

**AUDITORS MANAGEMENT REPORT  
ON ADMINISTRATIVE FINDINGS -  
FINANCIAL, COMPLIANCE AND PERFORMANCE  
SCHOOL DISTRICT OF THE  
BOROUGH OF RINGWOOD  
COUNTY OF PASSAIC, NEW JERSEY  
JUNE 30, 2024**

**SCHOOL DISTRICT OF THE BOROUGH OF RINGWOOD**  
**COUNTY OF PASSAIC, NEW JERSEY**

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

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## REPORT OF INDEPENDENT AUDITORS

Honorable President and  
Members of the Board of Education  
Borough of Ringwood School District  
County of Passaic, 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 Borough of Ringwood School District in the County of Passaic for the year ended June 30, 2024, and have issued our report thereon dated January 16, 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 for the information of the Borough of Ringwood 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.

*Paul J. Cuva*

Paul J. Cuva, C.P.A.  
Licensed Public School Accountant  
No. 766

*Wielkatz & Company, LLC*

WIELKOTZ & COMPANY, LLC  
Certified Public Accountants  
Pompton Lakes, New Jersey

January 16, 2025



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

**GENERAL COMMENTS**

**Scope of Audit**

The audit covered the financial transactions of the Board Secretary/School Business Administrator and 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 District's ACFR.

**Officials Bonds**

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Eulalia Gillis	Interim School Business Administrator	\$300,000
Jessica Rapp	Treasurer of School Monies	\$400,000

There is a Public Employees' Faithful Performance Blanket Position Bond with the New Jersey School Boards Association Insurance Group covering all other employees with multiple coverage of \$500,000.

**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 school district.

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

## **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.

### **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.

The required certification (E-CERT1) of compliance with requirements for income tax on compensation of administrators (Superintendent, assistant superintendents, and business administrator) to the NJ Department of Treasury was filed by the March 15 due date.

Reporting of employee compensation for income tax related purposes did comply with federal and state regulations regarding the compensation which is required to be reported.

### **Position Control Roster**

The Position Control Roster was reviewed and compared to payroll records, employee benefit records and charges made to the general ledger to ensure proper and consistent financial reporting and that employee benefits are only offered to current employees.

### **Reserve for Encumbrances and Accounts Payable**

A review of outstanding issued purchase orders was made as of June 30, for goods not yet received or services not yet rendered and it was determined that no blanket purchase orders were included in the balance of the reserves for encumbrances. Also, unpaid purchase orders included in the balance of accounts payable were reviewed for propriety and to determine that goods were received and services were rendered, as of June 30.

## **Financial Planning, Accounting and Reporting, (continued)**

### **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-8.2. As a result of the procedures performed, a transaction error rate of 0.00% overall was noted and no additional procedures were deemed necessary to test the propriety of expenditure classification.

### **Board Secretary's Records**

Our review of the financial and accounting records maintained by the board secretary disclosed the following item.

### **Treasurer's Records**

The following item was noted during our review of the records of the Treasurer:

**Finding 2024-001 (ACFR Finding 2024-001):** The district's general fund bank reconciliation is not in agreement with amounts reported on the Board Secretary's and Treasurer of School Monies' monthly reports.

**Recommendation:** The district should implement procedures to ensure that amounts reported on the Board Secretary and Treasurer's reports are in agreement with the bank reconciliations for all funds.

### **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 Title I and Title II of the Elementary and Secondary Education Act as amended.

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

## **Financial Planning, Accounting and Reporting, (continued)**

### **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 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 the following areas of noncompliance.

**Finding 2024-002:** Funds were not allocated for employee benefits in the district's 2023-24 IDEA Preschool and ARP ESSER Mental Health grants in the Special Revenue Fund resulting in a charge to the General Fund.

**Recommendation:** Appropriate allocations should be made for employee benefits in the Special Revenue Fund relating to salaries charged to those programs.

