

**LIVINGSTON TOWNSHIP SCHOOL DISTRICT
LIVINGSTON, NEW JERSEY**

**AUDITORS' MANAGEMENT REPORT ON
ADMINISTRATIVE FINDINGS –
FINANCIAL, COMPLIANCE AND PERFORMANCE**

JUNE 30, 2024

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INDEPENDENT AUDITORS' REPORT

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

We have audited, in accordance with generally accepted auditing 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 Livingston Township School District in the County of Essex as of and for the year ended June 30, 2024, and have issued our report thereon dated January 14, 2025.

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 Livingston Township Board of Education's management and Board Members and the New Jersey Department of Education. However, this report is a matter of public record and its distribution is not limited.

PKF O'Connor Davies, LLP

January 14, 2025
Cranford, New Jersey

Scott A. Clelland

Scott A. Clelland, CPA
Licensed Public School Accountant
No. 1049

PKF O'CONNOR DAVIES, LLP
20 Commerce Drive, Suite 301, Cranford, NJ 07016 | Tel: 908.272.6200 | Fax: 908.272.2416 | www.pkfod.com

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LIVINGSTON TOWNSHIP SCHOOL DISTRICT
MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS –
FINANCIAL, COMPLIANCE AND PERFORMANCE

Scope of Audit

The audit covered the financial transactions of the Board Secretary/School Business Administrator and Manager of Accounting and Finance, 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 J-20, Insurance Schedule contained in the District's ACFR.

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

Name	Position	Amount
Thomas Lambe	Board Secretary/School Business Administrator	\$ 555,000

There is a Public Employees' Faithful Performance Blanket Position Bond with the General Property and Casualty Co. covering all other employees with multiple coverage of \$50,000.

P.L.2020,c.44

Our audit procedures included an inquiry and subsequent review of health benefit data required per N.J.S.A. 18A:16-13.3 (Chapter 44) submitted for the year on audit. The Chapter 44 summary report was reviewed for reasonableness and timeliness.

The data submitted did include all health benefit plans offered by the district.

The school district data certification was completed by the chief school administrator. The school district Chapter 44 data was submitted timely.

Tuition Charges

A comparison of tentative tuition charges and actual certified tuition charges was made. The District made a proper adjustment to the billings to sending Districts for the increase (decrease) in per pupil costs in accordance with N.J.A.C. 6A:23A-17.1(f)3, which is performed as part of the District's annual budget process. No exceptions were noted.

Financial Planning, Accounting and Reporting

Examination of Claims

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

LIVINGSTON TOWNSHIP SCHOOL DISTRICT

MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL, COMPLIANCE AND PERFORMANCE

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.

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

Salary withholdings were promptly remitted to the proper agencies, including health benefits withholding 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.

Our review of the payroll accounts did not reveal any exceptions.

An inquiry and subsequent review of the Position Control Roster did not identify any inconsistencies between the payroll records, employee benefit records (e.g. pension reports and health benefit coverage reports), the general ledger accounts to where wages are posted (administrative versus instruction), and the Position Control Roster

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. The following was noted:

Finding 2024-001:

During our testing of year end accounts payable and open encumbrances, we identified certain open accounts payable and open encumbrances that should have been cancelled as of June 30, 2024. Additionally, we identified certain open encumbrances for which goods or services had been received / services rendered as of June 30, 2024 that should have been reported as accounts payable at year end. This was mainly the result of the conversion to a new financial accounting software system and certain positions that were vacant in July of 2024.

Recommendation:

We suggest that the district perform a detailed review of all open purchase orders at year end to properly classify open orders as reserved for encumbrances or accounts payable and to cancel any open purchase orders that were completed at year end.

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, we also selected a sample of 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, a transaction error rate of 0% was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

LIVINGSTON TOWNSHIP SCHOOL DISTRICT

MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL, COMPLIANCE AND PERFORMANCE

Board Secretary's Records

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

Treasurer's Records (optional position)

Our review of the financial and accounting records maintained by the Manager of Accounting and Finance disclosed no exceptions.

Elementary and Secondary Education Act (E.S.E.A.) as amended by the Every Student Succeeds Act (ESSA)

The E.S.E.A. financial exhibits are contained within the Special Revenue Section of the ACFR. This section of the ACFR documents the financial position pertaining to the projects under Titles I, II, III and IV of the Elementary and Secondary Education Act as amended and reauthorized.

