

WATCHUNG BOROUGH SCHOOL DISTRICT
COUNTY OF SOMERSET
AUDITORS' MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS - FINANCIAL,
COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023

WATCHUNG BOROUGH SCHOOL DISTRICT
COUNTY OF SOMERSET
AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE
FINDINGS - FINANCIAL,
COMPLIANCE AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023
TABLE OF CONTENTS

Cover Letter.....	1
Scope of Audit.....	2
Administrative Practices and Procedures	2
Insurance	2
Officials in Office and Surety Bonds	2
P.L. 2020, c.44.....	2
Financial Planning, Accounting and Reporting	2
Examination of Claims.....	2
Payroll Account and Position Control Roster	3
Reserve for Encumbrances and Accounts Payable	3
Classification of Expenditures - General Classifications and Administrative Classifications.....	3
Board Secretary's Records	4
Treasurer's Records.....	4
Elementary and Secondary Education Act (E.S.E.A.) as amended by the Every Student Succeeds Act.....	4
Other Special Federal and/or State Projects	4
T.P.A.F Reimbursement.....	5
School Purchasing Programs	5
Contracts and Agreements Requiring Advertisement for Bids	5
School Food Service.....	6
Student Body Activities	6
Application for State School Aid.....	7
Pupil Transportation	7
Travel Expenses.....	7
Testing for Lead of all Drinking Water in Educational Facilities	7
Management Suggestions	7
Status of Prior Year's Findings/Recommendations.....	8
Schedule of Meal/Milk Count Activity (Not Applicable).....	9
Schedule of Net Cash Resources (Not Applicable).....	10
Schedule of Audited Enrollments	11
Excess Surplus Calculation	16
Summary of Recommendations	18



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October 20, 2023

The Honorable President and Members
of the Board of Education
Watchung Borough School District
County of Somerset, 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 Watchung Borough School District in the County of Somerset for the fiscal year ended June 30, 2023, and have issued our report thereon dated October 20, 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 20, 2023, on the financial statements of the Board.

We will review the status of our comments during our next audit engagement. We have already discussed the 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 suggestions.

This report is intended for the information of the Watchung Borough School District 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
NISIVOC CIA LLP

Valerie A. Dolan

Valerie A. Dolan
Licensed Public School Accountant #2526
Certified Public Accountant

WATCHUNG BOROUGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
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>
Richard Pepe	Business Administrator/Board Secretary (till 12/4/22)	\$ 225,000
Daniel Borgo	Interim Business Administrator/Board Secretary (12/7/22-1/25/23)	225,000
Beverly Vilestra	Interim Business Administrator/Board Secretary (1/25/23 - 6/1/23)	225,000
Patricia Rodgers	Business Administrator/Board Secretary (from 6/1/2023)	225,000
William J. Hance	Treasurer of School Moneys	225,000

The District has Employee Dishonesty and Faithful Performance coverage through the Diploma Joint Insurance Fund for employees not separately bonded as detailed on Exhibit J-20 of the ACFR.

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 data certification was completed by the chief school administrator. The school district 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.

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.

WATCHUNG BOROUGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Financial Planning, Accounting and Reporting (Cont'd)

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 Chief School Administrator and certified by the President of the Board and the School Business Administrator and the Chief School Administrator.

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 (superintendents, assistant superintendents and business administrator) to the New Jersey Department of Treasury was filed by March 15th due date.

Reserve for 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 reserve for encumbrances and accounts payable.

Classification of Expenditures – General and Administrative

The coding of expenditures was tested for proper classification in accordance with N.J.A.C. 6:23A-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, we also reviewed administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.2. As a result of the procedures performed, no errors were noted and no additional procedures were deemed necessary to test the propriety of expenditure classifications.

Finding 2023-001:

During our review of the District it was noted that there were several budgetary expenditure reclassifications made during the year between funds.

Recommendations

It is recommended that greater care be taken to ensure that expenditures are posted accurately to limit the number of expenditure reclassifications.

Management Response

Management will ensure that expenditures are accurately reflected in the various funds in the future to limit the number of expenditure reclassifications made during the year.

WATCHUNG BOROUGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023

Financial Planning, Accounting and Reporting (Cont'd)

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 have no comments.

Finding 2023-002:

Our review of the Special Revenue Grant funds revealed that the District was not timely requesting grant funds, as a result, the District has a large grant receivable at year end.

Recommendation:

It is recommended that all federal grants be requested for reimbursement on a timely basis by the District.

Management Response:

The District will ensure to timely draw down grants funds being expended by the District.

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 below.

Finding 2023-003:

During our review of the Treasurer's records, it was noted that the General Fund bank reconciliation contains checks outstanding for over six months which require further review and investigation for proper disposition. As the total amount of these outstanding checks is not significant, a formal recommendation is judged to be unnecessary at this time.

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

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.

WATCHUNG BOROUGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023

Financial Planning, Accounting and Reporting (Cont'd)

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.

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 2022-2023.

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.

WATCHUNG BOROUGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

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

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. General compliance was 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.

