

Auditor's Management Report

for the

*Borough of Keyport
School District*

in the

*County of Monmouth
New Jersey*

for the

*Fiscal Year Ended
June 30, 2015*

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

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INDEPENDENT AUDITOR'S REPORT

Honorable President and Members
of the Board of Education
Borough of Keyport
335 Broad Street
County of Monmouth
Keyport, New Jersey 07735

We have audited, in accordance with U.S. generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States, the basic financial statements of the Borough of Keyport School District in the County of Monmouth for the year ended June 30, 2015, and have issued our report dated November 23, 2015.

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

This report is intended solely for the information of the Borough of Keyport School District, County of Monmouth, New Jersey, the New Jersey Department of Education and federal and state audit awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.


CERTIFIED PUBLIC ACCOUNTANTS


PUBLIC SCHOOL ACCOUNTANT NO. 93

November 23, 2015

**AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE
FINDINGS – FINANCIAL AND COMPLIANCE**

Scope of Audit

The audit covered the financial transactions of the Board Secretary/School Business Administrator and Treasurer of School Monies, the activities of the Borough of Keyport - 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 in the District's CAFR. (See Exhibit J-20)

Official Bonds

<u>Name</u>	<u>Position</u>	<u>Amount Of Bonds</u>
Edward McManus	Business Administrator/Board Secretary	\$225,000.00
All Employees	All Employee Faithful Position Bond	100,000.00

Adequacy of insurance coverage is the responsibility of the Board of Education.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs differed from the estimated costs. The Board made a proper adjustment to the billings to sending Districts for the difference 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

Our audit of claims paid during the period under review did not indicate any discrepancies with respect to signatures, certifications or supporting documentation.

Payroll Accounts

The net salaries of all employees of the Board were deposited in the Net 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.

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

AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL AND COMPLIANCE

Position Control Roster

The Position Control Roster was reviewed and compared to payroll records, employee benefit records and charges made to the general ledger to ensure proper and consistent financial reporting and that employee benefits are only offered to current employees.

Reserve for Encumbrances and Accounts Payable

A review of outstanding issued purchase orders was made as of June 30, 2015 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:23-16.2(f) as part of our test of transactions of randomly selected expenditure items. We also reviewed the coding of all expenditures included in our compliance and single audit testing procedures. In addition to randomly selecting a test sample, our sample selection specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. As a result of the procedures performed, no errors were noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

Board Secretary's Records

The records maintained by the Board Secretary were in agreement with the records maintained by the Treasurer of School Monies.

Finding: The District transferred funds to the Maintenance Reserve Account in excess of what was approved by the Board of Education. The financial statements were adjusted to show the approved amount.

Recommendation: That only funds approved by the Board of Education be transferred to the Maintenance account.

Treasurer's Records

The position of the Treasurer of School Monies was abolished in April 2013. The responsibility was transferred to the Superintendent's office. The Superintendent's cash report was in agreement with the records maintained by the Board Secretary/Business Administrator.

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

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 III of the Elementary and Secondary Education Act as amended and reauthorized.

AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL AND COMPLIANCE

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.

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

The financial exhibits are contained within the Special Revenue Section of the CAFR. This section of the CAFR documents the financial position pertaining to the aforementioned special projects.

T.P.A.F. Reimbursement

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

Our audit procedures also included a test of the reimbursement of the employer share of pensions, group life insurance, FICA and other benefits of the Teacher's Pension and Annuity Fund for TPAF members carrying out and paid from federally funded programs in accordance with N.J.S.A. 18A:66-90. The District filled out the required form and submitted it for audit. Our test included verification of eligible employees to be included, and, if applicable, a recalculation to verify proper amounts were used. 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 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.

**AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE
FINDINGS – FINANCIAL AND COMPLIANCE**

School Purchasing Programs

Contracts and Agreements Requiring Advertisement for Bids

N.J.S.A. 18A:18A-3 States:

“a. When the cost or price of any contract awarded by the purchasing agent in the aggregate, does not exceed in a contract year the total sum of \$26,000.00, the contract may be awarded by a purchasing agent when so authorized by resolution of the board of education without public advertising for bids and bidding therefor, except that the board of education may adopt a resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to subsection b of section 9 of P.L. 1971 c. 198 (C.40A:11-9) the board of education may establish that the bid threshold may be up to \$36,000.00. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. Commencing in the fifth year after the year in which P.L. 1999 c. 440 takes effect, and every five years thereafter, the Governor, in consultation with the Department of Treasury, shall adjust the threshold amount and the higher threshold amount which the board of education is permitted to establish as set forth in subsection a. of this section or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in N.J.S.A. 18A:18A-2 and shall round the adjustment to the nearest \$1,000.00. The Governor shall notify all local school districts of the adjustment no later than June 1 of every fifth year. The adjustment shall become effective on July 1 of every year in which it is made. Any contract made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to paragraph (1) of subsection a. of N.J.S.A. 18A:18A-5 may be awarded for a period not exceeding 12 consecutive months.”

