

**BOARD OF EDUCATION OF THE
TOWNSHIP OF DEPTFORD SCHOOL DISTRICT
COUNTY OF GLOUCESTER**

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

**FOR THE FISCAL YEAR ENDED
JUNE 30, 2015**



TOWNSHIP OF DEPTFORD SCHOOL DISTRICT
 Auditor'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 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 Deptford School District, in the County of Gloucester, State of New Jersey, as of and for the fiscal year ended June 30, 2015, which were separately issued in the Comprehensive Annual Financial Report dated December 21, 2015.

As part of our audit, we also performed procedures required by the Division of Administration and 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 issued in conjunction with the Comprehensive Annual Financial Report of the Board of Education of the Township of Deptford School District, for the fiscal year ended June 30, 2015, and is intended for the information of the School District's management and the New Jersey Department of Education and should not be used by anyone other than these specified parties.

Respectfully submitted,



BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants



Glen J. Walton
Certified Public Accountant
Public School Accountant
No. 20CS00205000

Voorhees, New Jersey
December 21, 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 School District's Comprehensive Annual Financial Report ("CAFR").

Official Bonds (N.J.S.A. 18A: 17-26, 18A:17-32, 18A13-13)

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Michael Griggel	Board Secretary / School Business Administrator	\$718,000
Kelly Brazelton	Board Secretary / School Assistant Business Administrator	\$718,000

There is a Public Employees' Faithful Performance Blanket Position Bond with Dalton Company covering all other employees with multiple coverage of \$5,000,000.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs were less than estimated costs. The School District made a proper adjustment to the billings to sending districts for the decrease 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 Agency Payroll Account.

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

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

Payrolls were delivered to the Board Secretary / School Business Administrator who then deposited warrants in separate bank accounts for net payroll and withholdings.

FINANCIAL PLANNING, ACCOUNTING AND REPORTING (CONT'D)

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 2014-2015 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

A sample of travel expenditures during the fiscal year under audit did not indicate any reportable noncompliance.

Classification of Expenditures

The coding of expenditures was reviewed 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 reviewed 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 review of the financial and accounting records maintained by the Board Secretary indicated that they were in satisfactory condition.

Treasurer of School Moneys' Records

Our review of the financial and accounting records maintained by the Treasurer of School Moneys indicated that they were in satisfactory condition.

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

The E.S.E.A. / N.C.L.B. 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, IIA, and III of the Elementary and Secondary Education Act as amended and reauthorized.

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 CAFR.

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

The audit of compliance for Other Special Projects did not indicate any reportable noncompliance.

FINANCIAL PLANNING, ACCOUNTING AND REPORTING (CONT'D)**T.P.A.F. 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 (or charter school or renaissance school project) 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 60 day grant liquidation period required by the Office of Grants Management. 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 website:

<http://www.state.nj.us/dca/divisions/dlgs/programs/lpcl.html>

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

http://lis.njleg.state.nj.us/cgi-bin/om_isapi.dll?clientID=1319801&depth=2&expandheadings=off&headingswithhits=on&infobase=statutes.nfo&oftpage=TOC_Frame_Pg42

Based on the results of our, 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, amended.

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

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

The School District utilizes a food service management company (FSMC) and is depositing and expending program monies in accordance with N.J.S.A. 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 results provision which guarantees that the food service program will produce a surplus of twenty-seven thousand dollars subject to limitations for the 2014-2015 school year. The operating results provision has not been met and an accounts receivable due from the FSMC was recorded to account for the results of this provision.

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

SCHOOL FOOD SERVICE (CONT'D)

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.

Sampled time sheets were reviewed and labor costs verified. Payroll records were maintained on all School food service employees authorized by the School District. 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.

Sampled 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 school system. The required verification procedures for free and reduced price applications were completed and available for audit.

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

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 15, 2014 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.

