

**SCHOOL DISTRICT  
OF  
BUENA REGIONAL**

**AUDITORS' MANAGEMENT REPORT  
ON ADMINISTRATIVE FINDINGS  
FINANCIAL, COMPLIANCE AND PERFORMANCE  
JUNE 30, 2023**

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

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# FORD - SCOTT

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## REPORT OF INDEPENDENT AUDITORS

Honorable President and  
Members of the Board of Education  
Buena Regional School District  
County of Atlantic, New Jersey

We have audited, in accordance with audit 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 Board of Education of the Buena Regional School District in the County of Atlantic for the year ended June 30, 2023, and have issued our report thereon dated January 19, 2024.

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 Buena Regional Board of Education's management and the New Jersey Department of Education (cognizant audit agency), other state and federal awarding agencies and pass-through entities and is not intended and should not be used by anyone other than these parties.

*Ford, Scott & Associates, L.L.C.*

**FORD, SCOTT & ASSOCIATES, L.L.C.**

**CERTIFIED PUBLIC ACCOUNTANTS**

*Michael S. Garcia*

**Michael S. Garcia**

**Certified Public Accountant**

**Licensed Public School Accountant**

**No. 2080**

**January 19, 2024**

**ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE REPORTING**

**Scope of Audit**

The audit covered the financial transactions of the Board Secretary/School Business Administrator and the Treasurer of School Moneys, the activities of the Board of Education, and the records of the various funds under the auspices of the Board of Education.

**Administrative Practices and Procedures**

Insurance

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

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Donna Phillips	Board Secretary Business Administrator	\$ 300,000.00

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The Board made a proper adjustment to the billings to sending districts for the decrease in per pupil costs in accordance with *N.J.A.C. 6A:23-3.1(f)3*.

**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 Account

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

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

Salary withholdings were promptly remitted to the proper agencies, including health premiums withholdings due to the general fund.

Reserve for Encumbrances, Liability for Accounts Payable

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

## **Financial Planning, Accounting and Reporting - Continued**

### **Classification of Expenditures**

The coding of expenditures was tested for proper classification in accordance with *N.J.A.C. 6:23-2.2(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 with *N.J.A.C. 6A:23A-2.4*. As a result of the procedures performed, a transaction error rate of 0.00% was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

- A. *General Classification Findings*
- B. *Administrative Classification Findings*

### **Board Secretary's Records**

The Board Secretary's Records were in satisfactory condition.

Bids received were summarized in the minutes.

Acknowledgement of the Board's receipt of the Board Secretary's and the Treasurer's monthly financial reports were included in the minutes.

Budget appropriations were not greater than realized revenues and Board authorized use of surplus.

No budgetary line accounts were over-expended during the fiscal year and at June 30.

Purchase orders were charged to the appropriate line accounts in accordance with State prescribed Uniform Minimum Chart of Accounts (2R2), for New Jersey Public Schools.

### **Treasurer's Records**

Not Applicable

### **Pupil Transportation**

Our audit procedures included a test of on roll status reported in the 2022-2023 District Report of Transported Resident Students (DRTRS). The information that was included on 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 include a review of transportation related contracts and purchases. Based on our review, the District complied with the proper bidding procedures and award of contracts. The bid specifications for the purchase of buses were in compliance with applicable statutes. No exceptions were noted in our review of transportation related purchases of goods and services.

### **Elementary and Secondary Education Act of 1965 (E.S.E.A.) / 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 and VI of the Elementary and Secondary Education Act as amended and reauthorized.

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

### **Other Special Federal and/or State Projects**

The District's Special Projects were approved as listed on the Schedule A and Schedule B in the ACFR.

Our audit of the federal and state funds on a test basis indicated that obligations and expenditures were

## **Other Special Federal and/or State Projects - Continued**

incurred during the fiscal year or project period for which the project was approved.

The financial exhibits are contained within the Special Revenue Section of the ACFR. This section of the ACFR documents the financial position pertaining to the aforementioned special projects.

