

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
(A COMPONENT UNIT OF THE COUNTY OF PASSAIC)
WAYNE, NEW JERSEY
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
JUNE 30, 2020**

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS

**Passaic County Technical-Vocational Schools
(a component unit of the County of Passaic)
Wayne, New Jersey**

**Comprehensive Annual Financial Report
For The Fiscal Year Ended June 30, 2020**

COMPREHENSIVE ANNUAL

FINANCIAL REPORT

of the

Passaic County Technical-Vocational Schools

(a component unit of the County of Passaic)

For The Fiscal Year Ended June 30, 2020

Prepared by

Passaic County Technical-Vocational Schools

Business Office

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INTRODUCTORY SECTION



Diana C. Lobosco
Chief School Administrator

Richard Giglio
Business Administrator

December 8, 2020

To the Citizens and
Honorable President and
Members of the Board of Education
Passaic County Technical-Vocational Schools
County of Passaic
Wayne, New Jersey

The Comprehensive Annual Financial Report of the Passaic County Technical-Vocational Schools for the fiscal year ended June 30, 2020 is hereby submitted. Responsibility for both the accuracy of the data and completeness and fairness of the presentation, including all disclosures, rests with the management of the Board of Education. To the best of our knowledge and belief, the data presented in this report is accurate in all material respects and is reported in a manner designed to present fairly the financial position and results of operations of the District. All disclosures necessary to enable the reader to gain an understanding of the District's financial activities have been included.

The Comprehensive Annual Financial Report is presented in four sections: introductory, financial, statistical and single audit. The introductory section includes this transmittal letter, the District's organizational chart and a list of principal officials. The financial section includes the management's discussion and analysis, the basic financial statements and schedules, as well as the auditor's report thereon. The statistical section includes selected financial and demographic information, generally presented on a multi-year basis. The District is required to undergo an annual single audit in conformity with the provisions of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and the State Treasury Circular Letter 15-08 OMB, "Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid Payments." Information related to this single audit, including the auditor's report on the internal control structure and compliance with applicable laws and regulations and findings and recommendations, are included in the single audit section of this report.

1. **REPORTING ENTITY AND ITS SERVICES**

The Passaic County Technical-Vocational Schools is an independent reporting entity within the criteria adopted by the Governmental Accounting Standards Board as established by GASB Statement #14. All funds and account groups of the District are included in this report. The Passaic County Technical-Vocational Schools Board of Education constitutes the District's reporting entity

The District is a county vocational school district that services eleven districts in the County of Passaic and approximately five out-of-county districts. The students are accepted through a point system based on criteria such as: elementary test results, attendance records, vocational aptitude, and administrative recommendations.

The District provides a full range of educational services appropriate to grade levels 9 through 12. These include regular and special needs vocational training, as well as a full academic component for regular and special needs students, and a STEM Academy which opened in September 2018. The District completed the 2019-2020 fiscal year with an enrollment of 3,935 students, which is 251 more students than the previous year's enrollment. This large increase was the result of the Diana C. Lobosco STEM Academy, which will eventually add an additional 1,200 students over four (4) years. The following details the changes in the student enrollment of the District over the last ten years.

AVERAGE DAILY ENROLLMENT		
<u>FISCAL YEAR</u>	<u>STUDENT ENROLLMENT</u>	<u>PERCENT CHANGE</u>
2010-2011	3250.3	3.16
2011-2012	3237.5	.26
2012-2013	3244.5	.22
2013-2014	3251.0	.20
2014-2015	3331.6	2.48
2015-2016	3331.0	.00
2016-2017	3444.0	3.40
2017-2018	3458.0	.41
2018-2019	3707.0	7.20
2019-2020	3959.0	6.8

The causes for the fluctuations in enrollment each year can vary, but are dependent on spacing for programs, enrollment interest in programs, returning to the home districts, or suspensions.

2. **ECONOMIC CONDITION AND OUTLOOK**

The Passaic County area has experienced a tremendous change from a dependence in the manufacturing industry to one of non-manufacturing services. Growth in retailing, wholesaling, finance and insurance has changed the economy from blue collar to white collar, from narrow to more diversified. Passaic County continues to attract large corporate employers. Additionally, many national and regional retail chains have chosen Passaic County in which to do business.

MAJOR INITIATIVES

3. A. STAFF DEVELOPMENT

During the 2019-2020 school year, the district amended its calendar and activities due to the COVID-19 pandemic and a shift to remote/virtual learning by providing two full-days for professional development. The full range of the district's staff development program encompasses many on-line independent activities in which teachers have been engaged. These include graduate level courses with tuition reimbursement and virtual opportunities to attend conferences, seminars and meetings as well as an array of workshops. The focus of these activities is consistent with the New Jersey Student Learning Standards (NJSLS), New Jersey Professional Development Standards, The TEACHNJ Act of 2012 and subsequent amendments, School Improvement Panel, New Jersey Student Learning Assessment (NJSLA), the NJSLS-Science Standards and the requirement for 21st Century CTE programs. Over 10,000 hours of professional development were recorded in the district's professional development database during school year 2018-2019. Our diverse faculty attended an equally diverse set of offerings ranging from pedagogical to career and technical training.

As a comprehensive vocational high school, our needs are unique and cross the spectrum from issues involving pedagogy, counseling, social and emotional learning, academic subjects, basic skills and ESL and a full range of vocational education areas. Our 431 teachers attended seminars and workshops designed to provide high quality and relevant professional development. Professional development is evaluated on a regular basis for alignment with individual Professional Growth Plans, TEACH NJ and NJSLA data. As the implementation of the NJSLA began in April 2019, teachers received the necessary training to administer and proctor the NJSLA ELA test to 1,732 9th and 10th grade students and 1,680 9th and 10th grade students in Math, this assessment was postponed by an executive order of the Governor due to the COVID-19 pandemic.

PCTVS also continues a commitment to excellence in technology. The district implemented an Instructional Technology Coach (ITC) to provide direct support to teachers. The realization of the ITC position greatly improved our effort to enhance the technological proficiencies of our entire staff to maximize our large investment in educational technology. As "the magnet school for technology" in our county, we are proud to state that the courses offered are state-of-the-art and include options that integrate technology into the curriculum. The ITC was made available to faculty during school time, after school and during the summer. PCTVS offered extensive technology training in Canvas LMS, Google Classroom and PowerSchool as well as on going in-service workshops related to virtual/remote instruction in a one-to-one educational environment.

PCTVS funds allocated to outside seminars and release time are provided in the spirit of enhancing faculty teaching skills and pedagogy. Follow-up evaluation is conducted and documented for each conference attended by staff. Additionally, a survey is distributed to all staff who participate in district sponsored PD activities. Administration continues to

receive training for the Stronge Evaluation Model with all certified through Inter-rater reliability activities.

In conclusion, staff development has turned a new page, both nationally and at Passaic County Technical Vocational Schools, where the administration and teaching staff have joined in an unprecedented alliance to provide staff development that meets the needs of teachers and students alike. The School Improvement Panel has been instituted and has provided leadership in identifying and addressing the needs of the school community.

Comprised of two teachers and six administrators, the School Improvement Panel has created a long-range professional development plan. It should be noted that PCTVS's professional development plan is distributed to the entire administrative team. It is an integral part of the planning process in developing professional improvement plans throughout the entire district. Survey results are carefully monitored and are the determining factor in planning PD activities committed to the goals of TEACHNJ.

B. COMMUNICATIONS

The Administration, Board of Education and staff of Passaic County Technical Vocational Schools remain committed to keeping an open line of communication with parents and the community. Communication continues to be a priority as PCTVS expands and enhances its programs and offerings to ensure that our students are well-prepared to compete in our global society. At the start of the 2019-2020 school year we welcomed over 1180 Freshmen students to the PCTVS district high schools, Passaic County Technical-Vocational Schools and the Diana C. Lobosco STEM Academy, bringing our district's daytime student enrollment to more than 4000 students. We were pleased to begin the second year of our new state of the art high technology school, the Diana C. Lobosco STEM Academy, with an additional 300 Freshmen students adding to the total STEM student population of 600. The goal is to accept 300 students in consecutive years, bringing the total number of STEM Academy students to 1200 capacity in year four. In addition, our adult and continuing education programs serve over 1,000 adult students throughout the year. Therefore, it is essential that the PCTVS mission is effectively communicated to our newcomers, students, parents, prospective students, upperclassmen and staff, as well as to the greater community.

Our communication efforts are many and varied. Prior to the opening of school, a specially designed welcome orientation program is planned not only for our 1180 incoming freshmen, but for their parents as well. Two nights are set aside for this welcoming program where students and parents are acclimated to the PCTVS experience while school policies, procedures and expectations are clearly outlined for all. In addition, a freshmen orientation program takes place for 3 days in August to further assist students in making the transition to PCTVS a smooth and exciting experience. Parents are also encouraged to attend and actively participate in PTSO (Parent/Teacher/Student Organization) monthly meetings and principal's parent meetings. A special annual Student Activities/Art Calendar is developed and presented to parents and staff in September containing valuable information about sports and school functions, PTSO meeting dates, school holidays and closures, school/staff contact information and more. Parents are encouraged to take part in functions

such as Financial Aide Workshops, Saturday Computer Workshops, Back-to-School Night, Open House, Alumni Homecoming Day, School Musical Production, and the PTSO sponsored scholarship fundraising events. Our Saturday Academy and Saturday Stem Academy programs for 7th and 8th graders run during the Summer, Fall and Spring semesters and exposes prospective students and parents to the many learning opportunities available at PCTVS.

The PCTVS district website and publications also assist us in communicating with parents and the community on an ongoing basis. Our district website is key in communicating PCTVS' programs, activities, events and daily announcements to the school community and beyond. Our district publications, which include the PCTVS "TechLife" newsletter, as well as the district's annual report, district video, program brochures, media publications, press releases, social media venues and other informational publications also assist us in this regard. Our Open House welcomed over 4000 parents and students interested in a PCTVS Education. A special informational picture booklet detailing the many programs offered at PCTVS including the 14 schools and academies from which to choose, as well as academics, athletics, student activities and the application process, was designed by the Communications staff and provided to our Open House visitors. In addition, a special "Campus Quick Guide" brochure was developed to assist prospective students and parents how to navigate through our large campus and Open House events. A special STEM Academy brochure was distributed to interested students and parents at Open House to acquaint them with the new school and programs. Special Saturday campus tours for prospective students and parents are hosted on Saturdays in November, December and January to give visitors a more intimate look at the school and facilities. Throughout the year, a comprehensive communications packet is provided to all visitors and prospective students & parents and includes the many publications, annual report, newsletters, informational booklet and other interesting details about the school. Our "Tech Bullpen" school store provides PCTVS "Spirit-Wear" for students, staff and families to keep PCTVS spirit alive. Our business and industry leaders and partners remain on our communications listings and play a key role in serving on our Business Partner Advisory Council. Their participation and interest in our school provides direction and vision enabling PCTVS to meet the challenges of the ever-changing workplace.

PCTVS continues to be an active and bustling campus as we continue to receive requests from hundreds of State, County, and other outside agencies during the year. At any given time of day or evening, weekdays and weekends, numerous functions are hosted on our campus.

Character education and patriotism are vital components to the district's culture and we remain very proud of our students, who continuously display a spirit of generosity, respect, and compassion for others. Students donate thousands of hours every year assisting in the community and take their personal and civic responsibilities most seriously, bringing to life the six pillars of character education: respect, responsibility, trustworthiness, caring, fairness and citizenship. Our outside entrance marquee and in-school monitors throughout the campus serve as a daily reminder of activities & events and student & staff accomplishments, and display character building quotes as well. Our students continue to be ambassadors for our school and demonstrate the true ideals, traditions and expectations of our student body throughout the year. The extraordinary spirit of both students and staff gave birth to our communication campaigns, "Supercharged" Wellness, "Embracing

Change”, “Attitude is Everything”, “It Starts with One: One Person, One School, One Community, One World”, “Like No Place Else”, “Can’t Stop the Feeling”, “We Are”, “PCT & I” and the 2019-20 campaign “Imagine”. All have raised a heightened awareness among the entire school community focusing on positive values, attitudes, teamwork, school pride, environmental, and wellness themes.

C. CURRICULUM

The 2019-2020 school year continued with a new era in curriculum implementation at PCTVS. This year marked the Diana C. Lobosco STEM Academy becoming the second high school in the district. Along with PCTI’s “Schools of” paradigm which is defined as “smaller schools-within-a-school” its ten schools and four academies remain as semi-autonomous, independent schools. At PCTVS, more than 431 skilled and dedicated staff of professionals teach not only academics and technical skills, but also promote civic responsibility while delivering the curriculum in specialized career areas including:

- Academy of Finance
- . Academy of Health & Medical Sciences
- . Academy of Information Technology
- Academy of Criminal Justice
- . School of Applied Engineering
- . School of Cosmetology
- . School of Automotive Technology
- . School of Culinary Arts
- . School of Education & Human Services
- . School of Communication Arts
- . School of Construction Technology
- . School of Business Careers
- . School of Performing Arts
- STEM Biomedical Sciences
- . STEM Computer Science
- STEM Engineering

PCTVS’s challenging academic component includes many high-level courses. From Physics to Forensics, PCTVS students take advantage of a rigorous academic curriculum that prepares them for acceptance at some of the nation's finest four-year colleges and universities. Students can enroll in honors courses in English, Science, Mathematics and Social Studies. Advanced Placement courses in English, U.S. History, Calculus, Statistics, Physics, Macro Economics, Government and Politics, Spanish and Computer Science are also available to qualified students. Recognizing the value of preparing our students to succeed in a global society we now include Japanese, Chinese and Arabic language studies in our curriculum. Gifted and Talented, Bilingual/ESL, Special Needs and Basic Skills Improvement programs address the needs of the students with special learning requirements. The campus also serves as the North Jersey Regional Center for the Hearing Impaired. PCTVS's numerous student activities also provide students with the opportunity to test their knowledge and skills in regional, state and national competition. At PCTVS

students are encouraged to enjoy "a total high school experience" which challenges them to Believe...Achieve...and Succeed...at all levels.