The study of compliance for E.S.E.A. indicated no instances of noncompliance and/or questionable costs.

Other Special Federal and/or State Projects

The District's special projects were approved as listed on Schedules A (K-3) and B (K-4) located in the ACFR.

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

The study of compliance for the special projects indicated no instances of noncompliance that are required to be reported in accordance with the Uniform Guidance or State OMB 15-08.

T.P.A.F. 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.

T.P.A.F. Reimbursement to the State for Federal Salary Expenditures

The amount of the expenditure charged to the current year's Final Report 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 90 day grant liquidation period required by the Office of Grants Management. The expenditure was reviewed subsequent to the reimbursement and no exceptions were noted.

LIVINGSTON TOWNSHIP SCHOOL DISTRICT
MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS –
FINANCIAL, COMPLIANCE AND PERFORMANCE

Nonpublic State Aid

Our review of the Nonpublic State Aid completion reports disclosed no exceptions.

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:39-3(a)* are \$44,000 (with a Qualified Purchasing Agent) and \$32,000 (without a Qualified Purchasing Agent), respectively. The law regulating bidding for public school transportation contracts under *N.J.S.A. 18A:39-3* is \$20,200 for 2022-23.

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.

Based on the results of our 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 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*. No exceptions were identified.

School Food Service

The District does not participate in the federal or state Child Nutrition Program.

SFA's were authorized to solicit and award emergency noncompetitive procurements and contracts with Food Service Management Companies in accordance with 2 CFR 200.320 and *N.J.S.A. 18A:18A-7*. The SFA's were also authorized to submit contract modifications to their existing Cost Reimbursable or Fixed Price contracts as necessary to ensure the feeding of all children throughout the age of 18, as well as persons over 18 with disabilities as defined in the regulations.

SFAs were notified of the requirement to maintain and report separate meal count records and financial records of all applicable costs incurred in providing meals to all students during the emergency.

Exhibits reflecting the food service enterprise fund are included in the B-4 through B-6 section of the ACFR.

LIVINGSTON TOWNSHIP SCHOOL DISTRICT

MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL, COMPLIANCE AND PERFORMANCE

We inquired of management about the public health emergency procedures/practices at the SFA instituted to provide meals to all students, maintenance of all applicable production records; meal counts; noncompetitive procurements; modification of existing contracts and applicable financial records to document the specific costs applicable to the emergency operations. We also inquired if the FSMC received a loan in accordance with the Payroll Protection Plan and whether the funds were used to pay for costs applicable to the Food Service Programs. We also inquired if the PPP loan was subsequently forgiven and the FSMC refunded or credited the applicable amounts to the SFA.

Student Body Activities

Our audit procedures included a test of items selected from cash receipts and cash disbursements for the student activity funds for various District schools.

Finding 2024-002:

During our audit of the student activity funds, we noted that receipts were not always deposited timely.

Recommendation:

We suggest that all receipts be deposited in a timely manner.

Application for State School Aid (ASSA)

Because the State Aid Cluster was not tested as a major program in the 2024 fiscal year, our audit procedures did not include a test of information reported in the October 13, 2023 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the handicapped, low-income and bilingual. We did agree the information reported on roll in the ASSA to the information reported on the on roll working papers with minor exceptions. We also performed a review of the District procedures related to its completion. 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 has adequate written procedures for the recording of student enrollment data.

Pupil Transportation

Because Transportation Aid was not tested as a major program in the 2024 fiscal year, our audit procedures did not include a test of on-roll status reported in the 2023-2024 District Report of Transported Resident Students (DRTRS). We did agree the information presented on the DRTRS by the County/NJDOE and compared to the information presented by the District without exception.

Our procedures also included a review on a test check basis 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, where applicable. No exceptions were noted in our review of transportation related purchases of goods and services.

LIVINGSTON TOWNSHIP SCHOOL DISTRICT

MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS – FINANCIAL, COMPLIANCE AND PERFORMANCE

Facilities and Capital Assets

Our procedures included a review of the New Jersey Schools Development Authority (“NJSDA”) grant agreements for consistency with recording NJSDA revenue, transfers of local funds from the general fund or from the capital reserve account, and awarding contracts for eligible facilities construction. No exceptions were noted.