The study of compliance for Special Federal and/or State Projects revealed no areas of noncompliance and/or questionable 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.

## **TPAF Reimbursement to the State for Federal Salary Expenditures**

The amount of the expenditure charged to the current year's Final Report for all federal awards for the school district to reimburse the State for the TPAF/FICA payments made by the State on-behalf of the school district for those employees whose salaries are identified as being paid from federal funds was made prior to the end of the 60 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**

Effective July 1, 2020 and thereafter the bid thresholds in accordance with *N.J.S.A. 18A:18A-2* and *18A:18A-3(a)* is \$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 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.

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.

The results of my examination indicated that no individual payments, contracts, or agreements were made for the performance of any work or goods or service, 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*, as amended.

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

## **School Food Service**

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 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 School Food Authority (SFA) had any Child Nutrition Program reimbursement overclaims or underclaims. Exceptions were not noted.

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. Exceptions were not 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 also inquired of management about the emergency COVID-19 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.

The Schedule of Meal Count Activity is not a required presentation where the School Food Service Program has not been audited as a major program.

### **Student Body Activities**

During our review of the student activity funds, we found no exceptions.

### **Application for State School Aid**

Our audit procedures included a test of information reported in the October 14, 2022 Application for State School Aid (ASSA) for on-roll, private schools for the handicapped, and low income. We also performed a review of the districts procedures related to its completion. The information on the ASSA was compared to the district workpapers without exception. The information that was included on the workpapers was verified with several 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.

### **Facilities and Capital Assets**

Our procedures included a review of the SDA grant agreement for consistency with recording SDA revenue, transfer of local funds and awarding of contracts for eligible facilities construction. No exceptions were noted.

**Follow-up on Prior Year Findings**

In accordance with government auditing standards, our procedures included a review of all prior year recommendations. There were no findings in the prior year.

**Suggestions to Management**

The District has accumulated Excess Cash Net Resources in the Food Service Fund due to the influx of additional Federal and State Funding related to the COVID-19 Pandemic. The State of New Jersey Department of Agriculture has issued a letter dated October 4, 2023 to all School Districts indicating that these excess funds may be retained by the District and, that the District must develop a plan which projects how excess funds will be expended in support of the program during the upcoming school year. We suggest that the district develop a plan to utilize the excess funds on allowable expenses that support the Federal Child Nutrition Program, such as improving the nutritional quality of food or purchasing equipment for the kitchens and cafeterias as outlined in the Code of Federal Regulations, 7 CFR 210.14(a).

**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.

*Ford, Scott & Associates, L.L.C.*  
**FORD, SCOTT & ASSOCIATES, L.L.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**

*Michael S. Garcia*

**Michael S. Garcia**  
**Certified Public Accountant**  
**Licensed Public School Accountant**  
**No. 2080**

**January 19, 2024**



**BUENA REGIONAL SCHOOL DISTRICT  
SCHEDULE OF AUDITED ENROLLMENTS  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 14, 2022**

