

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
COUNTY OF SUSSEX
AUDITORS' MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS - FINANCIAL,
COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
COUNTY OF SUSSEX
AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS - FINANCIAL,
COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
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October 6, 2023

The Honorable President and Members
of the Board of Education
Lenape Valley Regional High School District
County of Sussex, New Jersey

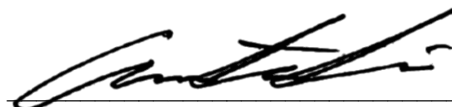
We have audited, in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Board of Education of the Lenape Valley Regional High School District in the County of Sussex for the fiscal year ended June 30, 2023, and have issued our report thereon dated October 6, 2023.

As part of our audit, we performed procedures required by the New Jersey Department of Education, and the findings and results thereof are disclosed on the following pages, as listed in the accompanying table of contents. This letter does not affect our report dated October 6, 2023, on the financial statements of the Board.

We will review the status of the comments, if any, during our next audit engagement. We have already discussed any comments and suggestions with various management personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This report is intended for the information of the Lenape Valley Regional High 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.

NISIVOCCIA LLP



Andrew Kucinski
Licensed Public School Accountant #2684
Certified Public Accountant

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

Scope of Audit

The audit covered the financial transactions of the Board Secretary/School Business Administrator and Treasurer, 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

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

Officials in Office and Surety Bonds

<u>Name</u>	<u>Position</u>	<u>Coverage</u>
Kerry A. Keane	Treasurer	\$ 250,000
Daneille Tarvin	School Business Administrator/Board Secretary	250,000

P.L. 2020, Chapter 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 included all health benefit plans offered by the school district.

The school district data certification was completed by the chief school administrator. The school district or charter school Chapter 44 data was submitted timely.

The data certification date does not reflect a submission date later than 60 days after the end of the enrollment period.

Tuition Charges

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

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Financial Planning, Accounting and Reporting

Examination of Claims

An examination of claims paid on a test basis, during the period under review did not indicate any discrepancies with respect to signatures, certification or supporting documentation.

Payroll Account and Position Control Roster

The net salaries of 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 tested were approved by the Superintendent and certified by the President of the Board, the School Business Administrator, and the Superintendent.

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

The required certification (E-CERT1) of compliance with requirements for income tax on compensation of administrators (superintendent, assistant superintendent, and business administrator) to the NJ Department of Treasury was filed in a timely manner.

Year-End Encumbrances and Accounts Payable

A review of outstanding issued purchase orders was made on a test basis as of June 30, for proper classification of orders as year-end encumbrances and accounts payable.

Classification of General and Administrative 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 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 and compliance with N.J.A.C. 6A:23A-8.2. Overall compliance was noted.

Board Secretary's Records

In planning and performing our audit of the financial statements of the Board, we considered the condition of the Board Secretary's records for the purpose of expressing our opinion on the financial statements and not to provide specific assurance on the condition of the records. Based on these procedures, we found the following:

Finding 2023-001:

During our review of the monthly board secretary's reports, it was noted that the balance sheet for the General Fund did not balance throughout the 2022-2023 fiscal year, and the cash balance in June 2023 did not match the bank reconciliation. The District made the necessary adjustments during our audit.

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Financial Planning, Accounting and Reporting (Cont'd)

Board Secretary's Records (Cont'd)

Recommendation:

It is recommended that more care be taken when reviewing and approving the monthly board secretary's report to ensure that the balance sheets are in balance and the cash balances are in agreement with the bank reconciliation.

Management's Response:

The District will take more care be taken when reviewing and approving the monthly board secretary's report.

Finding 2023-002:

During our review of the various bank reconciliations of the District it was noted that there are reconciling items on the bank reconciliations that have not either been properly supported or resolved in a timely manner.

Recommendation:

It is recommended that the bank reconciliations be reviewed and that only reconciling items that can be properly supported and validated appear on the bank reconciliations and that all reconciling items be addressed and resolved in a timely manner.

