

IRVINGTON TOWNSHIP SCHOOL DISTRICT

COUNTY OF ESSEX

NEW JERSEY

AUDITOR'S MANAGEMENT REPORT

ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

FISCAL YEAR ENDED

JUNE 30, 2017

PREPARED BY

***SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS***

**IRVINGTON TOWNSHIP SCHOOL DISTRICT
COUNTY OF ESSEX
NEW JERSEY**

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

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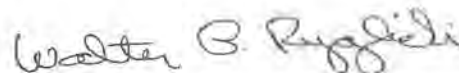
REPORT OF INDEPENDENT AUDITORS

Honorable President and Members
of the Board of Education
Township of Irvington School District
County of Essex, 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 Irvington Township School District in the County of Essex for the fiscal year ended June 30, 2017, and have issued our report thereon dated November 30, 2017.

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 solely for the information of the Irvington Township Board of Education's management and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.



WALTER P. RYGLICKI
Licensed Public School Accountant #845



SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey
November 30, 2017

IRVINGTON TOWNSHIP SCHOOL DISTRICT

ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

Scope of Audit

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

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

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Reginald Lamptey	Assistant Superintendent for Business	\$191,000.00
Roger Monel	Associate School Business Administrator	191,000.00
Hirut Ressom	Treasurer of School Moneys	100,000.00
Omolabake Arowojolu	Comptroller	100,000.00

There is a Public Employees' Faithful Performance Blanket Bond with Hartford Fire Insurance Company covering all other employees with multiple coverage of \$275,000.00.

Tuition Charges

The District does not receive students from any sending district; therefore, this section is not applicable.

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.

In verifying expenditures, computations were tested on claims approved and paid. No attempt was made in this connection to establish proof of rendition, character or extent of services, nor quantities, nature, propriety of prices or receipt of materials, these elements being left necessarily to internal review in connection with approval of claims.

Unemployment Compensation Insurance Trust Fund

The Board has adopted the direct reimbursement method and maintains an Unemployment Compensation Insurance Trust Fund.

Payroll Account and Position Control Roster

The net salaries of all 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.

Financial Planning, Accounting and Reporting (Continued)

Payroll Account and Position Control Roster (Continued)

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

Salary withholdings were promptly remitted to the proper agencies.

The propriety of deductions from employee salaries for pensions, Social Security, withholding tax and other purposes from employee payrolls were not verified as part of this audit. Remittances of deductions and withholdings to authorized agencies, however, were ascertained.

Travel Reimbursement Policy

The required travel and related reimbursement policy was in accordance with N.J.A.C. 6A:23B-1.2(a).

Reserve for Encumbrances and Accounts Payable

A review of outstanding issued purchase orders was made as of June 30th for proper classification of orders as reserve for encumbrances and accounts payable.

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. There were minor transaction errors noted as a result of the procedures performed.

Board Secretary's/School Business Administrator's Records

The financial records, books of accounts and minutes maintained by the Board Secretary were in satisfactory condition. The prescribed contractual order system was followed.

Revenue and receipts were established and verified as to source and amount only insofar as the local records permitted.

Treasurer's Records

The Treasurer's records were examined and found to be in agreement with the records of the Board Secretary.

Elementary and Secondary Education Act (ESEA)/Improving America's Schools Act (IASA) as Reauthorized by the No Child Left Behind (NCLB) Act of 2001

The ESEA/NCLB financial exhibits are contained within the Special Revenue Section of the CAFR. This section of the CAFR documents the financial position pertaining to the projects under Titles I through III of the Elementary and Secondary Education Act, as amended and reauthorized.

The study of compliance for ESEA did not indicate any areas of noncompliance and/or questionable costs.

Other Special Federal and/or State Projects

The District's Special Projects were approved as listed on Schedule K-3 and Schedule K-4 located in the CAFR.

Other Special Federal and/or State Projects (Continued)

Our audit of 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 CAFR. This section of the CAFR documents the financial position pertaining to the aforementioned special projects.

The study of compliance for the special projects indicated no areas of noncompliance.

