BOARD OF EDUCATION OF THE TOWNSHIP OF EWING SCHOOL DISTRICT COUNTY OF MERCER

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

FOR THE FISCAL YEAR ENDED JUNE 30, 2023



Auditor's Management Report on Administrative Findings - Financial, Compliance and Performance

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

The Honorable President and Members of the Board of Education Township of Ewing School District County of Mercer Ewing, New Jersey 08618

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 Board of Education of the Township of Ewing School District, in the County of Mercer, State of New Jersey, as of and for the fiscal year ended June 30, 2023, which were separately issued in the Annual Comprehensive Financial Report dated March 11, 2024.

As part of our audit, we also 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 issued in conjunction with the Annual Comprehensive Financial Report of the Board of Education of the Township of Ewing School District, for the fiscal year ended June 30, 2023, and is intended for the information of the 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,

Bouman & Company LLP

BOWMAN & COMPANY LLP Certified Public Accountants & Consultants

Daniel M D'Dangi

Daniel M. DiGangi Certified Public Accountant Public School Accountant No. CS 002376

Voorhees, New Jersey March 11, 2024

ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

SCOPE OF AUDIT

The audit covered the financial transactions of the Board Secretary / School Business Administrator and the Accountant, 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 Annual Comprehensive Financial Report (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> | |
|---------------------|--------------------------|------------------|--|
| Dennis J. Nettleton | Board Secretary / School | | |
| | Business Administrator | \$ 350,000.00 | |

Additionally, the School District is covered by employee dishonesty coverage in the amount of \$500,000.00 with a \$500.00 deductible.

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 under 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 costs in accordance with N.J.A.C. 6A:23A-17.1(f)3.

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING

Examination of Claims

Sampled claims paid during the fiscal year under audit did not indicate any reportable noncompliance with respect to signatures, certification, or supporting documentation.

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)

Payroll Account

The net salaries of sampled employees of the School District were deposited in the net payroll account. Employees' payroll deductions and the 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 Board Secretary / School Business Administrator.

Sampled salary withholdings were promptly remitted to the proper agencies, including health benefit premium withholdings due to the general fund.

Sampled payrolls were delivered to the Board Secretary who then deposited with warrants in separate bank accounts for net payroll and withholdings.

Employee Position Control Roster

A sample of the Employee Position Control Roster indicated that it was in satisfactory condition and was approved by the county office submission with the 2022-2023 budget review checklist.

Encumbrances and Accounts Payable

A sample of outstanding issued purchase orders was made as of June 30 for proper classification of orders as encumbrances and accounts payable. Our sample did not indicate any reportable noncompliance with respect to classification of orders.

Travel

Our procedures performed on travel expenditures during the fiscal year under audit did not indicate any reportable noncompliance.

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 randomly sampled expenditure transactions. We also tested the coding of all expenditures included in our compliance and single audit sampling procedures. In addition, a sample was selected that specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. Our samples did not indicate any reportable noncompliance with respect to classification of expenditures.

Board Secretary's Records

Our audit of the financial and accounting records maintained by the Board Secretary indicated that they were in satisfactory condition.

Accountant's Records

Our audit of the financial and accounting records maintained by the Accountant indicated that they were in satisfactory condition.

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)

Pupil Transportation

Our audit procedures included a sample of on-roll status reported in the 2022-23 District Report of Transported Resident Students (DRTRS). The information that was reported 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.

We performed procedures over transportation related contracts and purchases. It appears the School District complied with proper bidding procedures and award of contracts.

Elementary and Secondary Education Act (E.S.E.A.) as amended by the Every Student Succeeds Act (E.S.S.A.)

The E.S.E.A. financial exhibits are contained within the special revenue section of the ACFR. This section of the ACFR documents the financial position pertaining to the projects under Titles I, II, III and IV of the Every Student Succeeds Act.

The audit of compliance for E.S.E.A. did not indicate any reportable noncompliance.

