster

The Board has implemented and maintains a personnel tracking and accounting (Position Control) system.

Reserve for Encumbrances and Accounts Payable

A review of outstanding issued purchase orders was made as of June 30, for goods not yet received or services not yet rendered to determine that no blanket purchase orders were included in the balance of the reserves for encumbrances. Also, unpaid purchase orders included in the balance of accounts payable were reviewed for propriety and to determine that goods were received and services were rendered, as of June 30.

Finding 2022-1 - Our audit indicated that an outstanding purchase order for office renovations was not encumbered for the amount of the contractual obligation.

Recommendation - Open purchase order balances be reviewed to ensure amounts encumbered agree with contractual obligations.

Travel

The Board of Trustees has adopted a travel policy that complies with N.J.S.A. 18A:11-12.

Board Secretary's Records

The financial records, books of account and minutes maintained by the Board Secretary were in very good condition.

The prescribed contractual order system was followed.

Bids received were summarized in the minutes (N.J.S.A. 18A:18A-21).

**WEST ORANGE BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

Financial Planning, Accounting and Reporting (Continued)

Board Secretary's Records (Continued)

Acknowledgement of the Board's receipt of the Board Secretary and Treasurer's monthly financial reports was included in the minutes. The monthly certification of the availability of line item appropriations and fund balances were also approved.

The Board Secretary's and Treasurer's monthly reports were presented to the Board on a timely basis and were submitted to the Executive County Superintendent as prescribed by N.J.S.A. 18A:17-9 and 18A:17-36.

Treasurer's Records

The Treasurer did perform cash reconciliations for all accounts required.

All cash receipts were promptly deposited.

Unemployment Compensation Insurance

The Board has adopted the direct reimbursement method and has established an Unemployment Compensation Insurance Trust Fund. The financial transactions of this fund are reported in the Expendable Trust Fund.

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 Title I, II, III, and IV of the Elementary and Secondary Education Act, as amended.

The audit indicated that obligations and expenditures were incurred during the fiscal year or project period for which the project was approved.

I.D.E.A. Part B

Separate accounting records were maintained for each approved project grant application approvals and acceptance of grant funds were made by Board resolution.

Other Special Federal and/or State Projects

The district's Special Projects were approved as listed on Exhibit K-3 and Exhibit K-4 located in the CAFR.

Our audit 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 CAFR. This section of the CAFR documents the financial position pertaining to the aforementioned special projects.

T.P.A.F. Reimbursements

Our audit procedures included a test of the semi-monthly 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.

TPAF Reimbursement to the State for Federal Salary Expenditures

The amount of the expenditure charged to the current year's Final Reports 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

Project Completion Reports were finalized and transmitted to the State by the due date.

**WEST ORANGE BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$44,000 (with a Qualified Purchasing Agent) and \$32,000 (without a Qualified purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is currently \$20,200. The Board has designated the Business Administrator/Board Secretary as the qualified purchasing agent.

The Board of Education has the responsibility of determining whether the expenditures in any category will exceed the statutory thresholds within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the Board Attorney'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 the furnishing or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed.

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

The system of records did not provide for an accumulation of purchases for which the school board used contracts entered into by the State Department of Purchase and Property pursuant to Ch. 114, P.L. 1977, therefore, the extent of such purchases could not reasonably be ascertained. Our examination did reveal, however, that purchases were made through the use of State contracts.

School Food Service

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 on 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 (SFA's) were required to provide meals in accordance with the regulations governing the National School Nutrition Seamless Summer Option (SSO). SFA's 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 SFA's were also authorized to submit contract modifications to their existing cost reimbursable or fixed price contracts as necessary to ensure the feeding of Free and Reduced Price meal eligible students.

SFA's 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 school food service program was not selected as a major federal and/or state program. However, the program expenditures exceeded \$100,000 in federal 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.

**WEST ORANGE BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

School Food Service (Continued)

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.

Finding 2022-2 - Our audit indicated that the District's net cash resources in the food service fund exceeded the maximum allowed of three months' average expenditures.

Recommendation - The District develop a plan to reduce net cash resources in the food service fund below the maximum allowed of three months' average expenditures.

Finding 2022-3 - Our audit indicated that the food service fund collections were not always deposited in a timely manner.

Recommendation - Food service collections be deposited in a timely manner.

Summer Enrichment Program

The financial records of the Summer Enrichment Program were maintained in good condition.

