PLAINFIELD BOARD OF EDUCATION
COUNTY OF UNION, NEW JERSEY

AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS– FINANCIAL, COMPLIANCE AND PERFORMANCE FOR THE FISCAL YEAR ENDED JUNE 30, 2025

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

PLAINFIELD BOARD OF EDUCATION
UNION COUNTY, NEW JERSEY

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

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PLAINFIELD BOARD OF EDUCATION
UNION COUNTY, NEW JERSEY

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

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PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Independent Auditors' Report

Honorable President and Members
of the Board of Education
Plainfield Board of Education
County of Union
Plainfield, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Plainfield Board of Education, County of Union as of and for the year ended June 30, 2025, and have issued our report thereon dated January 15, 2026.

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 Plainfield 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.

PKF O'Connor Davies, LLP

Cranford, New Jersey
January 15, 2026

Gary W. Higgins, CPA
Licensed Public School Accountant, No. CS00814

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Plainfield Board of Education
Administrative Findings - Financial, Compliance and Performance

Scope of Audit

The audit covered the financial transactions of the Board Secretary/School Business Administrator and the Board designee, the activities of the Board of Education and the records of the various funds under the auspices of the Board of Education.

Administrative Practices and Procedures

Insurance

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

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

The following positions were covered by Surety Bonds:

	Position	Amount
Cameron E. Cox	Business Administrator/Board Secretary	$180,000

Finding 2025-003 – During our test of surety bonds, it was noted that the District did not have the adequate surety bond coverage required for the position of the Board Secretary for 2024/2025. It was noted that the coverage was increased to the appropriate amount effective July 1, 2025.

Recommendation – The District should maintain adequate surety bond coverage for the Board Secretary position.

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 District data certification was completed by the Board Secretary/Business Administrator. The District Chapter 44 data was submitted timely.

Administrative Practices and Procedures (Continued)

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 with the exception of the following:

Finding 2025-004 – During our test of expenditures, it was noted there were certain instances where a purchase order was not encumbered prior to the receipt of goods or services.

Recommendation – All purchase orders be approved prior to the receipt of goods or services.

Payroll Accounts, Human Resources 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, the general ledger accounts to where wages are posted, 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. No exceptions were noted.

Plainfield Board of Education
Administrative Findings - Financial, Compliance and Performance

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 targeted administrative coding classifications to determine overall reliability and compliance with *N.J.A.C. 6A:23A-8.3*. As a result of the procedures performed, a transaction error rate of 0% 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 exceptions:

ACFR Finding 2025-001 – The District incorrectly recorded certain financial transactions related to the proceeds of the Energy Savings Obligation (ESIP) Refunding Bonds issued during the fiscal year ended June 30, 2025. Additionally, the District misbudgeted the revenues and expenditures relating to the ESIP Refunding Bonds in the 2025/2026 budget.

Recommendation - The revenues and expenditures related to the Energy Savings Obligation (ESIP) Refunding Bonds should be budgeted and recorded in the General Fund in accordance with The *Uniform Minimum Chart of Accounts for New Jersey Public Schools* and other available reference materials, such as the Budget Guidelines for the proper classifications required to be in compliance with N.J.A.C. 6A:23A-16.2(f).

Cash Reconciliations

The Accounting Coordinator was the designee from July 1, 2024 through June 30, 2025.

Our review of the financial and accounting records maintained by the designees did not disclose any exceptions.

Financial Planning, Accounting and Reporting (Continued)

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 areas of noncompliance and/or questionable costs.

Other Special Federal and/or State Projects

The District's Special Projects were approved as listed on Schedule A (K-3) and Schedule 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.

ACFR Finding 2025-002 – During our audit for the fiscal year ended June 30, 2025, we noted that the District did not record $4,860,733 in transactions related to the Coronavirus State and Local Fiscal Recovery Funds (Assistance Listing 21.027) in the appropriate fund. Instead of recording this activity in the Special Revenue Fund, the transactions were recorded in the General Fund.

Recommendation - Management establish procedures to ensure that all federal grant activity is recorded in the appropriate fund, consistent with GASB and Uniform Guidance requirements. Specifically, all activity related to Assistance Listing 21.027 should be accounted for in the Special Revenue Fund to maintain proper accountability.

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.

Financial Planning, Accounting and Reporting (Continued)

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.