### **T.P.A.F. Reimbursement**

Our audit procedures included a test of the biweekly reimbursement forms electronically filed with the Department of Education for the 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(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 90 day grant liquidation period required by the Office of Grants Management. The expenditure was reviewed subsequent to the reimbursement. No exceptions were noted. The following exception was noted:

**Finding 2024-003:** The reimbursement amount for the TPAF/FICA payments made by the State on behalf of the district for salaries paid from federal funds was incorrectly calculated.

**Recommendation:** That the calculation of the reimbursement to the State for TPAF/FICA payments made on behalf of the district be reviewed for accuracy prior to submission.

## School Purchasing Programs

### Contracts and Agreements Requiring Advertisement for Bids

N.J.S.A. 18A:18A-2 contains definitions for terms used throughout N.J.S.A. 18A:18A-1 et seq. It includes as subsection (p) the term 'competitive contracting', which is defined as "the method described in N.J.S.A. 18A:18A-4.1 through 18A:18A-4.5 and in rules promulgated by DCA at N.J.A.C. 5:34-4 of contracting for specialized goods and services in which formal proposals are solicited from vendors; formal proposals are evaluated by the purchasing agent or counsel or school business administrator; and the board of education awards a contract to a vendor or vendors from among the formal proposals received." Also, subsection (aa) defines the term 'concession' to exclude vending machines.

N.J.S.A. 18A:18A-3(a) sets forth the bid threshold and requires award by board resolution. There is a higher threshold when there is a "Qualified Purchasing Agent" (QPA) in the district as defined at N.J.A.C. 5:34-1.1 and certified upon approval of an application submitted to DCA. Pursuant to N.J.S.A. 18A:18A-3(b), the bid threshold may be adjusted by the Governor, in consultation with the Department of Treasury, every five years.

N.J.S.A. 18A:18A-4.4 provides boards of education the authority to pass a resolution authorizing the use of competitive contracting. "In order to initiate competitive contracting, the board of education shall pass a resolution authorizing the use of competitive contracting each time specialized goods or services enumerated in sections 45 of L. 1999, c.440 are desired to be contracted."

Effective July 1, 2020 and thereafter, the bid thresholds in accordance with N.J.S.A. 18A:18A-2 and 18A:18A-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 student transportation contracts under N.J.S.A. 18A:39-3 is currently \$22,400.

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.

The results of our examination indicated that no individual payments, contracts, or agreements were made "for the performance of any work or the furnishing or hiring of any materials or supplies," 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 contract or agreements for "Professional Services" per N.J.S.A. 18A:18A-5.



## **School Food Service**

School Food Authorities (SFAs) 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 SFAs 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 Free and Reduced Price meal eligible students during the emergency.

The school food service program was not selected as a major federal and/or State program. However, the program expenditures exceeded \$100,000 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. No exceptions were noted.

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 Schedule B-5) does separate program and non-program revenue and program and non-program cost of goods sold.

We also inquired of management about the public health emergency procedures/practices that the SFA instituted to provide meals to all students, maintenance of all applicable production records; meal counts; noncompetitive procurements; modifications 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.

The District's net cash resources exceeded three months average expenditures. No recommendation is being made as this excess was a result of reimbursements received under the SSO program.

Exhibits reflecting Child Nutrition Program operations are included in the section entitled Enterprise Funds, Section G of the ACFR.

## **Student Body Activities**

A cash receipts and disbursements record was maintained in satisfactory condition.

### **Application for State School Aid**

Our audit procedures included 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 also performed a review of the District procedures related to its completion. The information on the A.S.S.A. 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 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 2023-2024 District Report of Transported Resident Students (DRTRS). The information that was included on the DRTRS was verified to the DRTRS Eligibility Summary Report the following exception:

**Finding 2024-004:** The district recorded students receiving only speech services were recorded as special education and having an IEP on the District Report of Transported Resident Students.

**Recommendation:** The district should implement procedures to ensure proper classification of students on the DRTRS report.

The results of our procedures are presented in the Schedule of Audited Enrollments.

Our procedures also included a review 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. No exceptions were noted in our review of transportation related purchases of goods and services.

### **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 did submit 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 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.