N.J.S.A. 18A:18A-4 states, "Every contract for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the board of education to the lowest responsible bidder after public advertising for bids and bidding therefor, except as is provided otherwise in this chapter or specifically by any other law.

The board of education may, by resolution approve by the majority of the board of education and subject to subsections b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the board of education finds that it has had negative prior experience with the bidder.”

Effective July 1, 2010 and thereafter the bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$36,000.00 (with a Qualified Purchasing Agent), \$26,000.00 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school student transportation contracts under N.J.S.A. 18:39-3 is currently \$18,300.00.

AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL AND COMPLIANCE

School Purchasing Programs (Continued)

Contracts and Agreements Requiring Advertisement for Bids (Continued)

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 results of our examination indicated that no individual payments, contracts or agreements were made "for the performance of any work or the furnishing or hiring of any materials or supplies," in excess of the statutory thresholds where there had been no advertising for bids in accordance with the provisions 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.

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.

School Food Service

The financial transactions and statistical records of the School Food Services were maintained in satisfactory condition. The financial accounts, meal count records and eligibility applications were reviewed on a test-check basis.

The number of meals claimed for reimbursement was verified against sales and meal count records. As part of the claims review process the edit check worksheet was completed. Reimbursement vouchers were timely filed, and meals claimed agreed with meal count records.

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 priced meal policy is uniformly administered throughout the School system. The required verification procedures for free and reduced price applications were completed and available for review.

**AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE
FINDINGS – FINANCIAL AND COMPLIANCE**

School Food Service (Continued)

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 Board is depositing and expending program monies in accordance with N.J.S.A. 18A:17-34 and 19-1 through 19-4.1. 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.

Cash receipts and bank records were reviewed for timely deposit.

The District utilizes a food service management company (FSMC) and is depositing and expending program monies in accordance with 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 return an operating profit of at least \$25,000.00. The operating results provision has been met.

National Food Distribution Commodities were received and an inventory was maintained on a first-in, first-out basis.

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

Student Body Activities

The records for the Student Body Activities were maintained in satisfactory condition.

Application for State School Aid

Our 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, and low-income. We also performed a review of the district procedures related to its completion. The information on the A.S.S.A. was compared to the district workpapers 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 district maintained workpapers on the prescribed state forms or their equivalent.

The district had written procedures for the recording of student enrollment.

**AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE
FINDINGS – FINANCIAL AND COMPLIANCE**

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 included on the DRTRS was verified to the DRTRS Eligibility Summary Report without exception. The results of our procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a review of transportation related contracts and purchases. Based on our review, the district complied with proper bidding procedures and award of contracts. The bid specifications for the purchase of buses were in compliance with applicable statutes. No exceptions were noted in our review of transportation related purchases of goods and services.

Facilities and Capital Assets

Our procedures included a review of the SDA grant agreement for consistency with recording SDA revenue, transfer of local funds from the general fund or from the capital reserve account and awarding of contracts for eligible facilities construction.

Follow-Up Prior Year's Audit Findings

In accordance with *Government Auditing Standards*, our procedures included a review of the prior year audit recommendations. Corrective action had been taken place on all prior year findings.

**AUDITOR'S MANAGEMENT REPORT ON ADMINISTRATIVE
FINDINGS – FINANCIAL AND COMPLIANCE**

Recommendations

That only funds approved by the Board of Education be turned over to the Maintenance Reserve account.

BOROUGH OF KEYPORT SCHOOL DISTRICT
SCHEDULE OF MEAL COUNT ACTIVITY
FOOD SERVICE FUND
NUMBER OF MEALS SERVED AND (OVER)/UNDERCLAIM- FEDERAL
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>OVER/ (UNDER) CLAIM</u>
National School Lunch Program	Paid	39,392	29,544	29,544		\$0.280	
	Reduced	10,163	7,622	7,622		2.580	
	Free	67,573	50,680	50,680		2.980	
	<u>Sub-total</u>	<u>117,128</u>	<u>87,846</u>	<u>87,846</u>	<u>-0-</u>		<u>-0-</u>
10 National School Lunch Program	HHFKA	<u>117,128</u>	<u>87,846</u>	<u>87,846</u>	<u>-0-</u>	0.060	<u>-0-</u>
School Breakfast Program- Both	Paid	1,049	787	787		0.280	
-Regular	Reduced		-			1.320	
	Free		-			1.620	
-Severe	Reduced	591	443	443		1.630	
	Free	11,992	8,994	8,994		1.930	
	<u>Sub-total</u>	<u>13,632</u>	<u>10,224</u>	<u>10,224</u>	<u>-0-</u>		<u>-0-</u>
<u>Grand Total</u>		<u>247,888</u>	<u>185,916</u>	<u>185,916</u>	<u>-0-</u>		<u>-0-</u>