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 *N.J.S.A. 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 transportation contracts under N.J.S.A. 18A:39-3 is currently $22,400 for 2024-25.

The District 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, no individual payments, contracts, or agreements were 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*. No exceptions were identified.

School Food Service

The financial transactions and statistical records of the school food service fund were reviewed. The financial accounts, meal count records were reviewed on a test-check basis.

Cash receipts and bank records were reviewed for timely deposit.

The District has contracted with Maschio's Food Services, Inc. as its 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 original contract includes an operating results provision which guarantees that the food service program will return a profit of at least $210,000. The guarantee was met. All vendor discounts, rebates, and credits from vendors and/or the FSMC were tracked and credited to the Food Service Account and reconciled to supporting documentation at least annually.

Expenditures should be separately recorded as food, labor and other costs. Vendor invoices were reviewed, and costs verified. Inventory records on food and supply items were currently maintained and properly applied in determining the cost of food and supplies used.

The cash disbursements records reflected expenditures for program related goods and services. The appropriate revenue and expenditure records were maintained in order to substantiate the non-profit status of the school food service.

Net cash resources did not exceed three months average expenditures.

The number of meals claimed for reimbursement was compared to sales and meal count records. As part of the claims review process the Edit Check Worksheet was completed. Reimbursement claims were certified in a timely manner.

Applications for free and reduced price meals were reviewed for completeness and accuracy. The number of free and reduced price meals claimed as served was compared to the number of valid applications /or to the list of directly certified students on file, times the number of operating days, on a school-by-school basis. The free and reduced price meal 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.

The Statement of Revenues, Expenses, and Changes in Net Position (ACFR Schedule B-5) does separate program and non-program revenue.

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

Plainfield Board of Education
Administrative Findings - Financial, Compliance and Performance

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. No exceptions were noted.

Application for State School Aid (ASSA)

Our audit procedures included a test of information reported in the October 15, 2024 Application for State School Aid (ASSA) 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 work papers with immaterial exceptions. The information that was included on the work papers was verified without exceptions. 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 2025 fiscal year, our audit procedures did not include a test of on-roll status reported in the 2024-2025 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.

Facilities and Capital Assets

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

Capital assets records were maintained for both the governmental and business - type activities.

Facilities and Capital Assets (Continued

Finding 2025-005 – It was noted that the current year capital assets transactions were maintained on a separate spreadsheet and were not recorded in the detailed capital assets records on a timely basis.

Recommendation – Current year capital assets transactions be recorded in the detailed capital assets records on a timely basis.

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).

Follow-up on Prior Year's Findings

In accordance with *Government Auditing Standards*, our procedures included a review of all prior year recommendations. All prior year findings have been corrected.

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,

PKF O'Connor Davies, LLP

PKF O'Connor Davies, LLP
Certified Public Accountants

Gary W. Higgins, CPA
Licensed Public School Accountant, No. CS00814

SCHEDULE OF MEAL COUNT ACTIVITY

PLAINFIELD BOARD OF EDUCATION
FOOD SERVICE FUND
NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM -FEDERAL
ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2025

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
National School Lunch (Regular and SSO Rate)	Paid	227,955	227,955	227,955	-	0.44	-
National School Lunch (Regular and SSO Rate)	Reduced	63,310	63,310	63,310	-	4.05	-
National School Lunch (Regular and SSO Rate)	Free	749,189	749,189	749,189	-	4.45	-
National School Breakfast (Regular and SSO Rate)	Paid	14,708	14,708	14,708	-	0.39	-
National School Breakfast (Regular and SSO Rate)	Reduced	8,437	8,437	8,437	-	2.07	-
National School Breakfast (Regular and SSO Rate)	Free	93,080	93,080	93,080	-	2.37	-
National School Breakfast (Severe Needs Rate)	Paid	124,510	124,510	124,510	-	0.39	-
National School Breakfast (Severe Needs Rate)	Reduced	34,948	34,948	34,948	-	2.54	-
National School Breakfast (Severe Needs Rate)	Free	428,815	428,815	428,815	-	2.84	-
Summer Food Service Program Breakfast		29,211	29,211	29,211	-	2.71	-
Summer Food Service Program Lunch/Dinner		35,667	35,667	35,667	-	4.72	-
Summer Food Service Program Supplements		2,404	2,404	2,404	-	1.10	-
Summer Food Service Program Breakfast- Admin		29,211	29,211	29,211	-	0.21	-
Summer Food Service Program Lunch- Admin		35,667	35,667	35,667	-	0.41	-
Summer Food Service Program Supplements- Admin		2,404	2,404	2,404	-	0.11	-
After School Snack Program	Paid	-	-	-	-	0.11	-
After School Snack Program	Reduced	-	-	-	-	0.60	-
After School Snack Program	Free	-	-	-	-	1.21	-
	TOTAL	1,879,516	1,879,516	1,879,516			-
National School Lunch	HHFKA - PB Lunch Only	1,040,454	1,040,454	1,040,454	-	0.09	-
	TOTAL	2,919,970	2,919,970	2,919,970			-