Other Special Federal and / or State Projects

The School District's other special projects were approved as listed on exhibits K-3 and K-4 located in the ACFR.

Our audit of the federal and state funds on a sample 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 other special projects.

The audit of compliance for other special projects did not indicate any reportable noncompliance.

TPAF Reimbursement

Our audit procedures included a sample of the biweekly reimbursements filed with the Department of Education for School 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 School District did not charge any TPAF employee's salaries to federal grants. Therefore, there was no amount reported to reimburse the State for the TPAF/FICA payments made by the State on-behalf of the School District.

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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 the school contracts in general, are available on the following website: https://www.state.nj.us/dca/divisions/dlgs/programs/lpcl.html

Current statute is posted on the New Jersey Legislature website at: http://www.njleg.state.nj.us/

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$44,000.00 (with a Qualified Purchasing Agent) and \$32,000.00 (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 \$20,200.00 for 2022-23.

The School District's 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 audit, 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

The financial transactions and statistical records of the school food service fund were audited. The financial accounts, meal count records, and eligibility applications were tested on a sample basis. No exceptions were noted.

Cash receipts and bank records were sampled for timely deposit. No exceptions were noted.

Expenditures should be separately recorded as food, labor, and other costs. Vendor invoices were sampled 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.

Net cash resources did not exceed three months average expenditures.

Sampled time sheets were tested and labor costs verified. Payroll records were maintained on all sampled school food service employees authorized by the School District. 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 submitted / certified in a timely manner.

Sampled applications for free and reduced price meals were tested for completeness and accuracy. The number of free and reduced price meals claimed as served was compared to the number of valid applications and / 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 inspected 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 audit.

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SCHOOL FOOD SERVICE (CONT'D)

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 position (ACFR exhibit B-5) does separate program and non-program revenue and program and non-program cost of goods sold.

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

STUDENT BODY ACTIVITIES

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

APPLICATION FOR STATE SCHOOL AID

Our audit procedures included a sample of information reported in the October 14, 2022 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the disabled, low-income, and bilingual. We also performed an inspection of the School District procedures related to its completion. The information on the A.S.S.A. 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 or their equivalent.

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

FACILITIES AND CAPITAL ASSETS

Our audit of the financial and accounting records for facilities and capital assets indicated that they were in satisfactory condition.

MISCELLANEOUS

Continuing Disclosure Agreements

The School District complied with its most recent continuing disclosure agreements made in relation to prior year bond issuances.

Testing for Lead of All Drinking Water in Education Facilities

The School District complied with all the requirements of N.J.A.C. 6A: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).

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FOLLOW-UP ON PRIOR YEAR'S FINDINGS

In accordance with Government Auditing Standards, our procedures included a review of all prior year recommendations. Corrective action had been taken on all prior year findings.

There were no Office of Fiscal Accountability and Compliance audit reports issued during the fiscal year ended June 30, 2023.

ACKNOWLEDGMENT

We received the complete cooperation of all of the officials of the School District and we greatly appreciate the courtesies extended to the members of the audit team.

Respectfully submitted,

Bowman & Company LLP

BOWMAN & COMPANY LLP Certified Public Accountants & Consultants

Daniel M DiBangi

Daniel M. DiGangi

Public School Accountant No. CS 002376

Schedule of Meal Count Activity
Food Service Fund
Number of Meals Served and (Over) / Underclaim - Federal
Enterprise Fund
For the Fiscal Year Ended June 30, 2023

