

**NUTLEY BOARD OF EDUCATION
REPORT OF THE SECRETARY
NOVEMBER 30, 2003**

**BOARD SECRETARY'S MONTHLY CERTIFICATION
BUDGETARY LINE ITEM STATUS**

PURSUANT TO NJAC 6:20-2, (d), I CERTIFY AS OF
NOVEMBER 30, 2003 NO BUDGETARY LINE ITEM ACCOUNT
HAS BEEN OVEREXPENDED IN VIOLATION OF
NJAC 6:20-13 (a).



BOARD SECRETARY

NOVEMBER 30, 2003

Starting date 7/1/03

Ending date 11/30/03

Fund: 10

Assets and Resources**Assets:**

101	Cash in bank		\$3,945,832.34
102 - 106	Cash Equivalents		\$4,400.00
111	Investments		\$0.00
116	Capital Reserve Account		\$116,000.00
121	Tax levy Receivable		\$20,538,535.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$4,208,195.06	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$29,395.88	
153, 154	Other (net of estimated uncollectable of \$ _____)	\$0.00	\$4,237,590.94

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	\$41,386,239.87	
302	Less revenues	(\$41,243,787.77)	\$142,452.10
	Total assets and resources		<u>\$28,984,810.38</u>

Liabilities and fund equity**Liabilities:**

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$14,778.65
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	Total liabilities		\$14,778.65

Starting date 7/1/03

Ending date 11/30/03

Fund: 10

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$24,878,576.02	
761	Capital reserve account - July			\$116,000.00	
604	Add: Increase in capital reserve			\$0.00	
307	Less: Budgeted withdrawal from capital reserve			\$0.00	\$116,000.00
762	Adult education programs			\$0.00	
751,752,76x	Other reserves			\$0.00	
601	Appropriations	\$41,487,727.77			
602	Less: Expenditures	(\$13,658,874.13)			
	Encumbrances	(\$24,878,576.02)	(\$38,537,450.15)	\$2,950,277.62	
	Total appropriated			\$27,944,853.64	

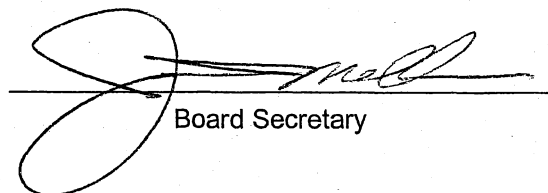
Unappropriated:

770	Fund balance, July 1			\$1,025,178.09	
303	Budgeted fund balance			\$0.00	
	Total fund balance				\$28,970,031.73
	Total liabilities and fund equity				<u>\$28,984,810.38</u>

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$41,487,727.77	\$38,537,450.15	\$2,950,277.62
Revenues	(\$41,386,239.87)	(\$41,243,787.77)	(\$142,452.10)
Subtotal	\$101,487.90	(\$2,706,337.62)	\$2,807,825.52
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$101,487.90	(\$2,706,337.62)	\$2,807,825.52
Less: Adjustment for prior year	(\$101,487.90)	(\$101,487.90)	
Budgeted fund balance	\$0.00	(\$2,807,825.52)	\$2,807,825.52

Prepared and submitted by :



Board Secretary

 12/10/03
Date

Starting date 7/1/03

Ending date 11/30/03

Fund: 20

Assets and Resources**Assets:**

101	Cash in bank		\$290,488.21
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$1,100.07	
142	Intergovernmental - Federal	\$440.96	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$ _____)	\$0.00	\$1,541.03

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$ _____)	\$0.00	\$0.00
	Other Current Assets		\$0.00

Resources:

301	Estimated revenues	\$777,128.00	
302	Less revenues	(\$370,074.10)	\$407,053.90
	Total assets and resources		<u>\$699,083.14</u>

Liabilities and fund equity**Liabilities:**

411	Intergovernmental accounts payable - state		\$29,731.56
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$148,180.41
	Other current liabilities		\$808.61
	Total liabilities		\$178,720.58

Starting date 7/1/03

Ending date 11/30/03

Fund: 20

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$248,621.26	
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	\$804,426.18			
602	Less: Expenditures	(\$256,765.64)			
	Encumbrances	(\$248,621.06)	(\$505,386.70)	\$299,039.48	
	Total appropriated			\$547,660.74	

