

**RANCOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT  
COUNTY OF BURLINGTON**

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

**FOR THE FISCAL YEAR ENDED  
JUNE 30, 2024**



**RANCOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT**Auditor's Management Report on Administrative  
Findings - Financial, Compliance and Performance

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

The Honorable President and  
Members of the Board of Education  
Rancocas Valley Regional High School District  
County of Burlington, New Jersey

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 basic financial statements of the Board of Education of the Rancocas Valley Regional High School District, in the County of Burlington, State of New Jersey, as of and for the fiscal year ended June 30, 2024, which were separately issued in the Annual Comprehensive Financial Report dated January 14, 2025.

As part of our audit, we also 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 issued in conjunction with the Annual Comprehensive Financial Report of the Board of Education of the Rancocas Valley Regional High School District, for the fiscal year ended June 30, 2024, and is intended for the information of the 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,

*Bowman & Company LLP*

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

*Fred S. Caltabiano*

Fred S. Caltabiano  
Certified Public Accountant  
Public School Accountant No. CS00238100

Woodbury, New Jersey  
January 14, 2025

**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 Moneys, 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 School District's Annual Comprehensive Financial Report (ACFR).

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

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Amount</u></b>
Lisa Giovanelli	Board Secretary / School Business Administrator	\$ 100,000.00
Lawrence Fisher	Treasurer of School Moneys	300,000.00

There is a blanket dishonesty bond covering all other employees.

**Finding No. 2024-002 (ACFR Finding 2024-002)**

The School Business Administrator / Board Secretary surety bond effective July 1, 2024 was below the minimum amount required.

**Recommendation**

That at least the minimum surety bond amount is maintained.

**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 under audit. The Chapter 44 summary report was reviewed for reasonableness and timeliness.

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

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

If the data certification date reflects submission date later than 60 days after the end of the enrollment period: The original data submission did not require significant revision due to errors or omissions on the part of the district.

**Tuition Charges**

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

**FINANCIAL PLANNING, ACCOUNTING, AND REPORTING****Examination of Claims**

Sampled claims paid during the fiscal year under audit did not indicate any reportable noncompliance with respect to signatures, certification, or supporting documentation.

**Payroll Account**

The net salaries of sampled employees of the School District were deposited in the net payroll account. Employees' payroll deductions and the employer's share of fringe benefits were deposited in the payroll agency account.

Sampled salary withholdings were promptly remitted to the proper agencies, including health benefit premium withholdings due to the general fund.

Sampled payrolls were delivered to the Board Secretary / School Business Administrator who then deposited with warrants in separate bank accounts for net payroll and withholdings.

**Finding No. 2024-005 (ACFR Finding 2024-005)**

An analysis of Payroll Agency balances payable was not properly maintained.

**Recommendation**

That an analysis of Payroll Agency balances payable is properly maintained.

**Employee Position Control Roster**

A sample of the Employee Position Control Roster indicated that it was in satisfactory condition and was approved by the county office submission with the 2023-2024 budget review checklist.

**Encumbrances and Accounts Payable**

A sample of outstanding issued purchase orders was made as of June 30 for proper classification of orders as encumbrances and accounts payable. Our sample did not indicate any reportable noncompliance with respect to classification of orders.

**Travel**

Our procedures performed on travel expenditures during the fiscal year under audit did not indicate any reportable noncompliance.

**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 randomly sampled expenditure transactions. We also tested the coding of all expenditures included in our compliance and single audit sampling procedures. In addition, a sample was selected that specifically targeted administrative coding classifications to determine overall reliability and compliance with N.J.A.C. 6A:23A-8.3. Our samples did not indicate any reportable noncompliance with respect to classification of expenditures.

**FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)****Board Secretary's Records**

Our audit of the financial and accounting records maintained by the Board Secretary indicated the following conditions.

**Finding No. 2024-006 (ACFR Finding 2024-006)**

Capital Projects Fund was over expended at June 30, 2024.

**Recommendation**

That the procedures to prevent over expenditure of Capital Projects Funds are improved.

