

**BOARD OF EDUCATION  
OF THE  
CITY OF PLEASANTVILLE  
SCHOOL DISTRICT**

**Auditors' Management Report  
For the Fiscal Year Ended June 30, 2015**



**AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS**

**FINANCIAL, COMPLIANCE AND PERFORMANCE**

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District Federal Tax ID: 21-6000177

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# FORD - SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

1535 HAVEN AVENUE • PO BOX 538 • OCEAN CITY, NJ • 08226-0538

PHONE 609.399.6333 • FAX 609.399.3710

[www.ford-scott.com](http://www.ford-scott.com)

## REPORT OF INDEPENDENT AUDITORS

Honorable President and  
Members of the Board of Education  
City of Pleasantville School District  
County of Atlantic, New Jersey

We have audited, in accordance with generally accepted audit standards and *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Board of Education of the City of Pleasantville School District, in the County of Atlantic, for the year ended June 30, 2015, and have issued our report thereon dated December 18, 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 for the information of the management of the City of Pleasantville 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.

*Ford, Scott & Associates, L.L.C.*

**FORD, SCOTT & ASSOCIATES, L.L.C.**

**CERTIFIED PUBLIC ACCOUNTANTS**

*Michael S. Garcia*

**Michael S. Garcia**

**Certified Public Accountant**

**Licensed Public School Accountant**

**No. 2080**

**December 18, 2015**

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

**Scope of Audit**

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

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>
Dennis Mulvihill	Board Secretary/Business Administrator - 7/1/14 - 3/31/15	\$ 336,000
Elisha Thompkins	Asst. Board Secretary/Director of Finance -7/1/14 - 3/31/15 Board Secretary/Business Administrator - 4/1/15 - Present	336,000

Tuition Charges

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

**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.

Other

**Finding 2015-1:**

The District did not properly maintain and update a deletions schedule for the fiscal year as some items selected for testing could not be located. Also, several of the assets tested did not have fixed asset tags affixed to them.

**Recommendation 2015-1:**

That procedures be established to monitor deletions throughout the year and to update the fixed asset schedule as needed. Also, that the District affix fixed asset ID numbers to all their fixed assets over their fixed asset threshold in an effort to make them more easily identifiable.

### Payroll Account

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.

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

Salary withholdings were promptly remitted to the proper agencies, including health benefits premium amounts withheld due to the general fund.

### **Finding 2015-2:**

During our review, we noted two employees who were out on leave and were receiving health benefits but were not submitting the required health benefit contributions as required by the State of New Jersey Pension and Health Benefits Reform provisions under Chapter 78, P.L. 2011.

### **Recommendation 2015-2:**

We recommend that the District closely monitor those employees who are receiving health benefits to ensure that the proper contributions are made either through a payroll deduction or made directly by the employee.

Payrolls were delivered to the secretary of the board who then deposited with warrants in separate bank accounts for net payroll and withholdings.

### 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.

### **Finding 2015-3**

During our testing of outstanding purchases orders, we discovered one purchase order that was classified as an encumbrance; however, the goods were received prior to year-end and should have been classified as accounts payable. Furthermore, since this appears to be an isolated incident and the amount was immaterial to the financial statements, no formal recommendation was deemed necessary.

### Classification of Expenditures

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

### **Finding 2015-4**

Transfers exceeding 10% of advertised line items were not approved by the County Superintendent of Schools, nor were they disapproved. However, since the District operates with a State Monitor who has veto power over all actions of the Board and the Monitor did not disallow these transfers, no recommendation is warranted.

### Board Secretary's Records

Our review of the financial and accounting records maintained by the Board Secretary disclosed no exceptions.

### 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 Titles I and VI of the Elementary and Secondary Education Act as amended and reauthorized.

The study of compliance for E.S.E.A. revealed no 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.

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.

The study of compliance for Special Federal and/or State Projects revealed no instances of noncompliance.