PCTVS's one-to-one initiative is in full implementation. A total of 3,930 students were issued Chrome books in the 2019-2020 school year. Chrome books played an essential role in administering the curriculum content, ebooks and facilitating assessments during the pandemic. Extensive curriculum revisions were authored in 2019-2020. The curriculum is web-based with easy access available to the entire campus. The level of commitment to our long-range plan is evident in the progress shown toward updating all areas.

The district's "College Connections" program includes agreements with 12 colleges where both juniors and seniors earn college credit at a reduced fee. Students in Computer Science, Engineering - Project Lead The Way, Academy of Health & Medical Sciences, The Academy of Finance, Criminal Justice and Child Development can earn as many as 22 college credits by taking college courses provided by area colleges and universities. A collaborative effort with Seton Hall University's Project Acceleration will give over 200 of our students the opportunity to earn up to 22 college credits in Calculus, Computer Science, AP History, French, Spanish, Japanese, Sociology and Chemistry.

Agreements with SUNY and Seton Hall University's middle college program will give our students a head start at these prestigious institutions. On the career side, technical majors continue to offer the opportunity for internships and cooperative education placements in area businesses and firms. As a result of such programs, graduates are well prepared for the academic rigors of college and career readiness.

Assessment continues to be a priority at Passaic County Technical Vocational Schools. Student performance on the NJSLA continues to be a requirement for graduation, however these assessments were suspended by executive order during the COVID-19 pandemic. The curriculum includes after school programs to assist students experiencing difficulties in Language Arts and Mathematics. In addition, Passaic County Technical-Vocational Schools continues to offer ACT prep classes to improve student performance and scores.

D. TECHNOLOGY

Passaic County Technical-Vocational Schools operates a truly "converged network," which is illustrated by our devotion to deliver all communication and data services either wirelessly or over a single set of wires. Technologies such as Telephony, Public Address, Video distribution, Surveillance and Access Control have been unified and are delivered via IP to all corners of the campus. We continue to invest in state-of-the-art video surveillance and access control technologies in order to provide a safe environment for our students and staff. From any location on campus, our security staff can monitor the 200+ surveillance cameras or, for areas equipped with access control, perform a full lockdown.

Each PCTVS classroom has a wealth of technology that is typically seen only in corporate or university environments. The Technology Department constantly researches new and cutting-edge technologies to both enhance the district's technological prowess and provide

our students with the highest in performance and reliability. In addition, our district has embraced the cloud for key business and instructional services to ensure that faculty, staff and students can learn and work from anywhere.

Like so many schools across the world, well laid-out plans for the 2019-2020 school year were set aside due to the global pandemic, which forced IT departments to rapidly convert their districts to support virtual learning. The accomplishments and enhancements for the 2019-2020 school year included not only routine updates and upgrades but also significant improvements to ensure educational and operational continuity:

- The in-house developed district app known as TechLife was updated to provide all members of the school community a simple way to submit a daily COVID-19 self-assessment. Based on the results, the app presents a “receipt” indicating if the student or staff member is cleared to come to campus
- Deployed Internet-based telephony to all administrators and support staff to ensure that communications can continue whether the employee is on-premises or off
- Expanded the district Virtual Desktop Infrastructure (VDI) system to staff members to ensure availability of important software needed to conduct district business
- Extended the faculty/student 1:1 initiative to support staff to ensure operational continuity during a campus shutdown event
- Deployed a cashless register system to all campus cafeterias
- Integrated the district collaboration platform (Webex) with the district learning management system (Canvas). Teachers and students can now conduct truly virtual instruction completely within Canvas
- Completed a district-wide migration to Windows 10 for all PC-based devices

PCTVS considers there to be two fundamental equalizers in life today, one being education, and the other the Internet. PCTVS is dedicated to working to eliminate the barriers of time, distance and socioeconomic status. In the past, these barriers have prevented many individuals from gaining access to educational opportunities. Technology is truly changing the way we work, live, play and learn. Now, more so than ever, our investments technology are helping to ensure a quality education for all of our students.

E. FACILITY AND BUILDING RENOVATIONS

Major projects completed in the 2019-2020 school year were:

	<u>Cost</u>
1. Cosmetology Lab Renovation	\$625,629
2. HVAC Upgrade in Rocco Building	\$652,260

A bid was awarded in June 2020 for \$2,637,000 for the C-Wing Kitchen Renovation and another in June 2020 for \$1,132,700 for the I Department 2nd floor addition. These projects are expected to be completed by the Spring of 2021.

DIANA C. LOBOSCO STEM ACADEMY

On April 14, 2015, at its public meeting, the Board of Chosen Freeholders of the County of Passaic, adopted a resolution supporting the implementation of a new STEM Academy

at PCTI and expressed the intention of issuing bonds as necessary to effectuate the implementation.

On August 16, 2016, The County authorized a bond ordinance providing an appropriation of \$30,000,000 for this project. On April 25, 2017 The County amended this bond ordinance and substituted in lieu thereof \$36,000,000 for the appropriation and debt authorization. PCTI anticipates receiving approximately 50% debt service aid on this project through special legislation under the Educational Facilities Construction and Financing Act.

Bids for the construction were awarded in the Spring of 2017, with the initial 300 students attending September 2018.

4) **INTERNAL ACCOUNTING CONTROLS**

Management of the District is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles (GAAP). The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. As a recipient of federal and state financial assistance, the District also is responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. This internal control structure is also subject to periodic evaluation by the District management.

As part of the District's single audit described earlier, tests are made to determine the adequacy of the internal control structure, including that portion related to federal and state financial assistance programs, as well as to determine that the District has complied with applicable laws and regulations.

5) **BUDGETARY CONTROLS**

In addition to internal accounting controls, the District maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the School Board of Estimates. Annual appropriated budgets are adopted for the general fund and the special revenue fund. Project-length budgets are approved for the capital improvements accounted for in the capital projects fund. The final budget amount as amended for the fiscal year is reflected in the financial section.

An encumbrance accounting system is used to record outstanding purchase commitments on a line item basis. Open encumbrances at year-end are either canceled or are included as reappropriations of fund balance in the subsequent year. Those amounts to be reappropriated are reported as reservations of fund balance at June 30, 2020.

6) **ACCOUNTING SYSTEM AND REPORTS**

This year the School District has prepared financial statements following GASB Statement 34, "Basic Financial Statements-and Management's Discussion and Analysis- for State and

Local Governments.” GASB 34 creates new basic financial statements for reporting on the School District’s financial activities as follows:

Government-wide financial statements-These statements are prepared on an accrual basis of accounting, which is similar to the basis of accounting followed by many businesses. The government-wide statements distinguish between those activities of the School District that are governmental and those that are considered business-type activities.

Fund financial statements-These statements present information for individual major funds rather than by fund type. Non-major funds are presented in total in one column. Governmental funds use the modified accrual basis of accounting and include a reconciliation to the governmental activities accrual information presented in the government-wide financial statements. Proprietary and fiduciary funds use the accrual basis of accounting.

Statements of budgetary comparisons-These statements present comparisons of actual information to the legally adopted budget. The budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances.

As part of this new reporting model, management is responsible for preparing a Management Discussion and Analysis of the School District. This discussion is located in the financial section of this report following the audit opinion and provides an assessment of the School District finances for 2020 and a discussion of current issues that affect the outlook for the future.

7) **CASH MANAGEMENT**

The Cash Management policy of the District is guided by State statute that requires the District to deposit public funds in public depositories from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA was enacted in 1970 to protect Governmental Units from a loss of funds on deposit with a failed banking institution in New Jersey. The law requires governmental units to deposit public funds only in public depositories located in New Jersey, where the funds are secured in accordance with the Act. The District's bank of record is Columbia Bank.

8) **DEBT ADMINISTRATION**

At June 30, 2020, the District does not have any debt service. All bonded long-term debt is included in the County of Passaic debt structure.

9) **RISK MANAGEMENT**

The Board carries various forms of insurance, including but not limited to general liability, automobile, property, computer, worker's compensation, excess liability, supplemental worker's compensation, and fidelity bonds. The District's agent of record is Balken Risk Management, Flemington, NJ

10) **OTHER INFORMATION**

Independent Audit - State statutes require an annual audit by independent certified public accountants or registered municipal accountants. The accounting firm, Wielkotz, &

Company, LLC, was selected by the Board. In addition to meeting the requirements set forth in state statutes, the audit also was designed to meet the requirements of Title 2 U.S. Code of Federal Regulations for Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and the State Treasury Circular Letter 15-08 OMB, "Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid Payments." The auditor's report on the general purpose financial statements and combining and individual fund statements and schedules is included in the financial section of this report. The auditor's reports related specifically to the single audit are included in the single audit section of this report.

11) **ACKNOWLEDGMENTS**

We would like to extend our appreciation to the Board of Education Commissioners of the Passaic County Technical-Vocational Schools for their support in providing fiscal accountability to the taxpayers of the County of Passaic. It is through their contributions toward the development and maintenance of our financial operations that the preparation of this report could be possible.

We would be remiss if we did not recognize the efforts of our financial and accounting staff who, on a daily basis, maintain the integrity and efficiency of the financial information from which this report is derived. Their dedicated services are greatly appreciated.

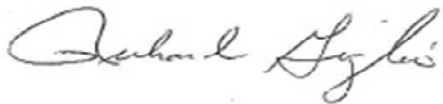
Respectfully Submitted,



Diana C. Lobosco
Chief School Administrator

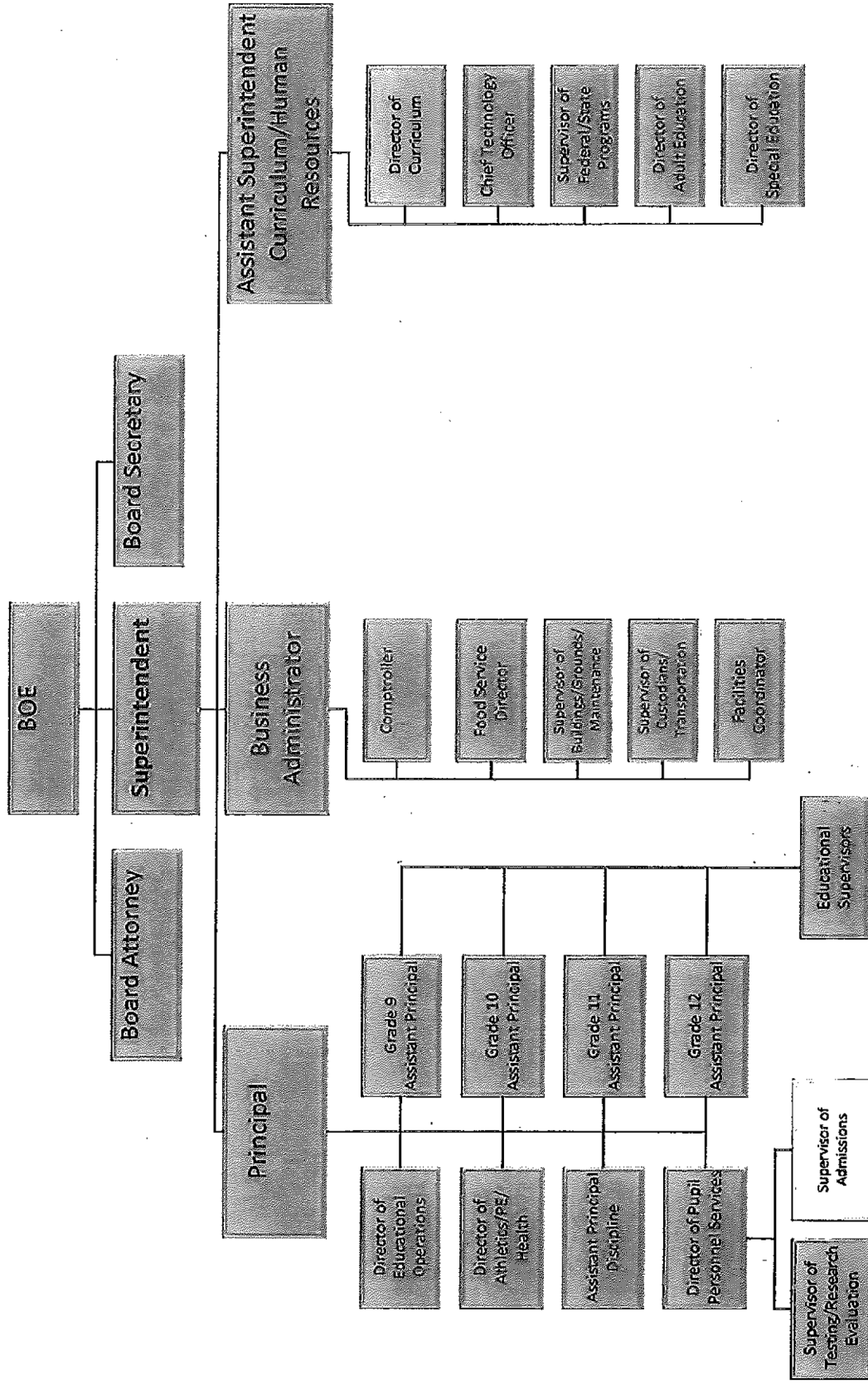


Mae Remer
Board Secretary



Richard J. Giglio
School Business Administrator

Proposed Administrative Organizational Chart June, 2015



*A yellow box denotes a new position
 *A green box denotes an unfilled position

Adopted: 5/28/15

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
BOARD OF EDUCATION**
Wayne, New Jersey

