

**CITY OF ORANGE TOWNSHIP SCHOOL DISTRICT**

**COUNTY OF ESSEX**

**NEW JERSEY**

**AUDITOR'S MANAGEMENT REPORT**

**ADMINISTRATIVE FINDINGS - FINANCIAL, COMPLIANCE AND PERFORMANCE**

**FISCAL YEAR ENDED**

**JUNE 30, 2015**

***PREPARED BY***

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

**CITY OF ORANGE TOWNSHIP SCHOOL DISTRICT  
COUNTY OF ESSEX  
NEW JERSEY**

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

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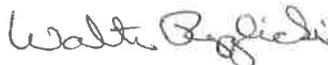
## REPORT OF INDEPENDENT AUDITORS

Honorable President and Members  
of the Board of Education  
City of Orange Township School District  
County of Essex, New Jersey 07050

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 general purpose financial statements of the Board of Education of the City of Orange Township School District in the County of Essex for the fiscal year ended June 30, 2015, and have issued our report thereon dated December 7, 2015.

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 City of the Orange Township School District 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 RYGLICKI  
Licensed Public School Accountant #845



SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey  
December 7, 2015

**CITY OF ORANGE 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 Student Activity Fund, Food Service Fund and Special Revenue Fund 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>
Adekunle O. James	School Business Administrator/Board Secretary	\$400,000
Akindede Ayadele	Assistant Business Administrator	400,000
Olugbenga Olabintan	Treasurer of School Moneys	400,000

There is a Public Employees' Faithful Performance Blanket Bond.

**Tuition Charges**

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

**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.

### **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:23-2.2(g)* 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-2.4*. 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 A and Schedule B located in the CAFR, except for those mentioned under the Board Secretary's/Business Administrator's Section of the report.

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.

## **Treasurer's Records (Continued)**

### **Other Special Federal and/or State Projects (Continued)**

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.

### **T.P.A.F. 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 thresholds in accordance with N.J.S.A. 18A:18A-3 (as amended) and 18A:39-3 are \$36,000.00 and \$18,300.00, respectively.

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 Compass Group US, Inc., (Chartwells) 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.

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.

Business-Type Activities (Continued)

Enterprise Fund: (Continued)

Food Service Fund: (Continued)

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 three months average expenditures.

Food Distribution Program commodities were received and a separate inventory was maintained on a first-in, first-out basis.

Exhibits reflecting Child Nutrition Program operations are included in the section entitled Business Type Activities, Enterprise Funds, Section G.

Student Body/Athletic Activities

Cash receipts and cash disbursement records were maintained in a satisfactory condition.

A test check of bills was made to the disbursement record.

Application for State School Aid

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 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 with minor discrepancies. The information that was included in our test was verified with minor exceptions and no recommendations are 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.

**RECOMMENDATIONS**

NONE

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*

WALTER P. RYGLICKI  
Licensed Public School Accountant #845

*Samuel Klein and Company*

SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey  
December 7, 2015

**CITY OF ORANGE 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, 2015**

<u>PROGRAM</u>	<u>MEAL CATEGORY</u>	<u>MEALS CLAIMED</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	86,356	86,356	0	0.040	0.00
State Reimbursement - National School Lunch (Regular Rate)	Reduced	46,147	46,147	0	0.055	0.00
State Reimbursement - National School Lunch (Regular Rate)	Free	<u>543,421</u>	<u>543,421</u>	0	0.055	<u>0.00</u>
	<b>TOTAL</b>	<u>675,924</u>	<u>675,924</u>			
	<b>Total Net Underclaim</b>					<u><u>0.00</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.