**Finding No. 2024-008 (ACFR Finding 2024-008)**

Budget Appropriations were over expended.

**Recommendation**

That the procedures to prevent over expenditure of Budget Appropriations are improved.

**Finding No. 2024-009 (ACFR Finding 2024-009)**

The June 30, 2024 Report of the Secretary to the Board of Education (Board Secretary Report) was not properly/timely closed out.

**Recommendation**

That the Year-End Report of the Secretary to the Board of Education (Board Secretary Report) is properly/timely closed out.

**Treasurer of School Moneys' Records**

Our audit of the financial and accounting records maintained by the Treasurer of School Moneys indicated that they were in satisfactory condition.

**Pupil Transportation**

Our audit procedures included a sample of on-roll status reported in the 2023-24 District Report of Transported Resident Students (DRTRS). The information that was reported 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.

We performed procedures over transportation related contracts and purchases. It appears the School District complied with proper bidding procedures and award of contracts.

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

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, and IV of the Every Student Succeeds Act.

The audit of compliance for E.S.E.A. did not indicate any reportable noncompliance.

## **FINANCIAL PLANNING, ACCOUNTING, AND REPORTING (CONT'D)**

### **Other Special Federal and / or State Projects**

The School District's other special projects were approved as listed on exhibits K-3 and K-4 located in the ACFR.

Our audit of the federal and state funds on a sample 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 other special projects.

The audit of compliance for other special projects indicated the following condition.

#### **Finding No. 2024-007 (ACFR Finding 2024-007)**

The School Year 22-23 Additional or Compensatory Special Education and Related Services (ACSERS) grant of \$480,162.00 has been received by the School District, but nothing has been Expended/Charged to the grant as of 6/30/24.

#### **Recommendation**

That the available balance of the Additional or Compensatory Special Education and Related Services (ACSERS) grant is analyzed, and proper disposition made.

### **TPAF Reimbursement**

Our audit procedures included a sample of the biweekly reimbursements filed with the Department of Education for School 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 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 90-day grant liquidation period required by the Office of Grants Management and N.J.S.A. 18A:66-90. The expenditure was inspected 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 the school contracts in general, are available on the following website:

[https://nj.gov/dca/dlgs/programs/NJ\\_LAPL.shtml](https://nj.gov/dca/dlgs/programs/NJ_LAPL.shtml)

Current statute is posted on the New Jersey Legislature website at:

<http://www.njleg.state.nj.us/>

The bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-3(a) are \$44,000.00 (with a Qualified Purchasing Agent) and \$32,000.00 (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 \$20,200.00 for 2023-24.

**SCHOOL PURCHASING PROGRAMS (CONT'D)****Contracts and Agreements Requiring Advertisement for Bids (Cont'd)**

The School District's 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 audit, 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 school food service program was not selected as a major federal and / or State program. However, the program expenditures exceeded \$100,000.00 in federal and / or State support. Accordingly, we inquired of school management, or appropriate school food service personnel, as to whether the School Food Authority (SFA) had any Child Nutrition Program reimbursement overclaims or underclaims. Exceptions were noted.

**Finding No. 2024-004 (ACFR Finding 2024-004)**

The daily counts of breakfast and lunch meals served were not always accurately transferred to the School's reimbursement vouchers submitted to the State of New Jersey.

**Recommendation**

That the daily counts of breakfast and lunch meals served are always accurately transferred to the School's reimbursement vouchers submitted to the State of New Jersey.

We also inquired of school management, or appropriate school food service personnel, as to whether the SFA's expenditures of school food service revenues were limited to allowable direct and indirect costs. No exceptions were noted.

The statement of revenues, expenses, and changes in fund net position (ACFR exhibit B-5) does separate program and non-program revenue and program and non-program cost of goods sold.

Net cash resources did exceed three months average expenditures.

**Finding No. 2024-001 (ACFR Finding 2024-001)**

The School District's Food Service Fund Net Cash Resources exceeded its three months average expenditures by \$165,703.25.

