

**FRANKLIN TOWNSHIP SCHOOL DISTRICT**

Somerset, New Jersey  
County of Somerset

**Auditor's Management Report on Administrative Findings -  
Financial, Compliance and Performance  
for The Year Ended June 30, 2023**



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

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Certified Public Accountants & Advisors

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

Honorable President and Members  
of the Board of Education  
Franklin Township School District  
County of Somerset  
Somerset, 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 Franklin Township School District in the County of Somerset for the year ended June 30, 2023, and have issued our report thereon dated January 31, 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 Franklin Township 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.**  
*Certified Public Accountants & Advisors*

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

Medford, New Jersey  
January 31, 2024

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**HOLT MCNALLY & ASSOCIATES**

Certified Public Accountants & Advisors

**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>
Luis Valencia	School Business Administrator	\$800,000

There is a Public Employee's Faithful Performance Blanket Position Bond covering all other employees with coverage of \$25,000.

**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 project data certification was completed by the Chief School Administrator. The School District Chapter 44 data was submitted timely.

**Tuition Charges**

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs were less than estimated costs. The School District made a proper adjustment to the billings to sending districts for the decrease in per pupil cost in accordance with *N.J.A.C. 6A:23A-17.1(f)3*.

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

### **Examination of Claims**

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

### **Payroll Account**

The net salaries of sampled employees of the board were deposited in the Payroll Account. 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.

Payrolls were delivered to the School Business Administrator/Board Secretary who then deposited with warrants in separate bank accounts for net payroll and withholdings.

### **Employee Position Control Roster**

A sample inquiry and subsequent review of the Position Control Roster found no inconsistencies between the payroll records, employee benefit records (e.g. pension reports and health benefit coverage reports), the general ledger accounts to where wages are posted (administrative versus instruction), and the Position Control Roster.

### **Reserve for Encumbrances and Accounts Payable**

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

### **Classification of Expenditures**

The coding of expenditures was tested for proper classification in accordance with *N.J.A.C. 6A:23 A-16.29(f)* as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of a sample of expenditures included in our compliance and single audit testing procedures. In addition to randomly selecting a test sample, our sample selection specifically targeted administrative coding classifications to determine overall reliability and compliance with *N.J.A.C. 6A:23A-8.3*. As a result of the procedures performed, a transaction error rate of 0% percent overall was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

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

Our review of the financial and accounting records maintained by the board secretary were found to be in satisfactory condition other than the following:

**Finding 2023-001** – The District did not maintain an accurate general ledger that was reconciled monthly to other subsidiary records for the current fiscal year.



### **Board Secretary's Records (continued)**

**Recommendation** – That the District properly maintain a general ledger and reconcile the ledger monthly with other subsidiary records.

**Finding 2023-002** – The District overexpended the 2014 Capital Project Referendum by \$414,464. This referendum authorized various renovations, alterations, and improvements to all Township schools.

**Recommendation** – That the District implement proper procedures to ensure that there are adequate resources available in the Capital Projects Fund prior to the expenditure of funds.

### **Treasurer's Records**

Our review of the financial and accounting records maintained by the Treasurer of School Monies 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 and VI of the Elementary and Secondary Education Act as amended and reauthorized.

### **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 Teachers' Pension and Annuity Fund. No exceptions were noted.

### **T.P.A.F. Reimbursement to the State for Federal Salary Expenditures**

The amount of the expenditure charged to the current year's Final Report(s) for all federal awards for the school district to reimburse the State for the TPAF/FICA payments made by the State on-behalf of the school district for those employees whose salaries are identified as being paid from federal funds was made prior to the end of the 90 day grant liquidation period required by the Office of Grants Management. The expenditure was reviewed subsequent to the reimbursement and no exceptions were noted.

## **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 (<http://www.njleg.state.nj.us/>) website.

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 2022-23.

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**

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 school food service program was not selected as a major federal and/or State program. However, the program expenditures exceeded \$100,000 in federal and/or State support. Accordingly, we inquired of school management, or appropriate school food service personnel, as to whether the School Food Authority (SFA) had any Child Nutrition Program reimbursement overclaims or underclaims. No exceptions were noted.

We also inquired of school management, or appropriate school food service personnel, as to whether the SFA's expenditures of school food service revenues were limited to allowable direct and indirect costs. No exceptions were noted.