### **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,

*Paul J. Cuva*

Paul J. Cuva, C.P.A.  
Public School Accountant

*Wielkotz & Company, LLC*

WIELKOTZ & COMPANY, LLC  
Certified Public Accountants  
Pompton Lakes, New Jersey

**BOROUGH OF RINGWOOD  
BOARD OF EDUCATION**

Net cash resources did not exceed three months of expenditures  
Proprietary Funds - Food Service  
Year ended June 30, 2024

<u>Net Cash Resources:</u>		Food Service B - 4/5	
ACFR	*	<b>Current Assets</b>	
B-4		Cash & Cash Equiv.	\$ 103,198
B-4		Accounts Receivable	22,766
B-4		Due from Other Funds	<u>0</u>
ACFR		<b>Current Liabilities</b>	
B-4		Less Accounts Payable	(37,366)
B-4		Less Due to Other Funds	0
B-4		Less Deferred Revenue	<u>(9,853)</u>
		<b>Net Cash Resources</b>	<u><u>\$ 78,745</u></u> (A)

Net Adj. Total Operating Expense:

B-5	Tot. Operating Exp.	704,863	
B-5	Less Depreciation	<u>(14,111)</u>	
	<b>Adj. Tot. Oper. Exp.</b>	<u><u>\$ 690,752</u></u>	(B)

Average Monthly Operating Expense:

B / 10	<u><u>\$ 69,075</u></u>	(C)
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Three times monthly Average:

3 X C	<u><u>\$ 207,226</u></u>	(D)
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TOTAL IN BOX A	\$ 78,745
LESS TOTAL IN BOX D	\$ 207,226
NET	<u><u>\$ (128,481)</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

**BOROUGH OF RINGWOOD, NEW JERSEY SCHOOL DISTRICT**

**SCHEDULE OF AUDITED ENROLLMENTS**

**APPLICATION FOR STATE SCHOOL AID SUMMARY**

**ENROLLMENT AS OF OCTOBER 14, 2023**

	2023-2024 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		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 Verifi-	Sample Verified	Sample Errors
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared		cation		
Half Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	89	-	89	-	-	-	22	-	22	-	-	-	-	-	-	-
One	85	-	85	-	-	-	20	-	20	-	-	-	-	-	-	-
Two	87	-	87	-	-	-	22	-	22	-	-	-	-	-	-	-
Three	81	-	81	-	-	-	20	-	20	-	-	-	-	-	-	-
Four	78	-	78	-	-	-	19	-	19	-	-	-	-	-	-	-
Five	102	-	102	-	-	-	25	-	25	-	-	-	-	-	-	-
Six	87	-	87	-	-	-	22	-	22	-	-	-	-	-	-	-
Seven	87	-	87	-	-	-	22	-	22	-	-	-	-	-	-	-
Eight	108	-	108	-	-	-	27	-	27	-	-	-	-	-	-	-
Subtotal	804	-	804	-	-	-	199	-	199	-	-	-	-	-	-	-
Special Ed - Elementary	130	-	130	-	-	-	33	-	33	-	-	-	5	5	5	-
Special Ed - Middle School	88	-	88	-	-	-	22	-	22	-	-	-	5	3	3	-
Special Ed - High School	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	218	-	218	-	-	-	55	-	55	-	-	-	10	8	8	-
Co. Voc. - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Co. Voc. Ft. Post Sec.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	1,022	-	1,022	-	-	-	254	-	254	-	-	-	10	8	8	-
Percentage Error					0.00%	0.00%					0.00%	0.00%				0.00%

