

**CITY OF WILDWOOD  
BOARD OF EDUCATION  
AUDITORS' MANAGEMENT REPORT  
ON ADMINISTRATIVE FINDINGS  
FINANCIAL COMPLIANCE AND PERFORMANCE  
FOR FISCAL YEAR ENDED JUNE 30, 2023**



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

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December 11, 2023

## REPORT OF INDEPENDENT AUDITORS

Honorable President and  
Members of the Board of Education  
City of Wildwood School District  
County of Cape May, 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 basic financial statements of the Board of Education of the City of Wildwood School District in the County of Cape May for the year ended June 30, 2023, and have issued our report thereon dated December 11, 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 report is intended for the information of the City of Wildwood Board of Education's management and the New Jersey Department of Education and is not intended and should not be used by anyone other than these parties.

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

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

*Michael S. Garcia*

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

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**CITY OF WILDWOOD SCHOOL DISTRICT  
ADMINISTRATIVE FINDINGS –  
FINANCIAL, COMPLIANCE AND PERFORMANCE**

**Scope of Audit**

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

**Administrative Practices and Procedures**

Insurance

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

Official Bonds (N.J.S.A. 18A:17-26, 18A:17-32)

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Jason Fuscellaro	Board Secretary/ School Business Administrator	\$217,000.00

There is a Public Employees' Faithful Performance Position Blanket Bond with the New Jersey School Boards Association Insurance Group covering all other employees with multiple coverage of \$250,000.00.

The Board Secretary/School Business Administrator was bonded in a surety bond in accordance with provisions of Title 18A:17-32 within minimum limits of State Board promulgated schedule.

P.L. 2020, c. 44

Our audit procedures included an inquiry and subsequent review of health benefit data required per NJSA 18A:16-13.3 (Chapter 44) submitted for the year on audit. The Chapter 44 summary report was reviewed for reasonableness and timeliness.

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 although enrollment changes resulted in amounts due from the sending districts. The Board made an adjustment to the billings to sending districts for the change in per pupil costs in accordance with N.J.A.C. 6A:23-3.1(f)3.

**Financial Planning, Accounting and Reporting**

Examination of Claims

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

Payroll Account

The net salaries of all employees of the Board were deposited in the Payroll Account. Employees' payroll deductions were deposited in the Payroll Agency Account.

**CITY OF WILDWOOD SCHOOL DISTRICT  
ADMINISTRATIVE FINDINGS –  
FINANCIAL, COMPLIANCE AND PERFORMANCE**

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

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

Payrolls were delivered to the secretary of the board who then deposited with warrants in separate bank accounts for net payroll and withholdings.

Employee Position Control Roster

An 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, and the Position Control Roster.

Reserve for Encumbrances and Accounts Payable

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

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 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-8.3. As a result of the procedures performed, a transaction error rate of 0.0% was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

*A. General Classification Findings*

*None*

*B. Administrative Classification Findings*

*None*

Board Secretary's Records

Our audit of the Board Secretary's records were found to be in satisfactory condition. All required reconciliations were performed.

Pupil Transportation

Our audit procedures included a test of on roll status reported in the 2022-23 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.



**CITY OF WILDWOOD SCHOOL DISTRICT  
ADMINISTRATIVE FINDINGS –  
FINANCIAL, COMPLIANCE AND PERFORMANCE**

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

The E.S.E.A./ESSA 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 Title I and Title VI of the Elementary and Secondary Education Act as amended and reauthorized.

The study of compliance for E.S.E.A. revealed no instances of noncompliance.

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

The district's other 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.

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

**TPAF Reimbursement**

Our audit procedures included a test of the biweekly reimbursement forms filed with the Department of Education for district employees who are members of the Teachers' Pension and Annuity Fund. No exceptions noted.

**TPAF 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**

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 currently \$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 Solicitor's opinion should be sought before a commitment is made.

Based on the results of my examination, I 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 has been no advertising for bids in accordance with the provision of N.J.S.A. 18A:18A-4.