PUPIL TRANSPORTATION

Our audit procedures included a test of on-roll status reported in the 2014-2015 District Report of Transported Resident Students (DRTRS). The information that was reported 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 sample of transportation related contracts and purchases. Based on our sample, the School District complied with proper bidding procedures and award of contracts. No exceptions were noted in our sample of transportation related purchases of goods and services.

MISCELLANEOUS

Continuing Disclosure Agreements

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

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 has been taken on prior year Finding 2014-001.

Finding No. 2014-001

Condition

One of the ten reimbursement requests was certified after the 60 day requirement.

Current Status:

This condition has been corrected for the year ended June 30, 2015.

There were no Office of Fiscal Accountability and Compliance audit reports issued during the fiscal year ended June 30, 2015.

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
Certified Public Accountants
& Consultants



Glen J. Walton
Certified Public Accountant
Public School Accountant
No. 20CS00205000

TOWNSHIP OF DEPTFORD SCHOOL DISTRICT
 Schedule of Meal Count Activity
 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</u>	<u>Estimated (Over) / Under Claim</u>
National School Lunch (High Rate)	Paid	119,883	11,701	11,701	-	\$ 0.30	\$ -
	Reduced	36,717	3,658	3,658	-	2.60	-
	Free	165,876	15,742	15,742	-	3.00	-
	HHFKA*	<u>322,476</u>	<u>31,101</u>	<u>31,101</u>	<u>-</u>	0.06	<u>-</u>
	Total	<u>644,952</u>	<u>62,202</u>	<u>62,202</u>	<u>-</u>		<u>-</u>
School Breakfast (Severe Need Rate)	Paid	18,947	1,598	1,598	-	0.28	-
	Reduced	11,702	1,172	1,172	-	1.63	-
	Free	<u>94,364</u>	<u>9,036</u>	<u>9,036</u>	<u>-</u>	1.93	<u>-</u>
	Total	<u>125,013</u>	<u>11,806</u>	<u>11,806</u>	<u>-</u>		<u>-</u>
Special Milk	Paid	12,997	1,260	1,260	-	0.2300	-
	Free	<u>7,926</u>	<u>699</u>	<u>699</u>	<u>-</u>	Average Cost	<u>-</u>
	Total	<u>20,923</u>	<u>1,959</u>	<u>1,959</u>	<u>-</u>		<u>-</u>
Total Net Underclaim / (Overclaim)							<u>\$ -</u>

* For "Federal Performance Based Lunch" Healthy Hunger-Free Kids Act of 2010

TOWNSHIP OF DEPTFORD SCHOOL DISTRICT
 Schedule of Meal Count Activity
 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</u>	<u>Estimated (Over) / Under Claim</u>
National School Lunch (Regular Rate)	Paid	119,883	11,701	11,701	-	\$ 0.040	\$ -
	Reduced	36,717	3,658	3,658	-	0.055	-
	Free	<u>165,876</u>	<u>15,742</u>	<u>15,742</u>	<u>-</u>	0.055	<u>-</u>
	Total	<u>322,476</u>	<u>31,101</u>	<u>31,101</u>	<u>-</u>		
Total Net Underclaim / (Overclaim)							<u>\$ -</u>

TOWNSHIP OF DEPTFORD SCHOOL DISTRICT
 Schedule of Net Cash Resources
 Net Cash Resources Did/Did Not Exceed Three Months of Expenditures
 Proprietary Funds - Food Service Fund
 For the Fiscal Year Ended June 30, 2015