### **School Food Service (continued)**

The State of Revenues, Expenses, and Changes in Net Position (ACFR Schedule B-5) does separate program and non-program revenue and program and non-program costs of goods sold.

We inquired of management about the public health emergency procedures/practices that the SFA instituted to provide meals to all students, maintenance of all applicable production records; meal counts; noncompetitive procurements; modification of existing contracts and applicable financial records to document the specific costs applicable to the emergency operations. We also inquired if the FSMC received a loan in accordance with the Payroll Protection Plan and whether the funds were used to pay for costs applicable to the Food Service Programs. We also inquired if the PPP loan was subsequently forgiven and the FSMC refunded or credited the applicable amounts to the SFA.

Net cash resources did exceed three months average expenditures.

### **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, 2022 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.

**Finding 2023-003** – The District's Application for State School Aid (ASSA) revealed discrepancies with supporting documentation.

**Recommendation** – That the District implement proper procedures regarding the preparation of the Application for State School Aid (ASSA) to ensure all student counts are accurately reported.

### **Pupil Transportation**

Our audit procedures included a sample 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 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 government auditing standards, our procedures included a review of all prior year recommendations including findings. Corrective action had been taken on all prior year findings with the exception of the following, which is repeated in this year's recommendations noted as current year finding 2023-001, 2023-002 and 2023-003.

**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, 2023.

**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.**  
*Certified Public Accountants & Advisors*

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

Medford, New Jersey  
January 31, 2024

**ADDITIONAL INFORMATION**

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SCHEDULE OF AUDITED ENROLLMENTS (1)

FRANKLIN TOWNSHIP SCHOOL DISTRICT  
 APPLICATION FOR STATE SCHOOL AID SUMMARY  
 ENROLLMENT AS OF OCTOBER 15, 2022

	2023-2024 Application for State School Aid						Sample for Verification						Private Schools for Disabled				
	Reported on		Workpapers		Errors		Sample		Verified per		Errors per		Reported on		Sample		
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Private Schools	Verification	Sample Errors
Half Day Preschool 3 Years	96	-	141	-	(45)	-	4	-	4	-	-	-	-	-	-	-	-
Half Day Preschool 4 Years	270	-	296	-	(26)	-	12	-	12	-	-	-	-	-	-	-	-
Full Day Kindergarten	418	-	418	-	-	-	18	-	18	-	-	-	-	-	-	-	-
First	490	-	490	-	-	-	22	-	22	-	-	-	-	-	-	-	-
Second	447	-	447	-	-	-	21	-	21	-	-	-	-	-	-	-	-
Third	409	-	409	-	-	-	18	-	18	-	-	-	-	-	-	-	-
Fourth	396	-	396	-	-	-	17	-	17	-	-	-	-	-	-	-	-
Fifth	379	-	379	-	-	-	17	-	17	-	-	-	-	-	-	-	-
Sixth	391	-	392	-	(1)	-	17	-	17	-	-	-	-	-	-	-	-
Seventh	385	-	385	-	-	-	17	-	17	-	-	-	-	-	-	-	-
Eighth	396	-	396	-	-	-	17	-	17	-	-	-	-	-	-	-	-
Nine	449	7	448	-	1	7	20	-	20	-	-	-	-	-	-	-	-
Ten	486	1	486	-	-	1	21	-	21	-	-	-	-	-	-	-	-
Eleven	446	3	445	-	1	3	22	-	22	-	-	-	-	-	-	-	-
Twelve	479	1	479	-	-	1	21	-	21	-	-	-	-	-	-	-	-
Subtotal	5,937	12	6,007	-	(70)	12	264	-	264	-	-	-	-	-	-	-	-
Special Ed - Elementary	561	-	561	-	-	-	25	-	25	-	-	-	-	15	10	10	-
Special Ed - Middle School	263	-	263	1	-	(1)	12	-	12	-	-	-	-	10	10	10	-
Special Ed - High School	341	4	341	3	-	1	15	-	15	-	-	-	-	35	25	25	-
Subtotal	1,165	4	1,165	4	-	-	52	-	52	-	-	-	-	60	45	45	-
Totals	7,102	16	7,172	4	(70)	12	316	-	316	-	-	-	-	60	45	45	-