**KEYPORT BOARD OF EDUCATION
NET CASH RESOURCE SCHEDULE - FOOD SERVICE
FY 2015**

<u>Net Cash Resources:</u>		Food Service B - 4/5	
CAFR	*	Current Assets	
B-4		Cash & Cash Equiv.	\$122,789.52
B-4		Due from Other Gov'ts	
B-4		Accounts Receivable	21,150.30
B-4		Prepaid Expenses	
 		Current Liabilities	
B-4		Less Accounts Payable	(23,482.79)
B-4		Less Accruals	
B-4		Less Due to Other Funds	
B-4		Less Unearned Revenue	<u>(4,149.01)</u>
		Net Cash Resources	<u><u>\$116,308.02</u></u> (A)

Net Adj. Total Operating Expense:

B-5	Tot. Operating Exp.	\$457,260.24
B-5	Less Depreciation	<u>(2,236.75)</u>
	Adj. Tot. Oper. Exp.	<u><u>\$455,023.49</u></u> (B)

Average Monthly Operating Expense:

B / 10 **\$45,502.35 (C)**

Three times monthly Average:

3 X C **\$136,507.05 (D)**

TOTAL IN BOX A	<u>\$116,308.02</u>	
LESS TOTAL IN BOX D	<u>(\$136,507.05)</u>	
NET	<u><u>(\$20,199.03)</u></u>	
<p>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.</p>		

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

**KEYPORT BOARD OF EDUCATION
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2014**

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	2015-16 Application for State School Aid (10/15/14 data)						Sample for Verification						Private School for Disabled				
	Reported as 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 Veri- cation	Sample Verified	Sample Errors	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared					
Half Day Preschool 3 Yrs					-												
Full Day Preschool 4 Yrs	67		67	-	-			15	-	15		0					
Full Day Kindergarten	73		73	-	-			17	-	17		-					
One	87		87	-	-			20	-	20		-					
Two	73		73	-	-			17	-	17		-					
Three	68		68	-	-			16	-	16		-					
Four	62		62	-	-			14	-	14		-					
Five	54		54	-	-			12	-	12		-					
Six	47		47	-	-			11	-	11		-					
Seven	51		51	-	-			12	-	12		-					
Eight	55		55	-	-			13	-	13		-					
Nine	68		68	-	-			16	-	16		-					
Ten	90		90	-	-			21	-	21		-					
Eleven	79	9	79	9	-	-		18	2	18	2	-					
Twelve	74	6	74	6	-	-		17	1	17	1	-					
Post-Graduate																	
Adult H.S. (15+ CR.)					-												
Adult H.S. (1-14 CR.)					-												
Subtotal	948	15	948	15	-	-		219	3	219	3	-	-	-	-	-	
Sp. Ed. - Elementary	43		43	-	-	-		10	-	10		-	-	4	3	3	0
Sp. Ed. - Middle School	29		29	-	-	-		7	-	7		-	-	3	3	3	(0)
Sp. Ed. - High School	51	12	51	12	-	-		12	3	12	3	-	(0)	5	4	4	0
p	123	12	123	12	-	-		29	3	29	3	-	(0)	12	10	10	-
Co. Voc. - Regular																	
Co. Voc. Ft. Post Sec.																	
Totals	1,071	27	1,071	27	-	-		248	6	248	6	-	(0)	12	10	10	-
Percentage Error					<u>0%</u>	<u>0%</u>						<u>0%</u>	<u>0%</u>				<u>0%</u>

**KEYPORT BORO BOARD OF EDUCATION
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2014**

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	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 4 years old											
Full Day Preschool 4 years old												
Full Day Kindergarten	38	38		16	16		11	11		8	8	-
One	57	57		24	24		13	13		10	10	-
Two	41	41		17	17		10	10		8	8	-
Three	33	33		14	14		11	11		8	8	-
Four	30	30		12	12		3	3		2	2	-
Five	26	26		11	11					-	-	-
Six	23	23		10	10		1	1		1	1	-
Seven	23	23		10	10		2	2		2	2	-
Eight	19	19		8	8					-	-	-
Nine	24	24		10	10		3	3		2	2	-
Ten	24	24		10	10		1	1		1	1	-
Eleven	29.5	29.5		12	12		2	2		2	2	-
Twelve	29	29		12	12		3	3		2	2	-
Post-Graduate												
Adult H.S. (15+CR.)												
Adult H.S. (1-14 CR.)												
Subtotal	396.5	396.5		166	166	-	60	60		46	46	
Special Ed - Elementary	27	27		11	11		2	2		2	2	-
Special Ed - Middle	19	19		8	8					-	-	-
Special Ed - High	32.5	32.5		13	13					-	-	-
Subtotal	78.5	78.5		32	32		2	2		2	2	-
Co. Voc. - Regular												
Co. Voc. Ft. Post Sec.												
Totals	475	475		198	198	-	62	62		48	48	
Percentage Error			0%			0%			0%			0%