ROSTER OF OFFICIALS
June 30, 2020

MEMBERS OF THE BOARD OF EDUCATION

TERM EXPIRES

Albert A. Alexander, President	2021
Damaris M. Solomon, Vice President	2019 - Holdover
Glenn L. Brown	2018 - Holdover
Michael Coscia	2020
Carlos Rodriguez, Interim	Indefinite

OTHER OFFICIALS

Diana C. Lobosco, Chief School Administrator

Mae Remer, Board Secretary

Richard J. Giglio, School Business Administrator

Rita Pascrell, Treasurer

Albert C. Buglione, Esq., Board Counsel

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
BOARD OF EDUCATION**
Wayne, New Jersey

CONSULTANTS AND ADVISORS

ARCHITECT

Coppa Montalbano Architects
97 Lackawanna Avenue
Totowa, NJ 07512

ENGINEER

Coppa Montalbano Architects
97 Lackawanna Avenue
Totowa, NJ 07512

AUDIT FIRM

Wielkocz & Company, LLC
401 Wanaque Avenue
Pompton Lakes, NJ 07442

ATTORNEY

Albert C. Buglione, Esq
401 Hamburg Turnpike, Suite 206
Wayne, NJ 07470

OFFICIAL DEPOSITORY

Columbia Bank
19-01 State Route 208
Fair Lawn, NJ 07410

FINANCIAL SECTION



WIELKOTZ & COMPANY LLC
CERTIFIED PUBLIC ACCOUNTANTS

Steven D. Wielkocz, CPA, RMA, PSA
Matthew B. Wielkocz, CPA, PSA
Paul J. Cuva, CPA, RMA, PSA
James J. Cerullo, CPA, RMA, PSA
Thomas M. Ferry, CPA, RMA, PSA

Headquarters
401 Wanaque Avenue
Pompton Lakes, New Jersey 07442
(973)-835-7900
office@w-cpa.com

Rockaway Office
100 Enterprise Drive
Suite 301
Rockaway, New Jersey 07866
(973)-835-7900

INDEPENDENT AUDITOR'S REPORT

The Honorable President and
Members of the Board of Trustees
Passaic County Technical-Vocational Schools
County of Passaic, New Jersey

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Board of Education of the Passaic County Technical-Vocational Schools, a component unit of the County of Passaic, State of New Jersey, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Office of School Finance, Department of Education, State of New Jersey, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.



Honorable President and
Members of the Board of Education
Page 2.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Passaic County Technical-Vocational Schools Board of Education, in the County of Passaic, State of New Jersey, as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Budgetary Comparison Information, Schedules Related to Accounting and Reporting for Pensions, and Other Post Employment Benefits identified in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for

consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Passaic County Technical-Vocational Schools Board of Education's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements and schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the schedule of expenditures of state financial assistance as required by NJ OMB 15-08 and the statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the schedule of expenditures of state financial assistance as required by NJ OMB 15-08 are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements, schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and the schedule of expenditures of state financial assistance as required by NJ OMB 15-08 are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section and statistical data section has not been subject to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Honorable President and
Members of the Board of Education
Page 4.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2020 on our consideration of the Passaic County Technical-Vocational Schools Board of Education's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Passaic County Technical-Vocational Schools Board of Education's internal control over financial reporting and compliance.

James Cerullo

James Cerullo, C.P.A.
Licensed Public School Accountant
No. 881

Wielkocz & Company, LLC

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

December 8, 2020

**REQUIRED SUPPLEMENTARY
INFORMATION - PART I**

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

As management of the Passaic County Technical-Vocational Schools (the “School District”), we offer readers of the School District’s financial statements this narrative overview and analysis of the financial activities of Passaic County Technical-Vocational Schools for the fiscal year ended June 30, 2020.

The management’s discussion and analysis is provided at the beginning of the audit to provide an overall review of the past and current position of the School District’s financial condition. This summary should not be taken as a replacement for the audit which consists of the financial statements and other supplemental information that presents all the School District’s revenues and expenditures by program for the General Fund, Special Revenue Fund, Capital Projects Fund and Enterprise Fund.

FINANCIAL HIGHLIGHTS

- In total, net position increased \$5,058,256.45. Net position of governmental activities increased \$5,288,790.68 while net position of business-type activity decreased by \$230,534.23. These variances are primarily the result of increases in revenues and unexpended budget appropriations in 2019-20, capital project funding and decreased revenues of the business-type activities.
- General revenues accounted for \$106,216,963.45 in revenue or 94.61 percent of all district revenues. Program specific revenues in the form of charges for services and sales, grants and contributions accounted for \$6,050,531.08 or 5.39 percent of total revenues of \$112,267,494.53.
- The School District had \$104,695,101.45 in expenses related to governmental activities; only \$4,119,055.61 of these expenses were offset by program specific charges for services, grants or contributions. General revenues (primarily grants, entitlements and property taxes) of \$105,864,836.52 were adequate to provide for these programs.

USING THIS ANNUAL REPORT

This discussion and analysis are intended to serve as an introduction to the Passaic County Technical-Vocational Schools’s basic financial statements. The Passaic County Technical-Vocational Schools’s basic financial statements are comprised of three components: 1) district-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

USING THIS ANNUAL REPORT, (continued)

District-Wide Financial Statements

The *district-wide financial statements* are designed to provide readers with a broad overview of the Passaic County Technical-Vocational Schools's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Passaic County Technical-Vocational Schools's assets and liabilities using the accrual basis of accounting, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Passaic County Technical-Vocational Schools is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of the district-wide financial statements distinguish functions of the Passaic County Technical-Vocational Schools that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Passaic County Technical-Vocational Schools include instruction, support services and special schools. The business-type activities of the Passaic County Technical-Vocational Schools include the food service program and student store.

Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Passaic County Technical-Vocational Schools, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of these funds of the Passaic County Technical-Vocational Schools can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

USING THIS ANNUAL REPORT, (continued)

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the district-wide financial statements. However, unlike the district-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflow of spendable resources*, as well as on balances of *spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the district-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the district-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Passaic County Technical-Vocational Schools maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, special revenue fund, and capital projects fund which are all considered to be major funds.

The Passaic County Technical-Vocational Schools adopts annual appropriated budgets for its governmental funds except for the capital projects fund. A budgetary comparison statement has been provided for the general fund and special revenue fund to demonstrate compliance with their budgets.

Proprietary Funds

The Passaic County Technical-Vocational Schools maintains one proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Passaic County Technical-Vocational Schools uses enterprise funds to account for its food service program and student store.

Proprietary funds provide the same type of information as the district-wide financial statements, only in more detail. The proprietary fund financial statements provide information for the local district services operations.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

USING THIS ANNUAL REPORT, (continued)

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the District. Fiduciary funds are *not* reflected in the district-wide financial statements because the resources of those funds are *not* available to support the Passaic County Technical-Vocational Schools's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the district-wide and fund financial statements.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning budgetary information for the District's major funds.

Our auditor has provided assurance in his independent auditor's report, located immediately preceding this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. Varying degrees of assurance are being provided by the auditor regarding the Required Supplemental Information and the Supplemental Information identified above. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts in the Financial Section.

DISTRICT-WIDE FINANCIAL ANALYSIS

The Statement of Net Position provides the perspective of the District as a whole. Net position may, over time, serve as a useful indicator of a government's financial position.

The District's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets and the depreciation of capital assets.

The School District's net positions were \$76,372,296.52 at June 30, 2020 and \$71,314,040.07 at June 30, 2019. Restricted items of net position are reported separately to show legal constraints that limit the School District's ability to use those net position items for day-to-day operations. Our analysis below focuses on the net position for 2020 compared to 2019 (Table 1) and change in net position (Table 2) of the School District.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

DISTRICT-WIDE FINANCIAL ANALYSIS, (continued)

Table 1

**Net Position
June 30,**

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Current and Other Assets	15,500,668.92	10,034,016.11	310,008.01	341,324.56	15,810,676.93	10,375,340.67
Capital Assets	<u>89,970,035.49</u>	<u>90,882,836.61</u>	<u>255,832.84</u>	<u>275,950.67</u>	<u>90,225,868.33</u>	<u>91,158,787.28</u>
Total Assets	<u>105,470,704.41</u>	<u>100,916,852.72</u>	<u>565,840.85</u>	<u>617,275.23</u>	<u>106,036,545.26</u>	<u>101,534,127.95</u>
Deferred Outflows	<u>4,047,555.00</u>	<u>5,170,337.00</u>	—	—	<u>4,047,555.00</u>	<u>5,170,337.00</u>
Current Liabilities	2,631,848.95	3,040,028.25	246,624.06	67,524.21	2,878,473.01	3,107,552.46
Noncurrent Liabilities	<u>23,209,769.73</u>	<u>24,589,840.42</u>	—	—	<u>23,209,769.73</u>	<u>24,589,840.42</u>
Total Liabilities	<u>25,841,618.68</u>	<u>27,629,868.67</u>	<u>246,624.06</u>	<u>67,524.21</u>	<u>26,088,242.74</u>	<u>27,697,392.88</u>
Deferred Inflows	<u>7,623,561.00</u>	<u>7,693,032.00</u>	—	—	<u>7,623,561.00</u>	<u>7,693,032.00</u>
Net Position						
Invested in Capital						
Assets	89,970,035.49	90,882,836.61	255,832.84	275,950.67	90,225,868.33	91,158,787.28
Restricted	5,621,837.68	677,971.06	—	—	5,621,837.68	677,971.06
Unrestricted	<u>(19,538,793.44)</u>	<u>(20,796,518.62)</u>	<u>63,383.95</u>	<u>273,800.35</u>	<u>(19,475,409.49)</u>	<u>(20,522,718.27)</u>
Total Net Position	<u>76,053,079.73</u>	<u>70,764,289.05</u>	<u>319,216.79</u>	<u>549,751.02</u>	<u>76,372,296.52</u>	<u>71,314,040.07</u>

The deficit in restricted and unrestricted net position represents the accumulated results of all past years' operations. It means that if we had to pay off all of our bills *today*, including all of our noncapital liabilities (compensated absences, unfunded pension obligations for example), we would have a deficit.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

DISTRICT-WIDE FINANCIAL ANALYSIS, (continued)

Table 2 below shows the changes in net position for fiscal year 2020 compared to 2019.

**Table 2
Changes in Net Position
Year Ended June 30,**

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Revenues						
Program Revenues:						
Charges for Services and Sales			908,513.81	1,177,211.98	908,513.81	1,177,211.98
Operating Grants and Contributions	4,119,055.61	3,424,996.09	1,022,961.66	1,441,142.24	5,142,017.27	4,866,138.33
General Revenues:						
Taxes:						
County taxes, levied for general purposes	7,044,585.00	7,044,585.00			7,044,585.00	7,044,585.00
Federal and State Aid not Restricted	46,158,558.16	46,289,739.57			46,158,558.16	46,289,739.57
Tuition Received	48,493,004.41	44,931,165.47			48,493,004.41	44,931,165.47
Investment Earnings	11,030.17	11,641.89	2,126.93	3,078.68	13,157.10	14,720.57
GED Revenue	76,110.13	2,318.00			76,110.13	2,318.00
Miscellaneous Income	488,003.65	719,668.45			488,003.65	719,668.45
Capital Projects Fund						
By Passaic County	3,412,156.00	1,600,000.00			3,412,156.00	1,600,000.00
Transfers	(350,000.00)	(329,486.00)	350,000.00	329,486.00	0.00	0.00
Federal and State Aid- Capital Outlay	<u>531,389.00</u>	<u>788,211.00</u>			<u>531,389.00</u>	<u>788,211.00</u>
Total Revenues and Transfers	<u>109,983,892.13</u>	<u>104,482,839.47</u>	<u>2,283,602.40</u>	<u>2,950,918.90</u>	<u>112,267,494.53</u>	<u>107,433,758.37</u>

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

DISTRICT-WIDE FINANCIAL ANALYSIS, (continued)

