

**BOARD OF EDUCATION  
TOWNSHIP OF CINNAMINSON  
COUNTY OF BURLINGTON**

**AUDITORS MANAGEMENT REPORT  
ON ADMINISTRATIVE FINDINGS  
- FINANCIAL, COMPLIANCE AND PERFORMANCE  
FOR THE FISCAL YEAR ENDED  
JUNE 30, 2015**

***INVERSO & STEWART***  
**Marlton, New Jersey**

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

	<u>Page No.</u>
Auditors' Management Report on Administrative Findings- Financial, Compliance and Performance.....	1
Scope of Audit.....	2
Administrative Practices and Procedures	
Insurance.....	2
Official Bonds.....	2
Tuition Charges.....	2
Unemployment Compensation Insurance Fund.....	2
Financial Planning, Accounting and Reporting	
Examination of Claims.....	2
Payroll Account and Position Control Roster.....	3
Reserve for Encumbrances and Accounts Payable.....	3
Obligations of Federal Grant Awards and Requests for Reimbursement of Expenditures against those Federal Grant Awards.....	3
Travel.....	3
Classification of Expenditures.....	3
Board Secretary/Business Administrator's Records.....	4
Treasurer's Records.....	4
Elementary and Secondary Education Act, as amended by the No Child Left Behind Act of 2001 (N.C.L.B.).....	4
Other Special Federal and/or State Projects.....	4
T.P.A.F. Reimbursement.....	4
Nonpublic State Aid.....	4
School Purchasing Programs	
Contracts and Agreements Requiring Advertisement for Bids.....	5
School Food Service.....	5-6
Student Body Activities.....	6
Application for State School Aid.....	6
Pupil Transportation.....	6
Facilities and Capital Assets .....	6
Follow-up on Prior Year Findings.....	6
Acknowledgment.....	7
Schedule of Meal Count Activity.....	8-9
Net Cash Resource Schedule.....	10
Schedule of Audited Enrollment.....	11-13
Excess Surplus Calculation.....	14-15

**INVERSO & STEWART, LLC**  
Certified Public Accountants

651 Route 73 North, Suite 402  
Marlton, New Jersey 08053  
(856) 983-2244  
Fax (856) 983-6674  
E-Mail: [iscpas@concentric.net](mailto:iscpas@concentric.net)

-Member of-  
American Institute of CPAs  
New Jersey Society of CPAs

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

The Honorable President and  
Members of the Board of Education  
Cinnaminson Township School District  
Cinnaminson, New Jersey

I 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 Cinnaminson Township School District, in the County of Burlington, for the year ended June 30, 2014, and have issued my report thereon dated November 27, 2015.

As part of my audit, I performed procedures required by the Office of School Finance, Department of Education, State of New Jersey, 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 Cinnaminson Township School District and the New Jersey Department of Education, for the fiscal year ended June 30, 2015. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

**INVERSO & STEWART, LLC**  
Certified Public Accountants



Robert P. Inverso  
Public School Accountant

November 27, 2015

## ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE

### Scope of Audit

The audit covered the financial transactions of the Board Secretary/School Business Administrator and the 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 CAFR.

#### Officials Bonds

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Thomas W. Egan, Jr.	Board Secretary/School Business Administrator	\$ 100,000
Mark Gidjunis	Treasurer	300,000

There is a Public Employees' Faithful Performance Blanket Position Bond with the School Alliance Insurance Fund covering all other employees with multiple coverage of \$100,000.

#### Tuition Charges

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

#### Unemployment Compensation Insurance Fund

The Board of Education has adopted the direct reimbursement method and has established an Unemployment Compensation Insurance Fund (Exhibit H-2) in the fiduciary trust fund.

The Unemployment Compensation Insurance Fund was maintained in satisfactory condition.

#### Examination of Claims

An examination of claims paid during the period under audit did not indicate any material noncompliance with respect to signatures, certifications or supporting documentation.

**Payroll Account**

The net salaries of all employees of the District 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 were approved by the Superintendent and were certified by the President of the Board and the Board Secretary/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.

Payrolls were delivered to the Treasurer of School Moneys with a warrant made to his order for the full amount of each payroll.

The required certification (E-CERT1) of compliance with requirements for income tax on compensation of administrators to the NJ Department of Treasury was filed by the March 15 due date.

The Payroll Account records were maintained in satisfactory condition.

**Employee Position Control Roster**

No exceptions were noted during my examination of the Employee 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. My review did not indicate any material discrepancies to the classification of orders.