**CITY OF WILDWOOD SCHOOL DISTRICT  
ADMINISTRATIVE FINDINGS –  
FINANCIAL, COMPLIANCE AND PERFORMANCE**

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 financial transactions and statistical records of the school food service fund were reviewed. The financial accounts, meal count records were reviewed on a test-check basis.

Cash receipts and bank records were reviewed for timely deposit.

The district utilizes a food service management company (FSMC) and is depositing and expending program monies in accordance with NJSA 18A:17-34, and 19-1 through 19-4.1. Provisions of the FSMC Cost Reimbursable contract were reviewed and audited. The FSMC contract includes an operating results provision which guarantees that the food service program will return a profit of at least \$1,800.00. The operating results provision has been met. All vendor discounts, rebates, and credits from vendors and the FSMC were tracked and credited to the Food Service Account and reconciled to supporting documentation at least annually.

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

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 in a timely manner. Exceptions were noted as follows:

**Finding 2023-1:**

The number of dinners claimed for the month of January 2023 was entered based on total monthly attendance rather than the number of meals served. As a result, the district claimed 655 fewer dinners which amounted to an underclaim in the amount of \$2,836.15.

**Recommendation:**

Prior to submitting reimbursement claims to the New Jersey Department of Agriculture, the meals claimed should be verified to the meal count activity records and Edit Check Worksheets.

**Finding 2023-2:**

Due to transpositions in meals claimed during the month of February 2023, a net underclaim in the amount of \$420.39 was noted. The district has contacted the State of New Jersey Department of Agriculture and a revised report was submitted and approved. Based on this, a recommendation is not warranted.

**CITY OF WILDWOOD SCHOOL DISTRICT  
ADMINISTRATIVE FINDINGS –  
FINANCIAL, COMPLIANCE AND PERFORMANCE**

Applications for free and reduced price meals were reviewed for completeness and accuracy. The number of free and reduced price meals claimed as served was compared to the number of valid applications 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 policy was reviewed 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 review.

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 Assets (ACFR Schedule 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 Fund Financial Statements, Section B of the ACFR.

**Student Body Activities**

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

**Application for State School Aid**

Our audit procedures included a test of information reported in the October 14, 2022 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the handicapped, low-income, and bilingual. 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. The information that was included on the workpapers was verified without exception. The results of our procedures are presented below and in the Schedule of Audited Enrollments.

The District maintained workpapers on the prescribed state forms or their equivalent.

The District written procedures appear to be adequate for the recording of student enrollment data.

**Capital Assets**

Our audit procedures of capital assets found no exceptions.

**Testing for Lead of All Drinking Water in Educational Facilities**

The school district adhered to all the requirements of NJAC 26-1.2 and 12.4 related to the testing for lead of all drinking water in educational facilities.

The school district did submit the annual Statement of Assurance to the Department of Education, pursuant to NJAC 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.

No findings or recommendations were reported in the prior year report.

**CITY OF WILDWOOD SCHOOL DISTRICT  
ADMINISTRATIVE FINDINGS –  
FINANCIAL, COMPLIANCE AND PERFORMANCE**

**Acknowledgment**

We received the complete cooperation of all the officials of the school district and I greatly appreciate the courtesies extended to the members of the audit team.