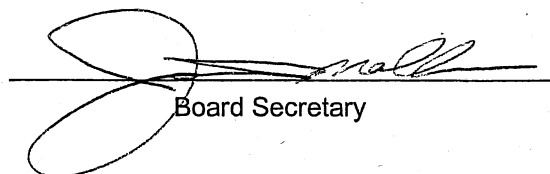
Unappropriated:

770	Fund balance, July 1			\$0.00	
303	Budgeted fund balance			(\$27,298.18)	
	Total fund balance				\$520,362.56

Total liabilities and fund equity**\$699,083.14****Recapitulation of Budgeted Fund Balance:**

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$804,426.18	\$505,386.70	\$299,039.48
Revenues	(\$777,128.00)	(\$370,074.10)	(\$407,053.90)
Subtotal	\$27,298.18	\$135,312.60	(\$108,014.42)
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$27,298.18	\$135,312.60	(\$108,014.42)
Less: Adjustment for prior year	(\$0.00)	(\$0.00)	
Budgeted fund balance	\$27,298.18	\$135,312.60	(\$108,014.42)

Prepared and submitted by :



 Board Secretary

 12/10/03
 Date

Starting date 7/1/03

Ending date 11/30/03

Fund: 30

Assets and Resources**Assets:**

101	Cash in bank		\$2,289,632.35
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$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	
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

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	(\$2,871,040.77)	(\$2,871,040.77)

Total assets and resources**(\$581,408.42)****Liabilities and fund equity****Liabilities:**

411	Intergovernmental accounts payable - state	\$0.00
421	Accounts payable	\$57,460.00
431	Contracts payable	\$0.00
451	Loans payable	\$0.00
481	Deferred revenues	\$0.00
	Other current liabilities	\$0.00

Total liabilities**\$57,460.00**

Starting date 7/1/03 Ending date 11/30/03

Fund: 30

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$822,838.76	
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			(\$117,920.10)	
601	Appropriations		\$0.00		
602	Less: Expenditures	(\$520,948.32)			
	Encumbrances	(\$822,838.76)	(\$1,343,787.08)	(\$1,343,787.08)	
	Total appropriated				(\$638,868.42)

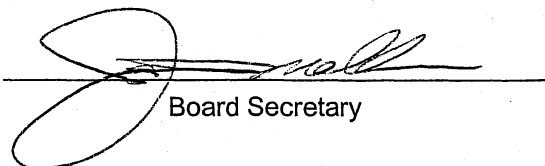
Unappropriated:

770	Fund balance, July 1			\$0.00	
303	Budgeted fund balance			\$0.00	
	Total fund balance				(\$638,868.42)
	Total liabilities and fund equity				<u>(\$581,408.42)</u>

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$1,343,787.08	(\$1,343,787.08)
Revenues	\$0.00	(\$2,871,040.77)	\$2,871,040.77
Subtotal	\$0.00	(\$1,527,253.69)	\$1,527,253.69
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$0.00	(\$1,527,253.69)	\$1,527,253.69
Less: Adjustment for prior year	\$0.00	\$0.00	
Budgeted fund balance	\$0.00	(\$1,527,253.69)	\$1,527,253.69

Prepared and submitted by :



Board Secretary

 12/10/03
Date

Starting date 7/1/03 Ending date 11/30/03

Fund: 40

Assets and Resources**Assets:**

101	Cash in bank		\$9,699.88
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$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	
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
	Other Current Assets		\$0.00

Resources:

301	Estimated revenues	\$141,818.00	
302	Less revenues	(\$137,217.00)	\$4,601.00

Total assets and resources**\$14,300.88**Liabilities and fund equity**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 liabilities		\$0.00

Total liabilities**\$0.00**

Starting date 7/1/03 Ending date 11/30/03

Fund: 40

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$14,300.00	
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	\$141,818.00			
602	Less: Expenditures	(\$127,517.50)			
	Encumbrances	(\$14,300.00)	(\$141,817.50)	\$0.50	
	Total appropriated			\$14,300.50	
Unappropriated:					
770	Fund balance, July 1			\$0.38	
303	Budgeted fund balance			\$0.00	
	Total fund balance				\$14,300.88
	Total liabilities and fund equity				<u>\$14,300.88</u>

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$141,818.00	\$141,817.50	\$0.50
Revenues	(\$141,818.00)	(\$137,217.00)	(\$4,601.00)
Subtotal	\$0.00	\$4,600.50	(\$4,600.50)
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$0.00	\$4,600.50	(\$4,600.50)
Less: Adjustment for prior year	\$0.00	\$0.00	
Budgeted fund balance	\$0.00	\$4,600.50	(\$4,600.50)