Transportation

	Reported on DRTRS by DOE/county	Reported on DRTRS by District	Errors	Tested	Verified	Errors	Avg. Mileage - Regular Including Grade PK students	Avg. Mileage - Regular Excluding Grade PK students	Avg. Mileage - Special Ed with Special Needs
Reg. - Public Schools, col. 2, 3, 4, 5	23	23		20	20	0			
Reg -Sp Ed, col. 8, 9, 10									
Nonpublic Transported, col. 6									
Special Ed Spec, col. 1,2,3,6,7,8	14	14		12	12	0			
Totals	37	37		32	32	0	14.5	14.5	15.7
Percentage Error			0%			0%			

Re-
Reported
Calculated

KEYPORT BORO BOARD OF EDUCATION
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2014

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	<u>Reported on A.S.S.A. 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>
Full Day Preschool 4 years old						
Full Day Kindergarten	2	2		2	2	
One	1	1				
Two						
Three	1	1		1	1	
Four						
Five						
Six						
Seven	1	1		1	1	
Eight						
Nine						
Ten						
Eleven						
Twelve						
Post-Graduate						
Adult H.S. (15+CR.)						
Adult H.S. (1-14 CR.)						
Subtotal	<u>5</u>	<u>5</u>		<u>4</u>	<u>4</u>	
Special Ed - Elementary						
Special Ed - Middle						
Special Ed - High						
Subtotal	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Co. Voc. - Regular						
Co. Voc. Ft. Post Sec.						
Totals	<u>5</u>	<u>5</u>		<u>4</u>	<u>4</u>	<u>-</u>
Percentage Error			<u>0%</u>			<u>0%</u>

KEYPORT SCHOOL DISTRICT
SCHEDULE OF CALCULATION OF EXCESS SURPLUS
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

REGULAR DISTRICT

SECTION 1

2% Calculation of Excess Surplus

2014 - 2015 Total General Fund Expenditures per the CAFR, Ex. C-1	\$	<u>18,389,342.26</u>	
Increased by:			
Transfer to Food Service Fund		<u> </u>	
Transfer from Capital Outlay to Capital Projects Fund		<u> </u>	
Transfer from Capital Reserve to Capital Projects Fund		<u>578,014.00</u>	
Decreased by:			
On-Behalf TPAF Pension & Social Security	\$	<u>1,741,299.27</u>	
Assets acquired under Capital Leases		<u>51,655.50</u>	
Adjusted 2014 - 2015 General Fund Expenditures			\$ <u>17,174,401.49</u>
2% of Adjusted 2014 - 2015 General Fund Expenditures			\$ <u>343,488.03</u>
Greater of line above or \$250,000.00			\$ <u>343,488.03</u>
Increased by: Allowable Adjustment			\$ <u>1,280.00</u>
Maximum Unreserved/Undesignated Fund Balance			\$ <u><u>344,768.03</u></u>

SECTION 2

Total General Fund - Fund Balances @ 6-30-15	\$	<u>3,300,356.87</u>	
Decreased by:			
Year-end Encumbrances	\$	<u>417,885.98</u>	
Legally Restricted-Designated for Subsequent Year's Expenditures	\$	<u>12,838.29</u>	
Legally Restricted-Excess Surplus-Designated for Subsequent Year's Expenditures	\$	<u>509,782.00</u>	
Other Restricted Fund Balances:			
Maintenance Reserve	\$	<u>352,722.91</u>	
Capital Reserve	\$	<u>705,984.66</u>	
Emergency Reserve	\$	<u>150,200.00</u>	
Tuition Reserve	\$	<u>100,000.00</u>	
Assigned Fund Balance - Unreserved-Designated for Subsequent Year's Expenditures	\$	<u>166,175.00</u>	
Total Unassigned Fund Balance			\$ <u>884,768.03</u>

SECTION 3

Restricted Fund Balance-Excess Surplus \$ 540,000.00

Recapitulation of excess surplus as of June 30, 2015

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures \$ 509,782.00

Reserved Excess Surplus \$ 540,000.00

Total Excess Surplus \$ 1,049,782.00

Detail of Allowable Adjustments

Extraordinary Aid \$ 1,280.00

\$ 1,280.00