**Obligations of Federal Grant Awards and Requests for Reimbursement of Expenditures against those Federal Grant Awards**

No exceptions were noted during my examination of obligations of federal grant awards and requests for reimbursement of expenditures against those federal grant awards made during the period under audit.

**Travel**

No exceptions were noted in my study of compliance for travel expenses.

**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 my test of transactions of randomly selected expenditure items. I also reviewed the coding of all expenditures included in my compliance and single audit testing procedures. In addition to randomly selecting a test sample, my sample selection specifically targeted administrative coding classifications to determine overall reliability and compliance with *N.J.A.C. 6A:23A-8.2*. My review did not indicate any material discrepancies with respect to classification of expenditures.

**Board Secretary/Business Administrator's Record**

The financial and accounting records of the Board Secretary/Business Administrator's office were maintained in good condition.

**Treasurer's Records**

The financial and accounting records of the Treasurer were maintained in good condition.

**Elementary and Secondary Education Act of 1965 (E.S.E.A.)/ Improving America's Schools Act (I.A.S.A.) as reauthorized by the No Child Left Behind Act of 2001 (N.C.L.B.)**

The E.S.E.A./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 Title I and Title II of the Elementary and Secondary Education Act, as amended by the No Child Left Behind Act.

No exceptions were noted in my study of compliance for the E.S.E.A. projects.

**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 CAFR.

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

The study of compliance for special projects indicated no areas of noncompliance and/or questionable costs.

**T.P.A.F. Reimbursement**

My 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 amount of the expenditure charged to the current year's Final Reports for all federal awards for the school district to reimburse the state for the TPAF/FICA payments made by the State on be-half 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 60 day grant liquidation period required by the Office of Grants Management. The expenditure was reviewed subsequent to the reimbursement and no exceptions were noted.

**Nonpublic State Aid**

The study of compliance for nonpublic state aid indicated no areas of noncompliance and/or questionable costs.

**School Purchasing Programs (Continued)**

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$36,000 (with a Qualified Purchasing Agent) and \$26,000 (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 \$18,300.

The district 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 a 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 had been no advertising of bids in accordance with the provision of N.J.S.A. 18A:18A-4.

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

**School Food Service**

The financial transactions and statistical records of the school food service fund were reviewed. The financial accounts, meal count records and eligibility applications were reviewed on a test-check basis. No exceptions were noted.

Cash receipts and bank records were reviewed for timely deposit. No exceptions were noted.

The District utilizes a food service management company 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 contract/addendum were reviewed and audited.

The FSMC contract includes an operating provision which guarantees a surplus of \$5,203. The operating results provision has not been met and FSMC has refunded \$11,925 of their management fee.

Expenditures were 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.

Time sheets were reviewed and labor costs verified. Payroll records were maintained on all District food service employees authorized by the Board of Education. No exceptions were noted.

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/certified in a timely manner. No exceptions were noted.

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 and/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 and free milk policy was reviewed for uniform administration throughout the District. The required verification procedures for free and reduced price applications were reviewed for completeness and availability. No exceptions were noted.

**School Food Service Continued)**

USDA Food Distribution Program commodities were received and a single inventory was maintained on a first-in, first-out basis. No exceptions were noted.

Exhibits reflecting Child Nutrition Program operations are included in the section entitled Enterprise Funds, Section G of the CAFR.

**Student Body Activities**

The financial records for the Student Activity Fund were maintained in satisfactory condition.

**Application for State School Aid**

My audit procedures included a test of information reported in the October 15, 2014 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the handicapped, low-income and bilingual. I 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 without exception. The information that was included on the workpapers was verified without exception. The results of my 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**

My procedures included a test of on roll status reported in the 2014-2015 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 my procedures are presented in the Schedule of Audited Enrollments.

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

**Facilities and Capital Assets**

Not Applicable.

**Follow-up on Prior Years' Findings**

In accordance with government auditing standards, my procedures included a review of all prior year recommendations. There were no prior year recommendations.

**Acknowledgment**

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

Respectfully submitted,

***INVERSO & STEWART, LLC***  
Certified Public Accountants

A handwritten signature in black ink, appearing to read 'R P Inverso', written in a cursive style.

