

RED BANK SCHOOL DISTRICT

Red Bank, New Jersey
County of Monmouth

**Auditor's Management Report on Administrative Findings -
Financial, Compliance and Performance
for The Year Ended June 30, 2015**

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

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

Honorable President and Members
of the Board of Education
Red Bank School District
Red Bank, 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 Red Bank School District in the County of Monmouth for the year ended June 30, 2015, and have issued our report thereon dated December 4, 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 Red Bank School District's management and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P. C.

Robert W. Allison
Certified Public Accountant
Public School Accountant, No. 897

Freehold, New Jersey
December 4, 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 Treasurer of School Monies, the activities of the Board of Education, and the records of the various funds under the auspices of the Board of Education.

Administrative Practices and Procedures

Insurance

Fire insurance coverage was carried in the amounts as detailed on Exhibit J-20, Insurance Schedule, contained in the District's CAFR.

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

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Debra Pappagallo	Board Secretary/School Business Administrator	\$ 100,000.00
Frank Mason	Treasurer	275,000.00

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The actual costs were less than estimated costs. The District made a proper adjustment to the billings to sending districts for the decrease in per pupil cost in accordance with N.J.A.C.6A:23A-17.1(f)3.

Financial Planning, Accounting and Reporting

Examination of Claims

An examination of claims paid during the period under the review did not indicate any discrepancies with respect to signatures, certification or supporting documentation.

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.

Financial Planning, Accounting and Reporting (continued):

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

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

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. No exceptions were noted.

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 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. No exceptions were noted.

Board Secretary's Records

Our review of the financial and accounting records maintained by the board secretary were found to be in satisfactory condition.

Treasurer's Records

Our review of the financial and accounting records maintained by the Treasurer of School Monies were found to be in satisfactory condition.

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 the procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a review of transportation contracts and purchases. Based on this 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 exception were noted in our review of transportation related purchased of goods and services.

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 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 and Title VI of the Elementary and Secondary Education Act as amended and reauthorized.

The study of compliance for E.S.E.A. indicated 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 Exhibits K-3 and K-4 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 with the Special Revenue Section of the CAFR. This section of the CAFR documents the financial position pertaining to the aforementioned special projects.

No exceptions were noted in our study of compliance for the 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 Teacher's 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 (or charter school or renaissance school project) 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

N.J.S.A.18A:18A-1 et seq. (Public School Contracts Law), the associated rules and related information on the statute, and school contracts in general is available on the website <http://www.state.nj.us/njded/pscl/index.html>.

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 \$18,300.00 for 2013-14.

School Purchasing Programs (continued)

The 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.

Based on the results of our examination 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.

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 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 included an operating results provision which guarantees that the food service program will return a profit of at least \$85,000.00. The operating results provision has been met.

Expenditures should be 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 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 record. 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)

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 application/ 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. Sites approved to participate in Provisions I and II were examined for compliance with all counting and claiming requirements. The required verification procedures for free and reduced price applications were completed and available for review.

USDA Food Distribution Program (food and/or 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 review of the student activity funds were in satisfactory condition.

Application for State School Aid (ASSA)

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, and bilingual. We also performed a review of the district's procedures related to its completion. The information on the ASSA 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 of their equivalent.

The district written procedures appear to be adequate for the recording of student enrollment data.

Follow-up on Prior-Year Findings

In accordance with Governmental Auditing Standards, our procedures included a review of all prior year recommendations including findings. There were no prior year findings.

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,

HOLMAN FRENIA ALLISON, P.C.