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 – Milk Program

The school milk 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 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.

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

Non program foods were purchased, prepared or offered for sale.

Exhibits reflecting Milk Program operations are included in the section entitled "Proprietary Funds", Section G of the ACFR.

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.

WATCHUNG BOROUGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Application for State School Aid

Our audit procedures included a 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, bilingual and low-income students. 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 a few 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.

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 without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a review of transportation related contracts and purchases. Based on our review, the District complied with proper bidding procedures and award of contracts. No exceptions were noted in our review of transportation related purchases of goods and services.

Travel Expense and Reimbursement Policy

Travel regulations require each District to adopt a formal policy and procedure pertaining to travel and expense reimbursement for its employees and board members. The regulations include requirements for the District to establish a maximum travel amount for the year and to ensure that the maximum amount is not exceeded. The regulations also require that all travel must be preapproved by the Board of Education and Superintendent and that a brief report detailing the key issues addressed at the travel event must be submitted after the travel event has occurred. Based on these procedures, we have no comments.

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).

Management Suggestion

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.

WATCHUNG BOROUGH SCHOOL DISTRICT
ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE
AND PERFORMANCE
FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

Status of Prior Year's Findings/Recommendations

There were no prior year recommendations.

WATCHUNG BOROUGH SCHOOL DISTRICT
SCHEDULE OF MILK COUNT ACTIVITY
FOOD SERVICE FUND
NUMBER OF MILKS SERVED
ENTERPRISE FUND
FISCAL YEAR ENDED JUNE 30, 2023
(MEMORANDUM ONLY)

NOT APPLICABLE

WATCHUNG BOROUGH SCHOOL DISTRICT
SCHEDULE OF NET CASH RESOURCES
FOOD SERVICE FUND
ENTERPRISE FUND
FISCAL YEAR ENDED JUNE 30, 2023
(MEMORANDUM ONLY)

NOT APPLICABLE

WATCHUNG BOROUGH SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2022

	2023-2024 Application for State School Aid				Sample for Verification						
	Reported on		Reported on		Sample		Verified per		Errors per		
	ASSA	Workpapers	Errors	Selected from	Registers	Registers	On Roll	Shared	On Roll	Shared	
On Roll	On Roll	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Full Day Preschool 3 Years Old	10	10			10			10			
Full Day Preschool 4 Years Old	15	15			15			15			
Full Day Kindergarten	80	77	(3)		80			77		3	
Grade One	54	51	(3)		54			51		3	
Grade Two	67	66	(1)		67			66		1	
Grade Three	59	59			59			59			
Grade Four	72	71	(1)		72			71		1	
Grade Five	55	53	(2)		55			53		2	
Grade Six	57	56	(1)		57			56		1	
Grade Seven	59	59			59			59			
Grade Eight	46	45	(1)		46			45		1	
Subtotal	574	562	(12)		574			562		12	
Special Education:											
Elementary School	64	64			10			10			
Middle School	25	25			5			5			
Subtotal	89	89			15			15			
Totals	663	651	(12)		589			577		-0-	-0-
Percentage Error			-1.81%					0.00%		0.00%	0.00%

WATCHUNG BOROUGH SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2022

Private Schools for Disabled

	Reported on ASSA as Private Schools	Reported on Workpapers as Private Schools	Sample for Verficiation	Sample Verified	Sample Errors
Special Education:					
Middle School	7	7	2		
Subtotal	7	7	2		
Totals	7	7	-0-	-0-	-0-
Percentage Error			0.00%		0.00%

WATCHUNG BOROUGH SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2022

	Resident Low Income					
	Reported on ASSA as Low Income	Reported on Workpapers as Low Income	Sample Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Grade One	1	1				
Grade Two	1	1		1	1	
Grade Four	1	1		1	1	
Subtotal	<u>3</u>	<u>3</u>		<u>2</u>	<u>2</u>	
Totals	<u><u>3</u></u>	<u><u>3</u></u>	<u><u>-0-</u></u>	<u><u>2</u></u>	<u><u>2</u></u>	<u><u>-0-</u></u>
Percentage Error			<u><u>0.00%</u></u>			<u><u>0.00%</u></u>

WATCHUNG BOROUGH SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2022

	Resident LEP Not Low Income					
	Reported on ASSA as LEP Not Low Income	Reported on Workpapers as LEP Not Low Income	Errors	Sample Selected from Workpapers	Verified to Test Scores Application and Register	Sample Errors
Grade Two	2	2		1	1	
Grade Three	2	2				
Grade Four	3	3				
Grade Six	2	2		1	1	
Subtotal	<u>9</u>	<u>9</u>		<u>2</u>	<u>2</u>	
Special Education:						
Elementary School	1	1		1	1	
Middle School	1	1				
Subtotal	<u>2</u>	<u>2</u>		<u>1</u>	<u>1</u>	
Totals	<u>11</u>	<u>11</u>	<u>-0-</u>	<u>3</u>	<u>3</u>	<u>-0-</u>
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