### TPAF Reimbursement

Our 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.

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.

### **School Purchasing Programs**

#### Contracts and Agreements Requiring Advertisement for Bids

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 for 2013-2014.

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 violation of the statute, the solicitor's opinion should be sought before a commitment is made.

## **School Purchasing Programs - continued**

### **Contracts and Agreements Requiring Advertisement for Bids - continued**

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 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 services were reviewed. The financial accounts, meal count records and eligibility applications were reviewed on a test-check basis.

Cash receipts and bank records were reviewed for timely deposit

The cash disbursement records reflected expenditures for program related goods and services. 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 a profit of at least \$404,445. The operating results provision has been met. (Add other language)

#### **Finding 2015-5:**

Our audit revealed a deficit of \$681,654 in net position as June 30, 2015 in the Food Service Fund.

#### **Recommendation 2015-5:**

We recommend that appropriate action be taken to eliminate the deficit in the Food Service Fund.

Expenditures were separately recorded as food, labor and other costs. Vendor invoices were reviewed and costs verified. Inventory records on food 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 School Food Services 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.

## **School Food Service – continued**

### **Finding 2015-6:**

Meals claimed did not agree with meal count records resulting in an under claim, as detailed on the Schedule of Meal Count Activity.

### **Recommendation 2015-6:**

Prior to submitting reimbursement claims to the NJ Department of Agriculture, the meals claimed should be verified to the meal count activity records and Edit Check Worksheets.

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 / 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 was reviewed for uniform administration throughout the school system.

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

## **Student Body Activities**

Our review of the student activity funds disclosed no discrepancies.

## **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, low income and bilingual. We also performed a review of the district procedures related to its completion. 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.

### **Finding 2015-7:**

Enrollments reported on the district's A.S.S.A printout did not agree with the enrollments per the District's workpapers. There was 1 less student reported on the district's ASSA on-roll submission than what was noted in their workpapers. Also, with regard to Resident Low Income students, there were 2 less students reported on the district's ASSA submission than what was noted in their Resident Low Income workpapers. However, the amount was immaterial to the financial statements; therefore, no formal recommendation was deemed necessary.

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 2013-2014 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 include a review of transportation related contracts and purchases. Based on our review, the district complied with proper bidding procedures and award of contracts. 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. There were no exceptions noted.

### **Follow-up on Prior Year Findings**

In accordance with government auditing standards, our procedures included a review of all prior year recommendations including findings. Corrective Action had been taken on all prior year findings with the exception of the following, which is repeated in this year's recommendations noted as current year finding "2015-5".

### **Acknowledgment**

We received the complete cooperation of all the officials of the school district and we greatly appreciate the courtesies extended to the members of the audit team.

Respectfully submitted,

*Ford, Scott & Associates, L.L.C.*  
**FORD, SCOTT & ASSOCIATES, L.L.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**

*Michael S. Garcia*  
**Michael S. Garcia**  
**Certified Public Accountant**  
**Licensed Public School Accountant**  
**No. 2080**

**December 18, 2015**

**SCHEDULE OF MEAL COUNT ACTIVITY**  
**CITY OF PLEASANTVILLE SCHOOL DISTRICT**  
**FOOD SERVICE FUND**  
**NUMBER OF MEALS SERVED AND (OVER)/UNDERCLAIM**  
**ENTERPRISE FUND**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2015**