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

*Michael S. Garcia*

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

**December 11, 2023**

**School Food Service**

SCHEDULE OF MEAL COUNT ACTIVITY

WILDWOOD SCHOOL DISTRICT

FOOD SERVICE FUND

NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM -Federal

ENTERPRISE FUND

FOR THE FISCAL YEAR ENDED JUNE 30, 2023

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
National School Lunch ( High Rate)	Paid	0	0	0	0	0.79	0.00
National School Lunch (High Rate)	Reduced	0	0	0	0	3.95	0.00
National School Lunch (High Rate)	Free	124,832	124,832	124,832	0	4.35	0.00
	<b>TOTAL</b>	<u>124,832</u>	<u>124,832</u>	<u>124,832</u>			<u>0.00</u>
National School Lunch	HHFKA - PB Lunch Only	<u>124,832</u>	<u>124,832</u>	<u>124,832</u>	0	0.08	<u>0.00</u>
School Breakfast (Severe Rate)	Paid	0	0	0	0	0.5	0.00
	Reduced	0	0	0	0	2.37	0.00
	Free	79,644	79,644	79,644	0	2.67	0.00
	<b>TOTAL</b>	<u>79,644</u>	<u>79,644</u>	<u>79,644</u>			<u>0.00</u>
Special Milk	Paid	<u>0</u>	<u>0</u>	<u>0</u>	0	0.27	<u>0.00</u>
After School Snacks	Paid	0	0	0	0	0.09	0.00
	Reduced	0	0	0	0	0.54	0.00
	Free (Area Eligible)	78,896	78,896	78,896	0	1.08	0.00
	<b>TOTAL</b>	<u>78,896</u>	<u>78,896</u>	<u>78,896</u>			<u>0.00</u>
Child & Adult Care Food							
CACFP (d) - Food	Free	<u>13,210</u>	<u>13,865</u>	<u>13,865</u>	655	4.03	<u>2,639.65</u>
CACFP (d) - Cash-in-lieu of USDA Foods	Free	<u>13,210</u>	<u>13,865</u>	<u>13,865</u>	655	.30	<u>196.50</u>
	<b>Total Net Underclaim</b>						<u><u>2,836.15</u></u>

**School Food Service**

**SCHEDULE OF MEAL COUNT ACTIVITY**

**WILDWOOD SCHOOL DISTRICT**

**FOOD SERVICE FUND**

**NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM -STATE**

**ENTERPRISE FUND**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2023**

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
State Reimbursement - National School Lunch (High Rate)	Paid				0	0.060	0.00
State Reimbursement - National School Lunch (High Rate)	Reduced				0	0.470	0.00
State Reimbursement - National School Lunch (High Rate)	Free	124,832	124,832	124,832	0	0.070	0.00
	TOTAL	<u>124,832</u>	<u>124,832</u>	<u>124,832</u>			
State Reimbursement - National School Breakfast (Severe Rate)	Paid				0	0.000	0.00
State Reimbursement - National School Breakfast (Severe Rate)	Reduced				0	0.000	0.00
State Reimbursement - National School Breakfast (Sever Rate)	Free	79,644	79,644	79,644	0	0.100	0.00
	TOTAL	<u>79,644</u>	<u>79,644</u>	<u>79,644</u>			
<b>Total Net (Over)/Underclaim</b>							<u><u>0.00</u></u>

# NET CASH RESOURCE SCHEDULE

## Net cash resources DID NOT exceed three months of expenditures Proprietary Funds - Food Service FYE 2023

<u>Net Cash Resources:</u>		Food Service B - 4/5	
<b>CAFR</b>	*	<b>Current Assets</b>	
B-4		Cash & Cash Equiv.	185,273.11
B-4		Due from Other Gov'ts	61,725.02
B-4		Accounts Receivable	115,805.30
B-4		Investments	-
<b>CAFR</b>		<b>Current Liabilities</b>	
B-4		Less Accounts Payable	(78,818.16)
B-4		Less Accruals	-
B-4		Less Due to Other Funds	-
B-4		Less Deferred Revenue	-
		<b>Net Cash Resources</b>	<b>283,985.27</b> (A)

**Net Adj. Total Operating Expense:**

B-5	Tot. Operating Exp.	1,299,579.80	
B-5	Less Depreciation	(12,465.84)	
	Adj. Tot. Oper. Exp.	<b>1,287,113.96</b>	(B)

**Average Monthly Operating Expense:**

	B / 10	<b>128,711.40</b>	(C)
--	--------	-------------------	-----

**Three times monthly Average:**

	3 X C	<b>386,134.19</b>	(D)
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TOTAL IN BOX A	283,985.27	
LESS TOTAL IN BOX D	386,134.19	
NET	<b>(102,148.92)</b>	
From above:		
<b>A is greater than D, cash exceeds 3 X average monthly operating expenses.</b>		
<b>D is greater than A, cash does not exceed 3 X average monthly operating expenses.</b>		

\* Inventories are not to be included in total current assets.

