## APPENDIX A

# NUTLEY BOARD OF EDUCATION REPORT OF THE SECRETARY MARCH 31, 2003

BOARD SECRETARY'S MONTHY CERTIFICATION BUDGETARY LINE ITEM STATUS

PURSUNANT TO NJAC 6:20-2, (d), I CERTIFY AS OF MARCH 31 NO BUDGETARY LINE ITEM ACCOUNT HAS BEEN OVEREXPENDED IN VIOLATION OF NJAC 6:20-2 (a)

BOARD SECRETARY

MARCH 31, 2003

Board Sec Report Nutley Board of Education		04/03/03
Starting date 7/1/02 Ending date 3/31/03	<b>Fund:</b> 10	
Assets and Re		
Assets:	<u>53001065</u>	
01 Cash in bank		\$2,181,940.33
102 - 106 Cash Equivalents		\$4,350.00
111 Investments		\$0.00
116 Capital Reserve Account		\$0.00
121 Tax levy Receivable		\$8,234,899.00
Accounts Receivable:		
132 Interfund	\$0.00	
141 Intergovernmental - State	\$1,798,500.88	
142 Intergovernmental - Federal	\$0.00	
143 Intergovernmental - Other	\$33,714.20	
153, 154 Other (net of estimated uncollectable of \$	) \$19,004.68	\$1,851,219.76
Loans Receivable:		
131 Interfund	\$0.00	
<sup>1</sup> 51, 152 Other (Net of estimated uncollectable of \$	) \$0.00	\$0.00
Other Current Assets		\$0.00
Resources:		
301 Estimated revenues	\$38,670,022.00	
302 Less revenues	(\$38,489,814.11)	\$180,207.89
Total assets and resources		\$12,452,616.98
Liabilities and	fund equity	
Liabilities:		
411 Intergovernmental accounts payable - state		\$0.00
421 Accounts payable		\$1,064.69
431 Contracts payable		\$0.00

451 Loans payable

481 Deferred revenues Other current liabilites

Total liabilities

\$1,064.69

\$0.00

\$0.00

\$0.00

Board Sec Report	Nutley Board of I	Education

04/03/03

Starting date	7/1/02	Ending date	3/31/03	<b>Fund:</b> 10

#### Fund Balance:

Appropriated:

753,754	Reserve for encumbrances	\$9,603,145.83
761	Capital reserve account - July	\$1,000.00
604	Add: Increase in capital reserve	\$0.00
307	Less: Budgeted withdrawal from capital reserve	\$0.00 \$1,000.00
762	Adult education programs	\$0.00
751,752,76x	Other reserves	\$0.00
601	Appropriations \$39,714,237.83	
602	Less: Expenditures (\$28,221,550.82)	
	Encumbrances (\$9,603,145.83) (\$37,824,696.65)	\$1,889,541.18
	Total appropriated	\$11,493,687.01
Unappi	opriated:	
770	Fund balance, July 1	\$1,874,865.28
303	Budgeted fund balance	(\$917,000.00)
	Total fund balance	\$12,451,552.29
	Total liabilites and fund equity	<u>\$12,452,616.98</u>

# Recapitulation of Budgeted Fund Balance:

		<b>Budgeted</b>	<u>Actual</u>	Variance
Appropriations		\$39,714,237.83	\$37,824,696.65	\$1,889,541.18
Revenues		(\$38,670,022.00)	(\$38,489,814.11)	(\$180,207.89)
Subtotal		\$1,044,215.83	(\$665,117.46)	\$1,709,333.29
Change in capital reserve account:				
Plus - Increase in reserve		\$0.00	(\$1,000.00)	\$1,000.00
Less - Withdrawal from reserve		\$0.00		\$0.00
Subtotal		\$1,044,215.83	(\$666,117.46)	\$1,710,333.29
Less: Adjustment for prior year	-	(\$127,215.83)	(\$127,215.83)	
Budgeted fund balance		\$917,000.00	(\$793,333.29)	\$1,710,333.29