Management's Response:

The Business Administrator and Treasurer have continued to take steps to improve the bank reconciliation process and are resolving the reconciling items. Additionally, administration will be made aware of the reconciling items monthly to ensure timely resolution is made in the future.

Treasurer's Records

In planning and performing our audit of the financial statements of the Board, we considered the condition of the Treasurer's records for the purpose of expressing our opinion on the financial statements and not to provide specific assurance on the condition of the records. Based on these procedures, we have no comments except as noted under the Board Secretary's records.

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 District's ACFR. This section of the ACFR documents the financial position pertaining to projects under Titles I, II and IV of the Elementary and Secondary Education Act as amended and reauthorized.

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Financial Planning, Accounting and Reporting (Cont'd)

Other Special Federal and/or State Projects

The 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 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.

Finding 2023-003:

During our review of ESSER grant allocations, it was noted that grant allocations per the state portal were not updated to reflect the expenditures reported in the financial accounting system.

Recommendation:

It is recommended that the District update the grant allocations on the state portal to reflect the intended uses of the grant funds.

Management Response:

The District will update the grant allocations on the state portal to reflect the intended uses of the grant funds.

T.P.A.F. Reimbursement

Our audit procedures included a test of the biweekly reimbursements 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 T.P.A.F. Reimbursement to the State for Federal Salary Expenditures was remitted to the State of New Jersey prior to the required deadline of October 1, 2023. The reimbursement form was reviewed and no exceptions were noted.

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

N.J.S.A. 18A:18A-3 states:

a. "When the cost or price of any contract awarded by the purchasing agent in the aggregate, does not exceed in a contract year the total sum of \$17,500, the contract may be awarded by a purchasing agent when so authorized by resolution of the Board of Education without public advertising for bids and bidding therefore, except that the Board of Education may adopt a resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to subsection b. of section 9 of P.L.1971, c. 198 the Board of Education may establish that the bid threshold may be up to \$25,000. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. Commencing in the fifth year after the year in which P.L.1999, c. 440 takes effect and every five years thereafter, the Governor, in consultation with the Department of Treasury, shall adjust the threshold amount and the higher threshold amount which the Board of Education is permitted to establish as set forth in subsection a. of this section or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in N.J.S.A. 18A:18A-2, and shall round the adjustment to the nearest \$1,000. The Governor shall notify all local school districts of the adjustment no later than June 1 of every fifth year. The adjustment shall become effective on July 1 of the year in which it is made. . . ."

N.J.S.A. 18A:18A-4 states, "Every contract for the provision or performance of any goods or services the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the Board of Education to the lowest responsible bidder after public advertising for bids and bidding therefore, except as is provided otherwise in this chapter or specifically by any other law. . . ."

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 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 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. None were noted.

The results of our examination indicated that no individual payments, contracts, or agreements were made "for the performance of any work or the furnishing or hiring of any materials or supplies", 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.

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

School Purchasing Programs (Cont'd)

Contracts and Agreements Requiring Advertisement for Bids (Cont'd)

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

The school food service program was not selected as a major federal and/or state program. However, the program expenditures exceeded \$100,000 in total federal and/or State support. Accordingly, we inquired of school management, or the 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. None 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.

Non-program foods were purchased, prepared or offered for sale. The Statement of Revenue, Expenses and Changes in Net Position in the ACFR Schedule B-5 does separate program and non-program revenue and program and non-program cost 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 if the FSMC received a PPP loan.

Finding 2023-004:

During our review of the Food Service Fund cash, we noted that net cash resources exceeded three months average expenditures. It was determined that the excess was due to the unanticipated supply chain grants received in the Food Service Fund. As these grant funds were unanticipated and a plan is in place to spend the funds, no formal recommendation is deemed necessary at this time.

Student Body Activities

In planning and performing our audit of the financial statements of the Board, we considered the condition of the Student Activities records for the purpose of expressing our opinion on the financial statements and not to provide specific assurance on the condition of the records. Based on these procedures, we have no comments.