**CITY OF ORANGE 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, 2015**

<u>PROGRAM</u>	<u>MEAL CATEGORY</u>	<u>MEALS CLAIMED</u>	<u>MEALS VERIFIED</u>	<u>DIFFERENCE</u>	<u>RATE (a)</u>	<u>(OVER)/ UNDER- CLAIM (b)</u>
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	TOTAL	<u>675,924</u>	<u>675,924</u>			
	<b>Total Net Underclaim</b>					<u><u>0.00</u></u>

**Auditor Notation:**

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**CITY OF ORANGE 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, 2015**

<u>Net Cash Resources:</u>		<b>Food Service B - 4/5</b>	
<b>CAFR</b>	*	<b>Current Assets</b>	
B-4		Due from Other Gov'ts	567,809
<b>CAFR</b>		<b>Current Liabilities</b>	
B-4		Less Cash & Cash Equiv.	\$ 221,640
B-4		Less Accounts Payable	251,586
B-4		Less Deferred Inflows	<u>28,735</u>
		<b>Net Cash Resources</b>	<b><u>\$ 65,848 (A)</u></b>
 <u>Net Adj. Total Operating Expense:</u>			
B-4		Cash & Cash Equiv.	
B-5		Total Operating Expense	3,306,982
B-5		Less Depreciation	<u>-</u>
		<b>Adj. Total Operating Expense</b>	<b><u>\$ 3,306,982 (B)</u></b>
 <u>Average Monthly Operating Expense:</u>			
		B / 10	<b><u>\$ 330,698 (C)</u></b>
 <u>Three Times Monthly Average:</u>			
		3 X C	<b><u>\$ 992,094.64 (D)</u></b>

TOTAL IN BOX A	\$ 65,848
LESS TOTAL IN BOX D	\$ 992,095
NET	<b><u>\$ (926,246)</u></b>
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

**CITY OF ORANGE TOWNSHIP PUBLIC SCHOOLS  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 15, 2014**

**SCHEDULE OF AUDITED ENROLLMENTS**

	2015-2016 Application for State School Aid										Sample for Verification			Errors per			Private Schools for Disabled							
	Reported on A.S.S.A. On-Roll		Workpapers		Errors		Selected from Workpapers		Verified per Registers		On-Roll		Full		Shared		Reported on A.S.S.A. as Private Schools		Sample for Verification		Sample Verified		Sample Errors	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Pre K - 3 Year	156		156		0		19		19		0		0		0		0		0		0		0	
Pre K - 4 Year	163		163		0		13		13		0		0		0		0		0		0		0	
Full Day Kindergarten	428		418		10		31		31		0		0		0		0		0		0		0	
One	393		389		4		17		17		0		0		0		0		0		0		0	
Two	404		402		2		29		29		0		0		0		0		0		0		0	
Three	405		396		9		20		20		0		0		0		0		0		0		0	
Four	346		346		0		17		17		0		0		0		0		0		0		0	
Five	318		320		(2)		13		13		0		0		0		0		0		0		0	
Six	299		317		(18)		24		24		0		0		0		0		0		0		0	
Seven	327		332		(5)		21		21		0		0		0		0		0		0		0	
Eight	268		275		(7)		18		18		0		0		0		0		0		0		0	
Nine	251		276		(25)		20		20		0		0		0		0		0		0		0	
Ten	243		244		(1)		13		13		0		0		0		0		0		0		0	
Eleven	215		215		0		25		25		0		0		0		0		0		0		0	
Twelve	233		242		(9)		24		24		0		0		0		0		0		0		0	
Post-Graduate																								
Adult H.S. (15+CR.)																								
Adult H.S. (1-14 CR.)																								
Sub-Total	4,449	0	4,491	0	(42)	0	304	0	304	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Ed - Elementary	321		340		(19)		4		4		3		3		1		17		17		15		14	
Special Ed - Middle School	195		189		6		4		4		0		0		0		10		10		5		4	
Special Ed - High School	217		195		22		0		0		0		0		0		38		38		30		30	
Sub-Total	733	3	724	3	9	0	8	0	8	0	7	0	7	0	1	0	65	0	65	0	50	0	48	2
Totals	5,182	3	5,215	3	(33)	0	312	(a)	311	0	311	0	311	0	1	0	65	(b)	65	0	50	0	48	2
Percentage Error					-0.63%	0.00%		(a)		0.32%	0.00%													4.17%

Notes to Auditor:

(a) Sample size obtained from table in Section 1, Chapter 3 of the Audit Program. Amount tested for each category obtained from workpapers provided by district.