Total Net Overclaim -

SCHEDULE OF MEAL COUNT ACTIVITY

PLAINFIELD BOARD OF EDUCATION
FOOD SERVICE FUND
NUMBER OF MEALS SERVED AND (OVER) UNDERCLAIM -STATE ENTERPRISE FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2025

PROGRAM	MEAL CATEGORY	MEALS CLAIMED	MEALS TESTED	MEALS VERIFIED	DIFFERENCE	RATE (a)	(OVER) UNDER CLAIM (b)
State Reimbursement -National School Lunch (Regular and SSO Rate)	Paid	367,173	367,173	367,173	-	0.060	-
State Reimbursement -National School Lunch (Regular and SSO Rate)	Reduced	106,695	106,695	106,695	-	0.070	-
State Reimbursement -National School Lunch (Regular and SSO Rate)	Free	1,271,084	1,271,084	1,271,084	-	0.070	-
State Reimbursement- Reduced Price Lunch	Reduced	8,437	8,437	8,437	-	0.300	-
State Reimbursement- Reduced Price Lunch (Severe Need)	Reduced	34,948	34,948	34,948	-	0.300	-
NJEIE - National School Lunch		11,067	11,067	11,067	-	4.010	-
NJEIE - Regular Breakfast		290	290	290	-	1.980	-
NJEIE - Severe Needs Breakfast		7,396	7,396	7,396	-	2.450	-
Summer Food Service Program- State Supplement		67,282	67,282	67,282	-	0.100	-
After the Bell Breakfast		704,498	704,498	704,498	-	0.100	-
	TOTAL	2,578,870	2,578,870	2,578,870			
	Total Net Overclaim						-

PLAINFIELD BOARD OF EDUCATION

Net cash resources did not exceed three months of expenditures
Proprietary Funds - Food Service
FYE 2025

			Food Service B - 4/5	
Net Cash Resources:				
ACFR	*	**Current Assets**		
B-4		Cash & Cash Equiv.	$ 645,808	
B-4		Due from Other Govt's	477,473	
B-4		Accounts Receivable	130,777	
ACFR		**Current Liabilities**		
B-4		Less Due to Other Funds	(110,984)	
B-4		Less Unearned Revenue	(14,859)	
		Net Cash Resources	**$ 1,128,215**	**(A)**
Net Adj. Total Operating Expense:				
B-5		Tot. Operating Exp.	9,233,195	
B-5		Less Depreciation	(403,615)	
		Adj. Tot. Oper. Exp.	**$ 8,829,580**	**(B)**
Average Monthly Operating Expense:				
		B / 10	**$ 882,958**	**(C)**
Three times monthly Average:				
		3 X C	**$ 2,648,874**	**(D)**

TOTAL IN BOX A	$	1,128,215
LESS TOTAL IN BOX D	$	2,648,874
NET	**$**	**(1,520,659)**

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

Plainfield Board of Education
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY
October 15, 2024