Student Body Activities

The Board has a policy which clearly established the regulation of student activity funds.

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 disabled, bilingual and low-income. We also performed a review of the District procedures related to its completion. The information on the A.S.S.A. was compared to District workpapers with immaterial exceptions. The information on the workpapers was verified with immaterial exceptions. The results of our procedures are presented in the Schedule of Audited Enrollments.

The District maintained workpapers on the prescribed state forms or their equivalent.

The District has adequate written procedures for the recording of student enrollment data.

**WEST ORANGE BOARD OF EDUCATION
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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 on the DRTRS was verified to the DRTRS Eligibility Summary Report with immaterial exceptions. The information on the DRTRS was verified with immaterial exceptions. 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.

Facilities and Capital Assets

Our procedures included a review of the District's capital assets and related depreciation.

Testing for Lead of all Drinking Water in Educational Facilities

The school district adhered to all 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 did submit 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.

Suggestion to Management

- The state required anti-hazing policy be adopted and implemented.
- The state required payroll verification procedure be performed.

**WEST ORANGE BOARD OF EDUCATION
FOOD SERVICE FUND
NUMBER OF MEALS SERVED AND (OVER)/UNDERCLAIM
ENTERPRISE FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

Not Applicable

**WEST ORANGE BOARD OF EDUCATION
FOOD SERVICE FUND
NET CASH RESOURCE SCHEDULE
ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

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

Current Assets

Cash & Cash Equiv.	\$	2,499,318
Due from Other Gov'ts		385,237
Accounts Receivable		68,201

Current Liabilities

Less Accounts Payable		(13,889)
Unearned Revenue		(58,331)

Net Cash Resources	\$	<u>2,880,536.00</u>
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Net Adjusted Total Operating Expense:

B-5 Total Operating Exp.		4,051,453
B-5 Less Depreciation		(42,264)

Adjusted Total Operating Exp.	\$	<u>4,009,189.00</u>
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<u>Average Monthly Operating Expense:</u>	\$	<u>400,918.90</u>
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<u>Three times monthly Average:</u>	\$	<u>1,202,756.70</u>
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Total Net Cash Resources	\$	2,880,536.00
Three Times Monthly Average	\$	<u>1,202,756.70</u>
Amount Above Allowable Net Cash Resources	\$	<u>1,677,779.30</u>

**WEST ORANGE BOARD OF EDUCATION
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2021
SCHEDULE OF AUDITED ENROLLMENTS**

	2022-2023 Application for State School Aid						Sample for Verification						On Roll - Special Education			Private Schools for Disabled			
	Reported on A.S.S.A. On Roll		Reported on Workpapers On Roll		Errors		Sample Selected from Workpapers		Verified per Register On Roll		Errors per Registers On Roll		Sample for Verifi- cation	Sample Verified	Sample Errors	Reported on A.S.S.A. as Private Schools	Sample for Verifi- cation	Sample Verified	Sample Errors
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared							
							Full	Shared	Full	Shared	Full	Shared							
Half Day Preschool 3 Years Old	-		-		-														
Half Day Preschool 4 Years Old	15		14		1		15		14		1								
Full Day Preschool 3 Years Old	-		-		-														
Full Day Preschool 4 Years Old	-		-		-														
Half Day Kindergarten	-		-		-														
Full Day Kindergarten	403		403		-		69		69		-								
Grade 1	429		429		-		58		58		-								
Grade 2	406		406		-		52		52		-								
Grade 3	423		423		-		58		58		-								
Grade 4	404		404		-		71		71		-								
Grade 5	400		400		-		55		55		-								
Grade 6	355		355		-		355		355		-								
Grade 7	456		456		-		213		213		-								
Grade 8	436		436		-		240		240		-								
Grade 9	447		447		-		447		447		-								
Grade 10	440		440		-		440		440		-								
Grade 11	422		422		-		422		422		-								
Grade 12	416		416		-		416		416		-								
Subtotal	5,452	-	5,451	-	1	-	2,911	-	2,910	-	1	-	-	-	-	-	-	-	-
Sp Ed - Elementary	406		406		-		31		31		-		25	25	-	19	9	9	-
Sp Ed - Middle School	285		285		-		112		112		-		18	18	-	31	15	15	-
Sp Ed - High School	410		411		(1)		410		411		(1)		26	26	-	51	25	25	-
Subtotal	1,101	-	1,102	-	(1)	-	553	-	554	-	(1)	-	69	69	-	101	49	49	-
Totals	6,553	-	6,553	-	-	-	3,464	-	3,464	-	-	-	69	69	-	101	49	49	-
Percentage Error	<u>0.00%</u>						<u>0.00%</u>						<u>0.00%</u>			<u>0.00%</u>			

