

**TOWNSHIP OF WEST DEPTFORD
SCHOOL DISTRICT
COUNTY OF GLOUCESTER**

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

**FOR THE FISCAL YEAR ENDED
JUNE 30, 2024**



TOWNSHIP OF WEST DEPTFORD SCHOOL DISTRICTAuditor's Management Report on Administrative
Findings - Financial, Compliance and Performance

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

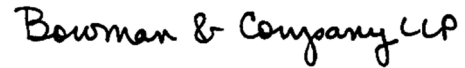
The Honorable President and
Members of the Board of Education
Township of West Deptford School District
County of Gloucester, New Jersey

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 Township of West Deptford School District, in the County of Gloucester, State of New Jersey, as of and for the fiscal year ended June 30, 2024, which were separately issued in the Annual Comprehensive Financial Report dated January 3, 2025.

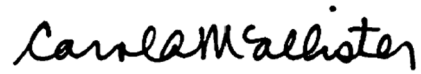
As part of our audit, we also performed procedures required by the New Jersey Department of Education, and the findings and results thereof are disclosed on the following pages, as listed in the accompanying table of contents.

This report is issued in conjunction with the Annual Comprehensive Financial Report of the Board of Education of the Township of West Deptford School District, for the fiscal year ended June 30, 2024, and is intended for the information of the School District's management and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,



BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants



Carol A. McAllister
Certified Public Accountant
Public School Accountant No.238400

Voorhees, New Jersey
January 3, 2025

ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

SCOPE OF AUDIT

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

ADMINISTRATIVE PRACTICES AND PROCEDURES

Insurance

Fire insurance coverage was carried in the amounts as detailed on exhibit J-20, insurance schedule, contained in the School District's Annual Comprehensive Financial Report (ACFR).

Official Bonds (N.J.S.A. 18A: 17-26, 18A:17-32, 18A:13-13)

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Steven Jakubowski	Board Secretary / School Business Administrator	\$ 500,000.00

There is a Public Employees' Dishonesty Coverage Policy with New Jersey Schools Insurance Group covering all other employees with multiple coverage of \$250,000.00.

P.L.2020, c.44

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

The data submitted did include all health benefit plans offered by the School District.

The School District data certification was completed by the chief school administrator. The School District Chapter 44 data was submitted timely.

Tuition Charges

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

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING

Examination of Claims

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

Payroll Account

The net salaries of sampled employees of the School District were deposited in the net payroll account. Employees' payroll deductions and the employer's share of fringe benefits were deposited in the payroll agency account.

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)**Payroll Account (Cont'd)**

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

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

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

Employee Position Control Roster

A sample of the Employee Position Control Roster indicated that it was in satisfactory condition and was approved by the county office submission with the 2023-2024 budget review checklist.

Encumbrances and Accounts Payable

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

Travel

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

Classification of Expenditures

The coding of expenditures was tested for proper classification in accordance with N.J.A.C. 6A:23A-16.2(f) as part of our randomly sampled expenditure transactions. We also tested the coding of all expenditures included in our compliance and single audit sampling procedures. In addition, a sample was selected that specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. Our samples did not indicate any reportable noncompliance with respect to classification of expenditures.

Board Secretary's Records

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

Treasurer of School Moneys' Records

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

FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)**Pupil Transportation**

Our audit procedures included a sample of on-roll status reported in the 2023-24 District Report of Transported Resident Students (DRTRS). The information that was reported on the DRTRS was verified to the DRTRS Eligibility Summary Report with exceptions. The results of our procedures are presented in the schedule of audited enrollments.

Finding No. 2024-002 (ACFR Finding No. 2024-002)

The School District's reported student counts in the categories of "Public School Students Excluding Vocational School Students" and "Special Education Public School Students" could not be verified to supporting documents.

Recommendation

The School District should implement procedures and maintain adequate workpapers to support student counts reported in each category to ensure students are correctly reported on the DRTRS.

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

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

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

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

Other Special Federal and / or State Projects

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

Our audit of the federal and state funds on a sample basis indicated that obligations and expenditures were incurred during the fiscal year or project period for which the project was approved.

The financial exhibits are contained within the special revenue section of the ACFR. This section of the ACFR documents the financial position pertaining to the aforementioned other special projects.