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Functions/Program Expenses						
Instruction:						
Regular	22,838,321.01	21,130,651.69			22,838,321.01	21,130,651.69
Other Special						
Instruction	4,997,012.59	4,632,597.17			4,997,012.59	4,632,597.17
Vocational	15,418,805.76	14,918,409.34			15,418,805.76	14,918,409.34
Other Instruction	3,034,607.14	2,947,670.63			3,034,607.14	2,947,670.63
Support Services:						
Student & Instruction						
Related Services	16,004,157.46	14,870,831.26			16,004,157.46	14,870,831.26
School Administrative						
Services	2,966,027.84	2,462,774.00			2,966,027.84	2,462,774.00
General Administrative						
Services	2,086,566.48	1,940,363.06			2,086,566.48	1,940,363.06
Central Services and Admin.						
Info. Tech.	2,807,825.09	2,429,826.03			2,807,825.09	2,429,826.03
Plant Operations and						
Maintenance	10,495,354.77	9,879,835.13			10,495,354.77	9,879,835.13
Pupil Transportation	1,712,991.43	2,164,149.92			1,712,991.43	2,164,149.92
Unallocated Benefits	16,420,589.49	20,149,851.69			16,420,589.49	20,149,851.69
Special Schools	1,336,457.07	1,493,336.80			1,336,457.07	1,493,336.80
Capital Outlay-						
Non-depreciable	(100,573.98)	1,571,532.57			(100,573.98)	1,571,532.57
Unallocated depreciation	4,676,959.30	4,668,378.86			4,676,959.30	4,668,378.86
Food Service			2,423,571.35	2,740,579.02	2,423,571.35	2,740,579.02
Student Store			90,565.28	153,334.46	90,565.28	153,334.46
Total Expenses and Transfers	<u>104,695,101.45</u>	<u>105,260,208.15</u>	<u>2,514,136.63</u>	<u>2,893,913.48</u>	<u>107,209,238.08</u>	<u>108,154,121.63</u>
Increase or (Decrease) in						
Net Position	<u>5,288,790.68</u>	<u>(777,368.68)</u>	<u>(230,534.23)</u>	<u>57,005.42</u>	<u>5,058,256.45</u>	<u>(720,363.26)</u>

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

DISTRICT-WIDE FINANCIAL ANALYSIS, (continued)

Governmental and Business-Type Activities

As reported in the Statement of Activities the cost of all of our governmental and business-type activities this year was \$107,209,238.08. However, the amount that our taxpayers ultimately financed for these activities through School District taxes was only \$7,044,585.00 because some of the cost was paid by those who benefitted from the programs \$908,513.81, by other governments and organizations who subsidized certain programs with grants and contributions \$5,142,017.27, and by miscellaneous sources \$99,172,378.45.

MAJOR GOVERNMENTAL FUNDS BUDGETING AND OPERATING HIGHLIGHTS

The School District's budgets are prepared according to New Jersey law. The most significant budgeted funds are the general fund and the special revenue fund. The capital projects fund is funded by the County of Passaic bond ordinances. Therefore, no budget is presented.

During the fiscal year ended June 30, 2020, the School District amended the budgets of these major governmental funds several times. The general fund was increased by \$0.00 for additional state aid. The special revenue fund was increased by \$2,809,134.27 for increases in federal, state and local grants.

General Fund

The general fund actual revenue was \$99,411,807.52. That amount is \$13,549,284.52 above the final amended budget of \$85,862,523.00. The variance between the actual revenues and final budget was the result of non-budgeted on-behalf payments of \$13,294,814.18 for TPAF pension and social security reimbursements and \$254,470.34 for excesses in other anticipated revenues.

The actual expenditures of the general fund were \$96,115,804.86 including transfers which is \$4,921,448.02 above the final amended budget of \$91,194,356.84. The variance between the actual expenditures and final budget was due to non-budget on-behalf payments of \$13,294,814.18 for TPAF pension and social security reimbursements and \$8,373,366.16 of unexpended budgeted funds.

General fund had total revenues of \$99,411,807.52 and total expenditures of \$96,115,804.86 with an ending fund balance of \$14,096,177.22 on the budgetary basis of accounting.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

MAJOR GOVERNMENTAL FUNDS BUDGETING AND OPERATING HIGHLIGHTS, (continued)

Special Revenue Fund

The special revenue fund actual revenue was \$4,650,444.61. That amount is \$1,877,674.66 below the final amended budget of \$6,528,119.27. The variance between the actual revenues and the final budget was state and federal grant revenue that was anticipated to be spent by fiscal year end. The state and federal grant revenue will be received/realized in the next fiscal year.

The actual expenditures of the special revenue fund were \$4,650,444.61, which is \$1,877,674.66 below the final amended budget of \$6,528,119.27. The variance between the actual expenditures and the final budget was fully budgeted state and federal grant programs. Expenditures will be incurred in the next fiscal year.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At the end of fiscal year 2020 the School District had \$142,381,955.80 invested in sites, buildings, equipment and construction in progress. Of this amount \$52,156,087.37 in depreciation has been taken over the years. We currently have a net book value of \$90,225,868.43. Total additions for the year were \$3,766,835.69 the majority of which was for various technology, office equipment, facility improvements and for construction in progress for facility improvements. Table 3 shows fiscal year 2020 balances compared to 2019.

**Table 3
Capital Assets at June 30,
(Net of Depreciation)**

	<u>Governmental Activities</u>		<u>Business Activities</u>		<u>Total</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Sites and Improvements	2,796,551.79	2,105,883.23			2,796,551.79	2,105,883.23
Buildings and Improvements	74,378,304.03	76,273,425.98			74,378,304.03	76,273,425.98
Furniture, Equipment and Vehicles	11,226,407.30	11,380,903.03	255,832.94	275,950.67	11,482,240.24	11,656,853.70
Construction in Progress	<u>1,568,772.37</u>	<u>1,122,624.37</u>			<u>1,568,772.37</u>	<u>1,122,624.37</u>
	<u>89,970,035.49</u>	<u>90,882,836.61</u>	<u>255,832.94</u>	<u>275,950.67</u>	<u>90,225,868.43</u>	<u>91,158,787.28</u>

For more detailed information, please refer to the Notes to Basic Financial Statements.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
MANAGEMENT DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

CAPITAL ASSETS AND DEBT ADMINISTRATION, (continued)

Debt Administration

At June 30, 2020, the District does not have any debt. All bonded long-term debt is included in the County of Passaic debt structure.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

Many factors were considered by the District's administration during the development of the 2020/2021 budget. The primary factors were the District's projected student enrollment, State Aid and the tuition rate, as well as salary and health benefit increases. Since PCTVS's student enrollment was not expected to be increase, State Aid remained flat, and the tuition rate remained the same, the District was forced to explore other cost saving measures to compensate for increasing costs.

PCTVS was able to find cost savings through employee retirements and hiring replacements at lower salaries. Employee contributions of health benefits continue to be a major impact on the reduction of health costs, as well as a reasonable increase in the rate. By carefully watching expenses from the previous year, including not replacing certain employees that have left, PCTVS was able to generate substantial surplus and appropriated \$5,425,809 in 2020/2021, to offset expenses.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Passaic County Technical-Vocational Schools's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

Richard J. Giglio
School Business Administrator
Passaic County Technical-Vocational Schools
45 Reinhardt Road
Wayne, NJ 07470

BASIC FINANCIAL STATEMENTS

DISTRICT-WIDE FINANCIAL STATEMENTS

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Net Position
June 30, 2020

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents	3,993,894.01	117,686.10	4,111,580.11
Receivables, net	8,356,835.98	6,220.67	8,363,056.65
Inventory		186,101.24	186,101.24
Restricted assets:			
Capital reserve account - cash	3,149,938.93		3,149,938.93
Capital assets:			
Land and construction in progress	1,568,772.37		1,568,772.37
Other capital assets, net	88,401,263.12	255,832.84	88,657,095.96
Total Assets	<u>105,470,704.41</u>	<u>565,840.85</u>	<u>106,036,545.26</u>
DEFERRED OUTFLOWS			
Deferred Outflows of Resources Related to PERS - Pension	<u>4,047,555.00</u>		<u>4,047,555.00</u>
LIABILITIES			
Cash Deficit		243,483.98	243,483.98
Accounts payable and accrued liabilities	2,380,024.55	3,140.08	2,383,164.63
Deposits payable	2,000.00		2,000.00
Unearned revenue	249,824.40	-	249,824.40
Noncurrent liabilities:			
Due within one year	7,692.00		7,692.00
Due beyond one year	23,202,077.73		23,202,077.73
Total liabilities	<u>25,841,618.68</u>	<u>246,624.06</u>	<u>26,088,242.74</u>
DEFERRED INFLOWS			
Deferred Inflows of Resources Related to PERS - Pension	<u>7,623,561.00</u>		<u>7,623,561.00</u>
NET POSITION			
Invested in capital assets	89,970,035.49	255,832.84	90,225,868.33
Restricted for:			
Capital projects	5,214,385.97		5,214,385.97
Other purposes	407,451.71		407,451.71
Unrestricted (Deficit)	<u>(19,538,793.44)</u>	<u>63,383.95</u>	<u>(19,475,409.49)</u>
Total net position	<u>76,053,079.73</u>	<u>319,216.79</u>	<u>76,372,296.52</u>

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Activities
For the Year Ended June 30, 2020

Functions/Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
	Expenses	Indirect Expenses Allocation	Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-type Activities	Total
Governmental activities:							
Instruction:							
Regular	19,014,025.28	3,824,295.72		2,193,871.22	(20,644,449.78)		(20,644,449.78)
Special education	3,549,888.71	863,341.58			(4,413,230.29)		(4,413,230.29)
Other special instruction	470,753.06	113,029.24			(583,782.30)		(583,782.30)
Vocational	12,679,022.79	2,739,782.97			(15,418,805.76)		(15,418,805.76)
Other instruction	2,597,725.01	436,882.13			(3,034,607.14)		(3,034,607.14)
Support services:							
Student & instruction related services	13,558,560.46	2,445,597.00		1,925,184.39	(14,078,973.07)		(14,078,973.07)
School administrative services	2,396,087.09	569,940.75			(2,966,027.84)		(2,966,027.84)
General administrative services	1,861,926.75	224,639.73			(2,086,566.48)		(2,086,566.48)
Central Services & Admin. Info. Technology	2,375,508.32	432,316.77			(2,807,825.09)		(2,807,825.09)
Plant operations and maintenance	9,531,985.16	963,369.61			(10,495,354.77)		(10,495,354.77)
Pupil transportation	1,712,991.43	-			(1,712,991.43)		(1,712,991.43)
Unallocated benefits	16,420,589.49	199,903.26			(16,420,589.49)		(16,420,589.49)
Special schools	1,136,553.81				(1,336,457.07)		(1,336,457.07)
Capital outlay - non-depreciable	(100,573.98)				100,573.98		100,573.98
Unallocated depreciation	4,676,959.30				(4,676,959.30)		(4,676,959.30)
Total governmental activities	91,882,002.68	12,813,098.77	-	4,119,055.61	(100,576,045.84)	-	(100,576,045.84)
Business-type activities:							
Food Service	2,423,571.35		807,032.91	1,022,961.66		(593,576.78)	(593,576.78)
Student Store	90,565.28		101,480.90			10,915.62	10,915.62
Total business-type activities	2,514,136.63		908,513.81	1,022,961.66		(582,661.16)	(582,661.16)
Total primary government	94,396,139.31		908,513.81	5,142,017.27	(100,576,045.84)	(582,661.16)	(101,158,707.00)
General revenues:							
Taxes:							
County taxes, levied for general purposes					7,044,585.00		7,044,585.00
Federal and State aid not restricted					46,158,558.16		46,158,558.16
Tuition received					48,493,004.41		48,493,004.41
Investment earnings					11,030.17		11,030.17
GED revenue					76,110.13	2,126.93	76,110.13
Miscellaneous income					488,003.65		488,003.65
Capital Projects - funded by Passaic County					3,412,156.00		3,412,156.00
Transfers					(350,000.00)	350,000.00	-
Federal and State aid - capital outlay					531,389.00		531,389.00
Total general revenues, special items, extraordinary items and transfers					105,864,836.52	352,126.93	106,216,963.45
Change in Net Assets					5,288,790.68	(230,534.23)	5,058,256.45
Net Position—beginning					70,764,289.05	549,751.02	71,314,040.07
Net Position—ending					76,053,079.73	319,216.79	76,372,296.52

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

FUND FINANCIAL STATEMENTS

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS

Balance Sheet
Governmental Funds
June 30, 2020

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
ASSETS				
Cash and cash equivalents	3,993,894.01			3,993,894.01
Interfund receivables	382,515.91			382,515.91
Receivables from other governments	145,587.56	961,728.09	2,471,898.75	3,579,214.40
Tuitions receivable	4,666,886.58			4,666,886.58
Other receivables	94,449.38			94,449.38
Restricted cash and cash equivalents	3,149,938.93			3,149,938.93
Total assets	<u>12,433,272.37</u>	<u>961,728.09</u>	<u>2,471,898.75</u>	<u>15,866,899.21</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	577,426.56	519,100.33		1,096,526.89
Accrued salaries & benefits	185,856.29	8,816.37		194,672.66
Interfund payables		366,230.29		366,230.29
Intergovernmental loans payable				-
Payable to federal government				-
Deposits payable	2,000.00			2,000.00
Unearned revenue	182,243.30	67,581.10		249,824.40
Total liabilities	<u>947,526.15</u>	<u>961,728.09</u>	<u>-</u>	<u>1,909,254.24</u>
Fund Balances:				
Restricted for:				
Maintenance reserve account	407,451.71			407,451.71
Capital reserve account	2,742,487.22			2,742,487.22
Capital projects fund			2,128,430.03	2,128,430.03
Committed to:				
Other purposes			343,468.72	343,468.72
Assigned to:				
Other purposes	783,224.61			783,224.61
Designated by the BOE for subsequent year's expenditures	5,425,809.00			5,425,809.00
Unassigned:				
General fund	2,126,773.68			2,126,773.68
Total Fund balances	<u>11,485,746.22</u>	<u>-</u>	<u>2,471,898.75</u>	<u>13,957,644.97</u>
Total liabilities and fund balances	<u>12,433,272.37</u>	<u>961,728.09</u>	<u>2,471,898.75</u>	

Amounts reported for governmental activities in the statement of net position (A-1) are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. The cost of the assets is \$141,772,595.29 and the accumulated depreciation is \$51,802,559.80. 89,970,035.49

Accounts Payable for subsequent Pension payment is not a payable in the funds (1,088,825.00)

Deferred Outflows and Inflows of resources are applicable to future periods and therefore are not reported in the funds.