Robert W. Allison
Certified Public Accountant
Public School Accountant, No. 897

Freehold, New Jersey
December 04, 2015

ADDITIONAL INFORMATION

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SCHEDULE OF AUDITED ENROLLMENTS (1)

RED BANK SCHOOL DISTRICT
 APPLICATION FOR STATE SCHOOL AID SUMMARY
 ENROLLMENT AS OF OCTOBER 15, 2014

	2014-2015 Application for State School Aid				Sample for Verification				Private Schools for Handicapped					
	Reported on		Workpapers		Sample Selected		Verified Per		Registers		Errors Per		Registers On Roll	
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared
Full Day Preschool	95		95		20		20							
Full Day Kindergarten	163		163		34		34							
One	144		144		30		30							
Two	118		118		24		24							
Three	117		117		24		24							
Four	103		103		21		21							
Five	109		109		22		22							
Six	98		98		20		20							
Seven	83		83		17		17							
Eight	77		77		16		16							
Subtotal	1,107		1,107		228		228							
Sp Ed - Elementary	83		83		17		17							
Sp Ed - Middle School	42		42		9		9							
Subtotal	125		125		26		26							
Totals	1,232		1,232		254		254							
Percentage Error														

-0-

-0-

SCHEDULE OF AUDITED ENROLLMENTS (2)

RED BANK SCHOOL DISTRICT
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 15, 2014

	Low Income				Sample for Verification				Resident LEP Low Income				Sample for Verification						
	Reported on A.S.S.A. As Free/Reduced Full	Shared	Reported on Workpapers As Free/Reduced Full	Shared	Errors Full	Shared	Sample Selected from Workpapers Full	Shared	Verified to Application & Register Full	Shared	Sample Errors	Reported or: A.S.S.A. as LEP low Income	Errors	Reported on Workpapers as LEP low Income	Errors	Sample Selected from Workpapers	Verified to Test Score and Register	Sample Errors	
Full Day Kindergarten	134		134				50	50	50		123		123		60		60		60
One	117		117				40	40	40		91		91		44		44		44
Two	99		99				34	34	34		70		70		33		33		33
Three	95		95				30	30	30		55		55		26		26		26
Four	80		80				20	20	20		23		23		11		11		11
Five	88		88				21	21	21		13		13		6		6		6
Six	75		75				16	16	16		3		3		1		1		1
Seven	70		70				14	14	14		2		2		1		1		1
Eight	59		59				13	13	13		3		3		1		1		1
Subtotal	817		817				238	238	238		383		383		183		183		183

Sp Ed - Elementary	68		68				19	19	19		29		29		14		14		14
Sp Ed - Middle School	34		34				7	7	7										
Subtotal	102		102				26	26	26		29		29		14		14		14
Totals	919		919				264	264	264		412		412		183		183		183

Percentage Error -0- -0- -0-

TRANSPORTATION

	Reported on		Reported on		Amount	
	DRTRS By DOE	DRTRS By District	DRTRS Errors	DRTRS Tested	Verified	Errors
Regular - Public Schools Col 1	68	68	-	42	42	
Regular - Special Ed Col 4	13.0	13.0	-	4	4	
AIL Col 2						
Transported - Nonpublic Col 3	51	51	-	32	32	
Special Needs - Public Col 6	7	7	-	8	8	
Totals	139	139	-	86	86	

Percentage Errors -0- -0-

SCHEDULE OF AUDITED ENROLLMENTS (3)

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

	<u>Resident LEP NOT Low Income</u>			<u>Sample for Verification</u>		
	Reported on A.S.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
Half Day Preschool						
Full Day Preschool						
Half Day Kindergarten						
Full Day Kindergarten	2	2		1	1	
One	1	1		1	1	
Two						
Three						
Four	1	1				
Five						
Six						
Seven						
Eight						
Subtotal	<u>4</u>	<u>4</u>		<u>2</u>	<u>2</u>	
Special Ed - Elementary	3	3		1	1	
Special Ed - Middle						
Subtotal	<u>3</u>	<u>3</u>		<u>1</u>	<u>1</u>	
Totals	<u><u>7</u></u>	<u><u>7</u></u>		<u><u>3</u></u>	<u><u>3</u></u>	
Percentage Error			<u><u>-0-</u></u>			<u><u>-0-</u></u>