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

TPAF Reimbursement

Our audit procedures included a sample of the biweekly reimbursements filed with the Department of Education for School District employees who are members of the Teachers' Pension and Annuity Fund. No exceptions were noted.

TPAF Reimbursement to the State for Federal Salary Expenditures

The 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 and N.J.S.A. 18A:66-90. The expenditure was inspected 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 the school contracts in general, are available on the following website:

https://nj.gov/dca/dlgs/programs/NJ_LAPL.shtml

Current statute is posted on the New Jersey Legislature website at:

<http://www.njleg.state.nj.us/>

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$44,000.00 (with a Qualified Purchasing Agent) and \$32,000.00 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18A:39-3 is \$20,200.00 for 2023-24.

The School District's Board of Education has the responsibility of determining whether the expenditures in any category will exceed the statutory thresholds within the contract year. Where question arises as to whether any contract or agreement might result in violation of the statute, the solicitor's opinion should be sought before a commitment is made.

Based on the results of our audit, we did not note any individual payments, contracts, or agreements made for the performance of any work or goods or services, in excess of the statutory thresholds where there had been no advertising for bids in accordance with the provision of N.J.S.A. 18A:18A-4.

Resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 18A:18A-5.

SCHOOL FOOD SERVICE

The school food service program was not selected as a major federal and / or State program. However, the program expenditures exceeded \$100,000.00 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.

The statement of revenues, expenses, and changes in fund net position (ACFR exhibit B-5) does separate program and non-program revenue and program and non-program cost of goods sold.

Net cash resources did exceed three months average expenditures.

Finding No. 2024-001 (ACFR Finding No. 2024-001)

The School District's Food Service Fund Net Cash Resources exceeded its three months average expenditures by \$463,719.87.

Recommendation

The School District continue to monitor the finances of its Food Service Fund and follow up the plan to reduce the net cash resources below its three month average expenditures.

STUDENT BODY ACTIVITIES

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

APPLICATION FOR STATE SCHOOL AID

Our audit procedures included a sample of information reported in the October 13, 2023 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the disabled, low-income, and bilingual. We also performed an inspection of the School District procedures related to its completion. The information on the A.S.S.A. was compared to the School District workpapers without exception. The information that was included on the workpapers was verified without exception. The results of our procedures are presented in the schedule of audited enrollments.

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

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

FACILITIES AND CAPITAL ASSETS

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

MISCELLANEOUS

Continuing Disclosure Agreements

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

Testing for Lead of All Drinking Water in Education Facilities

The School District complied with all the requirements of N.J.A.C. 6A:26-1.2 and 12.4 related to the testing for lead of all drinking water in educational facilities.

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

FOLLOW-UP ON PRIOR YEAR'S FINDINGS

In accordance with *Government Auditing Standards*, our procedures included a review of all prior year recommendations. Corrective action had been taken on all prior year findings with the exception of the following, which are repeated in this year's recommendations noted as current year finding:

Finding No. 2023-001 (ACFR Finding No. 2023-001) – current year finding 2024-002

The School District's reported student count in the category of "Public School Students Excluding Vocational School Students" in the October 2022 DRTRS could not be verified to supporting documents.

Finding No. 2023-002 (ACFR Finding No. 2023-002) – current year finding 2024-001

The School District's Food Service Fund Net Cash Resources exceeded its three months average expenditures by \$696,886.34.

FOLLOW-UP ON PRIOR YEAR'S FINDINGS (CONT'D)

There were no Office of Fiscal Accountability and Compliance audit reports issued during the fiscal year ended June 30, 2024.

ACKNOWLEDGMENT

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

Respectfully submitted,

Bowman & Company LLP

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Carol A. McAllister

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Certified Public Accountant
Public School Accountant No. CS 238400

TOWNSHIP OF WEST DEPTFORD SCHOOL DISTRICT
Schedule of Net Cash Resources
Net Cash Resources Did Exceed Three Months of Expenditures
Proprietary Funds - Food Service Fund
For the Fiscal Year Ended June 30, 2024