Robert P. Inverso  
Certified Public Accountant  
Public School Accountant

November 27, 2015

SCHEDULE OF MEAL COUNT ACTIVITY

**CINNAMINSON TOWNSHIP SCHOOL DISTRICT  
FOOD SERVICE FUND  
NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM - FEDERAL  
ENTERPRISE FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015**

<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	94,267	94,267	94,267	0	0.28	0.00
National School Lunch (Regular Rate)	Reduced	9,805	9,805	9,805	0	2.58	0.00
National School Lunch (Regular Rate)	Free	34,733	34,733	34,733	0	2.98	0.00
	TOTAL	<u>138,805</u>	<u>138,805</u>	<u>138,805</u>			<u>0.00</u>
National School Lunch	HHFKA - PB Lunch Only	<u>138,805</u>	<u>138,805</u>	<u>138,805</u>	0	0.06	<u>0.00</u>
Special Milk	Paid	7,547	7,547	7,547	0	0.23	0.00
	Free	<u>2,829</u>	<u>2,829</u>	<u>2,829</u>	0		<u>0.00</u>
	TOTAL	<u>10,376</u>	<u>10,376</u>	<u>10,376</u>			<u>0.00</u>
	<b>Total Net Overclaim</b>						<u><u>0.00</u></u>

**CINNAMINSON TOWNSHIP SCHOOL DISTRICT**  
**FOOD SERVICE FUND**  
**NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM - STATE**  
**ENTERPRISE FUND**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2015**

<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	94,267	94,267	94,267	0	0.040	0.00
State Reimbursement - National School Lunch (Regular Rate)	Reduced	9,805	9,805	9,805	0	0.055	0.00
State Reimbursement - National School Lunch (Regular Rate)	Free	34,733	34,733	34,733	0	0.055	0.00
	<b>TOTAL</b>	<u>138,805</u>	<u>138,805</u>	<u>138,805</u>			
<b>Total Net Overclaim</b>							<u><u>0.00</u></u>

**CINNAMINSON TOWNSHIP SCHOOL DISTRICT  
NET CASH RESOURCE SCHEDULE**

**Net cash resources did not exceed three months of expenditures  
Proprietary Funds - Food Service  
For the fiscal year ended June 30, 2015**

<u>Net Cash Resources:</u>		<b>Food Service B - 4/5</b>	
<b>CAFR</b>	<b>* Current Assets</b>		
B-4	Cash & Cash Equivalents	\$ 80,887	
B-4	Intergovernmental Accounts Receivable	103,873	
B-4	Other Accounts Receivable	16,724	
B-4	Interfund Accounts Receivable		
<b>CAFR</b>	<b>Current Liabilities</b>		
B-4	Less: Accounts Payable	(37,569)	
B-4	Less: Compensated Absences Payable		
B-4	Less: Interfund Accounts Payable		
B-4	Less: Unearned revenue	<u>(7,839)</u>	
	<b>Net Cash Resources</b>	<u><u>\$ 156,076</u></u>	<b>( A )</b>
 <u>Net Adjustment To Total Operating Expense:</u>			
B-5	Total Operating Expense	696,434	
B-5	Less: Depreciation	<u>(8,076)</u>	
	<b>Adjusted Total Operating Expense</b>	<u><u>\$ 688,358</u></u>	<b>( B )</b>
 <u>Average Monthly Operating Expense:</u>			
	B / 10	<u><u>\$ 68,836</u></u>	<b>( C )</b>
 <u>Three times monthly Average:</u>			
	3 X C	<u><u>\$ 206,507</u></u>	<b>( D )</b>

TOTAL IN BOX A	\$ 156,076
LESS TOTAL IN BOX D	<u>(206,507)</u>
NET	<u><u>(50,431)</u></u>
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.

**SCHEDULE OF AUDITED ENROLLMENTS**

**Cinnaminson Township School District**  
**Application for State School Aid Summary**  
**Enrollment as of October 15, 2014**

