# CORRECTIVE ACTION PLAN

NAME OF DISTRICT_	Nutley	COUNTYEssex	
TYPE OF AUDIT	Annua l		
DATE OF BOARD MEETING	November 23, 1992	•	
CONTACT PERSON_	John C. Sincaglia	• •	
TELEPHONE NUMBER	201-661-8797	· · · · · · · · · · · · · · · · · · ·	
RECOMMENDATION NUMBER	CORRECTIVE ACTION APPROVED BY THE BOARD	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1.	Middle school principal will verify monthly reconciliation.	Paul Primamore	December 31, 1992 and thereafter
	Central office bookkeeper will review activity fund quarterly to insure compliance.	Beverly Nazare	
	Business Administrator will certify corrective actions.	John Sincaglia	

CHIEF SCHOOL ADMINISTRATOR

DATE

BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR

DATE

#### BOARD OF EDUCATION TOWN OF NUTLEY COUNTY OF ESSEX

AS REQUIRED BY TITLE 18A:23-4, THE FOLLOWING IS A SYNOPSIS OF THE AUDIT OF THE FINANCIAL STATEMENTS OF ALL FUNDS AND SUPPLEMENTARY DATA FOR THE YEAR ENDED JUNE 30, 1992.

ALL FUNDS TYPES AND ACCOUNT GROUPS
COMBINED BALANCE SHEET, JUNE 30, 1992 AND 1991

ASSETS	1992	<u>1991</u>	LIABILITIES, RESERVES ANDFUND BALANCES	1992	1991
Current Assets:			Current Liabilities:		
Cash	\$3,747,875	\$3,289,944	Cash Overdraft	\$	\$ 16,683
Inventory	5,390	5,267	Due to State Department of		
Accounts Receivable:	•	·	Education	100,679	_
Federal Aid	182	18,998	Accounts Payable	238,208	225,123
Tuition	44,972	17,342	Contracts Payable	201,786	233,017
State Aid	54,048	17,669	Bond Anticipation Notes	1,985,000	1,985,000
Essex County	-		Improvement Authorizations	771,569	1,073,355
Reimbursement Food Service	6,043	8,465	•		
Due from State	_	12,297	Total Current Liabilities	3,297,242	3,533,178
Refund Reimbursement	103,190	-			,
			Serial Bonds Payable	238,000	313,000
Total Current Assets	3,961,700	3,369,982	•		
			Total Liabilities	3,535,242	3,846,178
Deferred Charges to Future Taxation	n:				
Funded	238,000	313,000	Reserves:		
Unfunded	1,985,000	1,985,000	Reserve for Unemployment		
			Claims	348,301	328,633
Total Deferred Charges	2,223,000	2,298,000	Reserve for Payment of		
			Debt Service	56,160	89,069
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			Total Reserves	404,461	417,702
	··········		Fund Balance	2,244,997	1,404,102
TOTAL ASSETS	\$6.184.700	\$5,667,982	TOTAL LIABILITIES AND FUND BALANCE	\$6,184,700	\$5,667,982

# COMPARISON OF REALIZED BUDGETARY REVENUES

# (Exclusive of appropriation of free balances of preceding years)

	1991-1992	1990-1991
District Tax	\$21,746,725	\$19,767,475
State Aid	6,055,635	2,873,060
Federal Aid	436,556	345,313
Tuition	164,925	92,672
Interest on Investments	83,540	83,233
Miscellaneous	203,924	79,377
Total	<u>\$28,691,305</u>	\$23,241,130

### COMPARISON OF BUDGETARY EXPENDITURES

	1991-1992	1990-1991
Current Expenses - Day School Operations Debt Service (Type II) Special Projects	\$26,942,763 195,842 641,485	\$21,923,203 95,154 754,492
Total	\$27,780,090	\$22,772,849

(Board of Education, Town of Nutley)

### RECOMMENDATIONS

The Board should assign the duty of preparing cash reconcilations for a Student Activity fund to either an administrative employee or school official and monitor their monthly preparation.

(Board of Education, Town of Nutley)

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The above synopsis was prepared from the report of audit of the Board of Education of the Town of Nutley, County of Essex, for the year ended June 30, 1992. A Corrective Action Plan, which outlines the actions the Board will take to implement the recommendations has been prepared in accordance with Federal and State Department of Education requirements. The report of audit and the Corrective Action Plan are on file at the Secretary's Office and may be inspected by any interested person and may be reviewed during normal business hours.

John Sincagli