**Recommendation**

That a plan is developed to reduce the Food Service Fund's Net Cash Resources below its three-month average expenditures.

**STUDENT BODY ACTIVITIES**

Our audit of the financial and accounting records for student activities indicated that they were in satisfactory condition.



## **APPLICATION FOR STATE SCHOOL AID**

Our audit procedures included a sample of information reported in the October 13, 2023 Application for State School Aid (A.S.S.A.) for on-roll, private schools for the disabled, low-income, and bilingual. We also performed an inspection of the School District procedures related to its completion. The information on the A.S.S.A. was compared to the School District workpapers without exception. The information that was included on the workpapers was verified without exception, except for noted below. The results of our procedures are presented in the schedule of audited enrollments.

The School District maintained workpapers on the prescribed State forms or their equivalent.

The School District has adequate written procedures for the recording of student enrollment data.

### **Finding No. 2024-010 (ACFR Finding 2024-010)**

On-Roll Free/Reduced students per class rosters provided that reconciled to the 10/13/2023 Application for State School Aid ("ASSA"), were not always properly classified in accordance with actual applications on file.

### **Recommendation**

That On-Roll Free/Reduced students per class rosters provided that reconciled to the 10/13/2023 Application for State School Aid ("ASSA"), are always properly classified in accordance with actual applications on file, and the method of submitting applications is reviewed to prevent data loss/changes.

## **FACILITIES AND CAPITAL ASSETS**

Our audit of the financial and accounting records for facilities and capital assets indicated the following condition.

### **Finding No. 2024-003 (ACFR Finding 2024-003)**

Capital Asset Ledger was not properly maintained.

### **Recommendation**

That the Capital Asset Ledger is properly maintained.

## **MISCELLANEOUS**

### **Continuing Disclosure Agreements**

The School District complied with its most recent continuing disclosure agreements made in relation to prior year bond issuances.

### **Testing for Lead of All Drinking Water in Education Facilities**

The School District did comply with all the requirements of N.J.A.C. 6A: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).

**FOLLOW-UP ON PRIOR YEAR'S FINDINGS**

In accordance with *Government Auditing Standards*, our procedures included a review of all prior year recommendations. Corrective action was not taken on the only prior year finding and it is repeated in this year's recommendations noted as current year finding 2024-001:

**Finding No. 2023-001**

That the School District develop a plan to reduce the Food Service Fund's Net Cash Resources below its three-month average expenditures.

There were no Office of Fiscal Accountability and Compliance audit reports issued during the fiscal year ended June 30, 2024.

**ACKNOWLEDGMENT**

We received the complete cooperation of all of the officials of the School District, and we greatly appreciate the courtesies extended to the members of the audit team.

Respectfully submitted,

*Bowman & Company LLP*

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

*Fred S. Caltabiano*

Fred S. Caltabiano  
Public School Accountant No.CS00238100

**RANCOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT**  
Schedule of Net Cash Resources  
Net Cash Resources Did Exceed Three Months of Expenditures  
Proprietary Funds - Food Service Fund  
For the Fiscal Year Ended June 30, 2024

<u>Net Cash Resources:</u>		<b>Food Service B - 4/5</b>	
<b>ACFR</b>	<b>Current Assets</b>		
B-4	Cash & Cash Equivalents	\$ 491,814.48	
B-4	Due from Other Governments	15,309.23	
B-4	Interfund Receivable	135,843.38	
<b>ACFR</b>	<b>Current Liabilities</b>		
B-4	Less Accounts Payable	(138,308.22)	
B-4	Less Interfund Payable	(15,000.00)	
B-4	Less Due to State of NJ	(11,550.72)	
B-4	Less Unearned Revenue	(10,650.83)	
	<b>Net Cash Resources</b>	<b>\$ 467,457.32</b>	<b>(A)</b>

Net Adjusted Total Operating Expense:

B-5	Total Operating Expenditures	\$ 1,031,012.08	
B-5	Less Depreciation	(25,165.19)	
	<b>Adjusted Total Operating Expense</b>	<b>\$ 1,005,846.89</b>	<b>(B)</b>

Average Monthly Operating Expense:

B / 10	<b>\$ 100,584.69</b>	<b>(C)</b>
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Three Times Monthly Average:

3 X C	<b>\$ 301,754.07</b>	<b>(D)</b>
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TOTAL IN BOX A	\$ 467,457.32
LESS TOTAL IN BOX D	\$ 301,754.07
NET	<b>\$ 165,703.25</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.

## RANOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT

Application for State School Aid Summary

Schedule of Audited Enrollments

Enrollment as of October 13, 2023

	2024-2025 Application for State School Aid						Sample for Verification						Private Schools for Disabled			
	Reported on		Reported on		Errors		Sample		Verified per		Errors per		Reported on A.S.S.A. as Private Schools	Sample for Verifi- cation	Sample Verified	Sample Errors
	A.S.S.A.		Workpapers				Selected from		Registers		Registers					
	On Roll	On Roll	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared				
Half Day Preschool																
Full Day Preschool																
Half Day Kindergarten																
Full Day Kindergarten																
One																
Two																
Three																
Four																
Five																
Six																
Seven																
Eight																
Nine	464		464				464		464							
Ten	384		384				384		384							
Eleven	376		376				376		376							
Twelve	418		418				418		418							
Post-Graduate																
Adult H.S. (15+CR.)																
Adult H.S. (1-14CR.)																
Subtotal	1,642	-	1,642	-	-	-	1,642	-	1,642	-	-	-	-	-	-	-
Special Education-Elementary																
Special Education-Middle School																
Special Education-High School	366		366				25		25				34	31	31	
Subtotal	366	-	366	-	-	-	25	-	25	-	-	-	34	31	31	-
Co. Voc. - Regular																
Co. Voc. Ft. Post Sec.																
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	2,008	-	2,008	-	-	-	1,667	-	1,667	-	-	-	34	31	31	-
Percentage Error					-	-					-	-				-

## RANOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT

Application for State School Aid Summary  
 Schedule of Audited Enrollments  
 Enrollment as of October 13, 2023

	Resident Low Income			Sample for Verification			Resident LEP Low Income			Sample for Verification		
	Reported on A.S.S.A. as Low Income	Reported on Workpapers as Low Income	Errors	Sample Selected from Workpapers	Verified to Application and Register	Sample Errors	Reported on A.S.S.A. as LEP Low Income	Reported on Workpapers as LEP Low Income	Errors	Sample Selected from Workpapers	Verified to Application, Test Score and Register	Sample Errors
Half Day Preschool												
Full Day Preschool												
Half Day Kindergarten												
Full Day Kindergarten												
One												
Two												
Three												
Four												
Five												
Six												
Seven												
Eight												
Nine	148	148		60	60		7	7		6	6	
Ten	92	92		35	35		1	1		1	1	
Eleven	82	82		29	29		2	2		2	2	
Twelve	69	69		24	24		1	1		1	1	
Post-Graduate												
Adult H.S. (15+CR.)												
Adult H.S. (1-14CR.)												
Subtotal	391	391	-	148	148	-	11	11	-	10	10	-
Special Education-Elementary												
Special Education-Middle School												
Special Education-High School	189	189		51	51							
Subtotal	189	189	-	51	51	-	-	-	-	-	-	-
Co. Voc. - Regular												
Co. Voc. Ft. Post Sec.												
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-
Totals	580	580	-	199	199	-	11	11	-	10	10	-
Percentage Error			-			-			-			-
Transportation												
	Reported on DRTRS by DOE/County	Reported on DRTRS by District	Errors	Tested	Verified	Errors				Reported	Re- Calculated	
Reg. - Public Schools, Col. 1	824	824		207	207		Reg. Avg. (Mileage) = Regular Including Grade PK students (Part A)			5.3	5.3	
Reg. - SpEd, Col. 4	166	166		35	35		Reg. Avg. (Mileage) = Regular Excluding Grade PK students (Part B)			5.3	5.3	
Transported - Non-Public, Col. 3	12	12		5	5		Spec. Avg. (Mileage) = Special Ed. with Special Needs			6.7	6.7	
Special Needs, Col. 6	77	77		32	32							
Totals	1,079	1,079	-	279	279	-						
Percentage Error			-			-						

**RANCOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT**

Application for State School Aid Summary

Schedule of Audited Enrollments

Enrollment as of October 13, 2023

	Resident LEP NOT Low Income			Sample for Verification		
	Reported on A.S.S.A. as NOT Low <u>Income</u>	Reported on Workpapers as NOT Low <u>Income</u>	<u>Errors</u>	Sample Selected from <u>Workpapers</u>	Verified to Test Score <u>and Register</u>	Sample <u>Errors</u>
Half Day Preschool						
Full Day Preschool						
Half Day Kindergarten						
Full Day Kindergarten						
One						
Two						
Three						
Four						
Five						
Six						
Seven						
Eight						
Nine	2	2		2	2	
Ten	5	5		5	5	
Eleven	3	3		3	3	
Twelve	4	4		4	4	
Post-Graduate						
Adult H.S. (15+CR.)						
Adult H.S. (1-14CR.)						
Subtotal	14	14	-	14	14	-
Special Education-Elementary						
Special Education-Middle School						
Special Education-High School						
Subtotal	-	-	-	-	-	-
Co. Voc. - Regular						
Co. Voc. Ft. Post Sec.						
Subtotal	-	-	-	-	-	-
Totals	14	14	-	14	14	-
Percentage Error			-			-

**RANCOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT**

Application for State School Aid Summary

Schedule of Audited Enrollments

Enrollment as of October 13, 2023

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Military Connected Students			
Reported on A.S.S.A. as Military Connected <u>Students</u>	Sample for <u>Verification</u>	Sample <u>Verified</u>	Sample <u>Errors</u>
-	-	-	-

## **EXCESS SURPLUS CALCULATION**

### **REGULAR DISTRICT / N/A TO CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT**

#### **SECTION 1**

##### **2% Calculation of Excess Surplus**

2023-24 Total General Fund Expenditures Reported on ACFR Exhibit C-1	\$ 49,125,540.42 (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	(B1c)
Transfer from General Fund to SRF for PreK-Inclusion	(B1d)
Decreased by:	
On-Behalf TPAF Pension & Social Security	8,019,531.50 (B2a)
Assets Acquired Under Capital Leases	838,368.50 (B2b)
Adjusted 2023-24 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$ 40,267,640.42 (B3)
2% of Adjusted 2023-24 General Fund Expenditures [(B3) times .02]	\$ 805,352.81 (B4)
Enter Greater of (B4) or \$250,000	805,352.81 (B5)
Increased by: Allowable Adjustment *	124,713.00 (K)
Maximum Unassigned Fund Balance [(B5) + (K)]	\$ 930,065.81 (M)

#### **SECTION 2**

Total General Fund - Fund Balances at June 30, 2024 (Per ACFR Budgetary Comparison Schedule, Ex. C-1)	\$ 5,082,182.17 (C)
Decreased by:	
Year-End Encumbrances	160,768.82 (C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	(C2)
Legally Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	24,660.81 (C3)
Other Restricted Fund Balances ****	928,866.89 (C4)
Assigned Fund Balance - Designated for Subsequent Year's Expenditures	2,123,827.19 (C5)
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]	\$ 1,844,058.46 (U1)

#### **SECTION 3**

Restricted Fund Balance - Excess Surplus *** [(U1)-(M)] IF NEGATIVE ENTER -0-	\$ 913,992.65 (E)
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##### **Recapitulation of Excess Surplus as of June 30, 2024**

Restricted - Excess Surplus - Designated for Subsequent Year's Expenditures **	\$ 24,660.81 (C3)
Restricted - Excess Surplus *** [(E)]	913,992.65 (E)
Total Excess Surplus [(C3)+(E)]	\$ 938,653.46 (D)



**EXCESS SURPLUS CALCULATION (CONT'D)****REGULAR DISTRICT / CHARTER SCHOOL / RENAISSANCE SCHOOL PROJECT****Footnotes:**

\* Allowable adjustment to expenditures on 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, the Federal Impact Aid adjustment to expenditures is limited to the portion of Federal Impact Aid 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 Aid.