	2023-2024 Application for State School Aid						Sample for Verification						Private Schools for Disabled										
	Reported on A.S.S.A. On Roll		Reported on Workpapers		Errors		Reported on Selected from Workpapers		Registers On Roll		Registers On Roll		Reported on Private Schools		Reported on workpapers		Sample for Verification		Sample Verified		Sample Errors		
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	
PK3 Preschool	44	-	-	-	-	-	9	-	9	-	-	-	-	-	-	-	-	-	-	-	-	-	
PK4 Preschool	65	-	-	-	-	-	10	-	10	-	-	-	-	-	-	-	-	-	-	-	-	-	
Half Day Kindergarten	78	-	-	-	-	-	14	-	14	-	-	-	-	-	-	-	-	-	-	-	-	-	
Full Day Kindergarten	89	-	-	-	-	-	16	-	16	-	-	-	-	-	-	-	-	-	-	-	-	-	
One	98	-	-	-	-	-	17	-	17	-	-	-	-	-	-	-	-	-	-	-	-	-	
Two	88	-	-	-	-	-	15	-	15	-	-	-	-	-	-	-	-	-	-	-	-	-	
Three	95	-	-	-	-	-	17	-	17	-	-	-	-	-	-	-	-	-	-	-	-	-	
Four	79	-	-	-	-	-	14	-	14	-	-	-	-	-	-	-	-	-	-	-	-	-	
Five	86	-	-	-	-	-	15	-	15	-	-	-	-	-	-	-	-	-	-	-	-	-	
Six	89	-	-	-	-	-	16	-	16	-	-	-	-	-	-	-	-	-	-	-	-	-	
Seven	101	-	-	-	-	-	18	-	18	-	-	-	-	-	-	-	-	-	-	-	-	-	
Eight	108	-	-	-	-	-	16	-	16	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nine	96	-	-	-	-	-	19	-	19	-	-	-	-	-	-	-	-	-	-	-	-	-	
Ten	106	-	-	-	-	-	17	-	17	-	-	-	-	-	-	-	-	-	-	-	-	-	
Eleven	92	-	-	-	-	-	19	-	19	-	-	-	-	-	-	-	-	-	-	-	-	-	
Twelve																							
Post-Graduate																							
Adult H.S. (15+CR.)																							
Adult H.S. (1-14+CR.)																							
Subtotal	1,314	-	-	-	-	-	232	-	232	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed - Elementary	86	-	-	-	-	-	14	-	14	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed - Middle School	64	-	-	-	-	-	11	-	11	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed - High School	93	-	-	-	-	-	15	-	15	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	243	-	-	-	-	-	40	-	40	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Co. Voc. - Regular																							
Co. Voc. - FT Post Sec.																							
Totals	1,557	-	-	-	-	-	272	-	272	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Percentage Error							0.00%		0.00%														0.00%

**BUENA REGIONAL SCHOOL DISTRICT**  
**APPLICATION FOR STATE SCHOOL AID SUMMARY**  
**ENROLLMENT AS OF OCTOBER 14, 2022**

**SCHEDULE OF AUDITED ENROLLMENTS**

	2023-2024 Application for State School Aid				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	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
PK3 Preschool	17	17	-	7	7	-	-	-	-	-	-	-	-	-	-	-	-	-
PK4 Preschool	31	31	-	6	6	-	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	43	43	-	11	11	-	1	1	-	1	1	-	-	-	1	1	-	-
Full Day Kindergarten	47	47	-	13	13	-	9	9	-	6	6	-	-	-	5	5	-	-
One	61	61	-	15	15	-	8	8	-	5	5	-	-	-	2	2	-	-
Two	48	48	-	12	12	-	7	7	-	5	5	-	-	-	2	2	-	-
Three	51	51	-	13	13	-	3	3	-	2	2	-	-	-	2	2	-	-
Four	41	41	-	11	11	-	4	4	-	2	2	-	-	-	2	2	-	-
Five	57	57	-	15	15	-	2	2	-	2	2	-	-	-	2	2	-	-
Six	49	49	-	13	13	-	4	4	-	3	3	-	-	-	3	3	-	-
Seven	53	53	-	14	14	-	-	-	-	3	3	-	-	-	2	2	-	-
Eight	66	66	-	17	17	-	4	4	-	2	2	-	-	-	1	1	-	-
Nine	52	52	-	15	15	-	2	2	-	2	2	-	-	-	1	1	-	-
Ten	46	46	-	12	12	-	1	1	-	2	2	-	-	-	2	2	-	-
Eleven	44	44	-	12	12	-	3	3	-	-	-	-	-	-	-	-	-	-
Twelve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15+CR.)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14+CR.)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	706	706	-	186	186	-	48	48	-	34	34	-	48	48	34	34	-	-
Special Ed - Elementary	62	62	-	16	16	-	3	3	-	2	2	-	-	-	2	2	-	-
Special Ed - Middle School	45	45	-	12	12	-	1	1	-	1	1	-	-	-	1	1	-	-
Special Ed - High School	62	62	-	18	18	-	3	3	-	2	2	-	-	-	2	2	-	-
Subtotal	169	169	-	46	46	-	7	7	-	5	5	-	7	7	5	5	-	-
Co. Voc. - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Co. Voc. - FT Post Sec.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	875	875	-	232	232	-	55	55	-	39	39	-	55	55	39	39	-	-
Percentage Error			0.00%			0.00%			0.00%			0.00%					0.00%	