TPAF Reimbursement

Our audit procedures included a test of the biweekly reimbursements (electronic, but Districts can print out the DOENET screen for an auditor) filed with the Department of Education for 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 reimbursements to the State for 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 subsequent to the end of the 60 day grant liquidation period, but prior to the 90 days required by N.J.S.A. 18A:66-90. Accordingly, the expenditure was made in accordance with State law (90 days) and properly reported as obligated and not expended and as an unliquidated balance in the current year's Final Reports(s) for all federal awards.

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

The bid threshold in accordance with N.J.S.A. 18A:18A-2 is \$40,000.00 with a Qualified Purchasing Agent. The law regulating bidding for public school transportation contracts under N.J.S.A. 18A:39-3 is \$18,800.00 for 2016-2017.

The Board of Education has the responsibility of determining whether the expenditures in any category will exceed the statutory thresholds within the fiscal 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.

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.

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.

Business-Type Activities

Enterprise Fund:

Food Service Fund:

The School District has contracted with Whitson Inc. to administer the Food Service Program for the District.

Provisions of the FSMC contract/addendum were reviewed and audited. The FSMC contract includes an operating results provision which guarantees that the Food Service Program will be profitable with certain other provisions. The operating results were met.

Business-Type Activities (Continued)

Enterprise Fund: (Continued)

The statistical records of the School Food Service were maintained in satisfactory condition. The Meal count records and eligibility applications were reviewed on a test basis. There were no exceptions

Applications for free and reduced price meals were reviewed for completeness and accuracy. The number of free and reduced price meals claimed as served did not exceed the number of valid applications on file, times the number of operating days, on a school by school basis. The free and reduced price system is administered uniformly throughout the School System. The required verification procedures for free and reduced price applications were completed and available for audit.

Expenditures were separately recorded as food, labor and other costs. Vendor invoices were examined and costs verified. Inventory records on food supply items were maintained and properly applied in determining the cost of food and supplies used.

Time sheets were reviewed and labor costs verified. Payroll records were maintained on all School Food Service employees authorized by the Board of Education.

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 nonprofit status of the School Food Service. Net cash resources did not exceed the three months average expenditures.

Exhibits reflecting Child Nutrition Program operations are included in the section entitled Business Type Activities, Enterprise Funds (Exhibit B-4 through B-6) in Section B of the CAFR.

It should be noted that the food service company has provided the required Report on Internal Controls of Service Organizations in accordance with the AICPA Statement on Standards for Attesting Engagements Number 16 (SSAE#16).

Food Distribution Program Commodities were received during the period of audit. Inventory records on commodities are being maintained. The value of U.S.D.A. Commodities received during 2016-2017 was \$ 351,912.70. The inventory was maintained on a first-in, first-out basis.

The school district project remains the detailed revenue and expenditure information necessary in order to execute the USDA mandated Non-Program Food Revenue Tool at least annually.

Application for State School Aid

Our audit procedures included a test of the information reported in the October 14, 2016 Application for State School Aid (ASSA) for on-roll, private schools for the handicapped, low-income, and bilingual students. We also performed a review of the district procedures related to its completion. The information that was on the workpapers was verified with minor exceptions and no recommendation is required. The results of our procedures are presented in the Schedule of Audit 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 2016-2017 District Report of Transported Resident Students (DRTRS). The information that was included in our test was verified to the DRTRS Summary Report with minor exceptions and no recommendation is required. The results of our procedures are presented in the Schedule of Audited Enrollment.

Our procedures also included a review of transportation related contracts and purchases. Based on our review, the District complied with proper bidding procedures and awards of contracts.

Testing for Lead of All Drinking Water in Educational Facilities

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

Follow-Up on Prior Year's Findings

There were no audit findings in the prior year.