Percentage Error

-0.99%    75.00%

SCHEDULE OF AUDITED ENROLLMENTS (2)

FRANKLIN TOWNSHIP SCHOOL DISTRICT  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 15, 2022

	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 & 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 & Register	Sample Errors
Full Day Kindergarten	173.0	161.0	12.0	14	14	-	53	52	1	10	10	-
First	211.0	196.0	15.0	17	17	-	65	66	(1)	15	15	-
Second	232.0	215.0	17.0	19	19	-	64	63	1	10	10	-
Third	186.0	174.0	12.0	15	15	-	46	46	-	15	15	-
Fourth	211.0	193.0	18.0	17	17	-	64	63	1	10	10	-
Fifth	202.0	186.0	16.0	17	17	-	39	39	-	15	15	-
Sixth	199.0	182.0	17.0	16	16	-	23	22	1	10	10	-
Seventh	211.0	191.0	20.0	17	17	-	19	18	1	10	10	-
Eighth	222.0	192.0	30.0	17	17	-	17	17	-	15	15	-
Nine	258.5	230.0	28.5	20	20	-	32	34	(2)	10	10	-
Ten	245.5	228.0	17.5	20	20	-	24	24	-	15	15	-
Eleven	221.0	202.0	19.0	18	18	-	14	14	-	10	10	-
Twelve	217.0	206.0	11.0	18	18	-	29	28	1	15	15	-
Subtotal	2,789	2,556	233	225	225	-	489	486	3	160	160	-
Special Ed - Elementary	314	303	11	27	27	-	62	68	(6)	15	15	-
Special Ed - Middle School	177	158	19	14	14	-	22	22	-	15	15	-
Special Ed - High School	221	200	21	18	18	-	5	6	(1)	4	4	-
Subtotal	712	661	51	59	59	-	89	96	(7)	34	34	-
Totals	3,501	3,217	284	284	284	-	578	582	(4)	194	194	-
Percentage Error			<u>8.11%</u>						<u>-0.69%</u>			

Transportation

	Reported on DRTS by DOE/County		Reported on DRTRS by District		Errors		Tested		Verified		Errors	
	Income	Workpapers	Income	Workpapers	Income	Workpapers	Income	Workpapers	Income	Workpapers	Income	Workpapers
Reg. - Public Schools, col. 1	4,593	4,593	4,593	-	-	207	207	-	-	-	-	-
Reg -SpEd, col. 4	552	552	552	-	-	32	32	-	-	-	-	-
Transported - Non-Public, col. 3	23	23	23	-	-	1	1	-	-	-	-	-
ALL, col. 2	770	770	770	-	-	44	44	-	-	-	-	-
Special Ed Spec, col. 6	484	484	484	-	-	28	28	-	-	-	-	-
Totals	6,422	6,422	6,422	-	-	312	312	-	-	-	-	-
Percentage Error						<u>0.00%</u>						<u>0.00%</u>



**SCHEDULE OF AUDITED ENROLLMENTS (3)**

**FRANKLIN TOWNSHIP SCHOOL DISTRICT  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 15, 2022**

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	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	37	38	(1)	19	19	-
First	34	31	3	17	17	-
Second	35	32	3	15	15	-
Third	26	19	7	15	15	-
Fourth	13	15	(2)	10	10	-
Fifth	10	9	1	4	4	-
Sixth	12	10	2	6	6	-
Seventh	10	8	2	5	5	-
Eighth	11	12	(1)	5	5	-
Nine	13	11	2	5	5	-
Ten	11	10	1	5	5	-
Eleven	10	9	1	5	5	-
Twelve	12	9	3	2	2	-
Subtotal	<u>234</u>	<u>213</u>	<u>21</u>	<u>113</u>	<u>113</u>	<u>-</u>
Special Ed - Elementary	12	20	-	15	15	-
Special Ed - Middle School	9	8	-	5	5	-
Special Ed - High School	-	-	-	-	-	-
Subtotal	<u>21</u>	<u>28</u>	<u>-</u>	<u>20</u>	<u>20</u>	<u>-</u>
Totals	<u><u>255</u></u>	<u><u>241</u></u>	<u><u>21</u></u>	<u><u>133</u></u>	<u><u>133</u></u>	<u><u>-</u></u>
Percentage Error			<u><u>8.24%</u></u>			<u><u>-</u></u>