Miscellaneous

Testing for Lead of All Drinking Water in Educational Facilities

The school district adhered to all the requirements of *N.J.A.C. 26-1.2* and *12.4* related to the testing for lead of all drinking water in educational facilities.

The school district submitted the annual Statement of Assurance to the Department of Education, pursuant to *N.J.A.C. 6A:26-12.4(g)*.

Other Suggestions to Management

Due to the increase in interest rates on idle cash invested from old construction projects, we suggest the District consider contracting with an outside vendor to perform an arbitrage calculation to determine if any potential liability may exist on these idle funds.

Follow-up on Prior Year Findings

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

There were no audit reports issued by the Office of Fiscal Accountability and Compliance (OFAC) during the 2024 fiscal year.

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.

LIVINGSTON TOWNSHIP SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
ENROLLMENT AS OF OCTOBER 13, 2023

Note: Detailed testing over DRTRS and ASSA was not performed for the fiscal year ended June 30, 2024 as Transportation Aid and State Aid Cluster were not tested as major programs in the current year for Single Audit purposes.

	Application for State School Aid (10/15/23 data)						Sample for Verification- N/A in the FY2024						Private Schools for Disabled			
	Reported on A.S.S.A. 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 Verification- N/A in the FY2024		
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared		Sample Verification	Sample Verified	Sample Errors
Half Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-				
Full Day Preschool	15	-	15	-	-	-	-	-	-	-	-	-				
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-				
Full Day Kindergarten	428	-	428	-	-	-	-	-	-	-	-	-				
One	369	-	369	-	-	-	-	-	-	-	-	-				
Two	453	-	453	-	-	-	-	-	-	-	-	-				
Three	405	-	405	-	-	-	-	-	-	-	-	-				
Four	424	-	424	-	-	-	-	-	-	-	-	-				
Five	430	-	430	-	-	-	-	-	-	-	-	-				
Six	420	-	420	-	-	-	-	-	-	-	-	-				
Seven	422	-	422	-	-	-	-	-	-	-	-	-				
Eight	439	-	439	-	-	-	-	-	-	-	-	-				
Nine	437	-	437	-	-	-	-	-	-	-	-	-				
Ten	434	-	434	-	-	-	-	-	-	-	-	-				
Eleven	443	-	443	-	-	-	-	-	-	-	-	-				
Twelve	418	-	418	-	-	-	-	-	-	-	-	-				
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-				
Adult H.S. (15 + CR)	-	-	-	-	-	-	-	-	-	-	-	-				
Adult H.S. (1-14 CR)	-	-	-	-	-	-	-	-	-	-	-	-				
Subtotal	5,537	-	5,537	-	-	-	-	-	-	-	-	-				
Special Education Elementary	335	-	335	-	-	-	-	-	-	-	-	-	12	-	-	-
Special Education Middle School	215	-	215	-	-	-	-	-	-	-	-	-	15	-	-	-
Special Education High School	350	-	352	-	(2)	-	-	-	-	-	-	-	17	-	-	-
Subtotal	900	-	902	-	(2)	-	-	-	-	-	-	-	44	-	-	-
County Vocational - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	6,437	-	6,439	-	(2)	-	-	-	-	-	-	-	44	-	-	-
Percentage Error					0.0%	0.0%					0.0%	0.0%				0.0%

LIVINGSTON TOWNSHIP SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY (continued)
ENROLLMENT AS OF OCTOBER 13, 2023

Note: Detailed testing over DRTRS and ASSA was not performed for the fiscal year ended June 30, 2024 as Transportation Aid and State Aid Cluster were not tested as major programs in the current year for Single Audit purposes.

	Resident Low Income			Sample for Verification- N/A in FY24			Resident LEP Low Income			Sample for Verification- N/A in FY24		
	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	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	6	6	-	-	-	-	-	-	-	-	-	-
One	5	5	-	-	-	-	-	-	-	-	-	-
Two	5	5	-	-	-	-	1	1	-	-	-	-
Three	6	6	-	-	-	-	-	-	-	-	-	-
Four	8	8	-	-	-	-	3	3	-	-	-	-
Five	9	9	-	-	-	-	2	2	-	-	-	-
Six	11	11	-	-	-	-	1	1	-	-	-	-
Seven	7	7	-	-	-	-	1	1	-	-	-	-
Eight	10	10	-	-	-	-	-	-	-	-	-	-
Nine	9	9	-	-	-	-	1	1	-	-	-	-
Ten	4	4	-	-	-	-	-	-	-	-	-	-
Eleven	6	6	-	-	-	-	-	-	-	-	-	-
Twelve	7	7	-	-	-	-	-	-	-	-	-	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	93	93	-	-	-	-	9	9	-	-	-	-
Special Education Elementary School	15	15	-	-	-	-	1	1	-	-	-	-
Special Education Middle School	16	16	-	-	-	-	-	-	-	-	-	-
Special Education High School	15	15	-	-	-	-	-	-	-	-	-	-
Subtotal	46	46	-	-	-	-	1	1	-	-	-	-
County Vocational - Regular	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-
Total	139	139	-	-	-	-	10	10	-	-	-	-
Percentage Error			0.0%			0.0%			0.0%			0.0%