	2025-2026 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	Reported on Workpapers Private		Sample for	Sample	Sample
	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Full	Shared	Schools	Schools	Errors	Verification	Verified	Errors
Full Day Preschool (3 years)	-	-	1.0	-	(1.0)	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool (4 years)	-	-	4.0	-	(4.0)	-	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	653.0	-	648.0	-	5.0	-	24.0	-	24.0	-	-	-	-	-	-	-	-	-
One	659.0	-	656.0	-	3.0	-	25.0	-	25.0	-	-	-	-	-	-	-	-	-
Two	635.0	-	628.0	-	7.0	-	24.0	-	24.0	-	-	-	-	-	-	-	-	-
Three	656.0	-	653.0	-	3.0	-	24.0	-	24.0	-	-	-	-	-	-	-	-	-
Four	626.0	-	628.0	-	(2.0)	-	23.0	-	23.0	-	-	-	-	-	-	-	-	-
Five	565.0	-	562.0	-	3.0	-	21.0	-	21.0	-	-	-	-	-	-	-	-	-
Six	528.0	-	523.0	-	5.0	-	20.0	-	20.0	-	-	-	-	-	-	-	-	-
Seven	482.0	-	476.0	-	6.0	-	18.0	-	18.0	-	-	-	-	-	-	-	-	-
Eight	451.0	-	456.0	-	(5.0)	-	17.0	-	17.0	-	-	-	-	-	-	-	-	-
Nine	522.0	-	522.0	-	-	-	19.0	-	19.0	-	-	-	-	-	-	-	-	-
Ten	578.0	7.0	579.0	6.0	(1.0)	1.0	21.0	-	21.0	-	-	-	-	-	-	-	-	-
Eleven	507.0	13.0	513.0	12.0	(6.0)	1.0	19.0	-	19.0	-	-	-	-	-	-	-	-	-
Twelve	464.0	4.0	463.0	4.0	1.0	-	17.0	-	17.0	-	-	-	-	-	-	-	-	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	7,326.0	24.0	7,312.0	22.0	14.0	2.0	272.0	-	272.0	-	-	-	-	-	-	-	-	-
Sp Ed - Elementary	550.0	-	561.0	-	(11.0)	-	20.0	-	20.0	-	-	-	48.0	50.0	(2.0)	37	37	-
Sp Ed - Middle School	248.0	-	253.0	-	(5.0)	-	9.0	-	9.0	-	-	-	12.0	10.0	2.0	9	9	-
Sp Ed - High School	265.0	14.0	278.0	12.0	(13.0)	2.0	10.0	1.0	10.0	1.0	-	-	33.0	30.0	3.0	25	25	-
Subtotal	1,063.0	14.0	1,092.0	12.0	(29.0)	2.0	39.0	1.0	39.0	1.0	-	-	93.0	90.0	3.0	71.0	71.0	-
County Vocational - Regular	-		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	8,389.0	38.0	8,404.0	34.0	(15.0)	4.0	311.0	1.0	311.0	1.0	-	-	93.0	90.0	3.0	71.0	71.0	-
Percentage Error					-0.18%	0.00%					0.00%	0.00%			3.23%			0.00%

Plainfield Board of Education
SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY (continued)
October 15, 2024