| <u>Program</u> | Meal <u>Category</u> | Meals <u>Claimed</u> | Meals <u>Tested</u> | Meals <u>Verified</u> | <u>Difference</u> | Rate | Estimated (Over) / Under <u>Claim</u> |
|--|--------------------------|-------------------------|------------------------|--------------------------|-------------------|---------|---|
| National School Lunch | Paid | 115,330 | 833 | 833 | - | \$ 0.79 | - |
| (High Rate) | Reduced | 42,701 | 523 | 523 | - | 3.95 | - |
| | Free | 162,059 | 1,985 | 1,985 | | 4.35 | |
| | Total | 320,090 | 3,341 | 3,341 | - | | |
| National School Lunch | HHFKA - PB Lunch Only | 320,090 | 3,341 | 3,341 | | 0.08 | |
| School Breakfast (Severe Need Rate) | Paid | 14,756 | 6,423 | 6,423 | - | 0.50 | - |
| (, | Reduced | 9,218 | 2,425 | 2,425 | - | 2.37 | - |
| | Free | 34,726 | 9,239 | 9,239 | _ | 2.67 | |
| | Total | 58,700 | 18,087 | 18,087 | - | | |
| Total Net Underclaim / (Ov | erclaim) | | | | | | |

Schedule of Net Cash Resources
Net Cash Resources Did Not Exceed Three Months of Expenditures
Proprietary Funds - Food Service Fund
For the Fiscal Year Ended June 30, 2023

| Net Cash Resources: | | Food Service B - 4/5 |
|--|--|--|
| CAFR B-4 B-4 B-4 | Current Assets Cash & Cash Equivalents Due from Other Governments Due from Other Funds Other Accounts Receivable | \$ 1,815,227.53 80,211.50 193,452.14 |
| CAFR B-4 B-4 B-4 | Current Liabilities Less Accounts Payable Less Accruals Less Due to Other Funds Less Unearned Revenue | (13,359.01) (2,050,333.41) (34,861.67) |
| | Net Cash Resources | \$ (9,662.92) (A) |
| Net Adjusted Total Operation | ng Expense: | |
| B-5 B-5 | Total Operating Expenditures Less Depreciation | \$ 2,276,493.48 (6,610.18) |
| | Adjusted Total Operating Expense | \$ 2,269,883.30 (B) |
| Average Monthly Operating | Expense: | |
| | B / 10 | \$ 226,988.33 (C) |
| Three Times Monthly Avera | nge: | |
| | 3 X C | \$ 680,964.99 (D) |
| | | |
| TOTAL IN BOX A LESS TOTAL IN BOX D NET | \$ (9,662.92) \$ 680,964.99 \$ (690,627.91) | |
| | eeds 3 X average monthly operating expense s not exceed 3 X average monthly operating e | |