ACKNOWLEDGMENT

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



WALTER P. RYGLICKI
Licensed Public School Accountant #845



SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey
November 10, 2017

IRVINGTON TOWNSHIP SCHOOL DISTRICT
ENTERPRISE FUND - FOOD SERVICE FUND
SCHEDULE OF MEAL COUNT ACTIVITY
NUMBER OF MEALS SERVED AND (OVER)/UNDERCLAIM - FEDERAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

<u>PROGRAM</u>	<u>MEAL CATEGORY</u>	<u>MEALS CLAIMED</u>	<u>MEALS TESTED</u>	<u>MEALS VERIFIED</u>	<u>DIFFERENCE</u>	<u>RATE (a)</u>	<u>(OVER)/ UNDER- CLAIM (b)</u>
National School Lunch (Regular Rate)	Paid	127,316	64,319	64,319	-	0.32	\$ -
National School Lunch (Regular Rate)	Reduced	39,677	22,273	22,273	-	2.78	-
National School Lunch (Regular Rate)	Free	733,553	410,544	410,544	-	3.18	-
	TOTAL	900,546	497,136	497,136	-		-
National School Lunch	HHFKA - PB Lunch Only	733,553	497,136	497,136	-	0.06	-
School Breakfast (Regular Rate)	Paid	135,897	69,096	69,096	-	0.29	-
	Reduced	36,557	20,405	20,405	-	1.74	-
	Free	590,761	327,608	327,608	-	2.04	-
	TOTAL	763,215	417,109	417,109			-
After School Snacks	Paid				-	0.07	-
	Reduced				-	0.43	-
	Free (Area Eligible)	129,734	75,211	75,211	-	0.86	-
	TOTAL	129,734	75,211	75,211			-
Total Net Underclaim							\$ -

Auditor Notation:

(a) Reimbursement rates are subject to annual change. Rates indicated in this sample schedule are for illustrative purposes only. Refer to the detailed schedule of reimbursement rates presented on page II-60.17 of this Audit Program. (b) Overclaims or underclaims must be reflected by program on the Schedule of Findings and Questioned Costs (where applicable) and in the AMR. (c) If underclaims are identified and total \$100.00 or more by program, please contact the DOA for requirements to request reimbursement from USDA. Underclaim requests may or may not be approved by USDA for reimbursement.

IRVINGTON TOWNSHIP SCHOOL DISTRICT
ENTERPRISE FUND - FOOD SERVICE FUND
SCHEDULE OF MEAL COUNT ACTIVITY
NUMBER OF MEALS SERVED AND (OVER)/UNDERCLAIM -STATE
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

<u>PROGRAM</u>	<u>MEAL CATEGORY</u>	<u>MEALS CLAIMED</u>	<u>MEALS TESTED</u>	<u>MEALS VERIFIED</u>	<u>DIFFERENCE</u>	<u>RATE (a)</u>	<u>(OVER)/ UNDER- CLAIM (b)</u>
State Reimbursement - National School Lunch (Regular Rate)	Paid	127,316	64,319	64,319	-	0.040	\$ -
State Reimbursement - National School Lunch (Regular Rate)	Reduced	39,677	22,273	22,273	-	0.055	-
State Reimbursement - National School Lunch (Regular Rate)	Free	733,553	410,544	410,544	-	0.055	-
	TOTAL	<u>900,546</u>	<u>497,136</u>	<u>497,136</u>			<u>-</u>
Total Net Underclaim							<u>\$ -</u>

Auditor Notation:

(a) Reimbursement rates are subject to annual change. Rates indicated in this sample schedule are for illustrative purposes only. Refer to the detailed schedule of reimbursement rates presented on page II-60.17 of this Audit Program. (b) Overclaims or underclaims must be reflected by program on the Schedule of Findings and Questioned Costs (where applicable) and in the AMR. (c) State underclaims identified are not eligible for reimbursement.

**IRVINGTON TOWNSHIP SCHOOL DISTRICT
COUNTY OF ESSEX, NEW JERSEY**

NET CASH RESOURCE SCHEDULE

Net Cash Resources Did Not Exceed Three Months of Expenditures
Proprietary Funds - Food Service
For the Year Ended June 30, 2017