<u>Net Cash Resources:</u>	<u>Food Service</u> <u>B - 4/5</u>	
CAFR	Current Assets	
B-4	Cash & Cash Equivalents	\$ 284,605
B-4	Due from Other Governments	65,358
B-4	Due from Other Funds	
B-4	Other Accounts Receivable	148,679
CAFR	Current Liabilities	
B-4	Less Accounts Payable	(182,187)
B-4	Less Accruals	(20,596)
B-4	Less Due to Other Funds	(218,118)
B-4	Less Unearned Revenue	
	Net Cash Resources	<u><u>\$ 77,741</u></u> (A)
<u>Net Adjusted Total Operating Expense:</u>		
B-5	Total Operating Expenditures	\$ 1,579,611
B-5	Less Depreciation	<u>(17,457)</u>
	Adjusted Total Operating Expense	<u><u>\$ 1,562,154</u></u> (B)
<u>Average Monthly Operating Expense:</u>		
	B / 10	<u><u>\$ 156,215</u></u> (C)
<u>Three Times Monthly Average:</u>		
	3 X C	<u><u>\$ 468,646</u></u> (D)

TOTAL IN BOX A	\$	77,741	
LESS TOTAL IN BOX D		<u>468,646</u>	
NET	\$	<u><u>(390,905)</u></u>	
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 DEPTFORD SCHOOL DISTRICT
 Application for State School Aid Summary
 Schedule of Audited Enrollments
 Enrollment as of October 15, 2014

	Resident Low Income			Sample for Verification			Resident LEP Low Income			Sample for Verification		
	Reported on A.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.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	148	148		23	23		9	9		6	6	
Full Day Preschool	142	142		22	22		9	9		6	6	
Half Day Kindergarten	161	161		24	24		10	10		9	9	
One	124	124		19	19		3	3		3	3	
Two	102	102		16	16		1	1		1	1	
Three	120	120		21	21		2	2		2	2	
Four	129	129		20	20		2	2		2	2	
Five	121	121		18	18		3	3		2	2	
Six	101	101		15	15		1	1		1	1	
Seven	96	96		14	14		2	2		2	2	
Eight	93	93		15	15		1	1		1	1	
Nine	95	95		15	15		1	1		1	1	
Ten	91	91		14	14		1	1		1	1	
Eleven												
Twelve												
Post-Graduate												
Adult H.S. (15+CR.)												
Adult H.S. (1-14CR.)												
Subtotal	1,523	1,523	-	236	236	-	45	45	-	35	35	-
Special Education-Elementary	137	137		19	19		3	3				
Special Education-Middle School	77	77		13	13							
Special Education-High School	99	99		11	11							
Subtotal	313	313	-	43	43	-	3	3	-			
Co. Voc. - Regular												
Co. Voc. Ft. Post Sec.												
Subtotal												
Totals	1,835	1,835	-	279	279	-	48	48	-	35	35	-
Percentage Error												

Transportation					
Reported on DRTS by DOE/County	Reported on DRTS by District	Errors	Tested	Verified	Errors
1,879	1,879		191	191	
425	425		43	43	
178	178		18	18	
245	245		25	25	
2,726	2,726	-	277	277	-

Reg. - Public Schools, Col. 1	Reg. - SpEd, Col. 4	Transported - Non-Public, Col. 3	Special Needs, Col. 6	Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A)	Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B)	Spec. Avg. (Mileage) = Special Ed. with Special Needs
3.6	3.7	4.3		3.6	3.7	4.3

TOWNSHIP OF DEPTFORD SCHOOL DISTRICT
 Application for State School Aid Summary
 Schedule of Audited Enrollments
 Enrollment as of October 15, 2014

	Resident LEP NOT Low Income			Sample for Verification		
	Reported on A.S.A. as NOT Low Income	Reported on Workpapers as NOT Low Income	Errors	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors
Half Day Preschool						
Full Day Preschool						
Half Day Kindergarten						
Full Day Kindergarten	7	7		6	6	
One	2	2		2	2	
Two	2	2		2	2	
Three						
Four						
Five	1	1		1	1	
Six						
Seven						
Eight						
Nine						
Ten						
Eleven						
Twelve						
Post-Graduate						
Adult H.S. (15+CR.)						
Adult H.S. (1-14CR.)						
Subtotal	12	12	-	11	11	-
Special Education-Elementary						
Special Education-Middle School						
Special Education-High School						
Subtotal			-	-	-	-
Co. Voc. - Regular						
Co. Voc. Ft. Post Sec.						
Subtotal						
Totals	12	12	-	11	11	-
Percentage Error						