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<u>3/31/03</u> Date

Board Sec Report Nutley Board of Education		04/03/03
Starting date 7/1/02 Ending date 3/31/03	<b>Fund:</b> 20	
Assets:	5 5	
		\$443,018.99
01 Cash in bank		\$443,018.99 \$0.00
102 - 106 Cash Equivalents		\$0.00 \$0.00
111 Investments		\$0.00
116 Capital Reserve Account		
121 Tax levy Receivable		\$0.00
Accounts Receivable:		
132 Interfund	\$0.00	
141 Intergovernmental - State	\$694.17	
142 Intergovernmental - Federal	\$440.96	
143 Intergovernmental - Other	\$1,099.72	
153, 154 Other (net of estimated uncollectable of \$)	\$0.00	\$2,234.85
Loans Receivable:		
131 Interfund	\$0.00	
<sup>-1</sup> 51, 152 Other (Net of estimated uncollectable of \$)	\$0.00	\$0.00
Other Current Assets		\$0.00
Resources:		
301 Estimated revenues	\$1,421,241.00	
302 Less revenues	(\$1,033,416.45)	\$387,824.55
Total assets and resources		<u>\$833,078.39</u>
Liabilities and fund ec	quity	
Liabilities:		
411 Intergovernmental accounts payable - state		\$28,961.45
421 Accounts payable		\$0.00
431 Contracts payable		\$0.00
451 Loans payable		\$0.00
481 Deferred revenues		\$77,369.49
Other current liabilites		\$0.00

**Total liabilities** 

\$106,330.94

Board Sec Rep	ort	Nutley Board of	Education			04/03/03
Starting date	7/1/02	Ending date	3/31/03	Fund:	20	
	- - -					
Fund Balanc	e:		м. Х			
Appropr	iated:					
753,754	Reserve	for encumbrances	;		\$52,532.70	
761	Capital re	eserve account - J	uly		\$0.00	
604	Add: Incr	ease in capital res	serve		\$0.00	
307	Less: Bud	dgeted withdrawal	from capital reserve	<b>e</b>	\$0.00	\$0.00
762	Adult edu	cation programs			\$0.00	
751,752,76x	Other res	serves			\$0.00	
601	Appropria	ations		\$1,498,354.34		
602	Less: E	xpenditures	(\$694,493.55)			
	E	ncumbrances	(\$52,532.70)	(\$747,026.25)	\$751,328.09	
	Total app	propriated			\$803,860.79	
Unappro	opriated:					
770	Fund bala	ance, July 1			\$0.00	
303	Budgeted	fund balance			(\$77,113.34)	
	Total fund	d balance				\$726,747.45
	Total li	iabilites and fund	l equity			<u>\$833,078.39</u>
Recapitulat	tion of Buc	dgeted Fund Bala	ance:			
App	otiona			Budgeted	Actual	Variance
Appropri	auons			\$1,498,354.34	\$747,026.25	\$751,328.09

(\$1,421,241.00) (\$1,033,416.45) Revenues (\$387,824.55) \$77,113.34 Subtotal (\$286,390.20) \$363,503.54 Change in capital reserve account: Plus - Increase in reserve \$0.00 \$0.00 \$0.00 \$0.00 Less - Withdrawal from reserve \$0.00 Subtotal \$77,113.34 (\$286,390.20) \$363,503.54 Less: Adjustment for prior year (\$0.00) (\$0.00) Budgeted fund balance \$77,113.34 (\$286,390.20) \$363,503.54

**Board Secretary** 

Date

**Nutley Board of Education** 

\$0.00

Starting date 7/1/02 Ending date 3/31/03	<b>Fund:</b> 40	
Assets:	<u>Ces</u>	
01 Cash in bank		\$15,817.88
102 - 106 Cash Equivalents		\$0.00
111 Investments		\$0.00
116 Capital Reserve Account		\$0.00
121 Tax levy Receivable		<b>PO O</b>
		\$0.00
Accounts Receivable:		
132 Interfund	\$0.00	
141 Intergovernmental - State	\$0.00	
142 Intergovernmental - Federal	\$0.00	
143 Intergovernmental - Other	\$0.00	
153, 154 Other (net of estimated uncollectable of \$)	\$0.00	\$0.00
Loans Receivable:		
131 Interfund	\$0.00	
51, 152 Other (Net of estimated uncollectable of \$)	\$0.00	\$0.00
Other Current Assets		\$0.00
Resources:		
301 Estimated revenues	\$153,341.00	
302 Less revenues	(\$151,641.00)	\$1,700.00
Total assets and resources		<u>\$17,517.88</u>
Liabilities and fund	<u>equity</u>	
Liabilities:		
411 Intergovernmental accounts payable - state		\$0.00
421 Accounts payable		\$0.00
431 Contracts payable		\$0.00
451 Loans payable		\$0.00
481 Deferred revenues	$\sum_{i=1}^{n}  a_i ^2 = \sum_{i=1}^{n}  a_i ^2 $	\$0.00
Other current liabilites		\$0.00