**Transportation**

	Reported on DRTS by DOE/County				Reported on DRTS by District				Sample for Verification				Sample for Verification					
	DOE/County	District	Errors	Tested	DOE/County	District	Errors	Tested	Verified	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		
Reg. - Public Schools, col. 1	942	-	-	196	942	-	-	196	196	-	-	-	-	-	-	-	-	-
Reg - Sp Ed, col. 4	120	120	-	25	120	25	-	25	25	-	-	-	-	-	-	-	-	-
Non-Public, col. 3	100	100	-	21	100	21	-	21	21	-	-	-	-	-	-	-	-	-
Special Ed w/ Spec, col. 6	59	59	-	12	59	12	-	12	12	-	-	-	-	-	-	-	-	-
Totals	1,221.00	1,221.00	-	254	1,221.00	254	-	254	254	-	-	-	-	-	-	-	-	-
Percentage Error			0.00%				0.00%						0.00%					

Reg Avg. (Mileage) = Regular Including Grade PK Students (Part A)  
 Reg Avg. (Mileage) = Regular Excluding Grade PK Students (Part B)  
 Spec Avg. = Special Ed with Special Needs

Reported 5.2  
 Recalculated 5.2  
 5.3  
 9.7

BUENA REGIONAL SCHOOL DISTRICT  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 14, 2022

SCHEDULE OF AUDITED ENROLLMENTS

	2023-2024 Application for State School Aid		Sample for Verification	
	Reported on A.S.S.A as LEP Not Low Income	Reported on Workpapers LEP Not Low Income	Sample Selected from Workpapers and Register	Verified to Test Score Errors
PK3 Preschool	-	-	-	-
PK4 Preschool	-	-	-	-
Half Day Kindergarten	-	-	-	-
Full Day Kindergarten	-	-	-	-
One	1	1	1	1
Two	-	-	-	-
Three	-	-	-	-
Four	-	-	-	-
Five	1	1	1	1
Six	-	-	-	-
Seven	-	-	-	-
Eight	1	1	1	1
Nine	-	-	-	-
Ten	-	-	-	-
Eleven	-	-	-	-
Twelve	-	-	-	-
Post-Graduate	-	-	-	-
Adult H.S. (15+CR.)	-	-	-	-
Adult H.S. (1-14+CR.)	-	-	-	-
Subtotal	3	3	3	3
Special Ed - Elementary	2	2	2	2
Special Ed - Middle School	-	-	-	-
Special Ed - High School	-	-	-	-
Subtotal	2	2	2	2
Co. Voc. - Regular	-	-	-	-
Co. Voc. - FT Post Sec.	-	-	-	-
Totals	5	5	5	5
Percentage Error	0.00%		0.00%	