Transportation								Reported	Recalculated
Reported on DRTRS by DOE/County	Reported on DRTRS by District	Errors	N/A in FY24- See note above						
			Tested	Verified	Errors				
Regular - Public	1,109	1,109	-	-	-	-	Average mileage - regular including Grade PK students	3.7	3.7
Transported Non-Public	96	96	-	-	-	-	Average mileage - regular excluding Grade PK students	3.7	3.7
AIL - Non Public	285	285	-	-	-	-	Average mileage - special education with special needs	5.0	5.0
Special Education-Public	53	53	-	-	-	-			
Special Education Needs	129	129	-	-	-	-			
Totals	1,672	1,672	-	-	-	-			
Percentage Error			0.0%			0.0%			

LIVINGSTON TOWNSHIP SCHOOL DISTRICT
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY

ENROLLMENT AS OF OCTOBER 13, 2023

Note: Detailed testing over DRTRS and ASSA was not performed for the fiscal year ended June 30, 2024 as Transportat not tested as major programs in the current year for Single Audit purposes.

	Resident LEP NOT Low Income			Sample for Verification- N/A for FY24		
	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	30	30	-	-	-	-
One	28	28	-	-	-	-
Two	17	17	-	-	-	-
Three	10	10	-	-	-	-
Four	8	8	-	-	-	-
Five	2	2	-	-	-	-
Six	2	2	-	-	-	-
Seven	4	4	-	-	-	-
Eight	3	3	-	-	-	-
Nine	5	5	-	-	-	-
Ten	5	5	-	-	-	-
Eleven	1	1	-	-	-	-
Twelve	1	1	-	-	-	-
Post-Graduate	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-
Subtotal	116	116	-	-	-	-
Special Education Elementary School	1	1	-	-	-	-
Special Education Middle School	2	2	-	-	-	-
Special Education High School	-	-	-	-	-	-
Subtotal	3	3	-	-	-	-
County Vocational - Regular	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-
Total	119	119	-	-	-	-
Percentage Error			0.0%			0.0%

LIVINGSTON TOWNSHIP SCHOOL DISTRICT

EXCESS SURPLUS CALCULATION

June 30, 2024

SECTION 1 - Regular District

A. 2% Calculation of Excess Surplus

2023-24 Total General Fund Expenditures per the ACFR, Ex. C-1	<u>\$ 166,506,730</u>	(B)
Increased by:		
Transfer from Capital Outlay to Capital Projects Fund	<u>\$ -</u>	(B1a)
Transfer from Capital Reserve to Capital Projects Fund	<u>\$ -</u>	(B1b)
Transfer from General Fund to SRF for PreK-Regular	<u>\$ -</u>	(B1c)
Transfer from General Fund to SRF for PreK-Inclusion	<u>\$ -</u>	(B1d)
Decreased by:		
On-Behalf TPAF Pension & Social Security	<u>\$ 31,432,639</u>	(B2a)
Assets Acquired Under Capital Leases	<u>\$ 2,446,515</u>	(B2b)
Adjusted 2023-24 General Fund Expenditures [(B) + (B1s) - (B2s)]	<u>\$ 132,627,576</u>	(B3)
2% of Adjusted 2022-23 General Fund Expenditures		
[(B3) times .02]	<u>\$ 2,652,552</u>	(B4)
Enter Greater of (B4) or \$250,000	<u>\$ 2,652,552</u>	(B5)
Increased by: Allowable Adjustment*	<u>\$ 1,220,360</u>	(K)
Maximum Unassigned/Undesignated-Unreserved Fund Balance [(B5) + (K)]	<u>\$ 3,872,912</u>	(M)