EXCESS SURPLUS CALCULATION

REGULAR DISTRICT / CHARTER SCHOOL

SECTION 1

2% Calculation of Excess Surplus

2014-15 Total General Fund Expenditures per the CAFR, Ex. C-1	\$ 68,632,070 (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	25,205 (B1c)
Transfer from General Fund to SRF for Prek-Inclusion	_____ (B1d)
Decreased by:	
On-Behalf TPAF Pension & Social Security	5,728,060 (B2a)
Assets Acquired Under Capital Leases	_____ (B2b)
Adjusted 2013-14 General Fund Expenditures [(B)+(B1s)-(B2s)]	<u>\$ 62,929,215 (B3)</u>
2% of Adjusted 2013-14 General Fund Expenditures [(B3) times .02]	\$ 1,258,584 (B4)
Enter Greater of (B4) or \$250,000	1,258,584 (B5)
Increased by: Allowable Adjustment *	103,920 (K)
Maximum Unassigned Fund Balance [(B5) + (K)]	<u>\$ 1,362,504 (M)</u>

SECTION 2

Total General Fund - Fund Balances at June 30, 2015 (Per CAFR Budgetary Comparison Schedule C-1)	\$ 8,535,845 (C)
Decreased by:	
Year-end Encumbrances	209,412 (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	_____ (C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	2,919,152 (C3)
Other Restricted Fund Balances ****	2,504,503 (C4)
Assigned Fund Balance - Designated for Subsequent Year's Expenditures	37,638 (C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	<u>2,865,140 (U1)</u>

SECTION 3

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	<u>\$ 1,502,636 (E)</u>
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Recapitulation of Excess Surplus as of June 30, 2014

Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ 2,919,152 (C3)
Restricted - Excess Surplus *** [(E)]	<u>1,502,636 (E)</u>
Total Excess Surplus [(C3)+(E)]	<u>\$ 1,502,636 (D)</u>

Footnotes:

* This adjustment line (as detailed below) is to be utilized when applicable for:

Federal Impact Aid. The passage of P.L.2015, c46 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, effective for the year ending June 30, 2015 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).

Sale & Lease-back, Extraordinary Aid, Additional Nonpublic School Transportation Aid, Recognized current year School Bus Advertising Revenue, and Family Crisis Transportation Aid. Refer to the Audit Program Section II, Chapter 10.

Detail of Allowable Adjustments

Impact Aid	_____ (H)
Sale & Lease-back	_____ (I)
Extraordinary Aid	<u>\$ 66,902 (J1)</u>
Additional Nonpublic School Transportation Aid	<u>37,018 (J2)</u>
Current Year School Bus Advertising Revenue Recognized	_____ (J3)
Family Crisis Transportation Aid	<u>- (J4)</u>
 Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)]	 <u>\$ 103,920 (K)</u>

** Line (C3) represents excess surplus generated at June 30, 2013 and must be included in the 2013-2014 Audit Summary Worksheet Line 90031. This amount was to be appropriated in the 2014-2015 general fund budget.

*** Line (E) represents the excess surplus generated at June 30, 2014 and must agree with the June 30, 2014 CAFR and be reported in the 2013-14 Audit Summary Worksheet 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 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 Administration and Finance prior to September 30.

Detail of Other Restricted Fund Balance

Statutory restrictions:

Approved unspent separate proposal	_____
Sale/lease-back reserve	_____
Capital reserve	<u>\$ 2,502,088</u>
Maintenance reserve	_____
Emergency reserve	_____
Tuition reserve	_____
School bus advertising 50% fuel offset reserve - current year	_____
School bus advertising 50% fuel offset reserve - prior year	<u>2,415</u>
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	 <u>\$ 2,504,503 (C4)</u>