**BUENA REGIONAL SCHOOL DISTRICT  
EXCESS SURPLUS CALCULATION  
FOR THE YEAR ENDED JUNE 30, 2023**

**REGULAR DISTRICT**

**SECTION 1**

**A. 2% Calculation of Excess Surplus**

2022-23 Total General Fund Expenditures per the ACFR, Ex. C-1	\$	44,231,832.49	(B)
Increased by:			
Transfer from Capital Outlay to Capital Projects Fund	\$	-	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$	-	(B1b)
Transfer from General Fund to SRF for PreK-Regular	\$	80,970.00	(B1c)
Transfer from General Fund to SRF for PreK-Inclusion	\$	-	(B1d)
Decreased By:			
On-Behalf TPAF Pension & Social Security	\$	8,241,010.61	(B2a)
Assets Acquired Under Capital Leases			(B2b)
Adjusted 2022-23 General Fund Expenditures [(B)+(B1's)-(B2's)]	\$	36,071,791.88	(B3)
2% of Adjusted 2022-23 General Fund Expenditures [(B3) times .02]	\$	721,435.84	(B4)
Enter Greater of (B4) or \$250,000	\$	721,435.84	(B5)
Increased by: Allowable Adjustment*	\$	158,154.00	(K)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]			\$ 879,589.84 (M)

**SECTION 2**

Total General Fund - Fund Balances @ 06/30/23 (Per ACFR Budgetary Comparison Schedule C-1)	\$	6,586,454.08	(C)
Decreased by:			
Year-end Encumbrances	\$	576,281.64	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$	-	(C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	\$	2,490,068.08	(C3)
Other Restricted Fund Balances ****	\$	989,972.47	(C4)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$	687,994.92	(C5)
Additional Assigned Fund Balance - Unreserved- Designated for Subsequent Year's Expenditures July 1, 2023 - August 1, 2023	\$	-	(C6)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)-(C6)]			\$ 1,842,136.97 (U1)

**SECTION 3**

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER - 0 -	\$	962,547.13	(E)
<b><u>Recapitulation of Excess Surplus as of June 30, 2023:</u></b>			
Reserved Excess Surplus - Designated for Subsequent Year's Expenditures **	\$	2,490,068.08	(C3)
Reserved Excess Surplus ***	\$	962,547.13	(E)
Total [(C3) + (E)]	\$	3,452,615.21	(D)

**BUENA REGIONAL SCHOOL DISTRICT  
EXCESS SURPLUS CALCULATION  
FOR THE YEAR ENDED JUNE 30, 2023**

\* This adjustment line (as detailed below) is to be utilized for Impact Aid (when applicable), Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10), and Extraordinary Aid, and Additional Nonpublic School Transportation Aid if applicable (Refer to the Audit Program Section II, Chapter 10 for restrictions on the inclusion of Extraordinary Aid and Additional Nonpublic School Transportation Aid).

**Detail of Allowable Adjustments**

Impact Aid	\$	-	(H)
Sale & Lease-back	\$	-	(I)
Extraordinary Aid	\$	137,788.00	(J1)
Additional Nonpublic School Transportation Aid	\$	20,366.00	(J2)
Current Year School Bus Advertising Revenue Recognized	\$		(J3)
Family Crisis Transportation Aid	\$		(J4)
 Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)]	 \$	 <u>158,154.00</u>	 (K)

\*\* This amount represents the June 30, 2023 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 10025.

\*\*\* Amounts must agree to the June 30, 2023 ACFR and the sum of the two lines must agree to Audit Summary Worksheet Line 10024.

\*\*\*\* Amount for Other 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 an other 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	\$	-	
Capital outlay for a district with a capital outlay cap waiver	\$	-	
Sale/lease-back reserve	\$	-	
Capital reserve	\$	989,972.47	
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 (Sections 8002 and 8003)	\$	-	
Impact Aid Capital Fund Reserve (Sections 8007 and 8008)	\$	-	
Other state/government mandated reserve	\$	-	
Reserve for Unemployment Fund	\$	-	
[Other Restricted Fund Balance not noted above] ****	\$	-	
 Total Other Restricted Fund Balance	 \$	 <u>989,972.47</u>	 (C4)

BUENA REGIONAL SCHOOL DISTRICT  
AUDIT RECOMMENDATIONS SUMMARY  
For the Fiscal Year Ended June 30, 2023

Recommendations:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

None

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

None

9. Miscellaneous

None

10. Status of Prior Year Audit Findings/Recommendations

There were no prior year findings.