SECTION 2

Total General Fund - Fund Balances at 6-30-24		
(Per ACFR Budgetary Comparison Schedule C-1)	<u>\$ 19,571,639</u>	(C)
Decreased by:		
Year-end Encumbrances - Assigned	<u>\$ 717,551</u>	(C1)
Legally Restricted - Designated for Subsequent Year's		
Expenditures	<u>\$ -</u>	(C2)
Legally Restricted - Excess Surplus - Designated for		
Subsequent Year's Expenditures**	<u>\$ 1,882,516</u>	(C3)
Other Restricted Fund Balances****	<u>\$ 11,821,371</u>	(C4)
Assigned Fund Balance - Designated for		
Subsequent Year's Expenditures	<u>\$ 417,494</u>	(C5)
Total Unassigned Fund Balance		
[(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	<u>\$ 4,732,707</u>	(U1)

LIVINGSTON TOWNSHIP SCHOOL DISTRICT

EXCESS SURPLUS CALCULATION

June 30, 2024

SECTION 3

Restricted Fund Balance - Excess Surplus ***

[(U1)-(M)] IF NEGATIVE ENTER -0-

\$ 859,795 (E)

Recapitulation of Excess Surplus as of June 30, 2024

Reserved Excess Surplus - Designated for Subsequent Year's

Expenditures **

\$ 1,882,516 (C3)

Reserved Excess Surplus *** [(E)]

\$ 859,795 (E)

Total [(C3)+(E)]

\$ 2,742,311 (D)

Detail of Allowable Adjustments

Impact Aid

\$ - (H)

Sales & Lease-back

\$ - (I)

Extraordinary Aid

\$ 1,090,685 (J1)

Additional Nonpublic School Transportation Aid

\$ 129,675 (J2)

Current Year School Bus Advertising Revenue Recognized

\$ - (J3)

Family Crisis Transportation Aid

\$ - (J4)

Supplemental Stabilization Aid received in April 2024 & Maintenance of Equity Aid Received July 21

\$ - (J5)

Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)]

\$ 1,220,360 (K)

** This amount represents the June 30, 2023 Excess Surplus (C3 above) and must be included in the Audit Summary Worksheet Line 90031.

*** Amount must agree to the June 30, 2024 ACFR and the sum of the two lines must agree to Audit Summary Worksheet Line 90030.

**** Amount for Other Restricted Fund Balances must be detailed for each source. Use in the excess surplus calculation of any legal reserve that is not state mandated or that is not legally imposed by any other type of government, such as the judicial branch of government, must have Departmental approval. District requests should be submitted to the Division of Administration and Finance prior to September 30.

LIVINGSTON TOWNSHIP SCHOOL DISTRICT

EXCESS SURPLUS CALCULATION

June 30, 2024

Detail of Other Restricted Fund Balance

Statutory restrictions:

Approved unspent separate proposal

\$ -

Sale/lease-back reserve

\$ -

Capital reserve

\$ 9,778,014

Maintenance reserve

\$ 500,000

Emergency reserve

\$ 1,000,000

Tuition reserve

\$ -

School Bus Advertising 50% Fuel Offset Reserve-current year

\$ -

School Bus Advertising 50% Fuel Offset Reserve-prior year

\$ -

Impact Aid General Fund Reserve (Sections 8002 and 8003)

\$ -

Impact Aid Capital Fund Reserve (Sections 8007 and 8008)

\$ -

Unemployment Compensation

\$ 543,357

[Other Restricted Fund Balance not noted above]****

\$ -

Total Other Restricted Fund Balance

\$ 11,821,371 (C4)

Livingston Township School District

Audit Recommendations Summary

June 30, 2024

We suggest the following:

Administrative Practices and Procedures

None

Financial Planning, Accounting and Reporting

2024-001 - The District perform a detailed review of all open purchase orders at year end to properly classify open orders as reserved for encumbrances or accounts payable and to cancel any open purchase orders that were necessary at year end.

School Purchasing Programs

None

School Food Service

None

Student Body Activities

2024-002 - All student activity cash receipts be deposited by the schools in a timely manner.

Application for State School Aid

None

Pupil Transportation

None

Facilities and Capital Assets

None

Miscellaneous

None

Status of Prior Year Findings

There were no prior year findings.