(b) Sample size based on total contracts using the table in Section 1, Chapter 3 of the Audit Program.

**CITY OF ORANGE TOWNSHIP PUBLIC SCHOOLS  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 15, 2014**

**SCHEDULE OF AUDITED ENROLLMENTS**

	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	Sample Selected from Workpapers	Verified to Application and Register	Reported on A.S.S.A. as LEP low Income	Reported on Workpapers as LEP low Income	Sample Selected from Workpapers	Verified to Test Score and Register
Pre K - 3yr	383	383	0	0	119	119	82	81
Pre K - 4yr	361	361	24	24	109	109	17	17
Full Day Kindergarten	369	369	0	0	40	40	4	4
One	361	361	3	3	26	26	7	7
Two	315	315	40	39	17	17	7	7
Three	289	289	74	73	22	22	3	3
Four	239	239	32	31	17	17	1	1
Five	278	278	34	34	21	21	2	2
Six	228	228	0	0	17	17	11	11
Seven	197	197	26	26	23	23	18	18
Eight	195	195	9	9	33	33	18	18
Nine	163	163	11	11	22	22	7	7
Ten	179	179	11	11	12	12	1	1
Twelve								
Post-Graduate								
Adult H.S. (15+CR.)								
Adult H.S. (1-14 CR.)								
Sub-Total	3,557	3,557	298	295	478	478	178	177

	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	Sample Selected from Workpapers	Verified to Application and Register	Reported on A.S.S.A. as LEP low Income	Reported on Workpapers as LEP low Income	Sample Selected from Workpapers	Verified to Test Score and Register
Special Ed - Elementary	305	305	0	0	21	21	4	3
Special Ed - Middle	177	177	5	4	6	6	1	1
Special Ed - High	200	200	0	0	1	1	0	0
Sub-Total	682	682	5	4	28	28	5	4
Totals	4,239	4,239	303	299	506	506	183	181
Percentage Error			0.00%	1.32%	0.00%	0.00%	(d)	1.09%

Notes to Auditor:  
(c and d) Sample size based on resident low-income students listed on workpapers using table in Section 1, Chapter 3 of the Audit Program.

(e) Sample size obtained from table in Section 1, Chapter 3 of the Audit Program

Reg. Avg (Mileage) = Regular Including Grade PK Students (Part A)  
Reg Avg (Mileage) = Regular Excluding Grade PK Students (Part B)  
Spec Avg = Special Ed with Special Needs

	Transportation		Sample for Verification		Resident LEP Low Income		Sample for Verification	
	Reported on DRTS by DOE/county	Reported on DRTS by District	Tested	Verified	Reported on A.S.S.A. as LEP low Income	Reported on Workpapers as LEP low Income	Sample Selected from Workpapers	Verified to Test Score and Register
Reg - Public Schools, col. 1	27	27	0	0	119	119	82	81
Reg - Sp Ed, col. 4	297	299	135	129	109	109	17	17
Transported - Non-Public, col. 3	0	0	0	0	40	40	4	4
Special Ed Spec, col. 6	146	144	6	6	26	26	7	7
Totals	470	470	141	141	22	22	7	7
Percentage Error								