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**EXCESS SURPLUS CALCULATION**

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

2022-2023 Total General Fund Expenditures per the ACFR, Ex. C-1	\$	<u>202,960,758</u>	(B)
Increased by:			
Transfer from Capital Outlay to Capital Projects Fund	\$	<u>-</u>	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$	<u>3,800,000</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>31,468,734</u>	(B2a)
Assets Acquired Under Financed Purchases	\$	<u>286,370</u>	(B2b)
Adjusted 2022-2023 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$	<u><u>175,005,654</u></u>	(B3)
2% of adjusted 2022-2023 General Fund Expenditures [(B3) times .02]	\$	<u>3,500,113</u>	(B4)
Enter Greater of (B4) or \$250,000	\$	<u>3,500,113</u>	(B5)
Increased by: Allowable Adjustment *	\$	<u>281,150</u>	(K)
Maximum Unassigned/Undesignated-Unreserved Fund Balance [(B5)+(K)]	\$	<u><u>3,781,263</u></u>	(M)

**SECTION 2**

Total General Fund - Fund Balances @ 06/30/2023 (Per ACFR Budgetary Comparison Schedule C-1)	\$	<u>21,778,563</u>	(C)
Decreased by:			
Year-End Encumbrances	\$	<u>2,013,316</u>	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$	<u>-</u>	(C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures**	\$	<u>1,502,825</u>	(C3)
Other Restricted Fund Balances ****	\$	<u>12,978,334</u>	(C4)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$	<u>-</u>	(C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$	<u><u>5,284,088</u></u>	(U1)

**SECTION 3**

Restricted Fund Balance - Excess Surplus \*\*\* [(U1)-(M)] IF NEGATIVE ENTER -0- \$ 1,502,825 (E)

**Recapitulation of Excess Surplus as of June 30, 2023**

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures \*\* \$ 1,502,825 (C3)  
 Reserved Excess Surplus \*\*\* [(E)] \$ 1,502,825 (E)  
 Total Excess Surplus [(C3) + (E)] \$ 3,005,650 (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, 2017, 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 of 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) Maintenance of Equity Aid and State Military Impact Aid

**Detail of Allowable Adjustments**

Impact Aid	\$ <u>-</u> (H)
Sale & Lease-back	\$ <u>-</u> (I)
Extraordinary Aid	\$ <u>-</u> (J1)
Additional Nonpublic School Transportation Aid	\$ <u>246,910</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	\$ <u>34,240</u> (J5)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)]	\$ <u>281,150</u> (K)

\*\* This amount represents the June 30, 2022 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.

\*\*\* Amount 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 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 Administration and 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>8,476,032</u>
Maintenance Reserve	\$ <u>2,035,831</u>
Emergency Reserve	\$ <u>1,000,000</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 Fund	\$ <u>1,466,471</u>
[Other Restricted Fund Balance Not Noted Above] ****	\$ <u>-</u>
Total Other Restricted Fund Balance	\$ <u>12,978,334</u> (C4)

AUDIT RECOMMENDATIONS SUMMARY  
For the Fiscal Year Ended June 30, 2023  
Franklin Township School District

Recommendations:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

**Finding 2023-001\***

That the District properly maintain a general ledger and reconcile the ledger monthly with other subsidiary records.

**Finding 2023-002\***

That the District implement proper procedures to ensure that there are adequate resources available in the Capital Projects Fund prior to the expenditure of funds.

3. School Purchasing Programs

None

4. School Food Service

None

5. Student Body Activities

None

6. Application for State School Aid

**Finding 2023-003\***

That the District implement proper procedures regarding the preparation of the Application for State School Aid (ASSA) to ensure all student counts are accurately reported.

7. Pupil Transportation

None

8. Facilities and Capital Assets

None

AUDIT RECOMMENDATIONS SUMMARY  
For the Fiscal Year Ended June 30, 2023  
Franklin Township School District  
(continued)

9. Miscellaneous

None

10. Status of Prior Year Audit Findings/Recommendations

A review was performed on all prior years' recommendations and corrective action was taken on all, except the items denoted with an asterisk (\*).