	2015-2016 Application for State School Aid						Sample for Verification						Private Schools for Disabled			
	Reported on ASSA On Roll		Reported on Workpapers On Roll		Errors		Sample Selected From Workpapers		Verified per Registers On Roll		Errors per Registers On Roll		Reported on ASSA as Private Schools	Sample for Veri-fication	Sample Varified	Sample Errors
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared				
→ Half Day Pre K	10		10					10		10						
Half Day K	153		153					153		153						
Full Day K																
One	173		173					173		173						
Two	159		159					159		159						
Three	150		150					150		150						
Four	163		163					163		163						
Five	147		147					147		147						
Six	177		177					177		177						
Seven	165		165					165		165						
Eight	157		157					157		157						
Nine	167		167					167		167						
Ten	168		168					168		168						
Eleven	155		155					155		155						
Twelve	151		151					151		151						
Subtotal	<u>2,095</u>	<u>0</u>	<u>2,095</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,095</u>	<u>0</u>	<u>2,095</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SpEd Elementary	119		119					119		119			5	5	5	
SpEd Middle School	77		77					77		77			7	7	7	
SpEd High School	121	1	121	1			1	121	1	121	1		17	17	17	
Subtotal	<u>317</u>	<u>1</u>	<u>317</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>317</u>	<u>1</u>	<u>317</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>29</u>	<u>29</u>	<u>29</u>	<u>0</u>
Totals	<u>2,412</u>	<u>1</u>	<u>2,412</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>2,412</u>	<u>1</u>	<u>2,412</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>29</u>	<u>29</u>	<u>29</u>	<u>0</u>
Percentage Error					<u>-0-</u>	<u>-0-</u>					<u>-0-</u>	<u>-0-</u>			<u>-0-</u>	<u>-0-</u>

Schedule of Audited Enrollments

Cinnaminson Township School District

Application for State School Aid Summary

Enrollment as of October 15, 2014

12

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on ASSA as NOT Low Income</u>	<u>Reported on Workpapers as NOT Low Income</u>	<u>Errors</u>	<u>Sample Selected from Workpapers</u>	<u>Verified to Application and Register</u>	<u>Sample Errors</u>
Half Day Pre K						
Half Day K	3	3		3	3	
Full Day K	7	7		7	7	
One	4	4		4	4	
Two	0	0		0	0	
Three	0	0		0	0	
Four	0	0		0	0	
Five	0	0		0	0	
Six	0	0		0	0	
Seven	0	0		0	0	
Eight	0	0		0	0	
Nine	0	0		0	0	
Ten	0	0		0	0	
Eleven	1	1		1	1	
Twelve	0	0		0	0	
Subtotal	<u>15</u>	<u>15</u>	<u>0</u>	<u>15</u>	<u>15</u>	<u>0</u>
SpEd Elementary	0	0		0	0	
SpEd Middle School	0	0		0	0	
SpEd High School	0	0		0	0	
Subtotal	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Totals	<u>15</u>	<u>15</u>	<u>0</u>	<u>15</u>	<u>15</u>	<u>0</u>
Percentage Error			<u>-0-</u>			<u>-0-</u>

Schedule of Audited Enrollments

**Cinnaminson Township School District**

Application for State School Aid Summary

Enrollment as of October 15, 2014

13

	<u>Resident Low Income</u>			<u>Sample for Verification</u>			<u>Resident LEP Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on ASSA as Low Income</u>	<u>Reported on Workpapers as Low Income</u>	<u>Errors</u>	<u>Sample Selected from Workpapers</u>	<u>Verified to Application and Register</u>	<u>Sample Errors</u>	<u>Reported on ASSA as LEP Low Income</u>	<u>Reported on Workpapers as LEP Low Income</u>	<u>Errors</u>	<u>Sample Selected from Workpapers</u>	<u>Verified to Test Score and Register</u>	<u>Sample Errors</u>
Half Day Pre K												
Half Day K	20	20		20	20		0	0		0	0	
Full Day K	0	0		0	0		0	0		0	0	
One	25	25		25	25		0	0		0	0	
Two	29	29		29	29		3	3		3	3	
Three	29	29		29	29		0	0		0	0	
Four	27	27		27	27		0	0		0	0	
Five	22	22		22	22		0	0		0	0	
Six	39	39		39	39		0	0		0	0	
Seven	20	20		20	20		0	0		0	0	
Eight	20	20		20	20		0	0		0	0	
Nine	17	17		17	17		0	0		0	0	
Ten	22	22		22	22		1	1		1	1	
Eleven	8	8		8	8		0	0		0	0	
Twelve	14	14		14	14		0	0		0	0	
	<u>292</u>	<u>292</u>	<u>0</u>	<u>292</u>	<u>292</u>	<u>0</u>	<u>4</u>	<u>4</u>	<u>0</u>	<u>4</u>	<u>4</u>	<u>0</u>
SpEd Elementary	27	27		27	27		0	0		0	0	
SpEd Middle School	21	21		21	21		0	0		0	0	
SpEd High School	45	45		45	45		0	0		0	0	
Subtotal	<u>93</u>	<u>93</u>	<u>0</u>	<u>93</u>	<u>93</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Totals	<u>385</u>	<u>385</u>	<u>0</u>	<u>385</u>	<u>385</u>	<u>0</u>	<u>4</u>	<u>4</u>	<u>0</u>	<u>4</u>	<u>4</u>	<u>0</u>
Percentage Error			<u>-0-</u>			<u>-0-</u>			<u>-0-</u>			<u>-0-</u>