**SCHEDULE OF AUDITED ENROLLMENTS**

**BOROUGH OF RINGWOOD, NEW JERSEY SCHOOL DISTRICT  
APPLICATION FOR STATE SCHOOL AID SUMMARY  
ENROLLMENT AS OF OCTOBER 14, 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 Test Score and Register	Sample Errors
Half Day Preschool	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	6	6	-	4	4	-	-	-	-	-	-	-
One	11	11	-	8	8	-	-	-	-	-	-	-
Two	5	5	-	4	4	-	-	-	-	-	-	-
Three	4	4	-	3	3	-	1	1	-	1	1	-
Four	8	8	-	6	6	-	-	-	-	-	-	-
Five	8	8	-	6	6	-	1	1	-	1	1	-
Six	6	6	-	5	5	-	-	-	-	-	-	-
Seven	6	6	-	5	5	-	-	-	-	-	-	-
Eight	10	10	-	8	8	-	-	-	-	-	-	-
Subtotal	64	64	-	49	49	-	2	2	-	2	2	-
Special Ed - Elementary	21	21	-	16	16	-	-	-	-	-	-	-
Special Ed - Middle	11	11	-	8	8	-	-	-	-	-	-	-
Special Ed - High	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	32	32	-	24	24	-	-	-	-	-	-	-
Co. Voc. - Regular	-	-	-	-	-	-	-	-	-	-	-	-
Co. Voc. Ft. Post Sec.	-	-	-	-	-	-	-	-	-	-	-	-
Totals	96	96	-	73	73	-	2	2	-	2	2	-
Percentage Error			0.00%			0.00%			0.00%			0.00%

	Transportation				
	Reported on DRTRS by DOE/county	Reported on DRTRS by District	Errors	Tested	Verified
Reg. - Public Schools, col. 1	397	397	0	191	216
Reg -SpEd, col. 4	94	94	0	71	46
Transported - Non-Public, col. 2	0	0	0	0	0
Special Ed Spec Need, col. 6	63	63	0	43	43
Totals	554	554	0	305	305
Percentage Error					0.00%

	Reported	Recalculated
Reg Avg.(Mileage) = Regular Including Grade PK students (Part A)	5.2	5.2
Reg Avg.(Mileage) = Regular Excluding Grade PK students (Part B)		
Spec Avg. = Special Ed with Special Needs	4.4	4.4

**BOROUGH OF RINGWOOD, NEW JERSEY SCHOOL DISTRICT**

**SCHEDULE OF AUDITED ENROLLMENTS**

**APPLICATION FOR STATE SCHOOL AID SUMMARY**

**ENROLLMENT AS OF OCTOBER 14, 2023**

	<b>Resident LEP NOT Low Income</b>			<b>Sample for Verification</b>		
	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 Kindergarten	-	-	-	-	-	-
One	1	1	-	1	1	-
Two	-	-	-	-	-	-
Three	1	1	-	1	1	-
Four	1	1	-	1	1	-
Five	2	2	-	2	2	-
Six	1	1	-	1	1	-
Seven	-	-	-	-	-	-
Eight	-	-	-	-	-	-
Subtotal	<u>6</u>	<u>6</u>	<u>-</u>	<u>6</u>	<u>6</u>	<u>-</u>
Special Ed - Elementary	1	1	-	1	1	-
Special Ed - Middle	-	-	-	-	-	-
Special Ed - High	-	-	-	-	-	-
Subtotal	<u>1</u>	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>	<u>-</u>
Co. Voc. - Regular	-	-	-	-	-	-
Co. Voc. Ft. Post Sec.	-	-	-	-	-	-
Totals	<u>7</u>	<u>7</u>	<u>-</u>	<u>7</u>	<u>7</u>	<u>-</u>
Percentage Error			<u>0.00%</u>			<u>0.00%</u>

**BOROUGH OF RINGWOOD, NEW JERSEY SCHOOL DISTRICT**  
**EXCESS SURPLUS CALCULATION**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

**REGULAR DISTRICT**

**SECTION 1**

**A. 2% Calculation of Excess Surplus**

2023-24 Total General Fund Expenditures per the ACFR, Ex. C-1	\$ 34,572,318	(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	\$ 6,010,197	(B2a)
Assets Acquired Under Capital Leases	\$ 122,563	(B2b)
Adjusted 23-24 General Fund Expenditures [(B)+(B1s)-(B2s)]	\$ 28,439,558	(B3)
2% of Adjusted 2023-24 General Fund Expenditures [(B3) times .02]	\$ 568,791	(B4)
Enter Greater of (B4) or \$250,000	\$ 568,791	(B5)
Increased by: Allowable Adjustment*	\$ 24,570	(K)
Maximum Unreserved/Undesignated Fund Balance [(B5)+(K)]	\$ 593,361	(M)