NET CASH RESOURCE SCHEDULE

Net cash resources did exceed three months of expenditures Proprietary Funds - Food Service FYE 2015

<u>Net Cash Resources:</u>		Food Service B - 4/5
CAFR	*	
		Current Assets
B-4		Cash & Cash Equiv. \$ 166,526.76
B-4		Due from Other Gov'ts 61,385.43
B-4		Accounts Receivable 9,427.25
B-4		Investments
		Current Liabilities
B-4		Less Accounts Payable
B-4		Less Accruals
B-4		Less Due to Other Funds
B-4		Less Deferred Revenue
		Net Cash Resources
		<u><u>\$ 237,339.44</u></u> (A)
 <u>Net Adj. Total Operating Expense:</u>		
B-5		Tot. Operating Exp. 713,208.51
B-5		Less Depreciation <u>(10,541.44)</u>
		Adj. Tot. Oper. Exp. <u><u>\$ 702,667.07</u></u> (B)
 <u>Average Monthly Operating Expense:</u>		
		B / 10 <u><u>\$ 70,266.71</u></u> (C)
 <u>Three times monthly Average:</u>		
		3 X C <u><u>\$ 210,800.12</u></u> (D)

TOTAL IN BOX A	\$	237,339.44	
LESS TOTAL IN BOX D	\$	(210,800.12)	
NET	\$	<u><u>26,539.32</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.			

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

SOURCE - USDA resource management comprehensive review form

School Food Service

SCHEDULE OF MEAL COUNT ACTIVITY

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

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
National School Lunch (Regular Rate)	Paid	9,747	4,349	4,349	0	0.30	0.00
National School Lunch (Regular Rate)	Reduced	14,487	5,801	5,801	0	2.60	0.00
National School Lunch (Regular Rate)	Free	160,808	64,785	64,785	0	3.00	0.00
	TOTAL	185,042	74,935	74,935			0.00
National School Lunch	HHFKA - PB Lunch Only	185,042	185,042	185,042	0	0.06	0.00
School Breakfast (Regular Rate)	Paid	3,040	1,446	1,446	0	0.28	0.00
	Reduced	3,632	1,507	1,507	0	1.63	0.00
	Free	54,794	22,357	22,357	0	1.93	0.00
	TOTAL	61,466	25,310	25,310			0.00
Special Milk	Paid	0	0	0	0	0.23	0.00
After School Snacks	Paid	0	0	0	0	0.07	0.00
	Reduced	0	0	0	0	0.41	0.00
	Free (Area Eligible)	2533	1027	1027	0	0.82	0.00
	TOTAL	2533	1027	1027			0.00
CACFP (d) - Food	Free	0	0	0	0	2.98	0.00
CACFP (d) - Cash-in-lieu of USDA Foods	Free	0	0	0	0	0.2475	0.00
Total Net Overclaim							0.00

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) If underclaims are identified and total \$100.00 or more by program, please contact the DOA for requirements to request reimbursement from USDA. Underclaim requests may or may not be approved by USDA for reimbursement. (d) Child and Adult Care Food Program-(CACFP)-At-Risk Dinners

School Food Service

SCHEDULE OF MEAL COUNT ACTIVITY

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

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
State Reimbursement - National School Lunch (Regular Rate)	Paid	9,747	4,349	4,349	0	0.040	0.00
State Reimbursement - National School Lunch (Regular Rate)	Reduced	14,487	5,801	5,801	0	0.055	0.00
State Reimbursement - National School Lunch (Regular Rate)	Free	160,808	64,785	64,785	0	0.055	0.00
	TOTAL	<u>185,042</u>	<u>74,935</u>	<u>74,935</u>			

Total Net Overclaim

0.00

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.