**CITY OF ORANGE TOWNSHIP PUBLIC SCHOOLS**

**APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 15, 2014**

**SCHEDULE OF AUDITED ENROLLMENTS**

	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 Application and Register	Sample Errors
Pre K - 3 Year	17	17	0	11	11	0
Pre K - 4 Year	12	12	0	6	6	0
Full Day Kindergarten	3	3	0	1	1	0
One	4	4	0	4	4	0
Two	4	4	0	1	1	0
Three	2	2	0	1	1	0
Four	1	1	0	1	1	0
Five	3	3	0	2	2	0
Six	11	11	0	4	4	0
Seven	8	8	0	2	2	0
Eight	8	8	0	4	4	0
Nine	11	11	0	5	5	0
Ten	5	5	0	2	2	0
Eleven						
Twelve						
Post-Graduate						
Adult H.S. (15+CR.)						
Adult H.S. (1-14 CR.)						
Sub-Total	89	89	0	44	44	0
Special Ed - Elementary	3	3	0	2	2	0
Special Ed - Middle	0	0	0	0	0	0
Special Ed - High	0	0	0	0	0	0
Sub-Total	3	3	0	2	2	0
Co. Voc. - Regular						
Co. Voc. Ft. Post Sec.						
Totals	92	92	0	46	46	0
Percentage Error			0.00%	(f)		0.00%

Notes to Auditor:  
 (f) Sample size based on resident LEP NOT low-income students listed on workpapers using table in Section I, Chapter 3 of the Audit Program.

**EXCESS SURPLUS CALCULATION**

2% Calculation of Excess Surplus

2014-15 Total General Fund Expenditures per the CAFR	\$ 97,208,066	
Less: Expenditures Allocated to Restricted Federal Resources as Reported on Exhibit D-2	<u>1,486,370</u>	
Adjusted 2014-15 General Fund and Other State Expenditures		\$ 95,721,696
Deceased by:		
On-Behalf TPAF Pension and Social Security		<u>8,150,684</u>
2014-145 General Fund Expenditures		87,571,012
2% of Adjusted 2014-15 General Fund Expenditures Times .02		1,751,420
Increased by Allowable Adjustment		<u>87,375</u>
Maximum Unassigned Fund Balance		<u>\$ 1,838,795</u>
Total General Fund - Fund Balance at June 30, 2015	\$ 6,851,882	
Decreased by:		
Reserved for Encumbrances	2,807,058	
Legally Restricted - Designated for Subsequent Year's Expenditures	3,130,248	
Assigned Fund Balance ARRA/SEMI	104,483	
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	<u>810,093</u>	
Total Unassigned Fund Balance		<u>\$ -</u>
Reserved Fund Balance - Excess Surplus		<u>\$ (1,838,795)</u>
<b><u>Recapitulation of Excess Surplus as of June 30, 2015</u></b>		
Reserved Excess Surplus		<u>\$ -</u>
Total		<u>\$ -</u>
<b><u>Allowable Adjustments</u></b>		
Extraordinary Aid		<u>\$ 87,375</u>
		<u>\$ 87,375</u>

**CITY OF ORANGE TOWNSHIP SCHOOL DISTRICT**

**ENCUMBRANCES**

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

Encumbrances per the June 30, 2015 Board Secretary's Report

\$3,119,911

<u>Description</u>	<u>Total by Category</u>	<u>Amount Properly Encumbered</u>	<u>Encumbrances Cancelled Through Audit Adjustments</u>
Professional and Technical Services	\$ 894,312	\$ 893,727	\$ 585
Textbooks	308,126	308,082	44
Professional Education Services	24,674	24,674	-
Legal Fees	48,852	48,852	-
Other Purchased Services	163,067	157,607	5,460
Other Purchased Professional Services	156,689	156,689	-
Cleaning, Repairs, and Maintenance	151,661	145,559	6,102
General Supplies	253,229	184,698	68,531
Communications/Telephone	3,421	2,960	461
Tuition	69,187	69,187	-
Miscellaneous	9,375	7,875	1,500
Health Benefits	59,910	59,910	-
Electric and Gas	164,992	164,992	-
Architecture Services	84,556	84,556	-
Equipment	667,950	437,780	230,170
Employee Benefits	59,910	59,910	-
	<u>3,119,911</u>	<u>2,807,058</u>	<u>312,853</u>

Total Encumbrances Cancelled During  
the Audit

312,853

Fund Balance Reserve for Encumbrances  
in the CAFR

\$2,807,058