	Resident Low Income- F & R						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	Verified to Application	Sample	Reported on A.S.S.A. as LEP Low Income		Reported on Workpapers as LEP Low Income		Errors		Sample Selected from	Verified to Application	Sample
	Full	Shared	Full	Shared	Full	Shared	Workpapers	and Register	Errors	Full	Shared	Full	Shared	Full	Shared	Workpapers	and Register	Errors
Full Day Preschool 3 Years	-	-	1.0	-	(1.0)	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Preschool 4 Years	-	-	3.0	-	(3.0)	-	-	-	-	-	-	-	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Full Day Kindergarten	495.0	-	491.0	-	4.0	-	22.0	22.0	-	339.0	-	339.0	-	-	-	24.0	24.0	-
One	582.0	-	581.0	-	1.0	-	26.0	26.0	-	401.0	-	400.0	-	1.0	-	29.0	29.0	-
Two	534.0	-	528.0	-	6.0	-	24.0	24.0	-	367.0	-	363.0	-	4.0	-	27.0	27.0	-
Three	546.0	-	542.0	-	4.0	-	25.0	25.0	-	384.0	-	382.0	-	2.0	-	28.0	28.0	-
Four	538.0	-	540.0	-	(2.0)	-	24.0	24.0	-	370.0	-	371.0	-	(1.0)	-	27.0	27.0	-
Five	474.0	-	471.0	-	3.0	-	21.0	21.0	-	222.0	-	220.0	-	2.0	-	16.0	16.0	-
Six	447.0	-	443.0	-	4.0	-	20.0	20.0	-	221.0	-	219.0	-	2.0	-	16.0	16.0	-
Seven	412.0	-	406.0	-	6.0	-	19.0	19.0	-	209.0	-	208.0	-	1.0	-	15.0	15.0	-
Eight	358.0	-	364.0	-	(6.0)	-	16.0	16.0	-	174.0	-	177.0	-	(3.0)	-	13.0	13.0	-
Nine	412.0	-	411.0	-	1.0	-	19.0	19.0	-	205.0	-	205.0	-	-	-	14.0	14.0	-
Ten	447.0	6.0	443.0	6.0	4.0	-	20.0	20.0	-	187.0	-	188.0	-	(1.0)	-	14.0	14.0	-
Eleven	390.0	12.0	391.0	12.0	(1.0)	-	18.0	18.0	-	116.0	2.0	117.0	2.0	(1.0)	-	8.0	8.0	-
Twelve	386.0	4.0	386.0	4.0	-	-	17.0	17.0	-	140.0	-	140.0	-	-	-	10.0	10.0	-
Post-Graduate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (15 + CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Adult H.S. (1-14 CR)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	6,021.0	22.0	6,001.0	22.0	20.0	-	271.0	271.0	-	3,335.0	2.0	3,329.0	2.0	6.0	-	241.0	241.0	-
Sp Ed - Elementary	471.0	-	481.0	-	(10.0)	-	21.0	21.0	-	223.0	-	229.0	-	(6.0)	-	16.0	16.0	-
Sp Ed - Middle School	210.0	-	213.0	-	(3.0)	-	9.0	9.0	-	91.0	-	90.0	-	1.0	-	7.0	7.0	-
Sp Ed - High School	222.0	11.0	230.0	11.0	(8.0)	-	11.0	11.0	-	20.0	1.0	20.0	1.0	-	-	1.0	1.0	-
Subtotal	903.0	11.0	924.0	11.0	(21.0)	-	41.0	41.0	-	334.0	1.0	339.0	1.0	(5.0)	-	24.0	24.0	-
County Vocational - Regular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
County Vocational - First Post Secondary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	6,924.0	33.0	6,925.0	33.0	(1.0)	-	312.0	312.0	-	3,669.0	3.0	3,668.0	3.0	1.0	-	265.0	265.0	-
Percentage Error					-0.01%	0.00%			0.00%					0.03%	0.00%			0.00%

	Reported on DRTRS by DOE/County	Reported on DRTRS by District	Errors	Tested	Verified	Errors
Regular - Public School	422.0	422.0	-	-	-	-
AIL Non Public	279.0	279.0	-	-	-	-
Regular Special Education	267.0	267.0	-	-	-	-
Special Needs	427.0	427.0	-	-	-	-
Courtesy	29.0	29.0	-	-	-	-
Totals	1,424.0	1,424.0	-	-	-	-
Percentage Error		0.00%				0.00%

	Reported	Recalculated
Average mileage - regular including Grade PK students	3.8	3.8
Average mileage - regular excluding Grade PK students	3.8	3.8
Average mileage - special education with special needs	5.9	5.9
Average mileage - courtesy students	1.7	1.7

Plainfield Board of Education

SCHEDULE OF AUDITED ENROLLMENTS
APPLICATION FOR STATE SCHOOL AID SUMMARY (continued)