REGULAR DISTRICT

SECTION 1

2% Calculation of Excess Surplus

2014-15 Total General Fund Expenditures per the CAFR, Ex. C-1	\$ 17,587,293.84 (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	\$ 275,317.00 (B1c)
Transfer from General Fund to SRF for PreK-Inclusion	\$ (B1d)
Decreased By:	
On-Behalf TPAF Pension & Social Security	\$ 1,354,344.68 (B2a)
Assets Acquired Under Capital Leases	\$ (B2b)
Adjusted 2014-15 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$ 16,508,266.16 (B3)
2% of Adjusted 2013-14 General Fund Expenditures [(B3) times .02]	\$ 330,165.32 (B4)
Enter Greater of (B4) or \$250,000	\$ 330,165.32 (B5)
Increased By: Allowable Adjustment*	\$ 81,997.00 (K)
Maximum Unassigned/Undesignated-Unreserved Fund Balance [(B5)+(K)]	\$ 412,162.32 (M)

SECTION 2

Total General Fund – Fund Balances @ 6/30/2014 (Per CAFR Budgetary Comparison Schedule C-1)	\$ 3,017,533.59 (C)
Decreased By:	
Year-end Encumbrances	\$ 877,340.46 (C1)
Legally Restricted – Designated for Subsequent Year’s Expenditures	\$ (C2)
Legally Restricted - Excess Surplus – Designated for Subsequent Year's Expenditures**	\$ 142,022.73 (C3)
Other Restricted Fund Balances****	\$ 1,009,070.76 (C4)
Assigned Fund Balance - Unreserved – Designated for Subsequent Year's Expenditures	\$ 168,620.27 (C5)
Total Unassigned Fund Balance[(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$ 820,479.37 (U1)

SECTION 3

Restricted Fund Balance – Excess Surplus***[(U1)-(M)] If negative enter -0- \$ 408,317.05 (E)

Recapitulation of Excess Surplus as of June 30, 2015

Reserve Excess Surplus – Designated for Subsequent Year’s Expenditures**	\$ 142,022.73 (C3)
Reserved Excess Surplus***[(E)]	\$ <u>408,317.05</u> (E)
Total [(C3)+(E)]	\$ <u>550,339.78</u> (D)

Footnotes:

- * Allowable adjustment to expenditures on the line K must be detailed as follows. This adjustment line (as detailed below) is to be utilized when applicable for:
 - (H) Federal Impact Aid. The passage of P.L. 2015, c.46 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 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);
 - (I) Sale and Lease-back (Refer to the Audit Program Section II, Chapter 10);
 - (J1) Extraordinary Aid;
 - (J2) Additional Nonpublic School Transportation Aid;
 - (J3) Recognized current year School Bus Advertising Revenue; and
 - (J4) Family Crisis Transportation AidRefer to the Audit Program Section II, Chapter 10 for restrictions on the inclusion of Extraordinary Aid, Family Crisis Transportation Aid, and Additional Nonpublic School Transportation Aid.

Detail of Allowable Adjustments

Impact Aid	\$ (H)
Sale & Lease-Back	\$ (I)
Extraordinary Aid	\$ 80,554.00 (J1)
Additional Nonpublic School Transportation Aid	\$ 1,443.00 (J2)
Current Year School Bus Advertising Revenue Recognized	\$ (J3)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)]	\$ <u>81,997.00</u> (K)

** This amount represents the June 30, 2015 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.

*** Amounts must agree to the June 30, 2015 CAFR and must agree to Audit Summary 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 another 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	\$ 59,881.87
Maintenance reserve	\$ 949,188.89
Emergency reserve	\$
Tuition reserve	\$
School Bus Advertising 50% Fuel Offset Reserve - current year	\$
School Bus Advertising 50% Fuel Offset Reserve - prior year	\$
Other state/government mandated reserve	\$
[Other Restricted Fund Balance not noted above]****	\$
Total Other Restricted Fund Balance	\$ <u>1,009,070.76</u> (C4)