| | | 2023-2024 | Application for State School Aid | | | | Sa | ample for \ | /erification | | | Priv | vate Schools f | or the Disable | ed | |
|----------------------------------|-------------|-------------------------|----------------------------------|--------------------------|-------------|---------------|-------------------------|-----------------|--------------|--------------------------|-------------|--------------------------|---------------------------------------|--------------------------|-----------------|--------|
| | A.S. On | ted on .S.A. Roll | Work On | ted on papers Roll | | rors | Sam Selecte Workp | d from apers | Regi On | ed per isters Roll | Reg On | rs per isters Roll | Reported on A.S.S.A. as Private | Sample for Verifi- | Sample | Sample |
| | <u>Full</u> | <u>Shared</u> | <u>Full</u> | <u>Shared</u> | <u>Full</u> | <u>Shared</u> | <u>Full</u> | <u>Shared</u> | <u>Full</u> | <u>Shared</u> | <u>Full</u> | <u>Shared</u> | <u>Schools</u> | <u>cation</u> | <u>Verified</u> | Errors |
| Half Day Preschool | 7 | | 7 | | | | | | | | | | | | | |
| Full Day Preschool | 24 | | 24 | | | | | | | | | | | | | |
| Half Day Kindergarten | | | | | | | | | | | | | | | | |
| Full Day Kindergarten | 231 | | 231 | | | | 77 | | 77 | | | | | | | |
| One | 232 | | 232 | | | | 42 | | 42 | | | | | | | |
| Two | 201 | | 201 | | | | 86 | | 86 | | | | | | | |
| Three | 210 | | 210 | | | | 60 | | 60 | | | | | | | |
| Four | 202 | | 202 | | | | 71 | | 71 | | | | | | | |
| Five | 208 | | 208 | | | | 84 | | 84 | | | | | | | |
| Six | 192 | | 192 | | | | 192 | | 192 | | | | | | | |
| Seven | 200 | | 200 | | | | 200 | | 200 | | | | | | | |
| Eight | 226 | | 226 | | | | 226 | | 226 | | | | | | | |
| Nine | 243 | | 243 | | | | 243 | | 243 | | | | | | | |
| Ten | 215 | | 215 | | | | 215 | | 215 | | | | | | | |
| Eleven | 202 | 6 | 202 | 6 | | | 202 | | 202 | | | | | | | |
| Twelve | 186 | 13 | 186 | 13 | | | 186 | | 186 | | | | | | | |
| Post-Graduate | 100 | 10 | 100 | 13 | | | 100 | | 100 | | | | | | | |
| Adult H.S. (15+CR.) | | | | | | | | | | | | | | | | |
| Adult H.S. (1-14CR.) | | | | | | | | | | | | | | | | |
| Adult H.S. (1-14CK.) | | | | | | | | | | | | | | | - | |
| Subtotal | 2,779 | 19 | 2,779 | 19 | - | | 1,884 | | 1,884 | | | | | | | |
| Special Education-Elementary | 251 | | 251 | | | | 21 | | 21 | | | | 3 | 3 | 3 | |
| Special Education-Middle School | 173 | | 173 | | | | 15 | | 15 | | | | 11 | 10 | 10 | |
| Special Education-High School | 233 | 13 | 233 | 13 | | | 20 | | 20 | | | | 21 | 17 | 17 | |
| Special Education Flight Control | | | | | | | | | | | | | | | | - |
| Subtotal | 657 | 13 | 657 | 13 | - | | 56 | | 56 | | | | 35 | 30 | 30 | |
| Co. Voc Regular | | | | | | | | | | | | | | | | |
| Co. Voc. Ft. Post Sec. | | | | | | | | | | | | | | | | |
| Subtotal | | | | | - | | | | | | - | | | | | |
| Totals | 3,436 | 32 | 3,436 | 32 | - | | 1,940 | | 1,940 | | - | | 35 | 30 | 30 | |
| Percentage Error | | | | | | | | | | | | | | | | |