<u>Program</u>	<u>Meal Category</u>	<u>Meals Claimed</u>	<u>Meals Verified</u>	<u>Diff.</u>	<u>Rate</u>	<u>(Over) Under Claim</u>
National School Lunch (Regular Rate)	Paid	44,001	44,001	-	0.3000	\$ -
	Reduced	37,903	37,903	-	2.6000	-
	Free	460,552	460,552	-	3.0600	-
Total		<u>542,456</u>	<u>542,456</u>	<u>-</u>		<u>\$ -</u>
School Breakfast Program (Severe Rate)	Paid	20,422	20,422	-	0.2800	\$ -
	Reduced	14,814	14,814	-	1.6300	-
	Free	196,551	196,551	-	1.9300	-
Total		<u>231,787</u>	<u>231,787</u>	<u>-</u>		<u>\$ -</u>
Dinner (Regular Rate)	Paid	-	-	-		\$ -
	Reduced	-	-	-		-
	Free	52,904	52,904	-	2.9800	-
Total		<u>52,904</u>	<u>52,904</u>	<u>-</u>		<u>\$ -</u>
Snack	Paid	-	-	-	0.0700	\$ -
	Reduced				0.4100	
	Free	162,964	163,936	972	0.8200	797
					Avg. Cost	
Total		<u>162,964</u>	<u>163,936</u>	<u>972</u>		<u>\$ 797</u>
TOTAL NET OVERCLAIM						<u>\$ 797</u>

# NET CASH RESOURCE SCHEDULE

**Net cash resources DID NOT exceed three months of expenditures  
Proprietary Funds - Food Service  
FYE 2015**

<u>Net Cash Resources:</u>		Food Service B - 4/5	
<b>CAFR</b>	*	<b>Current Assets</b>	
B-4		Cash & Cash Equiv.	299,825
B-4		Due from Other Gov'ts	709,414
B-4		Accounts Receivable	250,000
B-4		Investments	-
<b>CAFR</b>		<b>Current Liabilities</b>	
B-4		Less Accounts Payable	(760,567)
B-4		Less Accruals	
B-4		Less Due to Other Funds	(1,318,738)
B-4		Less Deferred Revenue	-
		<b>Net Cash Resources</b>	<b><u><u>(820,066)</u></u> (A)</b>

**Net Adj. Total Operating Expense:**

B-5		Tot. Operating Exp.	2,720,211
B-5		Less Depreciation	<u>(12,052)</u>
		Adj. Tot. Oper. Exp.	<b><u><u>2,708,159</u></u> (B)</b>

**Average Monthly Operating Expense:**

	B / 10		<b><u><u>270,816</u></u> (C)</b>
--	--------	--	----------------------------------

**Three times monthly Average:**

	3 X C		<b><u><u>812,448</u></u> (D)</b>
--	-------	--	----------------------------------

TOTAL IN BOX A	\$	(820,066)	
LESS TOTAL IN BOX D	\$	812,448	
NET	\$	<b><u><u>(7,618)</u></u></b>	

From above:

**A is greater than D, cash exceeds 3 X average monthly operating expenses.  
D is greater than A, cash does not exceed 3 X average monthly operating expenses.**