October 15, 2024

	Resident LEP NOT Low Income			Sample for Verification		
	Reported on ASSA as Not Low Income	Reported on Workpapers as Not Low Income	Errors	Sample Selected from Workpapers	Verified to Application & Register	Sample Errors
Half Day Preschool	-	-	-	-	-	-
Full Day Preschool	-	-	-	-	-	-
Half Day Kindergarten	-	-	-	-	-	-
Full Day Kindergarten	96.0	96.0	-	6.0	6.0	-
One	32.0	32.0	-	2.0	2.0	-
Two	42.0	42.0	-	2.0	2.0	-
Three	61.0	61.0	-	4.0	4.0	-
Four	32.0	32.0	-	2.0	2.0	-
Five	38.0	38.0	-	2.0	2.0	-
Six	35.0	35.0	-	2.0	2.0	-
Seven	32.0	32.0	-	2.0	2.0	-
Eight	49.0	49.0	-	3.0	3.0	-
Nine	59.0	59.0	-	3.0	3.0	-
Ten	65.0	68.0	(3.0)	4.0	4.0	-
Eleven	43.0	47.0	(4.0)	3.0	3.0	-
Twelve	30.0	30.0	-	2.0	2.0	-
Post-Graduate	-	-	-	-	0.0	-
Adult H.S. (15 + CR)	-	-	-	-	0.0	-
Adult H.S. (1-14 CR)	-	-	-	-	0.0	-
Subtotal	614.0	621.0	(7.0)	37.0	37.0	-
Sp Ed - Elementary	19.0	19.0	-	1.0	1.0	-
Sp Ed - Middle School	6.0	6.0	-	-	0.0	-
Sp Ed - High School	4.0	4.0	-	-	0.0	-
Subtotal	29.0	29.0	-	1.0	1.0	-
County Vocational - Regular	-	-	-	0.0	0.0	-
County Vocational - First Post Secondary	-	-	-	0.0	0.0	-
Total	643.0	650.0	(7.0)	38.0	38.0	-
Percentage Error			-1.09%			0.00%

PLAINFIELD BOARD OF EDUCATION
GENERAL FUND
EXCESS SURPLUS CALCULATION
YEAR ENDED JUNE 30, 2025

SECTION 1
A. 2% Calculation of Excess Surplus

2023-24 Total General Fund Expenditures Exhibit C-1	$ 367,780,936	(A)		
Increased by:				
Transfer from Capital Outlay to Capital Projects Fund	$ -	(A1a)		
Transfer from Capital Reserve to Capital Projects Fund	$ -	(A1a)		
Transfer from General Fund to SRF for Pre-K Regular	$ -	(A1a)		
Transfer from General Fund to SRF for Pre-K Inclusion	$ 594,065	(A1a)		
Less: Expenditures Allocated to Restricted Federal Sources as Reported On Exhibit D-2	-	(A1b)		
2024-25 Adjusted General Fund and Other State Expenditures [(A)+(A1a)-(A1b)]			$ 368,375,001	(A2)
Decreased by:				
On-Behalf TPAF Pension and Social Security			36,025,518	(A3)
Assets Acquired Under Capital Leases:				
General Fund 10 Assets Acquired Under Capital Leases reported on Exhibit C-1a	1,476,935	(A4)		
Add: General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases:				
Assets Acquired Under Capital Leases in Fund 15 reported on Exhibit C-1a	-	(A5)		
Combined General Fund Contribution & State Resources Percent of Fund 15 Resources Reported on Exhibit D-2	99.04%	(A6)		
General Fund & State Resources Portion of Fund 15 Assets Acquired Under Capital Leases [(A5)*(A6)]	-	(A7)		
Total Assets Acquired Under Capital Leases [(A4)+(A7)]			1,476,935	(A8)
2024-25 General Fund Expenditures [(A2)-(A3)-(A8)]			330,872,548	(A9)
2 percent of Adjusted 2024-25 General Fund Expenditures [(A9) times .02]			6,617,451	(A10)
Enter Greater of (A10) or $250,000			6,617,451	(A11)
Increased By: Allowable Adjustment*			2,646,801	(K)
Maximum Unassigned Fund Balance [(A11)+(K)]			$ 9,264,252	(M)

Detail of Allowable Adjustments

Impact Aid	$ -	(H)
Sale & Lease-back	$ -	(I)
Extraordinary Aid	$ 2,516,508	(J1)
Additional Nonpublic School Transportation Aid	$ 130,293	(J2)
Current Year School Bus Advertising Revenue Recognized	$ -	(J3)
Family Crisis Transportation Aid	$ -	(J4)
Supplemental Stablization Aid received April 2023 & Maintenance of Equity Aid received July 2023	$ -	(J5)
Total Adjustments [(H)+(I)+(J1)+(J2)+(J3)+(J4)+(J5)]	$ 2,646,801	(K)