Total liabilities

Board Sec Repo	ort	Nutley Board o	f Education			04/03/03
Starting date	7/1/02	Ending date	3/31/03	Fund:	40	
	•					
Fund Balance Appropria	1					

753,754	Reserve for encumbrances	\$17,517.50
761	Capital reserve account - July	\$0.00
604	Add: Increase in capital reserve	\$0.00
307	Less: Budgeted withdrawal from capital reserve	\$0.00 \$0.00
762	Adult education programs	\$0.00
751,752,76x	Other reserves	\$0.00
601	Appropriations \$153,3	41.25
602	Less: Expenditures (\$135,823.75)	
	Encumbrances (\$17,517.50) (\$153,34	1.25) \$0.00
	Total appropriated	\$17,517.50
Unappr	opriated:	
770	Fund balance, July 1	\$0.63
303	Budgeted fund balance	(\$0.25)
	Total fund balance	\$17,517.88
	Total liabilites and fund equity	<u>\$17,517.88</u>

# Recapitulation of Budgeted Fund Balance:

	<b>Budgeted</b>	<u>Actual</u>	Variance
Appropriations	\$153,341.25	\$153,341.25	\$0.00
Revenues	(\$153,341.00)	(\$151,641.00)	(\$1,700.00)
Subtotal	\$0.25	\$1,700.25	(\$1,700.00)
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$0.25	\$1,700.25	(\$1,700.00)
Less: Adjustment for prior year	\$0.00	\$0.00	
Budgeted fund balance	\$0.25	\$1,700.25	(\$1,700.00)

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<u>3/3//</u> Date 13

Starting date 7/1/02 Ending date 3/31/03	<b>Fund:</b> 50	
Assets:	<u>es</u>	
01 Cash in bank		\$15,068.3
02 - 106 Cash Equivalents		\$0.0
11 Investments		\$0.0
16 Capital Reserve Account		\$0.0
21 Tax levy Receivable		\$0.0
		<b>ΦU</b> .U
Accounts Receivable:		
32 Interfund	\$0.00	
41 Intergovernmental - State	\$0.00	
42 Intergovernmental - Federal	\$0.00	
43 Intergovernmental - Other	\$0.00	
53, 154 Other (net of estimated uncollectable of \$)	\$0.00	\$0.0
Loans Receivable:		
31 Interfund	\$0.00	
51, 152 Other (Net of estimated uncollectable of \$)	\$0.00	\$0.0
Other Current Assets		\$56,135.3
Resources:		
01 Estimated revenues	\$0.00	
02 Less revenues	(\$529,020.20)	(\$529,020.20
Total assets and resources	(\$323,020.20)	(\$329,020.20 (\$457,816.48
		(\$457,010.40
Liabilities and fund e	<u>equity</u>	
Liabilities:		
11 Intergovernmental accounts payable - state		\$0.00
21 Accounts payable		\$0.00
31 Contracts payable		\$0.00
51 Loans payable		\$0.00
81 Deferred revenues		\$4,646.80
Other current liabilites		\$63,810.74
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## **Board Sec Report**

**Nutley Board of Education** 

04/03/03

Starting date	7/1/02	Ending date	3/31/03		Fund: 50

### Fund Balance:

Appropriated:

753,754	Reserve for encumbrances	\$125,244.94	
761	Capital reserve account - July	\$0.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Budgeted withdrawal from capital reserve	\$0.00	\$0.00
762	Adult education programs	\$0.00	
751,752,76x	Other reserves	\$0.00	
601	Appropriations \$795,587.00		
602	Less: Expenditures (\$526,274.02)		
	Encumbrances (\$125,244.94) (\$651,518.96)	\$144,068.04	
	Total appropriated	\$269,312.98	
Unappr	opriated:		
770	Fund balance, July 1	\$0.00	
303	Budgeted fund balance	(\$795,587.00)	
	Total fund balance		(\$526,274.02)
	Total liabilites and fund equity		<u>(\$457,816.48)</u>

# Recapitulation of Budgeted Fund Balance:

	<b>Budgeted</b>	Actual	Variance
Appropriations	\$795,587.00	\$651,518.96	\$144,068.04
Revenues	\$0.00	(\$529,020.20)	\$529,020.20
Subtotal	\$795,587.00	\$122,498.76	\$673,088.24
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$795,587.00	\$122,498.76	\$673,088.24
Less: Adjustment for prior year	\$0.00	\$0.00	
Budgeted fund balance	\$795,587.00	\$122,498.76	\$673,088.24

Prepared and submitted by a

**Board Secretary** 

Date

Starting date	7/1/02	Ending date	3/31/03	Fund: 55
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Assets and Resource	<u>)S</u>	
Assets:		<b>•</b> •••••••••••••••••••••••••••••••••••
101 Cash in bank		\$92,899.37
102 - 106 Cash Equivalents		\$0.00
111 Investments		\$0.00 \$0.00
116 Capital Reserve Account		\$0.00
121 Tax levy Receivable		\$0.00
Accounts Receivable:		
132 Interfund	\$0.00	
141 Intergovernmental - State	\$0.00	
142 Intergovernmental - Federal	\$0.00	
143 Intergovernmental - Other	\$0.00	an an air an Anna an Anna. An an Anna an A
153, 154 Other (net of estimated uncollectable of \$)	\$0.00	\$0.00
Loans Receivable:		
131 Interfund	\$0.00	
151, 152 Other (Net of estimated uncollectable of \$)	\$0.00 \$0.00	\$0.00
Other Current Assets	ψ0.00	\$0.00
Resources:		ψ0.00
301 Estimated revenues	\$0.00	
302 Less revenues	(\$344,664.71)	(\$344,664.71)
Total assets and resources		(\$251,765.34)
Liabilities and fund ea	quity	
Liabilities:		
411 Intergovernmental accounts payable - state		\$0.00
421 Accounts payable		\$0.00
431 Contracts payable		\$0.00
451 Loans payable		\$0.00
481 Deferred revenues		\$0.00
Other current liabilites		\$103,184.36
Total liabilities		\$103,184.36

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Nutley Board of Education

Starting date	7/1/02	Ending date	3/31/03	<b>Fund:</b> 55
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## Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$3,070.05	•
761	Capital reserve account - July		\$0.00	
604	Add: Increase in capital reserve		\$0.00	
307	Less: Budgeted withdrawal from capital res	erve	\$0.00	\$0.00
762	Adult education programs		\$0.00	
751,752,76x	Other reserves		\$0.00	
601	Appropriations	\$1,033.69		
602	Less: Expenditures (\$354,949.70)			
	Encumbrances (\$3,070.05)	(\$358,019.75)	(\$356,986.06)	
	Total appropriated		(\$353,916.01)	
Unapp	ropriated:			
770	Fund balance, July 1		\$0.00	
303	Budgeted fund balance		(\$1,033.69)	
	Total fund balance			(\$354,949.70)
	Total liabilites and fund equity			<u>(\$251,765.34)</u>

# Recapitulation of Budgeted Fund Balance:

	<b>Budgeted</b>	<u>Actual</u>	Variance
Appropriations	\$1,033.69	\$358,019.75	(\$356,986.06)
Revenues	\$0.00	(\$344,664.71)	\$344,664.71
Subtotal	\$1,033.69	\$13,355.04	(\$12,321.35)
Change in capital reserve account:		n gine ang satis ng Shina ng satis	
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$1,033.69	\$13,355.04	(\$12,321.35)
Less: Adjustment for prior year	\$0.00	\$0.00	
Budgeted fund balance	\$1,033.69	\$13,355.04	(\$12,321.35)

2-67 Board Secretary

1/03 3 Date