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

SOURCE - USDA resource management comprehensive review form

**PLEASANTVILLE BOARD OF EDUCATION  
A.S.S.A.  
SCHEDULE OF AUDITED ENROLLMENTS  
10/15/2014**

	2015-2016 Application for State School Aid				Sample for Verification				Private Schools for Disabled			
	Reported on A.S.S.A. On Roll		Reported on Workpapers On Roll		Sample Selected from Workpapers		Verified per Register On Roll		Reported on A.S.S.A. as Private Schools		Sample for Disabled	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Sample Verified	Sample Errors
Full Day Preschool - 3 years	254	-	254	-	188	-	188	-	-	-	-	-
Full Day Preschool - 4 years	302	-	302	-	214	-	214	-	-	-	-	-
Half Day Kindergarten	337	-	337	-	101	-	101	-	-	-	-	-
Full Day Kindergarten	316	-	317	-	58	-	58	-	-	-	-	-
1st Grade	262	-	261	-	74	-	74	-	-	-	-	-
2nd Grade	232	-	232	-	70	-	70	-	-	-	-	-
3rd Grade	220	-	220	-	35	-	35	-	-	-	-	-
4th Grade	211	-	211	-	36	-	36	-	-	-	-	-
5th Grade	206	-	206	-	206	-	206	-	-	-	-	-
6th Grade	211	-	211	-	211	-	211	-	-	-	-	-
7th Grade	203	-	203	-	203	-	203	-	-	-	-	-
8th Grade	158	-	158	-	158	-	158	-	-	-	-	-
9th Grade	176	-	176	-	176	-	176	-	-	-	-	-
10th Grade	141	-	141	-	141	-	141	-	-	-	-	-
11th Grade	149	-	149	-	149	-	149	-	-	-	-	-
12th Grade	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>3,378</b>	<b>-</b>	<b>3,378</b>	<b>-</b>	<b>2,020</b>	<b>-</b>	<b>2,020</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Spec Ed - Elementary	239	-	239	-	32	-	32	-	-	-	1	1
Spec Ed- Middle School	125	-	125	-	16	-	16	-	-	-	3	3
Spec Ed - High School	121	-	122	-	16	-	16	-	-	-	9	9
<b>Subtotal</b>	<b>485</b>	<b>-</b>	<b>486</b>	<b>-</b>	<b>64</b>	<b>-</b>	<b>64</b>	<b>-</b>	<b>-</b>	<b>15.0</b>	<b>13</b>	<b>13</b>
<b>Totals</b>	<b>3,863</b>	<b>-</b>	<b>3,864</b>	<b>-</b>	<b>2,084</b>	<b>-</b>	<b>2,084</b>	<b>-</b>	<b>-</b>	<b>15.0</b>	<b>13</b>	<b>13</b>
<b>Percentage Error</b>												<b>0.00%</b>

**PLEASANTVILLE BOARD OF EDUCATION**  
**A.S.S.A.**  
**SCHEDULE OF AUDITED ENROLLMENTS**  
**10/15/2014**

	Resident Low Income		Sample for Verification		Resident LEP Low Income		Sample for Verification					
	Reported on A.S.S.A as Low Income	Workpapers as Low Income	Errors	Sample Selected from Workpapers and Register	Verified to Application	Sample Verified to Application and Register	Reported on A.S.S.A as Low Income	Workpapers as Low Income	Errors	Sample Selected from Workpapers and Register	Verified to Application and Register	Sample Verified to Application and Register
Full Day Pre-School (3 Yrs)	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Pre-School (4 Yrs)	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	300	300	-	7	7	74	74	15	15	7	7	15
1st Grade	277	277	-	7	7	55	55	7	7	5	5	7
2nd Grade	239	239	-	5	5	24	24	4	4	4	4	5
3rd Grade	205	205	-	4	4	37	37	4	4	2	2	4
4th Grade	199	199	-	3	3	7	7	2	2	2	2	2
5th Grade	186	186	-	5	5	11	11	2	2	2	2	2
6th Grade	203	203	-	5	5	8	8	2	2	2	2	2
7th Grade	194	194	-	5	5	14	14	3	3	3	3	3
8th Grade	187	187	-	5	5	21	21	5	5	5	5	5
9th Grade	160	160	-	5	5	18	18	3	3	3	3	3
10th Grade	158	158	-	5	5	15	15	4	4	4	4	4
11th Grade	144	144	-	2	2	12	12	2	2	2	2	2
12th Grade	136	136	-	3	3	16	16	2	2	2	2	2
<b>Subtotal</b>	<b>2,588</b>	<b>2,588</b>	<b>-</b>	<b>61</b>	<b>61</b>	<b>312</b>	<b>312</b>	<b>56</b>	<b>56</b>	<b>56</b>	<b>56</b>	<b>56</b>
Spec Ed - Elementary	220	218	2	4	4	24	24	4	4	4	4	4
Spec Ed - Middle School	123	123	-	3	3	1	1	1	1	1	1	1
Spec Ed - High School	151	151	-	3	3	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>494</b>	<b>492</b>	<b>2</b>	<b>10</b>	<b>10</b>	<b>25</b>	<b>25</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b>Totals</b>	<b>3,082</b>	<b>3,080</b>	<b>2</b>	<b>71</b>	<b>71</b>	<b>337</b>	<b>337</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>
Percentage Error			<u>0.06%</u>			<u>0.00%</u>			<u>0.00%</u>			<u>0.00%</u>