| Half Day Presence | Full Day Preschool Half Day Kindergarten | A.S.S.A. as Low Income | Workpapers as Low <u>Income</u> | <u>Errors</u> | Selected from | Application | | A.S.S.A. as LEP Low | Workpapers as | | | Application, | |
|---|---|------------------------------|---------------------------------------|---------------|---------------|-----------------|--------|------------------------|----------------------|--------------|----------------------|--------------|-------------------------|
| Ful Day Prisechander Hand Day Michaelgraters 117 117 118 118 119 119 119 119 119 119 119 119 | Full Day Preschool Half Day Kindergarten | 101 | 117 | | | | | <u>Income</u> | <u>Income</u> | Errors | | | Sample <u>Errors</u> |
| Half Day Kindengarten Fill Day Kindengarten | Half Day Kindergarten | 101 | 117 | | | | | | | | | | |
| Full Day (indergraters) 117 | | 101 | 117 | | | | | | | | | | |
| One | | 101 | | | 11 | 11 | | 19 | 19 | | 10 | 10 | |
| Trace | | | | | | | | | | | | | |
| Four | | 98 | | | | | | | | | | | |
| Five | Three | | | | | | | | | | 8 | | |
| Skewin | | | | | | | | | | | _ | | |
| Sevent Sevent September | | | | | • | • | | • | | | • | | |
| Eight 113 113 26 26 6 6 5 5 7 7 7 7 7 7 7 7 | | | | | | | | | | | | | |
| Nine 115 115 28 28 28 11 11 11 7 7 7 7 1 7 1 1 1 7 7 7 7 1 1 1 1 1 7 7 7 7 1 1 1 1 1 1 7 7 7 7 1 7 1 | | | | | | | | - | | | - | | |
| Tene | | | | | | | | - | | | | | |
| Eleven | | | | | | | | | | | | | |
| Twelve | | | | | | | | - | | | 3 | 3 | |
| Post-Graduate | | | | | | | | 9 | | | 9 | 9 | |
| Subtolal 1,266.5 1,268.5 1,268.5 2 212 212 213 130 130 87 87 87 87 87 87 87 8 | Post-Graduate | | | | | | | | | | | | |
| Subtotal 1,288.5 1,288.5 1,288.5 2 212 212 2 1130 130 87 87 87 87 87 87 87 8 | Adult H.S. (15+CR.) | | | | | | | | | | | | |
| Special Education-Elementary 158 158 7 7 8 8 8 1 1 1 | Adult H.S. (1-14CR.) | | | | | | | | | | | | |
| Special Education-Middle School 110 110 26 26 28 14 14 14 14 14 15 25 25 25 25 25 25 25 | Subtotal | 1,268.5 | 1,268.5 | | 212 | 212 | | 130 | 130 | _ | 87 | 87 | |
| Special Education-Midd School 110 110 26 28 14 14 14 14 14 14 14 1 | | | | | | | | | | | | | |
| Special Education-High School 141 141 141 32 32 33 3 3 3 3 5 5 5 5 | | | | | | | | | | | 1 | 1 | |
| Special Education - Alt Voc High Subtotal 408.5 408.5 408.5 - 65 65 - 50 50 - 1 1 | | | | | | | | | | | | | |
| Subtotal 408.5 408.5 - 65 65 - 50 50 - 1 1 1 | | 141 | 141 | | 32 | 32 | | | | | | | |
| Co. Voc Regular Co. Voc. Ft. Post Sec. Subtotal | Special Education- All Voc High | | | | | | | | | | | | - |
| Co. Voc. Ft. Post Sec. Subtotal Co. | Subtotal | 408.5 | 408.5 | | 65 | 65 | - | 50 | 50 | | 1 | 1 | |
| Train Sch/Secure Care 1 1 1 | | | | | | | | | | | | | |
| Totals | Subtotal | | | | | | - | | | | | | |
| Percentage Error | Train Sch/Secure Care | 1 | 1 | | | | | | | | | | |
| Reported on DRTRS by DOE/County District Errors Tested Verified Errors Reg Public Schools, Col. 1 1,258 1,258 1,258 189 189 Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A) 3.9 3. | Totals | 1,678 | 1,678 | | 277 | 277 | | 180 | 180 | | 88 | 88 | |
| Reported on DRTRS by DOE/County District Errors Tested Verified Errors Reg Public Schools, Col. 1 1,258 1,258 1,258 189 189 Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A) 3.9 3.8 3.9 | Percentage Error | | : | | | | - | | ; | | | | |
| DRTRS by DOE/County District Errors Tested Verified Errors Errors Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A) 3.9 3.8 | | | | Transp | oortation | | | | | | | | |
| Reg Public Schools, Col. 1 1,258 1,258 1,258 1,258 1,89 189 Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B) Reg. Avg. (Mileage) = Regular Ex | | | | | | | | | | | | | |
| Reg Public Schools, Col. 1 1,258 1,258 189 189 Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A) 3.9 <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<> | | | | | | | | | | | | | |
| Reg SpEd, Col. 4 2 2 Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B 3.9 3.9 Transported - Non-Public, Col. 2 124 124 19 19 Spec. Avg. (Mileage) = Special Ed. with Special Needs 4.1 4.1 Special Needs, Col. 6 283 283 44 44 Totals 1,667 1,667 - 252 252 - | | DOE/County | District | Errors | <u>Tested</u> | <u>Verified</u> | Errors | | | | | Reported | Calculate |
| Transported - Non-Public, Col. 2 124 124 19 19 Spec. Avg. (Mileage) = Special Ed. with Special Needs 4.1 4 Special Needs, Col. 6 283 283 44 44 Totals 1,667 1,667 - 252 252 - | Reg Public Schools, Col. 1 | | | | 189 | 189 | | Reg. Avg. (Milea | ge) = Regular Inclu | ding Grade F | PK students (Part A) | 3.9 | 3 |
| Special Needs, Col. 6 283 283 44 44 Totals 1,667 1,667 - 252 252 - | | | | | | | | | | | | | 3 |
| Totals 1,667 1,667 - 252 252 - | | | | | | | | Spec. Avg. (Mile | age) = Special Ed. v | with Special | Needs | 4.1 | 4 |
| | Special Needs, Col. 6 | 283 | 283 | | 44 | 44 | | | | | | | |
| Percentage Fror | Totals | 1,667 | 1,667 | | 252 | 252 | | | | | | | |
| | Percentage Error | | | _ | | | _ | | | | | | |