(J5) Supplemental Stabilization Aid & Maintenance of Equity Aid

**Detail of Allowable Adjustments**

Federal Impact Aid	\$	-	(H)
Sale & Lease-back			(I)
Extraordinary Aid		72,843.00	(J1)
Additional Nonpublic School Transportation Aid		51,870.00	(J2)
Current Year School Bus Advertising Revenue Recognized			(J3)
Family Crisis Transportation Aid			(J4)
Supplemental Stabilization Aid & Maintenance of Equity Aid			(J5)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)]	\$	124,713.00	(K)

\*\* This amount represents the June 30, 2024 Excess Surplus (C3 above) and must be included in the Audit Summary Line 90031.

\*\*\* Amounts must agree to the June 30, 2024 ACFR 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 Office of School Finance prior to September 30.

**Detail of Other Restricted Fund Balance**

Statutory restrictions:

Approved unspent separate proposal	\$	-	
Sale/lease-back reserve			
Capital reserve		18,000.00	
Maintenance reserve		45,775.00	
Emergency reserve			
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)			
Other state/government mandated reserves			
Restricted for Unemployment		865,091.89	
[Other Restricted Fund Balance not noted above]****			
Total Other Restricted Fund Balance	\$	928,866.89	(C4)

**RANCOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT**  
Audit Recommendations Summary  
For the Fiscal Year Ended June 30, 2024

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Recommendations:

1. Administrative Practices and Procedures

**Finding No. 2024-002**

That at least the minimum surety bond amount is maintained.

2. Financial Planning, Accounting and Reporting

**Finding No. 2024-005**

That an analysis of Payroll Agency balances payable is properly maintained.

**Finding No. 2024-006**

That the procedures to prevent over expenditure of Capital Projects Funds are improved.

**Finding No. 2024-008**

That the procedures to prevent over expenditure of Budget Appropriations are improved.

**Finding No. 2024-009**

That the Year-End Report of the Secretary to the Board of Education (Board Secretary Report) is properly/timely closed out.

**Finding No. 2024-007**

That the available balance of the Additional or Compensatory Special Education and Related Services (ACSERS) grant is analyzed, and proper disposition made.

3. School Purchasing Programs

None

4. School Food Service

**Finding No. 2024-004**

That the daily counts of breakfast and lunch meals served are always accurately transferred to the School's reimbursement vouchers submitted to the State of New Jersey.

**Finding No. 2024-001**

That the School District develop a plan to reduce the Food Service Fund's Net Cash Resources below its three-month average expenditures.

5. Student Body Activities

None

6. Application for State School Aid

**Finding No. 2024-010**

That On-Roll Free/Reduced students per class rosters provided that reconciled to the 10/13/2023 Application for State School Aid ("ASSA"), are always properly classified in accordance with actual applications on file, and the method of submitting applications is reviewed to prevent data loss/changes.

**RANCOCAS VALLEY REGIONAL HIGH SCHOOL DISTRICT**  
Audit Recommendations Summary  
For the Fiscal Year Ended June 30, 2024

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Recommendations (Cont'd):

7. Facilities and Capital Assets

**Finding No. 2024-003**

That the Capital Asset Ledger is properly maintained.

8. Miscellaneous

None

9. Follow-Up on Prior Year Findings

A review was performed on the prior year finding and corrective action was not successful on the prior year finding, which is repeated in this year's Schedule of Findings and Questioned Costs and Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance:

**Finding No. 2023-001**

That the School District develop a plan to reduce the Food Service Fund's Net Cash Resources below its three-month average expenditures.