	Reported on DRTRS by DOE		Transportation		Reported on DRTRS by District		Transportation	
	Errors	Tested	Errors	Tested	Errors	Tested	Errors	Tested
Regular - Public Schools	619	618	1	47	47	-	-	-
Transported - Non-Public	28	28	-	2	2	-	-	-
Regular - Spec.	47	47	-	4	4	-	-	-
Special Needs - Public	188	188	-	15	15	-	-	-
<b>Totals</b>	<b>882</b>	<b>881</b>	<b>1</b>	<b>68</b>	<b>68</b>	<b>-</b>	<b>-</b>	<b>-</b>
			<u>0.11%</u>			<u>0.00%</u>		

PLEASANTVILLE BOARD OF EDUCATION  
A.S.S.A.  
SCHEDULE OF AUDITED ENROLLMENTS  
10/15/2014

	LEP Not 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 Register	Sample Errors
Half Day Pre-School (3 Yrs)					
Half Day Pre-School (4 Yrs)					
Half Day Kindergarten					
Full Day Kindergarten					
1st Grade	13	13	10	10	-
2nd Grade	6	6	5	5	-
3rd Grade	8	8	8	8	-
4th Grade	2	2	2	2	-
5th Grade	1	1	1	1	-
6th Grade	3	3	2	2	-
7th Grade	-	-	-	-	-
8th Grade	3	3	2	2	-
9th Grade	6	6	5	5	-
10th Grade	2	2	2	2	-
11th Grade	2	2	2	2	-
12th Grade	-	-	-	-	-
<b>Subtotal</b>	<b>47</b>	<b>47</b>	<b>40</b>	<b>40</b>	<b>-</b>
Spec Ed - Elementary	2	2	3	3	-
Spec Ed- Middle School	-	-	-	-	-
Spec Ed - High School	-	-	-	-	-
<b>Subtotal</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>-</b>
<b>Totals</b>	<b>49</b>	<b>49</b>	<b>43</b>	<b>43</b>	<b>-</b>

Percentage Error 0.00%

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**CITY OF PLEASANTVILLE SCHOOL DISTRICT  
EXCESS SURPLUS CALCULATION  
FOR THE YEAR ENDED JUNE 30, 2015**