| | Re | sident LEP NOT Low Incom | e | | Sample for Verification | |
|--|---|---|---------------|---------------------------------------|---|------------------|
| | Reported on A.S.S.A. as NOT Low Income | Reported on Workpapers as NOT Low Income | Errors | Sample Selected from Workpapers | Verified to Test Score and Register | Sample Errors |
| Half Day Preschool | <u>moome</u> | <u>income</u> | <u>Litois</u> | workpapers | <u>and register</u> | <u>LITOIS</u> |
| Full Day Preschool | | | | | | |
| Half Day Kindergarten | | | | | | |
| Full Day Kindergarten | 11 | 11 | | 6 | 6 | |
| One | 11 | 11 | | 5 | 5 | |
| Two | 8 | 8 | | 2 | 2 | |
| Three | 3 | 3 | | 3 | 3 | |
| Four | 6 | 6 | | 4 | 4 | |
| Five | 6 | 6 | | 3 | 3 | |
| Six | | _ | | | | |
| Seven | 1 | 1 | | 1 | 1 | |
| Eight Nine | 0 | 4 | | 4 | 4 | |
| Ten | 5 | 5 | | 5 | 5 | |
| Eleven | 7 | 7 | | 7 | 7 | |
| Twelve | 2 | 2 | | 1 | 1 | |
| Post-Graduate | _ | _ | | · | · | |
| Adult H.S. (15+CR.) | | | | | | |
| Adult H.S. (1-14CR.) | | | | | | |
| | | | | | | |
| Subtotal | 70 | 70 | - | 47 | 47 | - |
| Special Education-Elementary Special Education-Middle School | 1 | 1 | | | | |
| Special Education-High School | 4 | 4 | | | | |
| Subtotal | 5 | 5 | | | | - |
| Co. Voc Regular Co. Voc. Ft. Post Sec. | 4 | 4 | | | | |
| Subtotal | 4 | 4 | <u>-</u> | | <u> </u> | <u>-</u> |
| Totals | 79 | 79 | | 47 | 47 | |
| Percentage Error | | | | | = | - |

| Military Connected Students | | | | | | | |
|-----------------------------|--------------|----------|--------|--|--|--|--|
| Reported on | | | | | | | |
| A.S.S.A. as | | | | | | | |
| Military Connected | Sample for | Sample | Sample | | | | |
| Students | Verification | Verified | Errors | | | | |
| <u> </u> | | | | | | | |
| - | _ | _ | _ | | | | |

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT / N/A TO CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT

SECTION 1

2% Calculation of Excess Surplus

| 2022-23 Total General Fund Expenditures Reported on ACFR Exhibit C-1 Increased by: Transfer from Capital Outlay to Capital Projects Fund Transfer from Capital Reserve to Capital Projects Fund Transfer from General Fund to SRF for PreK-Regular Transfer from General Fund to SRF for PreK-Inclusion | \$ 97,800,205.74 (B) (B1a) 5,713,996.36 (B1b) (B1c) (B1d) |
|---|--|
| Decreased by: On-Behalf TPAF Pension & Social Security Assets Acquired Under Capital Leases | 15,908,274.71 (B2a) 327,794.79 (B2b) |
| Adjusted 2022-23 General Fund Expenditures [(B)+(B1s)-(B2s)] 2% of Adjusted 2022-23 General Fund Expenditures [(B3) times .02] Enter Greater of (B4) or \$250,000 Increased by: Allowable Adjustment * | \$ 87,278,132.60 (B3) \$ 1,745,562.65 (B4) |
| Maximum Unassigned Fund Balance [(B5) + (K)] | \$ 2,018,514.65 (M) |
| Total General Fund - Fund Balances at June 30, 2023 (Per ACFR Budgetary Comparison Schedule, Ex. C-1) Decreased by: Year-End Encumbrances Legally Restricted - Designated for Subsequent Year's Expenditures Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures* Other Restricted Fund Balances **** Assigned Fund Balance - Designated for Subsequent Year's Expenditures | \$ 14,361,308.92 (C) 339,786.63 (C1) (C2) 968,566.00 (C3) 8,351,903.66 (C4) 1,559,499.00 (C5) |
| Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)] | <u>\$ 3,141,553.63</u> (U1) |
| SECTION 3 | |
| Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0- Recapitulation of Excess Surplus as of June 30, 2023 | <u>\$ 1,123,038.98</u> (E) |
| Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures ** Restricted - Excess Surplus *** [(E)] | \$ 968,566.00 (C3) 1,123,038.98 (E) |
| Total Excess Surplus [(C3)+(E)] | \$ 2,091,604.98 (D) |

EXCESS SURPLUS CALCULATION (CONT'D)

REGULAR DISTRICT / CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT

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, 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 School Transportation Aid;
 - (J3) Recognized current year School Bus Advertising Revenue; and
 - (J4) Family Crisis Transportation Aid.
 - (J5) Supplemental Stabilization Aid received April 2023 & Maintenance of Equity Aid received July 2023

Detail of Allowable Adjustments

| Federal Impact Aid | (H) |
|---|--------------------|
| Sale & Lease-back | (I) |
| Extraordinary Aid | \$ 205,356.00 (J1) |
| Additional Nonpublic School Transportation Aid | 67,596.00 (J2) |
| Current Year School Bus Advertising Revenue Recognized | (J3) |
| Family Crisis Transportation Aid | (J4) |
| Supplemental Stabilization Aid received April 2023 & Maintenance of Equity Aid received July 2023 | (J5) |
| Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)] | \$ 272,952.00 (K) |

This amount represents the June 30, 2023 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.

Detail of Other Restricted Fund Balance

| Statutory restrictions: | |
|---|----------------------|
| Approved unspent separate proposal | |
| Sale/lease-back reserve | <u></u> |
| Capital reserve | \$ 5,121,119.31 |
| Maintenance reserve | 2,202,373.85 |
| Emergency reserve | 1,024,464.53 |
| 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 reserves | |
| Restricted for Unemployment | 3,945.97 |
| [Other Restricted Fund Balance not noted above]**** | |
| Total Other Restricted Fund Balance | \$ 8,351,903.66 (C4) |

^{***} Amounts must agree to the June 30, 2023 ACFR and must agree to Audit Summary 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 Office of School Finance prior to September 30.

Audit Recommendations Summary For the Fiscal Year Ended June 30, 2023

Recommendations:

| Administrative Practices and Procedure | es |
|--|----|
|--|----|

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. Facilities and Capital Assets

None

8. Miscellaneous

None

9. Follow-Up on Prior Year Findings

A review was performed on the prior year recommendations and corrective action was taken on all prior year findings.