**SECTION 2**

Total General Fund - Fund Balances @ 6-30-24 (Per ACFR Budgetary Comparison Schedule C-1)	\$ 5,962,616	(C)
Decreased by:		
Year End Encumbrances	\$ 33,381	(C1)
Legally Restricted - Designated for Subsequent Year's Expenditures	\$ -	(C2)
Legally Restricted Excess Surplus - Designated for Designated for Subsequent Year's Expenditures**	\$ 2,171,475	(C3)
Other Restricted Fund Balances****	\$ 815,059	(C4)
Assigned Fund Balance - Unreserved - Designated for Subsequent Year's Expenditures	\$ 320,090	(C5)
Total Unreserved/Undesignated Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)-(C6)]	\$ 2,622,611	(U1)

**SECTION 3**

Restricted Fund Balance - Excess Surplus***[(U1)-(M)] IF NEGATIVE ENTER -0-	\$ 2,029,250	(E)
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**Recapitulation of Excess Surplus as of June 30, 2024**

Reserved Excess Surplus - Designated for Subsequent Year's Expenditures**	\$ 2,171,475	(C3)
Reserved Excess Surplus***[(E)]	\$ 2,029,250	(E)
Total Excess Surplus [(C3)+(E)]	\$ 4,200,725	(D)



**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:7-F-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;

(J1) Additional Nonpublic School Transportation Aid

(J3) Current Year School Bus Advertising Revenue Recognized

(J4) Family Crisis Transportation Aid.

(J5) Supplemental Stabilization Aid & Maintenance of Equity Aid

Notes to auditor: Refer to the Audit Program Section II, Chapter 10 for restrictions on the inclusion of Extraordinary Aid and Additional Nonpublic School Transportation Aid.

**Detail of Allowable Adjustments**

Impact Aid	\$ _____ - (H)
Sale & Lease-back	\$ _____ - (I)
Extraordinary Aid	\$ _____ - (J1)
Additional Nonpublic School Transportation Aid	\$ 24,570 (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)]	\$ 24,570 (K)

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

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

\*\*\*\* Amount of Other Restricted Fund Balance 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 an other type of government, such as the judicial branch of government, must have Departmental approval. District requests should be submitted to the Division of Finance prior to September 30.

**Detail of Other Restricted Fund Balance**

Statutory restrictions:

Approved unspent separate proposal

Sale/lease-back reserve

Capital reserve

Maintenance reserve

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 reserve

Reserve for Unemployment Fund

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

Total Other Restricted Fund Balance

\$ _____
\$ _____
\$ 531,246
\$ 257,904
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ 25,909
\$ _____
\$ 815,059 (C4)

**SCHOOL DISTRICT OF THE BOROUGH OF RINGWOOD**

**AUDIT FINDINGS & RECOMMENDATIONS SUMMARY  
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

**RECOMMENDATIONS:**

**1. Administrative Practices and Procedures**

None

**2. Financial Planning, Accounting and Reporting**

**2024-001:** The district should implement procedures to ensure that amounts reported on the Board of Secretary's and Treasurer's reports are in agreement with the bank reconciliations.

**2024-002:** Appropriate allocations should be made in the Special Revenue fund for employed benefits relating to salaries charged to those programs.

**2024-003:** That the calculation of the amount reimbursed to the State for TPAF/FICA payments made on behalf of the district for salaries paid from federal funds be reviewed for accuracy prior to submission.

**3. School Purchasing Programs**

None

**4. School Food Service**

None

**5. Student Activity Fund**

None

**6. Application for State School Aid**

None

**7. Pupil Transportation**

**2024-004:** The district should implement procedures to ensure proper classification of students on the DRTRS report.

**SCHOOL DISTRICT OF THE BOROUGH OF RINGWOOD**

**AUDIT FINDINGS & RECOMMENDATIONS SUMMARY  
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

**8. Facilities and Capital Assets**

None

**9. Miscellaneous**

None

**10. Follow-up on Prior Year Findings**

A review was performed on the prior year recommendations and corrective action was taken on all prior year findings except those denoted with an asterisk(\*).