SOURCE - USDA resource management comprehensive review form

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

	2023-24 Application for State School Aid						Sample for Verification						Private Schools for Disabled										
	Reported on A.S.A. On Roll		Reported on Workpapers On Roll		Errors		Reported on Selected from Workpapers		Verified per Registers On Roll		Errors per Registers On Roll		Reported on A.S.A. as Private Schools		Sample Verification		Sample Verified		Sample Errors				
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	
Half Day Preschool	56	-	56	-	-	-	15	-	15	-	-	-	-	-	-	-	-	-	-	-	-	-	
Full Day Kindergarten	43	-	43	-	-	-	11	-	11	-	-	-	-	-	-	-	-	-	-	-	-	-	
Half Day Kindergarten	50	-	50	-	-	-	13	-	13	-	-	-	-	-	-	-	-	-	-	-	-	-	
One	40	-	40	-	-	-	11	-	11	-	-	-	-	-	-	-	-	-	-	-	-	-	
Two	45	-	45	-	-	-	13	-	13	-	-	-	-	-	-	-	-	-	-	-	-	-	
Three	45	-	45	-	-	-	13	-	13	-	-	-	-	-	-	-	-	-	-	-	-	-	
Four	52	-	52	-	-	-	15	-	15	-	-	-	-	-	-	-	-	-	-	-	-	-	
Five	34	-	34	-	-	-	10	-	10	-	-	-	-	-	-	-	-	-	-	-	-	-	
Six	49	-	49	-	-	-	14	-	14	-	-	-	-	-	-	-	-	-	-	-	-	-	
Seven	52	-	52	-	-	-	15	-	15	-	-	-	-	-	-	-	-	-	-	-	-	-	
Eight	51	-	51	-	-	-	14	-	14	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nine	63	-	63	-	-	-	18	-	18	-	-	-	-	-	-	-	-	-	-	-	-	-	
Ten	45	-	45	-	-	-	13	-	13	-	-	-	-	-	-	-	-	-	-	-	-	-	
Eleven	48	-	48	-	-	-	13	-	13	-	-	-	-	-	-	-	-	-	-	-	-	-	
Twelve																							
Post-Graduate																							
Adult H.S. (15+CR.)																							
Adult H.S. (1-14+CR.)																							
Subtotal	673	-	673	-	-	-	188	-	188	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed - Elementary	64	-	64	-	-	-	18	-	18	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed - Middle School	37	-	37	-	-	-	10	-	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed - High School	56	-	56	-	-	-	16	-	16	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	157	-	157	-	-	-	44	-	44	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Co. Voc. - Regular																							
Co. Voc. - FT Post Sec.																							
Totals	830	-	830	-	-	-	232	-	232	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Percentage Error							0.00%		0.00%														0%



**WILDWOOD SCHOOL DISTRICT  
SCHEDULE OF AUDITED ENROLLMENTS  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 14, 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 and Register	Sample Errors	Reported on A.S.S.A as LEP Low Income	Reported on Workpapers LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Test Score, App & Register	Sample Errors
Half Day Preschool												
Full Day Preschool												
Half Day Kindergarten												
Full Day Kindergarten												
One	41	49	-	13	13	-	14	14	-	10	10	-
Two	35	35	-	15	15	-	13	13	-	9	9	-
Three	37	37	-	12	12	-	5	5	-	3	3	-
Four	43	43	-	12	12	-	14	14	-	10	10	-
Five	49	49	-	13	13	-	14	14	-	10	10	-
Six	29	29	-	14	14	-	13	13	-	9	9	-
Seven	44	44	-	10	10	-	6	6	-	4	4	-
Eight	46	46	-	13	13	-	8	8	-	5	5	-
Nine	33	33	-	14	14	-	5	5	-	3	3	-
Ten	35	35	-	12	12	-	3	3	-	2	2	-
Eleven	18	18	-	6	6	-	4	4	-	3	3	-
Twelve	26	26	-	9	9	-	4	4	-	3	3	-
Post-Graduate Adult H.S. (15+CR.)												
Adult H.S. (1-14+CR.)												
Subtotal	485	485	-	155	155	-	106	106	-	73	73	-
Special Ed - Elementary	62	62	-	18	18	-	21	21	-	14	14	-
Special Ed - Middle School	37	37	-	10	10	-	9	9	-	6	6	-
Special Ed - High School	44	44	-	15	15	-	2	2	-	1	1	-
Subtotal	143	143	-	43	43	-	32	32	-	21	21	-
Co. Voc. - Regular												
Co. Voc. - FT Post. Sec.												
Totals	628	628	-	198	198	-	138	138	-	94	94	-
Percentage Error	0.00%			0.00%			0.00%			0.00%		