WATCHUNG BOROUGH SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2022

	Transportation					
	Reported on DRTRS by DOE	Reported on DRTRS by District	Errors	Tested	Verified	Errors
Regular - Public Schools	344	344		18	18	
AIL - Non Public	34	34		2	2	
Special Needs - Public	51	51		3	3	
Special Needs - Private	4	4		2	2	
Totals	433	433	-0-	25	25	-0-
Percentage Error			0.00%			0.00%
				Reported	Re- calculated	
Average Mileage - Regular Including Grade PK Students				3.6	3.6	
Average Mileage - Regular Excluding Grade PK Students				3.6	3.6	
Average Mileage - Special Education with Special Needs				4.4	4.4	

WATCHUNG BOROUGH SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FISCAL YEAR ENDED JUNE 30, 2023

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT

SECTION 1

2022-2023 Total General Fund Expenditures per the ACFR, Ex. C-1	\$ 17,400,693	(B)
Increased by:		
Transfer from Capital Outlay to Capital Projects Fund	\$ -0-	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	\$ -0-	(B1b)
Decreased by:		
On-Behalf TPAF Pension and Social Security	\$ 3,088,298	(B2a)
Assets Acquired Under Leases and Finance Purchases	\$ -0-	(B2b)
Adjusted 22-23 General Fund Expenditures [(B)+(B1's)-(B2's)]	<u>\$ 14,312,395</u>	(B3)
2% of Adjusted 2022-23 General Fund Expenditures [(B3) times .02]	<u>\$ 286,247</u>	(B4)
Enter Greater of (B4) or \$250,000	<u>\$ 286,247</u>	(B5)
Increased by: Allowable Adjustment	<u>\$ 286,529</u>	(K)
Maximum Unassigned Fund Balance [(B5)+(K)]		<u>\$ 572,776</u> (M)

SECTION 2

Total General Fund - Fund Balances @ 6/30/23 (Per ACFR Budgetary Comparison Schedule C-1)	\$ 3,388,697	(C)
Decreased by:		
Year End Encumbrances	\$ 2,689	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$ -0-	(C2)
Legally Restricted Excess Surplus -		
Designated for Subsequent Year's Expenditures	\$ 623,908	(C3)
Other Restricted Fund Balances	\$ 1,156,601	(C4)
Assigned - Designated for Subsequent Year's Expenditures	\$ 231,482	(C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)-(C6)]		<u>\$ 1,374,017</u> (U1)

WATCHUNG BOROUGH SCHOOL DISTRICT
EXCESS SURPLUS CALCULATION
FISCAL YEAR ENDED JUNE 30, 2023
(Continued)

SECTION 3

Restricted Fund Balance - Excess Surplus [(U2)-(M)] IF NEGATIVE, ENTER -0-	<u>\$ 801,242 (E)</u>
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Recapitulation of Excess Surplus as of June 30, 2023

Restricted Excess Surplus - Designated for Subsequent Year's Expenditures	<u>\$ 623,908 (C3)</u>
Restricted Excess Surplus [(E)]	<u>\$ 801,242 (E)</u>

Total [(C3)+(E)]	<u>\$ 1,425,150 (D)</u>
------------------	-------------------------

Detail of Allowable Adjustments

Impact Aid	<u>\$ -0- (H)</u>
Sale and Lease Back	<u>\$ -0- (I)</u>
Extraordinary Aid	<u>\$ 275,921 (J1)</u>
Additional Nonpublic School Transportation Aid	<u>\$ 10,608 (J2)</u>

Total Adjustments ((H)+(I)+(J1)+(J2))	<u>\$ 286,529 (K)</u>
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Detail of Other Restricted Fund Balance

Statutory restrictions:	
Approved unspent separate proposal	<u>\$ -0-</u>
Sale/lease-back reserve	<u>\$ -0-</u>
Capital reserve	<u>\$ 1,089,311</u>
Maintenance reserve	<u>\$ -0-</u>
Tuition reserve	<u>\$ -0-</u>
Unemployment Compensation	<u>\$ 67,289</u>
Other state/governmental mandated reserve	<u>\$ -0-</u>
Other restricted fund balance not noted above	<u>\$ -0-</u>
Total Other Restricted Fund Balance	<u>\$ 1,156,601 (C4)</u>

WATCHUNG BOROUGH SCHOOL DISTRICT
SUMMARY OF RECOMMENDATIONS
FISCAL YEAR ENDED JUNE 30, 2023

It is recommended that:

1. Administrative Practices and Procedures
None
2. Financial Planning, Accounting and Reporting

Finding 2023-001: greater care be taken to ensure that expenditures are posted accurately to limit the number of expenditure reclassifications.

Finding 2023-002: all federal grants be requested for reimbursement on a timely basis by the District.
3. School Purchasing Program
None
4. School Food Service
None
5. Student Body Activities
None
6. Application for State School Aid
None
7. Pupil Transportation
None
8. Facilities and Capital Assets
None
9. Miscellaneous
None
10. Status of Prior Year's Findings/Recommendations

There were no prior year recommendations.