Prepared and submitted by :



 Board Secretary

 12/10/03
 Date

Starting date 7/1/03

Ending date 11/30/03

Fund: 50

Assets and Resources**Assets:**

101	Cash in bank		(\$101,812.93)
102 - 106	Cash Equivalents		\$150.00
111	Investments		\$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	
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

Other Current Assets

\$13,749.02

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	(\$135,668.21)	(\$135,668.21)

Total assets and resources**(\$223,582.12)**Liabilities and fund equity**Liabilities:**

101	Cash in bank		(\$101,812.93)
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		\$4,648.54
	Other current liabilities		\$19,764.44

Total liabilities**\$24,412.98**

Starting date 7/1/03 Ending date 11/30/03

Fund: 50

Fund Balance:

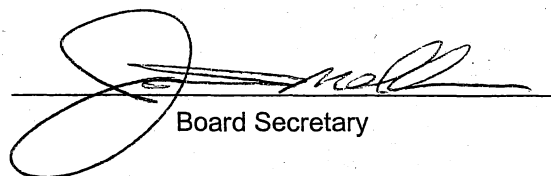
Appropriated:

753,754	Reserve for encumbrances			\$326,904.76	
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		\$101.45		
602	Less: Expenditures	(\$247,995.10)			
	Encumbrances	(\$326,904.76)	(\$574,899.86)	(\$574,798.41)	
	Total appropriated			(\$247,893.65)	
Unappropriated:					
770	Fund balance, July 1			\$0.00	
303	Budgeted fund balance			(\$101.45)	
	Total fund balance				(\$247,995.10)
	Total liabilities and fund equity				<u>(\$223,582.12)</u>

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$101.45	\$574,899.86	(\$574,798.41)
Revenues	\$0.00	(\$135,668.21)	\$135,668.21
Subtotal	\$101.45	\$439,231.65	(\$439,130.20)
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$101.45	\$439,231.65	(\$439,130.20)
Less: Adjustment for prior year	\$0.00	\$0.00	
Budgeted fund balance	\$101.45	\$439,231.65	(\$439,130.20)

Prepared and submitted by :



Board Secretary

 12/10/03
Date

Starting date 7/1/03

Ending date 11/30/03

Fund: 55

Assets and Resources**Assets:**

101	Cash in bank		\$134,949.54
102 - 106	Cash Equivalents		\$300.00
111	Investments		\$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	
153, 154	Other (net of estimated uncollectable of \$_____)	\$1,792.36	\$1,792.36

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
	Other Current Assets		\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	(\$144,518.18)	(\$144,518.18)
	Total assets and resources		<u>(\$7,476.28)</u>

Liabilities and fund equity**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 liabilities		\$183,758.26
	Total liabilities		\$183,758.26

Starting date 7/1/03 Ending date 11/30/03

Fund: 55

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$6,683.13	
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		\$853.56		
602	Less: Expenditures	(\$191,234.54)			
	Encumbrances	(\$6,683.13)	(\$197,917.67)	(\$197,064.11)	
	Total appropriated			(\$190,380.98)	

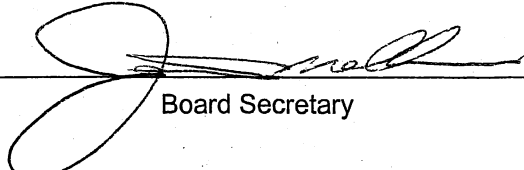
Unappropriated:

770	Fund balance, July 1			\$0.00	
303	Budgeted fund balance			(\$853.56)	
	Total fund balance				(\$191,234.54)
	Total liabilities and fund equity				<u>(\$7,476.28)</u>

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$853.56	\$197,917.67	(\$197,064.11)
Revenues	\$0.00	(\$144,518.18)	\$144,518.18
Subtotal	\$853.56	\$53,399.49	(\$52,545.93)
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00		\$0.00
Subtotal	\$853.56	\$53,399.49	(\$52,545.93)
Less: Adjustment for prior year	\$0.00	\$0.00	
Budgeted fund balance	\$853.56	\$53,399.49	(\$52,545.93)

Prepared and submitted by :



 Board Secretary

12/10/03

Date