Deferred Outflows of Resources Related to PERS Pension Liability 4,047,555.00

Deferred Inflows of Resources Related to PERS Pension Liability (7,623,561.00)

Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds (see Note 7) (23,209,769.73)

Net position of governmental activities 76,053,079.73

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2020

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
REVENUES				
Local Sources:				
County Tax levy	7,044,585.00			7,044,585.00
Tuition from LEA's	47,988,548.82			47,988,548.82
Other Tuition	504,455.59			504,455.59
GED revenue	76,110.13			76,110.13
Interest Earned on Capital Reserve	7,121.91			7,121.91
Interest Earned on Maintenance Reserve	3,908.26			3,908.26
Miscellaneous	488,003.65	300.00		488,303.65
Total - Local Sources	<u>56,112,733.36</u>	<u>300.00</u>	-	<u>56,113,033.36</u>
State Sources	42,863,200.18	408,465.57		43,271,665.75
Federal Sources	85,011.98	4,241,679.04		4,326,691.02
Total Revenues	<u>99,060,945.52</u>	<u>4,650,444.61</u>	-	<u>103,711,390.13</u>
EXPENDITURES				
Current:				
Regular Instruction	16,820,154.06	2,193,871.22		19,014,025.28
Special education instruction	3,549,888.71			3,549,888.71
Other Special Instruction	470,753.06			470,753.06
Vocational Education	12,679,022.79			12,679,022.79
Other Instruction	2,597,725.01			2,597,725.01
Support Services and Undistributed Costs:				
Student & Instruction Related Services	11,633,376.07	1,925,184.39		13,558,560.46
School Administrative Services	2,396,087.09			2,396,087.09
General Administrative Services	1,861,926.75			1,861,926.75
Central Services & Admin. Info. Technolgy	2,375,508.32			2,375,508.32
Plant Operations and Maintenance	9,531,985.16			9,531,985.16
Pupil Transportation	1,712,991.43			1,712,991.43
Unallocated Benefits	26,346,956.95			26,346,956.95
Special Schools	1,136,553.81			1,136,553.81
Capital Outlay	2,652,875.65	531,389.00	479,319.55	3,663,584.20
Total Expenditures	<u>95,765,804.86</u>	<u>4,650,444.61</u>	<u>479,319.55</u>	<u>100,895,569.02</u>
Excess (Deficiency) of Revenues over Expenditures	<u>3,295,140.66</u>	<u>-</u>	<u>(479,319.55)</u>	<u>2,815,821.11</u>
OTHER FINANCING SOURCES (USES)				
Funded by Passaic County			3,412,156.00	3,412,156.00
Transfers out	(350,000.00)			(350,000.00)
Total other financing sources and uses	<u>(350,000.00)</u>	<u>-</u>	<u>3,412,156.00</u>	<u>3,062,156.00</u>
Net Change in Fund Balances	2,945,140.66	-	2,932,836.45	5,877,977.11
Fund Balance / (Deficit) — July 1	8,540,605.56		(460,937.70)	8,079,667.86
Fund Balance / (Deficit) — June 30	<u>11,485,746.22</u>		<u>2,471,898.75</u>	<u>13,957,644.97</u>

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

**PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the Year Ended June 30, 2020**

Total net change in fund balances - governmental funds (from B-2)	5,877,977.11									
<p>Amounts reported for governmental activities in the statement of activities (A-2) are different because:</p> <p>Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the period.</p>										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Depreciation expense</td> <td style="width: 20%; text-align: right;">(4,676,959.30)</td> <td style="width: 20%;"></td> </tr> <tr> <td>Depreciable Capital outlays</td> <td style="text-align: right; border-top: 1px solid black;">3,764,158.18</td> <td style="text-align: right;">(912,801.12)</td> </tr> </table>	Depreciation expense	(4,676,959.30)		Depreciable Capital outlays	3,764,158.18	(912,801.12)				
Depreciation expense	(4,676,959.30)									
Depreciable Capital outlays	3,764,158.18	(912,801.12)								
<p>Repayment of long-term debt is reported as an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets and is not reported in the statement of activities. In the current year , these amounts consist of:</p>										
Principal Payments on Unfunded Pension Obligations	5,769.00									
<p>In the statement of activities, certain operating expenses, e.g., compensated absences (vacations) are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are reported in the amount of financial resources used (paid). When the earned amount exceeds the paid amount, the difference is reduction in the reconciliation (-); when the paid amount exceeds the earned amount the difference is an addition to the reconciliation (+).</p>										
(Increase)/Decrease in compensated absences payable	78,801.69									
<p>District pension contributions are reported as expenditures in the governmental funds when made. However, per GASB No. 68 they are reported as deferred outflows of resources in the Statement of Net Position because the reported net pension liability is measured a year before the District's report date. Pension expense, which is the change in the net pension liability adjusted for changes in deferred outflows and inflows of resources related to pensions, is reported in the Statement of Activities.</p>										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">District Pension Contributions</td> <td style="width: 20%; text-align: right;">1,067,475.00</td> <td style="width: 20%;"></td> </tr> <tr> <td>Less: Pension Expense</td> <td style="text-align: right; border-top: 1px solid black;">(828,431.00)</td> <td style="text-align: right;">239,044.00</td> </tr> <tr> <td>(Increase)/Decrease in Pension Expense</td> <td></td> <td></td> </tr> </table>	District Pension Contributions	1,067,475.00		Less: Pension Expense	(828,431.00)	239,044.00	(Increase)/Decrease in Pension Expense			
District Pension Contributions	1,067,475.00									
Less: Pension Expense	(828,431.00)	239,044.00								
(Increase)/Decrease in Pension Expense										
<p>Per GASB No. 68 Non-employer contributing entities are required to record an increases in revenue and expense for On-behalf TPAF pension payments paid by the State of New Jersey on the Statement of Activities that are in excess of those amounts reported in the fund financial statements</p>										
Increase in On-behalf State Aid TPAF Pension	4,521,804.00									
Increase in On-behalf TPAF Pension Expense	(4,521,804.00)									
<p>Per GASB No. 75 Non-employer contributing entities are required to record an increases in revenue and expense for On-behalf TPAF post retirement medical payments paid by the State of New Jersey on the Statement of Activities that are in excess of those amounts reported in the fund financial statements</p>										
Increase in On-behalf State Aid TPAF Post Retirement Medical Revenue	(1,311,458.00)									
Increase in On-behalf State Aid TPAF Post Retirement Medical Expense	1,311,458.00									
Change in net position of governmental activities	5,288,790.68									

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Net Position
Proprietary Funds
June 30, 2020

	Business-type Activities - Enterprise Fund		
	Food Service Program	Student Store	Total Enterprise Fund
ASSETS			
Current assets:			
Cash and cash equivalents	-	117,686.10	117,686.10
Accounts receivable:			
State	4,976.67	-	4,976.67
Other	-	1,244.00	1,244.00
Inventories	104,469.24	81,632.00	186,101.24
Total current assets	109,445.91	200,562.10	310,008.01
Noncurrent assets:			
Capital assets:			
Equipment	609,360.51	-	609,360.51
Less accumulated depreciation	(353,527.67)	-	(353,527.67)
Total capital assets (net of accumulated depreciation)	255,832.84	-	255,832.84
Total assets	365,278.75	200,562.10	565,840.85
LIABILITIES			
Current liabilities:			
Cash Deficit	243,483.98		243,483.98
Accounts payable and accrued liabilities	1,906.70	1,233.38	3,140.08
Total current liabilities	245,390.68	1,233.38	246,624.06
Total liabilities	245,390.68	1,233.38	246,624.06
NET POSITION			
Invested in capital assets net of related debt	255,832.84	-	255,832.84
Unrestricted	(135,944.77)	199,328.72	63,383.95
Total net position	119,888.07	199,328.72	319,216.79

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Revenues, Expenses, and Changes in Fund Net Position
Proprietary Funds
For the Year Ended June 30, 2020

	Business-type Activities - Enterprise Fund		
	Food Service Program	Student Store	Total Enterprise Fund
Operating revenues:			
Charges for services:			
Daily sales - reimbursable programs	246,094.88	-	246,094.88
Daily sales - non-reimbursable programs	10,521.30	-	10,521.30
Special functions	548,492.69	-	548,492.69
Miscellaneous	1,924.04	101,480.90	103,404.94
Total operating revenues	807,032.91	101,480.90	908,513.81
 Operating expenses:			
Cost of sales - reimbursable programs	884,082.69	-	884,082.69
Cost of sales - non-reimbursable programs/special functions	303,909.82	77,683.92	381,593.74
Salaries	783,589.27	11,687.10	795,276.37
Employee benefits	244,110.06	894.06	245,004.12
Cleaning repair & maintenance	54,021.58	-	54,021.58
Purchased services	38,840.50	-	38,840.50
Miscellaneous expense	1,346.70	-	1,346.70
General supplies	90,875.39	300.20	91,175.59
Depreciation	22,795.34	-	22,795.34
Total Operating Expenses	2,423,571.35	90,565.28	2,514,136.63
Operating income (loss)	(1,616,538.44)	10,915.62	(1,605,622.82)
 Nonoperating revenues (expenses):			
State sources:			
State school lunch program	19,128.89		19,128.89
Federal sources:			
National school lunch program	712,674.18		712,674.18
National school breakfast program	186,684.40		186,684.40
Food distribution program	104,474.19		104,474.19
Interest and investment revenue	1,139.37	987.56	2,126.93
Total nonoperating revenues (expenses)	1,024,101.03	987.56	1,025,088.59
Income (loss) before contributions & transfers	(592,437.41)	11,903.18	(580,534.23)
 Transfers in (out) - Operating Subsidy	350,000.00		350,000.00
Change in net position	(242,437.41)	11,903.18	(230,534.23)
Total net position—beginning	362,325.48	187,425.54	549,751.02
Total net position—ending	119,888.07	199,328.72	319,216.79

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2020

	Business-type Activities - Enterprise Fund		
	Food Service Program	Student Store	Total Enterprise Fund
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers	808,360.81	101,869.35	910,230.16
Payments to employees	(783,160.15)	(11,687.10)	(794,847.25)
Payments for employee benefits	(244,110.06)	(894.06)	(245,004.12)
Payments to suppliers	(1,389,741.64)	(72,465.65)	(1,462,207.29)
Net cash provided by (used for) operating activities	<u>(1,608,651.04)</u>	<u>16,822.54</u>	<u>(1,591,828.50)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
State Sources	15,477.36		15,477.36
Federal Sources	993,373.34		993,373.34
Operating subsidies and transfers to other funds	350,000.00		350,000.00
Net cash provided by (used for) non-capital financing activities	<u>1,358,850.70</u>	<u>-</u>	<u>1,358,850.70</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Purchases of capital assets	(2,677.51)	-	(2,677.51)
Net cash provided by (used for) capital and related financing activities	<u>(2,677.51)</u>	<u>-</u>	<u>(2,677.51)</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest and dividends	1,139.37	987.56	2,126.93
Net cash provided by (used for) investing activities	<u>1,139.37</u>	<u>987.56</u>	<u>2,126.93</u>
Net increase (decrease) in cash and cash equivalents	(251,338.48)	17,810.10	(233,528.38)
Balances—beginning of year	7,854.50	99,876.00	107,730.50
Balances—end of year	<u>(243,483.98)</u>	<u>117,686.10</u>	<u>(125,797.88)</u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:			
Operating income (loss)	(1,616,538.44)	10,915.62	(1,605,622.82)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities			
Depreciation and net amortization	22,795.34	-	22,795.34
Food Distribution Program Donated Commodities	104,474.19		104,474.19
(Increase) decrease in accounts receivable, net	1,327.90	388.45	1,716.35
(Increase) decrease in inventories	(55,092.52)	4,285.09	(50,807.43)
Increase (decrease) in unearned revenue	(252.35)		(252.35)
Increase (decrease) in accounts payable	(65,365.16)	1,233.38	(64,131.78)
Total adjustments	<u>7,887.40</u>	<u>5,906.92</u>	<u>13,794.32</u>
Net cash provided by (used for) operating activities	<u>(1,608,651.04)</u>	<u>16,822.54</u>	<u>(1,591,828.50)</u>

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Fiduciary Net Position
Fiduciary Funds
June 30, 2020

	<u>Unemployment Compensation Trust Fund</u>	<u>Scholarship Fund</u>	<u>Agency Fund</u>
ASSETS			
Cash and cash equivalents	702,938.22	16,828.38	3,703,304.09
Total assets	<u>702,938.22</u>	<u>16,828.38</u>	<u>3,703,304.09</u>
LIABILITIES			
Payable to student groups			290,524.11
Due to General Fund			16,285.62
Summer payroll due employees			2,843,883.47
Payroll deductions and withholdings			521,240.05
Reserve for Employee's FSA/DDC			31,370.84
Total liabilities	<u>-</u>	<u>-</u>	<u>3,703,304.09</u>
NET POSITION			
Held in trust for unemployment claims and other purposes	<u>702,938.22</u>		
Reserved for scholarships		<u>16,828.38</u>	

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

PASSAIC COUNTY TECHNICAL-VOCATIONAL SCHOOLS
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
For the Year Ended June 30, 2020

	Unemployment Compensation Trust Fund	Scholarship Fund
ADDITIONS		
Contributions:		
Plan member	68,596.43	-
Other	-	-
Total Contributions	68,596.43	-
Investment earnings:		
Interest	5,785.09	300.81
Net investment earnings	5,785.09	300.81
Total additions	74,381.52	300.81
DEDUCTIONS		
Unemployment claims	21,819.67	
Scholarships awarded		63,160.00
Total deductions	21,819.67	63,160.00
Change in net position	52,561.85	(62,859.19)
Net position—beginning of the year	650,376.37	79,687.57
Net position—end of the year	702,938.22	16,828.38

The accompanying Notes to Basic Financial Statements are an integral part of this statement.