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Application for State School Aid

Our audit procedures included a test of enrollments and related services reported in the October 15, 2022 Application for State School Aid (A.S.S.A.) for on-roll, bilingual, private schools for the handicapped, 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 the District workpapers with exceptions. The information that was included on the workpapers was verified on a test basis without exception. 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.

Finding 2023-005:

During our review of the A.S.S.A., we noted several differences between the number of students reported on workpapers and the number of students reported on the A.S.S.A. report.

Recommendation:

It is recommended that greater care be taken to ensure that student enrollment data reported on the A.S.S.A. be in agreement with the supporting documentation as maintained by the District.

Management's Response:

The District will ensure that the supporting documentation maintained by the District is in agreement with student enrollment data reported on the A.S.S.A.

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 with no 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.

Testing for Lead of All Drinking Water in Educational Facilities

The District did submit the annual Statement of Assurance to the NJ Department of Education, pursuant to N.J.A.C. 6A:26-12.4(g).

Facilities and Capital Assets

There were no School Development Authority Projects for the fiscal year ended June 30, 2023.

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE
FOR THE FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Travel Expense and Reimbursement Policy

Travel regulations require each District to adopt a formal travel policy and procedure pertaining to travel expenses and reimbursements for its employees and board members. The regulations require the District to establish a maximum travel amount for the year and to account for these expenses within a separate account in the budget to ensure that the maximum is not exceeded. The regulations also require that all travel be approved by the Board prior to the event and that the approval list the event, total event cost and the individuals attending. Employees and board members attending an event are then required to complete a post event report to be submitted to a designated person within the District. No exceptions were noted except as follows:

Finding 2023-006:

During our review of travel expense reimbursements, it was noted that all the travel vouchers tested were dated after the related invoice date.

Recommendation:

It is recommended that the District prepare travel purchase orders timely in order to ensure sufficient funds are available to appropriate.

Management's Response:

The District will prepare purchase orders timely in order to ensure sufficient funds are available to appropriate.

Management Suggestions

COVID-19 Federal Funding

It is likely that the District will undergo some review of its COVID-19 federal funding if only at a desk review level by state and/or federal agencies. We strongly suggest that the District ensures that these funds are utilized in accordance with the applicable federal requirements, especially with respect to procurement. Additionally, we strongly suggest that the District ensures that these funds are accounted for in the state account numbers designated by the NJ Department of Education and that any applicable Board policies are current with respect to federal grant requirements.

Capital Outlay Expenditures

During our review of Capital Outlay expenditures, it was noted that expenses were charged to Capital Outlay that were not capitalized. It is suggested that only capitalizable expenses are charged to Capital Outlay.

Status of Prior Year's Findings/Recommendations

The prior year recommendation regarding updated electronic signatures was resolved in the current year. The prior year recommendations regarding reviewing and approving the monthly board secretary's report, bank reconciliation review, updating the grant allocations on the state portal and preparing travel purchase orders timely have not been resolved in the current year and are included as a current year recommendation.

LENAPE VALLEY REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2022

	2023-2024 Application for State School Aid						Sample for Verification					
	Reported on		Reported on		Errors		Sample		Verified per		Errors per	
	A.S.S.A.		Workpapers		On Roll		Workpapers		Registers		Registers	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Grade Nine	144	2	144	2			144	2	144	2		
Grade Ten	109	1	110	1	1		110	1	110	1		
Grade Eleven	158		158				158		158			
Grade Twelve	116	2	120	2	4		120	2	120	2		
Subtotal	527	5	532	5	5		532	5	532	5		
Special Education:												
Middle School												
High School	132	2	136	2	4		14		14			
Subtotal	132	2	136	2	4		14		14			
Totals	659	7	668	7	9	-0-	546	5	546	5	-0-	-0-
Percentage Error					1.35%	0.00%					0.00%	0.00%