	Transportation		
	Reported on DRTS by DOE/County	Reported on DRTS by District	Errors
Reg. - Public Schools, col. 1	46.0	46.0	-
Reg - Sp Ed, col. 4	6.5	6.5	-
Transported - Non-Public, col. 3	-	-	-
AIL, col. 7	-	-	-
Special Ed Spec, col. 6	23.5	23.5	-
Totals	76.0	76.0	66
Percentage Error	-		

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

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

	Resident LEP NOT Low Income		Sample for Verification		
	Reported on A.S.A as LEP Not Low Income	Workpapers	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors
Half Day Preschool					
Full Day Preschool					
Half Day Kindergarten					
Full Day Kindergarten					
One					
Two					
Three	3	3	3	3	
Four					
Five					
Six	1	1	1	1	
Seven					
Eight	1	1	1	1	
Nine					
Ten	1	1			
Eleven	1	1	1	1	
Twelve	3	3	3	3	
Post-Graduate					
Adult H.S. (15+CR.)					
Adult H.S. (1-14+CR.)					
Subtotal	10	10	9	9	
Special Ed - Elementary					
Special Ed - Middle School					
Special Ed - High School	2	2			
Subtotal	2	2			
Co. Voc. - Regular					
Co. Voc. - FT Post Sec.					
Totals	12	12	9	9	
Percentage Error					0.00%

**CITY OF WILDWOOD SCHOOL DISTRICT  
EXCESS SURPLUS CALCULATION  
FOR THE YEAR ENDED JUNE 30, 2023**

**REGULAR DISTRICT**

**SECTION 1**

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

2022-23 Total General Fund Expenditures per the ACFR, Ex. C-1	\$	<u>22,823,008.67</u>	(B)
Increased by:			
Transfer from General Fund to Special Revenue Fund for PreK - Inclusion	\$	<u>118,143.00</u>	(B1a)
Transfer from Capital Outlay to Capital Projects Fund	\$	<u>                    </u>	(B1b)
Transfer from Capital Reserve to Capital Projects Fund	\$	<u>                    -</u>	(B1c)
Decreased By:			
On-Behalf TPAF Pension & Social Security	\$	<u>4,435,092.72</u>	(B2a)
Assets Acquired Under Capital Leases		<u>                    </u>	(B2b)
Adjusted 2022-23 General Fund Expenditures [(B)+(B1's)-(B2's)]	\$	<u><u>18,506,058.95</u></u>	(B3)
2% of Adjusted 2022-23 General Fund Expenditures [(B3) times .04]	\$	<u>370,121.18</u>	(B4)
Enter Greater of (B4) or \$250,000	\$	<u>370,121.18</u>	(B5)
Increased by: Allowable Adjustment*	\$	<u>1,488,621.00</u>	(K)
Maximum Unassigned/Undesignated-Unreserved Fund Balance [(B5)+(K)]		<u><u>1,858,742.18</u></u>	(M)

**SECTION 2**

Total General Fund - Fund Balances @ 06/30/23 (Per ACFR Budgetary Comparison Schedule C-1)	\$	<u>8,153,271.44</u>	(C)
Decreased by:			
Year-end Encumbrances	\$	<u>814,906.26</u>	(C1)
Legally Restricted-Designated for Subsequent Year's Expenditures	\$	<u>486,889.00</u>	(C2)
Legally Restricted-Excess Surplus - Designated for Subsequent Year's Expenditures ***	\$	<u>1,000,000.00</u>	(C3)
Other Restricted Fund Balances ***	\$	<u>2,564,734.00</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>3,286,742.18</u></u>	(U1)