NOTES TO THE FINANCIAL STATEMENTS

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The financial statements of the Board of Education of the Passaic County Technical-Vocational Schools have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the board's accounting policies are described below.

A. Description of the School District and Reporting Entity:

The Board of Education ("Board") of the Passaic County Technical-Vocational Schools ("District") is an instrumentality of the State of New Jersey, established to function as an educational institution. The Board consists of officials appointed by the County of Passaic Board of Chosen Freeholders and the County Superintendent of Schools and is responsible for the fiscal control of the District. A superintendent is appointed by the Board and is responsible for the administrative control of the District. Under existing statutes, the Board's duties and powers include, but are not limited to, the development and adoption of a school program; the establishment, organization and operation of schools; and the acquisition, maintenance and disposition of school property.

The Board also has broad financial responsibilities, including the approval of the annual budget and the establishment of a system of accounting and budgetary controls.

Governmental Accounting Standards Board publication, Codification of Governmental Accounting and Financial Reporting Standards, Section 2100, "Defining the Financial Reporting Entity" establishes standards to determine whether a governmental component unit should be included in the financial reporting entity. The basic criterion for inclusion or exclusion from the financial reporting entity is the exercise of oversight responsibility over agencies, boards and commissions by the primary government. The exercise of oversight responsibility includes financial interdependency and a resulting financial benefit or burden relationship, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters. In addition, certain legally separate, tax-exempt entities that meet specific criteria (i.e. benefit of economic resources, access/entitlement to economic resources, and significance) should be included in the financial reporting entity. The combined financial statements include all funds of the District over which the Board exercises operating control. The operations of the District include a high school located in the Township of Wayne. There were no additional entities required to be included in the reporting entity under the criteria as described above, in the current fiscal year. Furthermore, the District is not includable in any other reporting entity on the basis of such criteria.

B. Basis of Presentation:

The Board's basic financial statements consist of District-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

B. Basis of Presentation: (continued)

District-wide Financial Statements:

The statement of net position and the statement of activities display information about the Board as a whole. These statements include the financial activities of the overall District, except for the fiduciary funds. The statements distinguish between those activities of the Board that are governmental and those that are considered business-type activities.

The statement of net position presents the financial condition of the governmental and business-type activities of the Board at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the governmental activities and for the business-type activities of the Board. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Board, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the Board.

Fund Financial Statements:

During the fiscal year, the School District segregates transactions related to certain School District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. The fund financial statements provide information about the District's funds, including its fiduciary funds. Separate statements for each fund category - *government*, *proprietary*, and *fiduciary* - are presented. The New Jersey Department of Education (NJDOE) has elected to require New Jersey districts to treat each governmental fund as a major fund in accordance with the option noted in GASB No. 34, paragraph 76. The NJDOE believes that the presentation of all funds as major is important for public interest and to promote consistency among district financial reporting models. The various funds of the Board are grouped into the categories governmental, proprietary and fiduciary.

GOVERNMENTAL FUNDS

Governmental funds are those through which most governmental functions of the Board are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Board's governmental funds:

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

B. Basis of Presentation: (continued)

General Fund - The General Fund is the general operating fund of the Board. It is used to account for all financial resources except those required to be accounted for in another fund. Included are certain expenditures for vehicles and movable instructional or noninstructional equipment which are classified in the Capital Outlay subfund.

As required by the New Jersey State Department of Education, the Board includes budgeted Capital Outlay in this fund. Accounting principles generally accepted in the United States of America as they pertain to governmental entities state that General Fund resources may be used to directly finance capital outlays for long-lived improvements as long as the resources in such cases are derived exclusively from unrestricted revenues.

Resources for budgeted capital outlay purposes are normally derived from State of New Jersey Aid, District taxes and appropriated fund balance. Expenditures are those that result in the acquisition of or additions to fixed assets for land, existing buildings, improvements of grounds, construction of buildings, additions to or remodeling of buildings and the purchase of built-in equipment. These resources can be transferred from and to Current Expense by board resolution.

Special Revenue Fund - The Special Revenue Fund is used to account for the proceeds of specific revenue from State and Federal Government, (other than major capital projects, Debt Service or the Enterprise Funds) and local appropriations that are legally restricted to expenditures for specified purposes.

Capital Projects Fund - The Capital Projects Fund is used to account for all financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds). The financial resources are derived from sale of bonds by the County of Passaic, lease purchases and other revenues.

PROPRIETARY FUNDS

The focus of Proprietary Fund measurement is upon determination of net income, changes in net position, financial position and cash flows. The accounting principles generally accepted in the United States of America applicable are those similar to businesses in the private sector. Proprietary funds are classified as enterprise or internal service; the Board has no internal service funds. The following is a description of the Proprietary Funds of the Board:

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

B. Basis of Presentation: (continued)

PROPRIETARY FUNDS, (continued)

Enterprise Funds - The Enterprise Funds are utilized to account for operations that are financed and operated in a manner similar to private business enterprises -- where the intent of the Board is that the costs (i.e. expenses including depreciation and indirect costs) of providing goods or services to the students on a continuing basis be financed or recovered primarily through user charges; or, where the Board has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

The Board's Enterprise Fund is comprised of the Food Service Fund and School Store.

FIDUCIARY FUNDS

Fiduciary Fund - Fiduciary Fund reporting focuses on net position and changes in net position. The Fiduciary Funds are used to account for assets held by the Board in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. Fiduciary Funds include Unemployment Compensation Insurance and the Passaic County Technical and Vocational High School Scholarship Funds, Payroll Fund, Employee Flexible Spending Account/Dependent Child Care Account and Student Activities Fund.

C. Measurement Focus:

District-wide Financial Statements

The District-wide statements (i.e., the statement of net position and the statement of activities) are prepared using the economic resources measurements focus and the accrual basis of accounting. All assets and liabilities associated with the operation of the Board are included on the statement of net position, except for fiduciary funds.

Fund Financial Statements

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the District-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

C. Measurement Focus: (continued)

Like the District-wide statements, all proprietary fund types are accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net position. The statement of changes in fund net position presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the Board finances and meets the cash flow needs of its proprietary activities.

D. Basis of Accounting:

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. The District-wide financial statements and the financial statements of the proprietary and fiduciary funds are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

Revenues - Exchange and Non-exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year.

Nonexchange transactions, in which the Board receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the Board must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the Board on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized. Under GAAP, in accordance with GASB No. 33, Accounting and Financial Reporting for Nonexchange Transactions, the last state aid payment is not considered revenue to the school district if the state has not recorded the corresponding expenditure, even though state law dictates recording the revenue.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at year-end: ad valorem property taxes, tuition, unrestricted grants and interest.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

D. Basis of Accounting: (continued)

Expenses/Expenditures

On the accrual basis of accounting, expenses are recognized at the time they are incurred. The fair value of donated commodities used during the year is reported in the operating statement as an expense with a like amount reported as donated commodities revenue.

The measurement of focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds.

E. Budgets/Budgetary Control:

Annual appropriated budgets are adopted in the spring of the preceding year for the general, and special revenue funds. The budgets are submitted to the county superintendents office for approval. Budgets are prepared using the modified accrual basis of accounting, except for the special revenue fund as described later. The legal level of budgetary control is established at line item accounts within each fund. Line item accounts are defined as the lowest (most specific) level of detail as established pursuant to the minimum chart of accounts referenced in N.J.A.C. 6A:23-2(g)1. Transfers of appropriations may be made by School Board resolution at any time during the fiscal year. The Board of Education did not make any supplemental budget appropriations in the general fund budget during the fiscal year. The special revenues fund was increased by \$2,809,134.27 for additional aid allotted to the District.

Formal budgetary integration into the accounting system is employed as a management control device during the year. For governmental funds there are no substantial differences between the budgetary basis of accounting and accounting principles generally accepted in the United States of America with the exception of the legally mandated revenue recognition of the last state aid payment for budgetary purposes only and special revenue fund as noted below. Encumbrance accounting is also employed as an extension of formal budgetary integration in the governmental fund types. Unencumbered appropriations lapse at fiscal year end.

The accounting records of the special revenue fund are maintained on the grant accounting budgetary basis. The grant accounting budgetary basis differs from GAAP in that the grant accounting budgetary basis recognizes encumbrances as expenditures and also recognizes the related revenues, whereas the GAAP basis does not. Sufficient supplemental records are maintained to allow for the presentation of GAAP basis financial reports.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

F. Encumbrances:

Under encumbrance accounting purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve a portion of the applicable appropriation. Open encumbrances in governmental funds, other than the special revenue fund, are reported as reservations of fund balances at fiscal year end as they do not constitute expenditures or liabilities but rather commitments related to unperformed contracts for goods and services.

Open encumbrances in the special revenue fund, for which the Board has received advances, are reflected in the balance sheet as unearned revenues at fiscal year end.

The encumbered appropriation authority carries over into the next fiscal year. An entry will be made at the beginning of the next fiscal year to increase the appropriation reflected in the certified budget by the outstanding encumbrance amount as of the current fiscal year end.

G. Cash, Cash Equivalents and Investments:

Cash and cash equivalents include petty cash, change funds, cash in banks and all highly liquid investments with a maturity of three months or less at the time of purchase and are stated at cost plus accrued interest. U.S. Treasury and agency obligations and certificates of deposit with maturities of one year or less when purchased are stated at cost. All other investments are stated at fair value.

New Jersey school districts are limited as to the types of investments and types of financial institutions they may invest in. New Jersey statute 18A:20-37 provides a list of permissible investments that may be purchased by New Jersey school districts.

Additionally, the Board has adopted a cash management plan that requires it to deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect Governmental Units from a loss of funds on deposit with a failed banking institution in New Jersey.

N.J.S.A. 17:9-41 et. seq. establishes the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with the Act. Public depositories include Savings and Loan institutions, banks (both state and national banks) and savings banks the deposits of which are federally insured. All public depositories must pledge collateral, having a market value at least equal to five percent of the average daily balance of collected public funds, to secure the deposits of Governmental Units. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the full amount of their deposits to the Governmental Units.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

H. Tuition Revenues/Receivable:

Tuition charges were established by the Board of Education based on estimated costs. The charges are subject to adjustment when the final costs have been determined.

I. Inventories:

On District-wide financial statements, inventories are presented at cost, which approximates market on a first-in, first-out basis and are expensed when used.

On fund financial statements inventories are valued at cost, which approximates market, using the first-in-first-out (FIFO) method. Inventories of proprietary funds consist of food and goods held for resale, as well as supplies, and are expensed when used.

J. Prepaid Items:

Payments made to vendors for services that will benefit periods beyond June 30, 2014, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of purchase and an expenditure/expense is reported in the year in which services are consumed.

K. Short-Term Interfund Receivables/Payables:

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as “interfund receivables/payables.” These amounts are eliminated in the governmental and business-type activities columns of the statement of net position, except for the net residual amounts due between governmental and business-type activities, which are presented as internal balances.

L. Capital Assets:

General capital assets are those assets not specifically related to activities reported in the enterprise fund. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the district -wide statement of net position but are not reported in the fund financial statements. Capital assets utilized by the enterprise fund are reported both in the business-type activity column of the District-wide statement of net position and in the fund.

All capital assets acquired or constructed during the year are recorded at actual cost. Donated fixed assets are valued at their estimated fair market value on the date received. The capital assets acquired or constructed prior to June 30, 1993 are valued at cost based on historical records or through estimation procedures performed by an independent appraisal company. Donated capital assets are valued at their estimated fair market value on the date received. The Board maintains a capitalization threshold of \$2,000.00. The Board does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value fo the asset or materially extend an asset’s life are not.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

L. Capital Assets: (continued)

All reported capital assets except land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>	<u>Business-Type Activity Estimated Lives</u>
Sites and Improvements	20 years	N/A
Buildings and Improvements	7-50 years	N/A
Furniture, Equipment and Vehicles	5-20 years	5-20 years

M. Compensated Absences:

Compensated absences are those absences for which employees will be paid, such as vacation, sick leave, and sabbatical leave. A liability for compensated absences that are attributable to services already rendered, and that are not contingent on a specific event that is outside the control of the Board and its employees, is accrued as the employees earn the rights to the benefits. Compensated absences that relate to future services, or that are contingent on a specific event that is outside the control of the Board and its employees, are accounted for in the period in which such services are rendered or in which such events take place.