Net Cash Resources:		Food Service B - 4/5	
ACFR	Current Assets		
B-4	Cash & Cash Equivalents	\$ 319,973.40	
B-4	Due from Other Governments	28,188.88	
B-4	Due from Other Funds	510,889.23	
B-4	Accounts Receivable	87,711.96	
B-4	Investments		
ACFR	Current Liabilities		
B-4	Less Accounts Payable	(53,363.65)	
B-4	Less Accruals		
B-4	Less Due to Other Funds		
B-4	Less Unearned Revenue	(27,495.37)	
	Net Cash Resources	\$ 865,904.45	(A)
Net Adjusted Total Operating Expense:			
B-5	Total Operating Expenditures	\$ 1,359,069.54	
B-5	Less Depreciation	(18,454.27)	
	Adjusted Total Operating Expense	\$ 1,340,615.27	(B)
Average Monthly Operating Expense:			
	B / 10	\$ 134,061.53	(C)
Three Times Monthly Average:			
	3 X C	\$ 402,184.58	(D)

TOTAL IN BOX A	\$ 865,904.45
LESS TOTAL IN BOX D	\$ 402,184.58
NET	\$ 463,719.87

From above:

A is greater than D, cash exceeds 3 X average monthly operating expenses.

D is greater than A, cash does not exceed 3 X average monthly operating expenses.

TOWNSHIP OF WEST DEPTFORD SCHOOL DISTRICT
Application for State School Aid Summary
Schedule of Audited Enrollments
Enrollment as of October 13, 2023

	2024-2025 Application for State School Aid						Sample for Verification						Private Schools for Disabled			
	Reported on		Reported on		Errors		Sample		Verified per		Errors per		Reported on A.S.S.A. as Private Schools	Sample for Verifi- cation	Sample Verified	Sample Errors
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared				
Half Day Preschool																
Full Day Preschool	145		145				77		77							
Half Day Kindergarten																
Full Day Kindergarten	167		167				119		119							
One	176		176				56		56							
Two	159		159				101		101							
Three	167		167				167		167							
Four	199		199				199		199							
Five	153		153				153		153							
Six	149		149				149		149							
Seven	170		170				170		170							
Eight	192		192				192		192							
Nine	142		142				142		142							
Ten	155		155				155		155							
Eleven	138		138				138		138							
Twelve	143		143				143		143							
Post-Graduate																
Adult H.S. (15+CR.)																
Adult H.S. (1-14CR.)																
Subtotal	2,255	-	2,255	-	-	-	1,961	-	1,961	-	-	-	-	-	-	-
Special Education-Elementary	226		226				25		25				10	10	10	
Special Education-Middle School	126		126				14		14				6	6	6	
Special Education-High School	175		175				19		19				15	15	15	
Subtotal	527	-	527	-	-	-	58	-	58	-	-	-	31	31	31	-
Co. Voc. - Regular																
Co. Voc. Ft. Post Sec.																
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	2,782	-	2,782	-	-	-	2,019	-	2,019	-	-	-	31	31	31	-
Percentage Error					-	-					-	-				-

TOWNSHIP OF WEST DEPTFORD SCHOOL DISTRICT

Application for State School Aid Summary
 Schedule of Audited Enrollments
 Enrollment as of October 13, 2023

	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 as LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Application, Test Score and Register	Sample Errors
Half Day Preschool												
Full Day Preschool												
Half Day Kindergarten												
Full Day Kindergarten	44	44		14	14		1	1		1	1	
One	58	58		8	8		4	4		4	4	
Two	42	42		8	8							
Three	54	54		20	20		1	1		1	1	
Four	51	51		20	20							
Five	44	44		17	17		2	2		2	2	
Six	48	48		18	18		1	1		1	1	
Seven	42	42		16	16		1	1		1	1	
Eight	52	52		19	19							
Nine	45	45		17	17		3	3		3	3	
Ten	43	43		16	16							
Eleven	33	33		13	13		1	1		1	1	
Twelve	29	29		10	10							
Post-Graduate												
Adult H.S. (15+CR.)												
Adult H.S. (1-14CR.)												
Subtotal	585	585	-	196	196	-	14	14	-	14	14	-
Special Education-Elementary	106	106		5	5		3	3		3	3	
Special Education-Middle School	62	62		23	23		1	1		1	1	
Special Education-High School	75	75		27	27		1	1		1	1	
Subtotal	243	243	-	55	55	-	5	5	-	5	5	-
Co. Voc. - Regular												
Co. Voc. Ft. Post Sec.												
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-
Totals	828	828	-	251	251	-	19	19	-	19	19	-
Percentage Error			-			-			-			-