<u>Net Cash Resources</u>		Food Service B - 4/5	
CAFR	Current Assets		
B-4	Cash & Cash Equiv.	\$	726,725
B-4	Due from Other Gov'ts		854,145
B-4	Accounts Receivable		45,665
B-4	Investments		
CAFR	Current Liabilities		
B-4	Less Accounts Payable		334,008
B-4	Less Due to Other Funds		
	Net Cash Resources	\$	1,292,527 (A)
<u>Net Adj. Total Operating Expense</u>			
B-5	Total Operating Expense		4,582,428
B-5	Less Depreciation		39,283
	Adj. Total Operating Expense	\$	4,543,145 (B)
<u>Average Monthly Operating Expense</u>			
	B / 10	\$	454,315 (C)
<u>Three Times Monthly Average</u>			
	3 X C	\$	1,362,944 (D)

TOTAL IN BOX A	\$	1,292,527
LESS TOTAL IN BOX D	\$	1,362,944
NET	\$	(70,416)
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.		

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

SOURCE - USDA Resource Management Comprehensive Review Form

SCHEDULE OF AUDITED ENROLLMENTS

IRVINGTON TOWNSHIP SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 14, 2016

	2017-2018 Application for State School Aid						Sample for Verification						Private Schools for Disabled				
	Reported on A.S.S.A. On-Roll		Reported on Workpapers On-Roll		Errors		Sample Selected from Workpapers		Verified per Registers On-Roll		Errors per Registers On-Roll		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 - 3	290	-	289	-	1	-	14	-	14	-	-	-	-	-	-	-	
Full Day Preschool - 4	313	-	314	-	(1)	-	14	-	14	-	-	-	-	-	-	-	
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Full Day Kindergarten	566	-	566	-	-	-	25	-	25	-	-	-	-	-	-	-	
One	554	-	554	-	-	-	25	-	25	-	-	-	-	-	-	-	
Two	620	-	620	-	-	-	32	-	32	-	-	-	-	-	-	-	
Three	543	-	543	-	-	-	27	-	27	-	-	-	-	-	-	-	
Four	531	-	531	-	-	-	25	-	25	-	-	-	-	-	-	-	
Five	498	-	498	-	-	-	23	-	23	-	-	-	-	-	-	-	
Six	388	-	388	-	-	-	27	-	27	-	-	-	-	-	-	-	
Seven	403	-	403	-	-	-	15	-	15	-	-	-	-	-	-	-	
Eight	388	-	388	-	-	-	16	-	16	-	-	-	-	-	-	-	
Nine	326	-	326	-	-	-	14	-	14	-	-	-	-	-	-	-	
Ten	250	-	250	-	-	-	16	-	16	-	-	-	-	-	-	-	
Eleven	261	-	261	-	-	-	19	-	19	-	-	-	-	-	-	-	
Twelve	219	-	219	-	-	-	10	-	10	-	-	-	-	-	-	-	
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Adult H.S. (15+CR.)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Adult H.S. (1-14 CR.)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sub-Total	6,150	-	6,150	-	-	-	302	-	302	-	-	-	-	-	-	-	
Special Ed - Elementary	311	-	310	-	1	-	4	-	4	-	-	-	40	30	30	-	
Special Ed - Middle School	150	-	150	-	-	-	3	-	3	-	-	-	36	20	20	-	
Special Ed - High School	177	1	177	1	-	-	3	-	3	-	-	-	77	45	45	-	
Sub-Total	638	1	637	1	1	-	10	-	10	-	-	-	153	95	95	-	
Co. Voc. - Regular																	
Co. Voc. Ft. Post Sec.																	
Totals	6,788	1	6,787	1	1	-	312	-	312	-	-	-	153	95	95	-	
Percentage Error					0.01%	0.00%				0.00%	0.00%					0.00%	

SCHEDULE OF AUDITED ENROLLMENTS

IRVINGTON TOWNSHIP SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 14, 2016