**SECTION 1B - School Based Budgeting Districts**

2014-2015 Total General Fund Expenditures reported on Exh.(C-1)		\$	<u>81,075,942</u>	(A)
Increased by Applicable Operating Transfers				
Transfer from Capital Outlay to Capital Projects		\$	<u>                    </u>	(A1a)
Transfer from Capital Reserve to Capital Projects		\$	<u>                    </u>	(A1a)
Transfer from G/F to SRF for Preschool - Regular		\$	<u>                    </u>	(A1a)
Transfer from G/F to SRF for Preschool - Inclusion		\$	<u>122,890</u>	(A1a)
Less: Expenditures allocated to restricted federal resources as reported on Exhibit D-2				
		\$	<u>870,090</u>	(A1b)
2014-2015 Adjusted General Fund & Other State Expenditures {(A)-(A1)}		\$	<u>80,328,742</u>	(A2)
Decreased by:				
On-Behalf TPAF Pension & Social Security		\$	<u>6,487,325</u>	(A3)
General Fund 10 Assets Acquired Under Capital Leases (C-1a)		\$	<u>-</u>	(A4)
Add: General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases :				
Assets Acquired Under Capital Leases in Fund 15 Reported on Exhibit C-1a		\$	<u>-</u>	(A5)
Combined General Fund Contribution & State Resource % of Fund 15 Resources Reported on Exhibit D-2				
			<u>98.07%</u>	(A6)
General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases [(A5)*(A6)]				
		\$	<u>-</u>	(A7)
Total Assets Acquired Under Capital Leases [(A4)+(A7)]		\$	<u>-</u>	(A8)
2014-2015 General Fund Expenditures [(A2)-(A3)-(A8)]		\$	<u>73,841,417</u>	(A9)
2% of Adjusted 2014-2015 General Fund Expenditures [(A9) times .02]		\$	<u>1,476,828</u>	(A11)
Enter Greater of (A11) or \$250,000		\$	<u>1,476,828</u>	(A12)
Increased by: Allowable Adjustment*		\$	<u>464,623</u>	(K)
Maximum Unassigned Fund Balance [(A12)+(K)]		\$	<u>1,941,451</u>	(M)
<b><u>SECTION 2 - All Districts</u></b>				
Total General Fund - Fund Balances @ 6-30-15		\$	<u>9,059,228</u>	(C)
Decreased by:				
Year End Encumbrances		\$	<u>287,924</u>	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures		\$	<u>                    </u>	(C2)
Legally Restricted -Excess Surplus - Designated for Subsequent Year's Expenditures**		\$	<u>831,569</u>	(C3)
Other Restricted/Reserved Fund Balances ****		\$	<u>1,365,001</u>	(C4)
Assigned - Designated for Subsequent Year's Expenditures		\$	<u>                    </u>	(C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]			<u>6,574,734</u>	(U)
<b><u>SECTION 3 - All Districts</u></b>				
Restricted Fund Balance - Excess Surplus***[(U)-(M)] IF NEGATIVE ENTER -0-		\$	<u>4,633,283</u>	(E)

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

Restricted Excess Surplus - Designated for Subsequent Year's Expenditures**	\$	831,569	(C3)
Restricted Excess Surplus***[(E)]	\$	4,633,283	(E)
Total [(C3)+(E)+(F)]	\$	5,464,852	(D)

\* This adjustment line (line (K) as detailed below) is to be utilized for Impact Aid, Sale and Lease-back (Refer to the Audit Program page II-11.7), and Extraordinary Aid, if applicable (Refer to the Audit Program page II-11.3 for restrictions on the inclusion of extraordinary aid), and Additional Nonpublic Transportation Aid for 2014-15 received in July 2015 only to the extent not appropriated.

**Detail of Allowable Adjustments**

Impact Aid	\$	-	(H)
Sale & Lease-back	\$	-	(I)
Extraordinary Aid	\$	452,617	(J1)
Additional Nonpublic Transportation Aid	\$	12,006	(J2)
	\$		(J3)
Total Adjustments[(H)+(I)+(J1)+(J2)]	\$	464,623	(K)

\*\* This amount represents the June 30, 2014 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 11025.

\*\*\* Amount must agree to the June 30, 2015 CAFR and Audit Summary Worksheet Line 11024.

\*\*\*\* Amount for Other Restricted/Reserved Fund Balance must be detailed for each source and request for approval to use amounts other than state imposed legal restrictions in the excess surplus calculation must be submitted to the Assistant Commissioner of Finance prior to September 30.

**Detail of Other Restricted/Reserved Fund Balance**

**Statutory restrictions:**

Approved unspent separate proposal	\$	
Capital outlay for a school district with a capital outlay SGLA	\$	
Sale/lease-back reserve	\$	
Capital reserve (N-1)	\$	515,001
Maintenance reserve (N-2)	\$	850,000
Tuition reserve (N-3)	\$	
Emergency reserve (N-4)	\$	
<b>Other Restricted/Reserved Fund Balances not noted above **** (Inventory)</b>	<b>\$</b>	
<b>Total Other Restricted/Reserved Fund Balance</b>	<b>\$</b>	<b>1,365,001</b>