LENAPE VALLEY REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2022

	Private Schools for Disabled				Resident Low Income						
	Reported on A.S.S.A. as Private Schools	Reported on Workpapers as Private Schools	Sample Errors	Sample for Verification	Sample Verified	Sample Errors	Reported on A.S.S.A. as Low Income	Reported on Workpapers as Low Income	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Grade Nine							11	10	2	2	
Grade Ten							11	12	2	2	
Grade Eleven							18	15	2	2	
Grade Twelve							18	19	1	1	
Subtotal							58	56	7	7	
Special Education:											
High School	4	4		2	2		18	17	1	1	
Subtotal	4	4		2	2		18	17	1	1	
Totals	4	4	-0-	2	2	-0-	76	73	8	8	-0-
Percentage Error			0.00%			0.00%					-3.95%

LENAPE VALLEY REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2022

	Resident LEP Low Income					
	Reported on A.S.A. as LEP Low Income	Reported on Workpapers as LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Test Scores, Application and Register	Sample Errors
Grade Nine	1	1				
Grade Ten	2	3	(1)	1	1	
Grade Eleven	2	2				
Grade Twelve	2	2		1	1	
Totals	7	8	(1)	2	2	-0-
Percentage Error			-12.50%			0.00%

LENAPE VALLEY REGIONAL SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENTS
ENROLLMENT AS OF OCTOBER 15, 2022

	Resident LEP Not Low Income					
	Reported on A.S.A. as LEP Not Low Income	Reported on Workpapers as LEP Not Low Income	Errors	Sample Selected from Workpapers	Verified to Test Scores and Register	Sample Errors
Grade Nine	1	1		1	1	
Grade Ten	5	4	(1)			
Grade Eleven	5	5		1	1	
Grade Twelve	2	1	(1)	1	1	
Subtotal	13	11	(2)	3	3	
Totals	13	11	(2)	3	3	-0-
Percentage Error			-15.38%			0.00%

LENAPE VALLEY REGIONAL SCHOOL DISTRICT
 APPLICATION FOR STATE SCHOOL AID SUMMARY
SCHEDULE OF AUDITED ENROLLMENT
ENROLLMENT AS OF OCTOBER 15, 2022

	Transportation					
	Reported on DRTRS by DOE	Reported on DRTRS by District	Errors	Tested	Verified	Errors
Regular - Public Schools	379	379		18	18	
Regular - Special Education	81	81		4	4	
Transported - Non Public	1	1				
Aid in Leu - Non Public	23	23		1	1	
Special Needs - Public	11	11		1	1	
Special Needs - Private	4	4		1	1	
Totals	498	498		25	25	-0-
Percentage Error			<u>0.00%</u>			<u>0.00%</u>
				<u>Reported</u>	<u>Recalculated</u>	
Average Mileage - Regular Including Grade PK Students				7.0	7.0	
Average Mileage - Regular Excluding Grade PK Students				7.0	7.0	
Average Mileage - Special Education with Special Needs				10.1	10.1	

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

REGULAR DISTRICT

SECTION 1

2% Calculation of Excess Surplus

2022-2023 Total General Fund Expenditures per the ACFR	<u>\$ 20,686,331</u>	(B)
Increased by:		
Transfer from Capital Outlay to Capital Projects Fund	<u>\$ -0-</u>	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	<u>\$ -0-</u>	(B1b)
Decreased by:		
On-Behalf TPAF Pension and Social Security	<u>\$ 3,397,882</u>	(B2a)
Assets Acquired Under Leases and Finance Purchases	<u>\$ -0-</u>	(B2b)
 Adjusted 2022-2023 General Fund Expenditures [(B)+(B1's)-(B2's)]	 <u>\$ 17,288,449</u>	 (B3)
 2% of Adjusted 2022-2023 General Fund Expenditures [(B5) times .02]	 <u>\$ 345,769</u>	 (B4)
Enter Greater of (B4) or \$250,000	<u>\$ 345,769</u>	(B5)
Increased by: Allowable Adjustment	<u>\$ 271,152</u>	(K)
 Maximum Unassigned Fund Balance [(B5)+(K)]		 <u>\$ 616,921</u> (M)