	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 Test Score and Register	Sample Errors
Half Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool	-	-	-	31	28	3	-	2	(2)	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	469	469	-	26	26	-	113	111	2	20	18	2
One	512	512	-	24	24	-	106	98	8	21	20	1
Two	524	524	-	30	29	1	105	105	-	27	35	2
Three	454	454	-	28	25	3	73	72	1	17	15	2
Four	455	455	-	23	22	1	37	35	2	26	26	-
Five	430	430	-	29	29	-	35	33	-	18	16	2
Six	316	316	-	32	31	1	21	21	-	17	17	-
Seven	311	311	-	12	12	-	24	20	4	14	14	-
Eight	298	298	-	11	11	-	29	24	5	17	17	-
Nine	261	261	-	13	11	2	39	39	-	21	19	2
Ten	194	194	-	9	9	-	34	34	-	9	9	-
Eleven	198	198	-	12	11	1	26	26	-	13	13	-
Twelve	163	163	-	14	12	2	28	28	-	5	5	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (13+CR.)	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR.)	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Total	<u>4,585</u>	<u>4,585</u>	<u>-</u>	<u>294</u>	<u>280</u>	<u>14</u>	<u>668</u>	<u>648</u>	<u>20</u>	<u>225</u>	<u>214</u>	<u>11</u>
Special Ed - Elementary	267	267	-	6	5	1	22	22	-	5	5	-
Special Ed - Middle	129	129	-	7	7	-	1	-	1	1	1	-
Special Ed - High	155	155	-	5	5	-	2	2	-	1	1	-
Sub-Total	<u>551</u>	<u>551</u>	<u>-</u>	<u>18</u>	<u>17</u>	<u>1</u>	<u>25</u>	<u>24</u>	<u>1</u>	<u>7</u>	<u>7</u>	<u>-</u>
Co. Voc. - Regular	-	-	-	-	-	-	-	-	-	-	-	-
Co. Voc. Ft. Post Sec.	-	-	-	-	-	-	-	-	-	-	-	-
Totals	<u>5,136</u>	<u>5,136</u>	<u>-</u>	<u>312</u>	<u>297</u>	<u>15</u>	<u>693</u>	<u>672</u>	<u>21</u>	<u>232</u>	<u>221</u>	<u>11</u>
Percentage Error			<u>0.00%</u>			<u>4.81%</u>			<u>3.03%</u>			<u>4.74%</u>

Transportation

	Reported on DTRS by DOE/County	Reported on DTRS by District	Errors	Tested	Verified	Errors
	Reg. - Public Schools, col. 1	76	76	-	47	47
Reg. -SpEd, col. 4	107	107	-	63	62	1
Transported - Nonpublic, col. 3	-	-	-	-	-	-
Special Ed Spec, col. 6	232	232	-	87	84	3
Totals	<u>415</u>	<u>415</u>	<u>-</u>	<u>197</u>	<u>193</u>	<u>4</u>
Percentage Error						<u>2.03%</u>

SCHEDULE OF AUDITED ENROLLMENTS

IRVINGTON TOWNSHIP SCHOOL DISTRICT
 APPLICATION FOR STATE SCHOOL AID SUMMARY
 ENROLLMENT AS OF OCTOBER 14, 2016

	Resident LEP NOT Low Income			Sample for Verification		
	Reported on A.S.S.A. as NOT Low Income	Reported on Workpapers as NOT Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors
Half Day Preschool	-	-	-	-	-	-
Full Day Preschool	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-
Full Day Kindergarten	18	18	-	8	8	-
One	7	7	-	4	4	-
Two	11	11	-	8	8	-
Three	14	14	-	11	11	-
Four	7	7	-	6	6	-
Five	5	5	-	5	5	-
Six	10	10	-	8	8	-
Seven	4	4	-	8	8	-
Eight	9	9	-	7	7	-
Nine	10	10	-	6	6	-
Ten	20	20	-	7	7	-
Eleven	14	14	-	6	6	-
Twelve	9	9	-	4	4	-
Post-Graduate	-	-	-	-	-	-
Adult H.S. (15+CR.)	-	-	-	-	-	-
Adult H.S. (1-14 CR.)	-	-	-	-	-	-
Sub-Total	<u>138</u>	<u>138</u>	<u>-</u>	<u>88</u>	<u>88</u>	<u>-</u>
Special Ed - Elementary	2	2	-	1	1	-
Special Ed - Middle	2	2	-	2	2	-
Special Ed - High	-	-	-	1	1	-
Sub-Total	<u>4</u>	<u>4</u>	<u>-</u>	<u>4</u>	<u>4</u>	<u>-</u>
Co. Voc. - Regular						
Co. Voc. Ft. Post Sec.						
Totals	<u>142</u>	<u>142</u>	<u>-</u>	<u>92</u>	<u>92</u>	<u>-</u>
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