Transportation									
	Reported on DRTS by DOE/County	Reported on DRTS by District	Errors	Tested	Verified	Errors		Reported	Re- Calculated
Reg. - Public Schools, Col. 1	1,367	1,367		224	213	11	Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A)	3.9	3.9
Reg. - SpEd, Col. 4	229	229		37	32	5	Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B)	3.9	3.9
Transported - Non-Public, Col. 3	40	40		7	7		Spec. Avg. (Mileage) = Special Ed. with Special Needs	4.8	4.8
Special Needs, Col. 6	185	185		31	31				
Totals	1,821	1,821	-	299	283	16			
Percentage Error			-			5.35%			

TOWNSHIP OF WEST DEPTFORD SCHOOL DISTRICT

Application for State School Aid Summary

Schedule of Audited Enrollments

Enrollment as of October 13, 2023

	Resident LEP NOT Low Income			Sample for Verification		
	Reported on A.S.S.A. as NOT Low <u>Income</u>	Reported on Workpapers as NOT Low <u>Income</u>	<u>Errors</u>	Sample Selected from <u>Workpapers</u>	Verified to Test Score <u>and Register</u>	Sample <u>Errors</u>
Half Day Preschool						
Full Day Preschool						
Half Day Kindergarten						
Full Day Kindergarten	2	2		2	2	
One	1	1		1	1	
Two	3	3		3	3	
Three	3	3		3	3	
Four	2	2		2	2	
Five	1	1		1	1	
Six						
Seven	1	1		1	1	
Eight	1	1		1	1	
Nine	1	1		1	1	
Ten	1	1		1	1	
Eleven						
Twelve	2	2		2	2	
Post-Graduate						
Adult H.S. (15+CR.)						
Adult H.S. (1-14CR.)						
Subtotal	18	18	-	18	18	-
Special Education-Elementary	2	2		2	2	
Special Education-Middle School						
Special Education-High School	1	1		1	1	
Subtotal	3	3	-	3	3	-
Co. Voc. - Regular						
Co. Voc. Ft. Post Sec.						
Subtotal	-	-	-	-	-	-
Totals	21	21	-	21	21	-
Percentage Error			-			-

TOWNSHIP OF WEST DEPTFORD SCHOOL DISTRICT

Application for State School Aid Summary

Schedule of Audited Enrollments

Enrollment as of October 13, 2023

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

EXCESS SURPLUS CALCULATION**REGULAR DISTRICT / N/A TO CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT****SECTION 1****2% Calculation of Excess Surplus**

2023-24 Total General Fund Expenditures Reported on ACFR Exhibit C-1	\$ 68,520,043.88	(B)
Increased by:		
Transfer from Capital Outlay to Capital Projects Fund		(B1a)
Transfer from Capital Reserve to Capital Projects Fund		(B1b)
Transfer from General Fund to SRF for PreK-Regular		(B1c)
Transfer from General Fund to SRF for PreK-Inclusion		(B1d)
Decreased by:		
On-Behalf TPAF Pension & Social Security	12,666,690.18	(B2a)
Assets Acquired Under Capital Leases		(B2b)
Adjusted 2023-24 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$ 55,853,353.70	(B3)
2% of Adjusted 2023-24 General Fund Expenditures [(B3) times .02]	\$ 1,117,067.07	(B4)
Enter Greater of (B4) or \$250,000	1,117,067.07	(B5)
Increased by: Allowable Adjustment *	156,899.00	(K)
Maximum Unassigned Fund Balance [(B5) + (K)]	\$ 1,273,966.07	(M)

SECTION 2

Total General Fund - Fund Balances at June 30, 2024 (Per ACFR Budgetary Comparison Schedule, Ex. C-1)	\$ 4,148,222.28	(C)
Decreased by:		
Year-End Encumbrances	707,210.52	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures		(C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	763,728.35	(C3)
Other Restricted Fund Balances ****	662,916.04	(C4)
Assigned Fund Balance - Designated for Subsequent Year's Expenditures	208,729.00	(C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$ 1,805,638.37	(U1)