PLAINFIELD BOARD OF EDUCATION
GENERAL FUND
EXCESS SURPLUS CALCULATION
YEAR ENDED JUNE 30, 2025

SECTION 2

Total General Fund - Fund Balances at June 30, 2025	$ 39,260,593	(C)	
Decreased By:			
Assigned - Year-end Encumbrances	$ 12,515,774	(C1)	
Legally Restricted - Designated for Subsequent Year's Expenditures	$ -	(C2)	
Excess Surplus - Designated for Subsequent Year's Expenditures**	$ -	(C3)	
Other Restricted/Reserved Fund Balances****	$ 9,189,450	(C4)	
Assigned - Designated for Subsequent Year's Expenditures	$ 8,291,117	(C5)	
Total Unassigned Fund Balance [(C)-(C1)-(C2)-(C3)-(C4)-(C5)]		$ 9,264,252	(U)

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

**** Amount for Other Restricted/Reserved Fund Balance must be detailed for each source and request for approval to use amounts other than state imposed legal restrictions in the excess surplus calculation must be submitted to the Assistant Commissioner - Field Services prior to September 30.
(N-1) Capital reserve at June 30, 2025.
(N-2) Maintenance reserve minimum required under EFCFA.
(N-3) Tuition reserve at June 30, 2025.
(N-4) Emergency reserve at June 30, 2025.
(N-5) School bus fuel offset reserve - current year - June 30, 2025.
(N-6) School bus fuel offset reserve - prior year - June 30, 2025.
(N-7) Impact Aid general fund reserve at June 30, 2025.
(N-8) Impact Aid capital fund reserve at June 30, 2025.
(N-9) Unemployment Fund reserve at June 30, 2025.

Detail of Other Restricted/Reserved Fund Balance

Statutory restrictions:		
Approved unspent separate proposal	$ -	
Sale/lease-back reserve	$ -	
Capital reserve (N-1)	$ 6,474,046	
Maintenance reserve (N-2)	$ 1,500,000	
Tuition reserve (N-3)	$ -	
Emergency reserve (N-4)	$ -	
School Bus Advertising 50% Fuel Offset Reserve - current year (N-5)	$ -	
School Bus Advertising 50% Fuel Offset Reserve - prior year (N-6)	$ -	
Impact Aid General Fund Reserve (Sections 8002 and 8003) (N-7)	$ -	
Impact Aid Capital Fund Reserve (Sections 8007 and 8008) (N-8)	$ -	
Reserve for Unemployment Fund (N-9)	$ 1,215,404	
Other Restricted/Reserved Fund Balance not noted above****	$ -	
Total Other Restricted/Reserved Fund Balance	$ 9,189,450	(C4)

PLAINFIELD BOARD OF EDUCATION
GENERAL FUND
EXCESS SURPLUS CALCULATION
YEAR ENDED JUNE 30, 2025

SECTION 3

Restricted Fund balance - Excess Surplus***[(U)-(M)] IF NEGATIVE ENTER-0	$ -	(E)

Summary:

Restricted Excess Surplus - Designated for Subsequent Year's Expenditures**	$ -	(C3)
Restricted Excess Surplus ***	-	(E)
Total [(C3) + (E)]	$ -	(D)

PLAINFIELD BOARD OF EDUCATION
AUDIT RECOMMENDATIONS SUMMARY

June 30, 2025

I. Administration Practices and Procedures

2025-003 The District should maintain adequate surety bond coverage for the Board Secretary position.

II. Financial Planning, Accounting and Reporting

2025-001 The revenues and expenditures related to the Energy Savings Obligation (ESIP) Refunding Bonds should be budgeted and recorded in the General Fund in accordance with The *Uniform Minimum Chart of Accounts for New Jersey Public Schools* and other available reference materials, such as the Budget Guidelines for the proper classifications required to be in compliance with N.J.A.C. 6A:23A-16.2(f).

2025-002 Management establish procedures to ensure that all federal grant activity is recorded in the appropriate fund, consistent with GASB and Uniform Guidance requirements. Specifically, all activity related to Assistance Listing 21.027 should be accounted for in the Special Revenue Fund to maintain proper accountability

2025-004 All purchase orders be approved prior to the receipt of goods or services.

III. School Purchasing Program

There are none.

IV. School Food Service

There are none.

V. Student Body Activities

There are none.

VI. Application for State School Aid

There are none.

VII. Pupil Transportation

There are none.

VIII. Facilities and Capital Assets

2025-005 Current year capital assets transactions be recorded in the detailed capital assets records on a timely basis.

IX Miscellaneous

There are none.

X. Status of Prior Year Audit Findings/Recommendations

All prior year findings have been corrected.