WEST ORANGE BOARD OF EDUCATION
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2021
SCHEDULE OF AUDITED ENROLLMENTS

	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	Sample Errors
Half Day Preschool 3 Years Old	-	1	(1)	-	-	-
Half Day Preschool 4 Years Old	-	-	-	-	-	-
Full Day Preschool 3 Years Old	-	-	-	-	-	-
Full Day Preschool 4 Years Old	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-
Full Day Kindergarten	86	82.0	4	2	2	-
Grade 1	179	179	-	4	4	-
Grade 2	211	209	2	5	5	-
Grade 3	202	200	2	5	5	-
Grade 4	203	203	-	5	5	-
Grade 5	187	186	1	4	3	1
Grade 6	165	165	-	4	4	-
Grade 7	240	238	2	5	5	-
Grade 8	217	216	1	5	5	-
Grade 9	197	197	-	5	4	1
Grade 10	210	210	-	5	5	-
Grade 11	212	212	-	5	4	1
Grade 12	191	190	1	4	3	1
Subtotal	2,500	2,488	12	58	54	4
Sp Ed - Elementary	189	188	1	4	4	-
Sp Ed - Middle School	164	164	-	4	4	-
Sp Ed - High School	222	223	(1)	5	5	-
Subtotal	575	575	-	13	13	-
Totals	3,075	3,063	12	71	67	4
Percentage Error			<u>0.39%</u>			<u>5.63%</u>

	Resident LEP Low Income			Sample for Verification		
	Reported on ASSA as LEP low Income	Reported on Workpapers as LEP low Income	Errors	Sample Selected	Verified to Test Score and Register	Errors
Half Day Preschool 3 Years Old	-	-	-	-	-	-
Half Day Preschool 4 Years Old	-	-	-	-	-	-
Full Day Preschool 3 Years Old	-	-	-	-	-	-
Full Day Preschool 4 Years Old	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-
Full Day Kindergarten	14	14	-	5	5	-
Grade 1	19	20	(1)	7	7	-
Grade 2	18	18	-	6	6	-
Grade 3	13	13	-	4	4	-
Grade 4	12	13	(1)	4	4	-
Grade 5	9	9	-	3	3	-
Grade 6	1	1	-	-	-	-
Grade 7	12	12	-	4	4	-
Grade 8	6	6	-	2	2	-
Grade 9	10	10	-	3	2	1
Grade 10	6	6	-	2	2	-
Grade 11	4	4	-	1	1	-
Grade 12	5	5	-	2	2	-
Subtotal	129	131	(2)	43	42	-
Sp Ed - Elementary	12	13	(1)	4	4	-
Sp Ed - Middle School	4	4	-	1	1	-
Sp Ed - High School	2	2	-	1	1	-
Subtotal	18	19	(1)	6	6	-
Totals	147	150	(3)	49	48	1
Percentage Error			<u>-2.04%</u>			<u>2.04%</u>

	Transportation					
	Reported on DRTRS by DOE	Reported on DRTRS by District	Errors	Tested	Verified	Errors
Reg. - Public Schools	2,535	2,535	-	50	50	-
Transported - Non Public	299	299	-	6	5	1
AIL Non-Public	421	421	-	8	8	-
Regular - Special Ed	82	82	-	2	2	-
Special Needs	288	288	-	6	6	-
Subtotal	3,625	3,625	-	72	71	1
Percentage Error			<u>0.00%</u>			<u>1.39%</u>

**WEST ORANGE BOARD OF EDUCATION
APPLICATION FOR STATE SCHOOL AID
ENROLLMENT AS OF OCTOBER 15, 2021
SCHEDULE OF AUDITED ENROLLMENTS**