**SECTION 3**

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER - 0 -	\$	<u>1,428,000.00</u>	(E)
<b><u>Recapitulation of Excess Surplus as of June 30, 2023:</u></b>			
Reserved Excess Surplus - Designated for Subsequent Year's Expenditures **	\$	1,000,000.00	(C3)
Reserved Excess Surplus ***		<u>1,428,000.00</u>	(E)
Total [(C3) + (E)]		<u><u>2,428,000.00</u></u>	(D)

**CITY OF WILDWOOD SCHOOL DISTRICT  
EXCESS SURPLUS CALCULATION  
FOR THE YEAR ENDED JUNE 30, 2023**

- \* 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 PL 2015, c. 46 amended NJSA 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;
  - (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 Adjustment**

Impact Aid	\$ _____	(H)
Sale & Lease-back	\$ _____	(I)
Extraordinary Aid	\$ 76,245.00	(J1)
Additional Nonpublic School Transportation Aid	\$ _____	(J2)
Current Year School Bus Advertising Revenue Recognized	\$ _____	(J3)
Family Crisis Transportation Aid	\$ _____	(J4)
Supplemental Stabilization Aid received April 2023 and Maintenance of Equity Aid received July 2023	\$ 1,412,376.00	(J5)
 Total Adjustments [(H)+(I)+(J1) + (J2)]	 \$ 1,488,621.00	 (K)

- \*\* This amount represents the June 30, 2023 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 90031.
- \*\*\* Amounts must agree to the June 30, 2023 ACFR and the sum of the two lines must agree to Audit Summary Worksheet Line 90030.
- \*\*\*\* Amount for Other Reserved Fund Balances must be detailed for each source. Use in the excess surplus calculation of any legal reserve that is not state mandated or that is not legally imposed by an other type of government, such as the judicial branch of government, must have Departmental approval. District requests should be submitted to the Division of Finance prior to September 30.

**Detail of Other Restricted Fund Balance**

Statutory restrictions:		
Approved unspent separate proposal	\$ _____	
Sale/lease-back reserve	\$ _____	
Capital reserve	\$ 1,451,801.71	
Maintenance reserve	\$ 850,416.37	
Emergency reserve	\$ 61,061.00	
Tuition reserve	\$ 100,000.00	
School Bus Advertising 50% Fuel Offset	\$ _____	
Current Year	\$ -	
Prior Year	\$ -	
Impact Aid General Fund Reserve (Section 8002 and 8003)	\$ -	
Impact Aid General Fund Reserve (Section 8002 and 8003)	\$ -	
Other state/government mandated reserve	\$ -	
Reserve for Unemployment Fund	\$ 101,454.92	
 [Other Restricted Fund Balance not noted above]****	 \$ _____	
 Total Other Restricted Fund Balance	 \$ 2,564,734.00	 (C4)

AUDIT RECOMMENDATIONS SUMMARY  
For the Fiscal Year Ended June 30, 2023  
CITY OF WILDWOOD BOARD OF EDUCATION

Recommendations:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

None

3. School Purchasing Programs

None

4. School Food Service

**Finding 2023-1:**

The number of dinners claimed for the month of January 2023 was entered based on total monthly attendance rather than the number of meals served. As a result, the district claimed 655 fewer dinners which amounted to an underclaim in the amount of \$2,836.15.

**Recommendation:**

Prior to submitting reimbursement claims to the New Jersey Department of Agriculture, the meals claimed should be verified to the meal count activity records and Edit Check Worksheets.

5. Student Body Activities

None

6. Application for State School Aid

None

7. Pupil Transportation

None

8. Facilities and Capital Assets

None

9. Miscellaneous

None

10. Status of Prior Year Audit Findings/Recommendations

No prior year findings.