IRVINGTON TOWNSHIP SCHOOL DISTRICT

EXCESS SURPLUS CALCULATION

2% Calculation of Excess Surplus

2016-17 Total General Fund Expenditures per the CAFR	\$ 140,407,688.37	
Less: Expenditures Allocated to Restricted Federal Resources as Reported on Exhibit E-1	<u>1,088,823.26</u>	
Adjusted 2016-17 General Fund and Other State Expenditures		\$ 139,318,865.11
Decreased by:		
On-Behalf TPAF Pension and Social Security		<u>13,686,085.48</u>
2016-17 General Fund Expenditures		125,632,779.63
2% of Adjusted 2016-17 General Fund Expenditures Times .02		2,512,655.59
Increased by Allowable Adjustment		<u>1,056,817.00</u>
Maximum Unassigned Fund Balance		<u>\$ 3,569,472.59</u>
Total General Fund - Fund Balance at June 30, 2017	\$ 21,067,166.39	
Decreased by:		
Committed to Encumbrances	630,067.29	
Legally Restricted - Designated for Subsequent Year's Expenditures		
Assigned Fund Balance - ARRA/SEMI		
Assigned Fund Balance - Designated for Subsequent Year's Expenditures	7,514,915.00	
Other Restricted Fund Balance: Maintenance Reserve	<u>1,500,000.00</u>	
Total Unassigned Fund Balance		<u>\$ 11,422,184.10</u>
Reserved Fund Balance - Excess Surplus		<u>\$ 7,852,711.51</u>
<u>Recapitulation of Excess Surplus as of June 30, 2017</u>		
Reserved Excess Surplus		<u>\$ 7,852,711.51</u>
Total		<u>\$ 7,852,711.51</u>
<u>Allowable Adjustments</u>		
Extraordinary Aid		<u>\$ 1,056,817.00</u>
Total		<u>\$ 1,056,817.00</u>

**IRVINGTON TOWNSHIP SCHOOL DISTRICT
ENCUMBRANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

Encumbrances per the June 30, 2017 Board Secretary's Report

\$ 2,402,406.88

<u>Description</u>	<u>Total by Category</u>	<u>Amount Properly Encumbered</u>	<u>Encumbrances Cancelled Through Audit Adjustments</u>
Audit Fees	\$ 70,571.25	\$ 70,571.25	\$ -
Tuition Reimbursement	2,000.00	2,000.00	-
Purchased Professional and Technical Services	14,301.63	5,801.63	8,500.00
Purchased Professional Educational Services	3,900.00	3,900.00	-
Other Purchased Services	39,039.67	25,197.57	13,842.10
Miscellaneous Purchased Services	2,190.98	2,190.98	-
Cleaning, Repairs, and Maintenance	26,665.00	26,635.00	30.00
Health Benefits	435.54	435.54	-
Other Employee Benefits	1,399.84	933.92	465.92
Insurance	3,770.08	3,770.08	-
General Supplies	10,324.00	10,196.64	127.36
Communications/Telephone	16,786.70	16,786.70	-
Tuition	339,366.95	262,498.40	76,868.55
Equipment	171,750.00	171,750.00	-
Transportation	1,699,905.24	27,399.58	1,672,505.66
	<u>2,402,406.88</u>	<u>630,067.29</u>	<u>1,772,339.59</u>
Total Encumbrances Cancelled During the Audit			<u>1,772,339.59</u>
Fund Balance Reserve for Encumbrances in the CAFR			<u>\$ 630,067.29</u>

IRVINGTON TOWNSHIP SCHOOL DISTRICT
AUDIT RECOMMENDATIONS SUMMARY
FISCAL YEAR ENDED JUNE 30, 2017

It is recommended that:

1. Administrative Practices and Procedures
None
2. Financial Planning, Accounting and Reporting
None
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
None
9. Follow-Up on Prior Year's Findings
There were no prior year recommendations.