Section 2

Total General Fund - Fund Balances @ 6/30/2023 (Per ACFR Budgetary Comparison Schedule C-1)	<u>\$ 2,577,153</u>	(C)
Decreased by:		
Year-End Encumbrances	<u>\$ 6,293</u>	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	<u>\$ -0-</u>	(C2)
Excess Surplus - Designated for Subsequent Year's Expenditures	<u>\$ -0-</u>	(C3)
Other Restricted Fund Balances	<u>\$ 1,370,472</u>	(C4)
Assigned - Designated for Subsequent Year's Expenditures	<u>\$ 583,467</u>	(C5)
 Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]		 <u>\$ 616,921</u> (U1)

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

Section 3

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

Recapitulation of Excess Surplus as of June 30, 2023

Excess Surplus - Designated for Subsequent Year's Expenditures \$ -0- (C3)
 Excess Surplus [(E)] \$ -0- (E)

Total [(C3)+(E)] \$ -0- (D)

Detail of Allowable Adjustments

Impact Aid \$ -0- (H)
 Sale and Lease Back \$ -0- (I)
 Extraordinary Aid \$ 263,687 (J1)
 Additional Nonpublic School Transportation Aid \$ 7,465 (J2)
 Current Year School Bus Advertising Revenue Recognized \$ -0- (J3)
 Family Crisis Transportation Aid \$ -0- (J4)
 Supplemental Stabilization Aid received April 2023
 & Maintenance of Equity Aid received July 2023 \$ -0- (J5)

Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)] \$ 271,152 (K)

Detail of Other Restricted Fund Balance

Statutory Restrictions \$ -0-
 Approved Unspent Separate Proposal \$ -0-
 Capital Outlay for a District with a Capital Outlay SGLA \$ -0-
 Sale/Lease-Back Reserve \$ -0-
 Capital Reserve \$ 1,302,046
 Maintenance Reserve \$ -0-
 Tuition Reserve \$ -0-
 Unemployment Reserve \$ 68,426
 Other State/Governmental Mandated Reserve \$ -0-
 Other Restricted Fund Balance not Noted Above \$ -0-

Total Other Restricted Fund Balance \$ 1,370,472

LENAPE VALLEY REGIONAL HIGH SCHOOL DISTRICT
SUMMARY OF RECOMMENDATIONS
FOR THE FISCAL YEAR ENDED JUNE 30, 2023

It is recommended that:

1. Administrative Practices and Procedures
None
2. Financial Planning, Accounting and Reporting
Finding #2022-001 - More care be taken when reviewing and approving the monthly board secretary's report to ensure that the balance sheets are in balance and the cash balances are in agreement with the bank reconciliation.

Finding #2022-002 - Bank reconciliations be reviewed and that only reconciling items that can be properly supported and validated appear on the bank reconciliations and that all reconciling items be addressed and resolved in a timely manner.

Finding #2022-003 - The District updates the grant allocations on the state portal to reflect the intended uses of the grant funds.
3. School Purchasing Program
None
4. School Food Service
None
5. Student Body Activities
None
6. Application for State School Aid
Finding #2022-005 - Greater care be taken to ensure that student enrollment data reported on the A.S.S.A. be in agreement with the supporting documentation as maintained by the District.
7. Pupil Transportation
None
8. Facilities and Capital Assets
None
9. Miscellaneous
Finding #2022-006 - The District prepare travel purchase orders timely in order to ensure sufficient funds are available to appropriate.
10. Status of Prior Year's Findings/Recommendations
The prior year recommendation regarding updated electronic signatures was resolved in the current year. The prior year recommendations regarding reviewing and approving the monthly board secretary's report, bank reconciliation review, updating the grant allocations on the state portal and preparing travel purchase orders timely have not been resolved in the current year and are included as current year recommendations.