	Resident LEP Not Low Income			Sample for Verification		
	Reported on ASSA as NOT Low Income	Reported on Workpapers as NOT low Income	Errors	Sample Selected From Workpapers	Verified to Application	Errors
Half Day Preschool 3 Years Old						
Full Day Preschool 3 Years Old			-			-
Half Day Preschool 4 Years Old			-			-
Full Day Preschool 4 Years Old			-			-
Half Day Kindergarten			-			-
Full Day Kindergarten	34	34	-	10	10	-
Grade 1	20	21	(1)	6	6	-
Grade 2	13	13	-	4	4	-
Grade 3	17	17	-	5	5	-
Grade 4	9	9	-	3	3	-
Grade 5	6	6	-	2	2	-
Grade 6	10	11	(1)	3	3	-
Grade 7	9	9	-	3	3	-
Grade 8	10	10	-	3	3	-
Grade 9	9	9	-	3	3	-
Grade 10	5	5	-	1	1	-
Grade 11	16	16	-	5	5	-
Grade 12	7	7	-	2	2	-
Subtotal	165	167	(2)	50	50	-
Sp Ed - Elementary	4	4	-	1	1	-
Sp Ed - Middle School	2	2	-	1	1	-
Sp Ed - High School	1	1	-	-	-	-
Subtotal	7	7	-	2	2	-
Totals	172	174	(2)	52	52	-
Percentage Error			<u>-1.16%</u>			<u>0.00%</u>

**WEST ORANGE BOARD OF EDUCATION
CALCULATION OF EXCESS SURPLUS
FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

2021-2022 Total General Fund Expenditures per the CAFR		\$ 204,910,369
Decreased by:		
On-Behalf TPAF Pension & Social Security		39,221,977
Adjusted 2021-2022 General Fund Expenditures		\$ 165,688,392
4% of Adjusted 2021-2022 General Fund Expenditures		\$ 6,627,536
Increased by:		
Allowable Adjustment *		3,341,955
Maximum Unassigned Fund Balance		\$ 9,969,491
Total General Fund - Fund Balance at June 30, 2022		\$ 22,374,069
Decreased by:		
Reserved for Encumbrances	\$ 2,877,207	
Other Restricted Fund Balance - Capital Reserve	2,368,500	
Other Restricted Fund Balance - Maintenance Reserve	2,000,035	
Other Restricted Fund Balance - Unemployment Reserve	452,854	
Designated for Subsequent Year's Expenditures	3,893,493	
		11,592,089
Total Unassigned Fund Balance		\$ 10,781,980
Fund Balance - Excess Surplus		812,489
<u>Recapitulation of Excess Surplus as of June 30, 2022</u>		
Excess Surplus- Designated in Subsequent Year's Budget		\$ 455,878
Excess Surplus		812,489
		\$ 1,268,367
* <u>Detail of Allowable Adjustments</u>		
Unbudgeted Extraordinary Aid		\$ 3,183,155
Unbudgeted Additional Nonpublic School Transportation Aid		158,800
Total Adjustments		\$ 3,341,955

**WEST ORANGE BOARD OF EDUCATION
RECOMMENDATIONS**

I. Administrative Practices and Procedures

There are none.

II. Financial Planning, Accounting and Reporting

1. It is recommended that open purchase order balances be reviewed to ensure amounts encumbered agree with contractual obligations.

III. School Purchasing Program

There are none.

IV. School Food Services

It is recommended that:

2. The District develop a plan to reduce net cash resources in the food service fund below the maximum allowed of three months' average expenditures.
3. Food service collections be deposited in a timely manner.

V. Summer Enrichment Program

There are none.

VI. Student Body Activities

There are none.

VII. Application for State School Aid

There are none.

VIII. Pupil Transportation

There are none.

IX. Facilities and Capital Assets

There are none.

X. Miscellaneous

There are none.

**WEST ORANGE BOARD OF EDUCATION
RECOMMENDATIONS**

XI. Status of Prior Years' Audit Findings/Recommendations

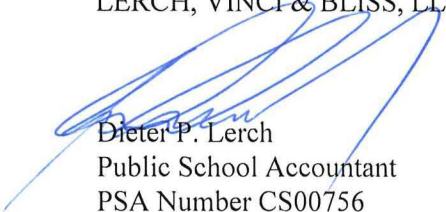
A review was performed on all prior years' recommendations and corrective action was taken on all.

ACKNOWLEDGEMENT

We received the complete cooperation of all the officials of the school district and we greatly appreciate the courtesies extended to us.

Respectfully submitted,

LERCH, VINCI & BLISS, LLP



Dieter P. Lerch
Public School Accountant
PSA Number CS00756