SECTION 3

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	\$ 531,672.30	(E)
---	---------------	-----

Recapitulation of Excess Surplus as of June 30, 2024

Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ 763,728.35	(C3)
Restricted - Excess Surplus *** [(E)]	531,672.30	(E)
Total Excess Surplus [(C3)+(E)]	\$ 1,295,400.65	(D)

EXCESS SURPLUS CALCULATION (CONT'D)**REGULAR DISTRICT / CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT****Footnotes:**

* Allowable adjustment to expenditures on line K must be detailed as follows. This adjustment line (as detailed below) is to be utilized when applicable for:

(H) Federal Impact Aid. The passage of P.L.2015, c.46 amended N.J.S.A. 18A:7F-41 to permit a board of education to appropriate federal impact aid funds to establish or supplement a federal impact aid legal reserve in the general fund. Accordingly, the Federal Impact Aid adjustment to expenditures is limited to the portion of Federal Impact Aid Section 8002 and Section 8003 received during the fiscal year and recognized as revenue on the General Fund Budgetary Comparison Schedule, but not transferred to the Federal Impact Aid Reserve – General (8002 or 8003) by board resolution during June 1 to June 30 of the fiscal year under audit. Amounts transferred to the reserve are captured on line (C4);

(I) Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10);

(J1) Extraordinary Aid;

(J2) Additional Nonpublic School Transportation Aid;

(J3) Recognized current year School Bus Advertising Revenue; and

(J4) Family Crisis Transportation Aid.

(J5) Supplemental Stabilization Aid & Maintenance of Equity Aid

Detail of Allowable Adjustments

Federal Impact Aid	\$ -	(H)
Sale & Lease-back		(I)
Extraordinary Aid	107,995.00	(J1)
Additional Nonpublic School Transportation Aid	48,904.00	(J2)
Current Year School Bus Advertising Revenue Recognized		(J3)
Family Crisis Transportation Aid		(J4)
Supplemental Stabilization Aid & Maintenance of Equity Aid		(J5)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)]	\$ 156,899.00	(K)

** This amount represents the June 30, 2024 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.

*** Amounts must agree to the June 30, 2024 ACFR and must agree to Audit Summary Line 90030.

**** Amount for Other Restricted Fund Balances must be detailed for each source. Use in the excess surplus calculation of any legal reserve that is not state mandated or that is not legally imposed by another type of government, such as the judicial branch of government, must have departmental approval. District requests should be submitted to the Office of School Finance prior to September 30.

Detail of Other Restricted Fund Balance**Statutory restrictions:**

Approved unspent separate proposal	\$ -	
Sale/lease-back reserve		
Capital reserve	527,485.96	
Maintenance reserve		
Emergency reserve		
Tuition reserve		
School bus advertising 50% fuel offset reserve - current year		
School bus advertising 50% fuel offset reserve - prior year		
Impact Aid General Fund Reserve (Sections 8002 and 8003)		
Impact Aid Capital Fund Reserve (Sections 8007 and 8008)		
Other state/government mandated reserves		
Restricted for Unemployment	135,430.08	
[Other Restricted Fund Balance not noted above]****		
Total Other Restricted Fund Balance	\$ 662,916.04	(C4)

TOWNSHIP OF WEST DEPTFORD SCHOOL DISTRICT
Audit Recommendations Summary
For the Fiscal Year Ended June 30, 2024

Recommendations:

1. Administrative Practices and Procedures

None

2. Financial Planning, Accounting and Reporting

The School District should implement procedures and maintain adequate workpapers to support student counts reported in each category to ensure students are correctly reported on the DRTRS.

3. School Purchasing Programs

None

4. School Food Service

The School District continue to monitor the finances of its Food Service Fund and follow up the plan to reduce the net cash resources below its three month average expenditures.

5. Student Body Activities

None

6. Application for State School Aid

None

7. Facilities and Capital Assets

None

8. Miscellaneous

None

9. Follow-Up on Prior Year Findings

A review was performed on the prior year recommendations and corrective action was taken on all prior year findings, with the exception of the following, which are repeated in this year's recommendations:

The School District's Food Service Fund Net Cash Resources exceeded its three months average expenditures by \$696,886.34.

The School District's reported student counts in the category of "Public School Students Excluding Vocational School Students" could not be verified to supporting documents.