	<u>Transportation</u>					
	<u>Reported on DRTRS by DOE</u>	<u>Reported on DRTRS by District</u>	<u>Errors</u>	<u>Tested</u>	<u>Verified</u>	<u>Errors</u>
Reg. Public School, col. 1	1,116	1,116		234	234	
Reg. Special Education, col. 4	17	17		3	3	
Transported-Non-Public, col. 3	62	62		12	12	
Special Needs, Col. 6	81	81		15	15	
	<u>1,276</u>	<u>1,276</u>	<u>0</u>	<u>264</u>	<u>264</u>	<u>0</u>
Percentage Error			<u>-0-</u>			<u>-0-</u>

	<u>Reported</u>	<u>Recalculated</u>
Avg. Mileage - Regular Including Grade PK students	3.1	3.1
Avg. Mileage - Regular Excluding Grade PK students	3.1	3.1
Avg. Mileage - Special Ed. with Special Needs	6.4	6.4

**CINNAMINSON TOWNSHIP SCHOOL DISTRICT**

**EXCESS SURPLUS CALCULATION**

**SECTION 1 - Regular Districts**

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

2014-2015 Total General Fund Expenditures per the CAFR, Ex C-1	\$ <u>44,503,959</u>	(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	\$ <u>(3,603,474)</u>	(B2a)
Assets Acquired Under Capital Leases	\$ <u>(320,000)</u>	(B2b)
 Adjusted 2014-15 General Fund Expenditures [(B)+(B1s)+(B2s)]	 \$ <u>40,580,485</u>	 (B3)
 2% of Adjusted 2014-15 General Fund Expenditures		
[(B3) times .02]	\$ <u>811,610</u>	(B4)
Enter Greater of (B4) or \$250,000	\$ <u>811,610</u>	(B5)
Increased by: Allowable Adjustment	\$ <u>14,616</u>	(K)
 Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]		\$ <u><u>826,226</u></u> (M)

**SECTION 2**

Total General Fund - Fund Balances @ 6-30-15 (Per CAFR Budgetary Comparison Schedule C-1)	\$ <u>7,259,734</u>	(C)
Decreased by:		
Year-end Encumbrances	\$ <u>84,291</u>	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$ _____	(C2)
Legally Restricted Excess Surplus - Designated for Subsequent Year's Expenditures	\$ <u>1,467,318</u>	(C3)
Other Restricted Fund Balances	\$ <u>2,550,711</u>	(C4)
Assigned Fund Balance - ARRA/SEMI - Unreserved Designated for Subsequent Year's Expenditures	\$ <u>7,493</u>	(C5)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$ <u>331,635</u>	(C5)
 Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]		\$ <u><u>2,818,286</u></u> (U1)

**CINNAMINSON TOWNSHIP SCHOOL DISTRICT**

**EXCESS SURPLUS CALCULATION**

**SECTION 3 - All Districts**

Restricted Fund Balance - Excess Surplus [(U2)-(M)] IF NEGATIVE ENTER -0- \$ 1,992,060 (E)

**Recapitulation of Excess Surplus as of June 30, 2015**

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures \$ 1,467,318 (C3)

Reserved Excess Surplus [(E)] \$ 1,992,060 (E)

Total [(C3) + (E)] \$ 3,459,378 (D)

**Detail of Allowable Adjustments**

Impact Aid \$ \_\_\_\_\_ (H)

Sale & Lease-back \$ \_\_\_\_\_ (I)

Extraordinary Aid \$ \_\_\_\_\_ (J1)

Additional Nonpublic School Transportation Aid \$ 14,616 (J2)

Current Year School Bus Advertising Revenue \$ \_\_\_\_\_ (J3)

Family Crisis Transportation Aid \$ \_\_\_\_\_ (J4)

Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)] \$ 14,616 (K)

**Detail of Other Restricted Fund Balance**

Statutory restrictions:

Approved unspent separate proposal \$ \_\_\_\_\_

Sale/lease-back reserve \$ \_\_\_\_\_

Capital reserve \$ 1,233,534

Maintenance reserve \$ 1,122,255

Emergency reserve \$ 194,922

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 \$ \_\_\_\_\_

Other Restricted Fund Balance not noted above \$ \_\_\_\_\_

Total Other Restricted Fund Balance \$ 2,550,711 (C4)