For the District-wide Statements, the current portion is the amount estimated to be used in the following year. In accordance with GAAP, for the governmental funds, in the Fund Financial Statements, all of the compensated absences are considered long-term and therefore, are not a fund liability and represents a reconciling item between the fund level and District-wide presentations.

N. Unearned Revenue:

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied.

Unearned revenue in the special revenue fund represents cash that has been received but not yet earned. See Note 1(F) regarding the special revenue fund.

O. Accrued Liabilities and Long-term Obligations:

All payables, accrued liabilities and long-term obligations are reported in the District-wide financial statements.

Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

O. Accrued Liabilities and Long-term Obligations: (continued):

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of the funds. However, claims and judgements, compensated absences, special termination benefits and contractually required pension contributions that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment in the current year. Bonds, long-term obligations, and capital leases that will be paid from governmental funds are recognized as a liability in the fund financial statements when due.

P. Accounting and Financial Reporting for Pensions:

In fiscal year 2015, the District implemented GASB 68. This Statement amends GASB Statement No. 27. It improves accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local government employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision useful information, supporting assessments of accountability and interperiod equity, and creating additional transparency. This Statement replaces the requirement of Statement No. 27, *Accounting for Pension by State and Local Governmental Employers*, as well as the requirements of Statement No. 50, *Pension Disclosures*, as they relate to pensions that are provided through pension plans administered as trusts or equivalent arrangements that meet certain criteria. The requirements of Statements 27 and 50 remain applicable for pensions that are not covered by the scope of this Statement.

The District has also implemented GASB Statement 71, Pension Transition for Contributions made Subsequent to the Measurement Date-an amendment to GASB No. 68. The objective of this Statement is to address an issue regarding application of the transition provisions of Statement No. 68, Accounting and Financial Reporting for Pensions. The issue relates to amounts associated with contributions, if any, made by a state or local government employer or nonemployer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability.

Statement 68 requires a state or local government employer (or nonemployer contributing entity in a special funding situation) to recognize a net pension liability measured as of a date (the measurement date) no earlier than the end of its prior fiscal year. If a state or local government employer or nonemployer contributing entity makes a contribution to a defined benefit pension plan between the measurement date of the reported net pension liability and the end of the government's reporting period, Statement 68 requires that the government recognize its contribution as a deferred outflow of resources.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

P. Accounting and Financial Reporting for Pensions: (continued)

In addition, Statement 68 requires recognition of deferred outflows of resources and deferred inflows of resources for changes in the net pension liability of a state or local government employer or nonemployer contributing entity that arise from other types of events. At transition to Statement 68, if it is not practical for an employer or nonemployer contributing entity to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, paragraph 137 of Statement 68 required that beginning balances for deferred outflows of resources and deferred inflows of resources not be reported. Consequently, if it is not practical to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, contributions made after the measurement date of the beginning net pension liability could not have been reported as deferred outflows of resources at transition. This could have resulted in a significant understatement of an employer or nonemployer contributing entity's beginning net position and expense in the initial period of implementation.

This Statement amends paragraph 137 of Statement 68 to require that, at transition, a government recognize a beginning deferred outflow of resources for its pension contributions, if any, made subsequent to the measurement date of the beginning net pension liability. Statement 68, as amended, continues to require that beginning balances for other deferred outflows of resources and deferred inflows of resources related to pensions be reported at transition only if it is practical to determine all such amounts.

Q. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. Currently, the District has only one item that qualifies for reporting in this category, deferred amounts related to pension.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District has one item that qualifies in this category, deferred amounts related to pension.

R. Fund Balances:

Fund balance is divided into five classifications based primarily on the extent to which the Board is bound to observe constraints imposed upon the resources in the governmental funds. The classifications are as follows:

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

R. Fund Balances: (continued)

- **Nonspendable** fund balance includes amounts that are not in a spendable form (inventory, for example) or are required to be maintained intact (the principal of an endowment fund, for example).
- **Restricted** fund balance includes amounts that can be spent only for the specific purposes stipulated by external resource providers (for example, grant providers), constitutionally, or through enabling legislation (that is, legislation that creates a new revenue source and restricts its use). Effectively, restrictions may be changed or lifted only with the consent of resource providers.
- **Committed** fund balance includes amounts that can be used only for the specific purposes determined by a formal action of the Board's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
- **Assigned** fund balance comprises amounts *intended* to be used by the Board for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- **Unassigned** fund balance is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. If another governmental fund has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification in that fund. Positive unassigned amounts will be reported only in the general fund.

S. Net Position:

Net position represent the difference between assets and liabilities. Net position invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net position are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Board or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The Board applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

T. Operating Revenues and Expenses:

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the Board, these revenues are sales for food service. Operating expenses are necessary costs incurred to provide the good or service that is the primary activity of the fund.

U. Contributed Capital:

Contributions of capital in proprietary fund financial statements arise from outside contributions of fixed assets, or from grants or outside contributions of resources restricted to capital acquisition and construction.

V. Extraordinary and Special Items:

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Board and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during the fiscal year.

W. Allocation of Indirect Expenses:

The District reports all direct expenses by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function. Indirect expenses are allocated to functions but are reported separately in the Statement of Activities. Employee benefits, including the employer's share of social security, workers compensation, and medical and dental benefits, were allocated based on salaries of that program. TPAF on-behalf contributions and changes in compensated absences have not been allocated and have been reported as unallocated benefits on the Statement of Activities. Depreciation expense, where practicable, is specifically identified by function and is included in the indirect expense column of the Statement of Activities. Depreciation expense that could not be attributed to a specific function is considered an indirect expense and is reported separately on the Statement of Activities as unallocated depreciation.

X. Use of Estimates:

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that effect certain reports, amounts and disclosures. Accordingly, actual results could differ from those estimates.

Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

Y. New Accounting Standards:

During fiscal year 2020, the District did not adopt any new GASB Statements.

Other accounting standards that the District is currently reviewing for applicability and potential impact on the financial statements include:

GASB Statement No. 84, *Fiduciary Activities*. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus on the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify component units and postemployment benefit arrangements that are fiduciary activities. This Statement was effective for reporting periods beginning after December 15, 2018. However; GASB Statement No. 95 postponed the implementation of this Statement by one year due to the COVID-19 pandemic.

GASB Statement No. 87, *Leases*, which improves accounting and financial reporting for leases by governments. This Statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the fundamental principle that leases are financings of the right to use an underlying asset. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. However; GASB Statement No. 95 postponed the implementation of this Statement by one year due to the COVID-19 pandemic.

GASB Statement No. 89, *Accounting for Interest Cost Incurred Before the end of a Construction*. The objectives of this Statement is to (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. However; GASB Statement No. 95 postponed the implementation of this Statement by one year due to the COVID-19 pandemic.

GASB Statement No. 90, *Majority Equity Interests – An Amendment of GASB Statements No. 14 and No. 61*. This Statement improves the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and improves the relevance of financial statement information for certain component units. The requirements of this Statement are effective for reporting periods beginning after December 31, 2018. However; GASB Statement No. 95 postponed the implementation of this Statement by one year due to the COVID-19 pandemic.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (continued)

Y. New Accounting Standards: (continued)

GASB Statement No. 91, *Conduit Debt Obligations*. This Statement provides a single method of reporting conduit debt obligations by issuers and eliminates diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. This Statement is effective for reporting periods beginning after December 15, 2020. However; GASB Statement No. 95 postponed the implementation of this Statement by one year due to the COVID-19 pandemic.

GASB Statement No. 92, *Omnibus*. This Statement enhances comparability in accounting and financial reporting and improves the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics and includes specific provisions. However; GASB Statement No. 95 postponed the implementation of this Statement by one year due to the COVID-19 pandemic.

GASB Statement No. 93, *Replacement of Interbank Offering Rates*. The objective of this Statement is to address certain issues with Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, as amended, Statement No. 87, *Leases*, as amended and other accounting and financial reporting implications that result from the replacement of an IBOR. The requirements of this Statement are effective for fiscal years beginning after June 15, 2020. However; GASB Statement No. 95 postponed the implementation of this Statement by one year due to the COVID-19 pandemic.

NOTE 2. CASH AND CASH EQUIVALENTS AND INVESTMENTS:

Cash

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The District's policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 18A:20-37 that are treated as cash equivalents. As of June 30, 2020, \$0- of the District's bank balance of \$13,382,592.91 was exposed to custodial credit risk.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 2. CASH AND CASH EQUIVALENTS AND INVESTMENTS: (continued)

Investments

Investment Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, New Jersey Statutes 18A:20-37 limits the length of time for most investments to 397 days.

Credit Risk

New Jersey Statutes 18A:20-37 limits school district investments to those specified in the Statutes. The type of allowable investments are Bonds of the United States of America, bonds or other obligations of the school district or bonds or other obligations of the local unit or units within which the school district is located; obligations of federal agencies not exceeding 397 days; government money market mutual funds; the State of New Jersey Cash Management Plan; local government investment pools; or repurchase of fully collateralized securities.

Concentration of Credit Risk

The District places no limit on the amount the District may invest in any one issuer.

NOTE 3. RECEIVABLES:

Receivables at June 30, 2020, consisted of accounts receivable, other, interfund and intergovernmental. All receivables are considered collectible in full. A summary of the principal items of receivables follows:

	Governmental Fund Financial <u>Statements</u>	Enterprise Fund	District Wide Financial <u>Statements</u>
State Aid	\$151,237.56	\$4,976.67	\$156,214.23
Federal Aid	956,078.09		956,078.09
Passaic County	2,471,898.75		2,471,898.75
Tuition	4,666,886.58		4,666,886.58
Interfunds	382,515.91		16,285.62
Other	<u>94,449.38</u>	<u>1,244.00</u>	<u>95,693.38</u>
Gross Receivables	8,723,066.27	6,220.67	8,363,056.65
Less: Allowance for Uncollectibles			
Total Receivables, Net	<u><u>\$8,723,066.27</u></u>	<u><u>\$6,220.67</u></u>	<u><u>\$8,363,056.65</u></u>

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 4. INTERFUND BALANCES AND ACTIVITY:

Balances due to/from other funds at June 30, 2020, consist of the following:

\$366,230.29	Due to the General Fund from the Special Revenue Fund representing short term loans.
<u>16,285.62</u>	Due to the General Fund from the Agency Fund representing short term loans.
<u>\$382,515.91</u>	

It is anticipated that all interfunds will be liquidated during the fiscal year.

There was an operating transfer to the Enterprise Fund of \$350,000.00 from the General Fund during the year ended June 30, 2020 for operating deficit.

NOTE 5. CAPITAL ASSETS:

Capital asset activity for the fiscal year ended June 30, 2020 was as follows:

	<u>Balance</u> <u>6/30/19</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>6/30/20</u>
Governmental Activities				
Capital Assets, Not Being Depreciated				
Construction in Progress	<u>\$1,122,624.37</u>	<u>\$1,303,148.00</u>	<u>(\$857,000.00)</u>	<u>\$1,568,772.37</u>
Total Capital Assets, Not Being Depreciated	<u>1,122,624.37</u>	<u>1,303,148.00</u>	<u>(857,000.00)</u>	<u>1,568,772.37</u>
Capital Assets Being Depreciated				
Sites and Improvements	3,004,275.30	31,550.30	782,000.00	3,817,825.60
Buildings and Improvements	105,272,137.65	625,629.06	(47,473.00)	105,850,293.71
Furniture, Equipment and Vehicles	<u>28,853,028.16</u>	<u>1,803,830.82</u>	<u>(121,155.37)</u>	<u>30,535,703.61</u>
Total Capital Assets, Being Depreciated	<u>137,129,441.11</u>	<u>2,461,010.18</u>	<u>613,371.63</u>	<u>140,203,822.92</u>
Less Accumulated Depreciation:				
Sites and Improvements	(898,392.07)	(122,881.74)		(1,021,273.81)
Buildings and Improvements	(28,998,711.67)	(2,520,751.01)	47,473.00	(31,471,989.68)
Furniture, Equipment and Vehicles	<u>(17,472,125.13)</u>	<u>(2,033,326.55)</u>	<u>196,155.37</u>	<u>(19,309,296.31)</u>
Total Accumulated Depreciation	<u>(47,369,228.87)</u>	<u>(4,676,959.30)</u>	<u>243,628.37</u>	<u>(51,802,559.80)</u>
Total Capital Assets, Being Depreciated, Net	<u>89,760,212.24</u>	<u>(2,215,949.12)</u>	<u>857,000.00</u>	<u>88,401,263.12</u>
Governmental Activities Capital Assets, Net	<u>\$90,882,836.61</u>	<u>(\$912,801.12)</u>	<u>\$0.00</u>	<u>\$89,970,035.49</u>

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 5. CAPITAL ASSETS: (continued)

	<u>Balance</u> <u>6/30/19</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>6/30/20</u>
Business-Type Activity				
Furniture and Equipment	\$606,683.00	\$2,677.51	\$ _____	\$609,360.51
Totals	<u>606,683.00</u>	<u>2,677.51</u>	<u>0.00</u>	<u>609,360.51</u>
Less Accumulated Depreciation				
Furniture and Equipment	<u>(330,732.33)</u>	<u>(22,795.34)</u>	<u>_____</u>	<u>(353,527.67)</u>
Total Accumulated Depreciation	<u>(330,732.33)</u>	<u>(22,795.34)</u>	<u>0.00</u>	<u>(353,527.67)</u>
Business-Type Activity Capital Assets, Net	<u>\$275,950.67</u>	<u>(\$20,117.83)</u>	<u>\$0.00</u>	<u>\$255,832.84</u>

Depreciation expense was not allocated to governmental functions. It appears on the statement of activities as “unallocated depreciation”.

NOTE 6. LONG-TERM OBLIGATION ACTIVITY:

Changes in long-term obligations for the fiscal year ended June 30, 2020 were as follows:

	<u>Balance</u> <u>June 30, 2019</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>June 30, 2020</u>	<u>Amounts</u> <u>Due Within</u> <u>One Year</u>
Unfunded Pension Obligations	\$13,461.00	\$ _____	(\$5,769.00)	\$7,692.00	\$7,692.00
Net Pension Liability - PERS	21,069,503.00		(1,295,500.00)	19,774,003.00	0.00
Compensated absences payable	<u>3,506,876.42</u>	<u>84,591.58</u>	<u>(163,393.27)</u>	<u>3,428,074.73</u>	<u>0.00</u>
	<u>\$24,589,840.42</u>	<u>\$84,591.58</u>	<u>(\$1,464,662.27)</u>	<u>\$23,209,769.73</u>	<u>\$7,692.00</u>

NOTE 7. OPERATING LEASES:

The District has commitments to lease copiers and computers under an operating lease that expires in 2021. Total operating lease payments made during the year ended June 30, 2020 were \$161,192.78. Future minimum lease payments are as follows:

<u>Year</u> <u>Ending</u>	<u>Amount</u>
6/30/21	\$157,746.43
6/30/22	110,093.43
6/30/23	54,965.00
6/30/24	12,875.00
6/30/25	<u>3,180.00</u>
Total future minimum lease payments	<u>\$338,859.86</u>

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 8. DESCRIPTION OF FACILITY LEASING ARRANGEMENTS:

The District conducts the LPN Program from leased facilities. The lease expires on December 31, 2022.

Rental expense, under operating leases, was \$126,652.00 for the year ended June 30, 2020.

The following is a schedule, by year, of the total future minimum rental payments required under operating leases that have initial or remaining lease terms in excess of one year at June 30, 2020:

Year	<u>Amount</u>
<u>Ending</u>	
6/30/21	\$129,185.04
6/30/22	131,768.74
6/30/23	75,036.23

NOTE 9. PENSION PLANS:

Description of Plans - All required employees of the District are covered by either the Public Employees' Retirement System or the Teachers' Pension and Annuity Fund which have been established by state statute and are administered by the New Jersey Division of Pension and Benefits (Division). According to the State of New Jersey Administrative Code, all obligations of both Systems will be assumed by the State of New Jersey should the Systems terminate. The Division issues a publicly available financial report that includes the financial statements and required supplementary information for the Public Employees Retirement System and the Teachers' Pension and Annuity Fund. These reports may be obtained by writing to the Division of Pensions and Benefits, PO Box 295, Trenton, New Jersey, 08625 or reports can be accessed on the internet at: <http://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

Teachers' Pension and Annuity Fund (TPAF) - The Teachers' Pension and Annuity Fund was established as of January 1, 1955, under the provisions of N.J.S.A. 18A:66 to provide retirement benefits, death, disability and medical benefits to certain qualified members. The Teachers' Pension and Annuity Fund is considered a cost-sharing multiple-employer plan with a special funding situation, as under current statute, all employer contributions are made by the State of New Jersey on behalf of the District and the system's other related non-contributing employers. Membership is mandatory for substantially all teachers or members of the professional staff certified by the State Board of Examiners, and employees of the Department of Education who have titles that are unclassified, professional and certified.

Benefits Provided

The vesting and benefit provisions are set by N.J.S.A. 18A:66. TPAF provides retirement, death and disability benefits. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of TPAF. Members are fully vested for their own contributions and, after three years of service credit, become vested for 2% of related interest earned on the contributions. In the case of death before retirement, members' beneficiaries are entitled to full interest credited to the members' accounts.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

The following represents the membership tiers for TPAF:

<u>Tier</u>	<u>Definition</u>
1	Members who were enrolled prior to July 1, 2007
2	Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
3	Members who were eligible to enroll on or after November 2, 2008 and prior to May 22, 2010
4	Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011
5	Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to Tiers 1 and 2 members upon reaching age 60 and to Tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to Tier 4 members upon reaching age 62 and to Tier 5 members upon reaching age 65. Early retirement benefits are available to Tiers 1 and 2 members before reaching age 60, to Tiers 3 and 4 before age 62 with 25 or more years of service credit and Tier 5 with 30 or more years of service credit before age 65. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

Public Employees' Retirement System (PERS) - The Public Employees' Retirement System (PERS) was established as of January 1, 1955 under the provisions of N.J.S.A. 43:15A to provide retirement, death, disability and medical benefits to certain qualified members. The Public Employees' Retirement System is a cost-sharing multiple-employer plan. Membership is mandatory for substantially all full-time employees of the State of New Jersey or any county, municipality, school district, or public agency, provided the employee is not required to be a member of another state-administered retirement system or other state or local jurisdiction.

Benefits Provided

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of PERS.

The following represents the membership tiers for PERS:

<u>Tier</u>	<u>Definition</u>
1	Members who were enrolled prior to July 1, 2007
2	Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
3	Members who were eligible to enroll on or after November 2, 2008 and prior to May 22, 2010
4	Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011
5	Members who were eligible to enroll on or after June 28, 2011

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to Tiers 1 and 2 members upon reaching age 60 and to Tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to Tier 4 members upon reaching age 62 and to Tier 5 members upon reaching age 65. Early retirement benefits are available to Tiers 1 and 2 members before reaching age 60, to Tiers 3 and 4 before age 62 with 25 or more years of service credit and Tier 5 with 30 or more years of service credit before age 65. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

Defined Contribution Retirement Program

Prudential Financial jointly administers the DCRP investments with the NJ Division of Pensions and Benefits. If an employee is ineligible to enroll in the PERS or PFRS, the employee may be eligible to enroll in the DCRP. DCRP provides eligible members with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Vesting is immediate upon enrollment for members of the DCRP.

The State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information of the DCRP. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, PO Box 295, Trenton, New Jersey, 08625-0295.

Employers are required to contribute at an actuarially determined rate. Employee contributions are based on percentages of 5.50% for DCRP of employees' annual compensation, as defined. The DCRP was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and expanded under the provisions of Chapter 89, P.L. 2008. Employee contributions for DCRP are matched by a 3% employer contribution.

Contributions Requirements Fund Based Statements

The Board's contribution to PERS and DCRP, equal to the required contributions for each year as reported in the fund based statements, were as follows:

<u>Year</u>	<u>PERS</u>	<u>DCRP</u>
<u>Ending</u>		
6/30/20	\$1,067,475.00	\$40,135.59
6/30/19	1,064,392.00	34,862.41
6/30/18	1,004,911.00	26,899.66

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

The State of New Jersey contribution to TPAF (paid on-behalf of the District) for normal and post retirement benefits have been included in the fund-based statements as revenues and expenditures in accordance with GASB 24, paragraphs 7 through 13, as follows:

<u>Year</u> <u>Ending</u>	<u>Pension</u> <u>Contributions</u>	<u>Post-Retirement</u> <u>Medical</u> <u>Contributions</u>	<u>NCGI</u> <u>Premium</u>	<u>Long-Term</u> <u>Liability</u>
6/30/20	\$7,442,932.00	\$2,810,683.00	\$133,406.00	\$4,233.00
6/30/19	6,573,284.00	3,044,044.00	137,596.00	4,544.00
6/30/18	4,719,153.00	3,121,969.00	114,522.00	3,977.00

In addition, the post-retirement medical benefits are included in the district-wide financial statements.

Also, in accordance with N.J.S.A. 18A:66-66 the State of New Jersey reimbursed the Board \$2,903,560.18 members as calculated on their base salaries. This amount has been included in the fund-based statements as revenues and expenditures in accordance with GASB 24, paragraphs 7 through 13.

ACCOUNTING AND FINANCIAL REPORTING FOR PENSION IN THE DISTRICT-WIDE STATEMENTS PER - GASB NO. 68

Public Employees Retirement System (PERS)

At June 30, 2020, the District had a liability of \$19,774,003.00 for its proportionate share of the PERS net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating governmental entities, actuarially determined. At June 30, 2019, the District's proportion was 0.1097428842 percent, which was an increase of 0.0027340642 percent from its proportion measured as of June 30, 2018.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

For the year ended June 30, 2020, the District recognized pension expense of \$828,431.00. At June 30, 2020, deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes of assumptions	\$1,974,507.00	\$6,863,494.00
Difference in actual and expected experience	354,917.00	87,353.00
Net difference between projected and actual earnings on pension plan investments		312,140.00
Changes in proportion and differences between District contributions and proportionate share of contributions	629,306.00	360,574.00
District contributions subsequent to the measurement date	<u>1,088,825.00</u>	<u> </u>
Total	<u>\$4,047,555.00</u>	<u>\$7,623,561.00</u>

The \$1,088,825 reported as deferred outflows of resources related to pensions resulting from school district contributions subsequent to the measurement date (i.e. for the school year ending June 30, 2020, the plan measurement date is June 30, 2019) will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions (excluding changes in proportion) will be recognized in pension expense as follows:

Year ended June 30:	
2020	\$(570,983)
2021	(1,852,258)
2022	(1,653,959)
2023	(776,619)
2024	<u>(79,744)</u>
	<u><u>\$(4,933,563)</u></u>

Changes in Proportion

The previous amounts do not include employer specific deferred outflows of resources and deferred inflows of resources related to changes in proportion. These amounts should be recognized (amortized) by each employer over the average of the expected remaining service lives of all plan members, which is 5.21, 5.63, 5.48, 5.57, 5.72 and 6.44 years for 2019, 2018, 2017, 2016, 2015 and 2014 amounts, respectively.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

Additional Information

Local Group Collective balances net of nonemployer (State of New Jersey) balances at June 30, 2019 and June 30, 2018 are as follows:

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
Collective deferred outflows of resources	\$3,149,522,616	\$4,684,852,302
Collective deferred inflows of resources	7,645,087,574	7,646,736,226
Collective net pension liability	18,018,482,972	19,689,501,539
District's Proportion	0.1097428842%	0.107008820%

Actuarial Assumptions

The collective total pension liability for the June 30, 2019 measurement date was determined by an actuarial valuation as of July 1, 2018, which rolled forward to June 30, 2019. This actuarial valuation used the following assumptions, applied to all periods in the measurement.

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through 2026	2.00-6.00% (based on years of service)
Thereafter	3.00-7.00% (based on years of service)
Investment Rate of Return	7.00 Percent

The actuarial assumptions used in the June 30, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2014 to June 30, 2018. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

Mortality Rates

Pre-retirement mortality rates were based on the Pub-2010 General Below-Median Income Employee mortality table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non- Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement based on Scale MP-2019.

Long-Term Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2019 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Risk Mitigation Strategies	3.00%	4.67%
Cash equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment grade credit	10.00%	4.25%
High yield	2.00%	5.37%
Private credit	6.00%	7.92%
Real assets	2.50%	9.31%
Real estate	7.50%	8.33%
U.S. equity	28.00%	8.26%
Non-U.S. developed markets equity	12.50%	9.00%
Emerging markets equity	6.50%	11.37%
Private equity	12.00%	10.85%

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

Discount Rate

The discount rate used to measure the total pension liability was 6.28% as of June 30, 2019. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00% and a municipal bond rate of 3.50% as of June 30, 2019 based on the Bond Buyer GO 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 70% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2057. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2057 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Collective Net Pension Liability to Changes in the Discount Rate

The following presents the collective net pension liability of the participating employers as of June 30, 2019 calculated using the discount rate as disclosed above as well as what the collective net pension liability would be if it was calculated using a discount rate that is 1 -percentage point lower or 1- percentage-point higher than the current rate:

	<u>June 30, 2019</u>		
	<u>1%</u>	<u>At Current</u>	<u>1%</u>
	<u>Decrease</u>	<u>Discount Rate</u>	<u>Increase</u>
	<u>5.28%</u>	<u>6.28%</u>	<u>7.28%</u>
District's proportionate share of the pension liability	\$24,977,779	\$19,774,003	\$15,389,084

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey Public Employees Retirement System (PERS).

Teachers Pensions and Annuity Fund (TPAF)

The employer contributions for local participating employers are legally required to be funded by the State in accordance with N.J.S.A 18:66-33. Therefore, these local participating employers are considered to be in a special funding situation as defined by GASB Statement No. 68 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute directly to the plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

or inflows to report in the financial statements of the local participating employers. However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities' total proportionate share of the net pension liability that is associated with the local participating employer.

The portion of the TPAF Net Pension Liability that was associated with the District recognized at June 30, 2020 was as follows:

Net Pension Liability:	
District's proportionate share	\$ -0-
State's proportionate share associated with the District	<u>205,113,500</u>
	<u>\$205,113,500</u>

The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018 rolled forward to June 30, 2019. The net pension liability associated with the District was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts and the State, actuarially determined. At June 30, 2019, the proportion of the TPAF net pension liability associated with the District was 0.3342192359%.

For the year ended June 30, 2020, the District recognized on-behalf pension expense and revenue of \$12,098,142 for contributions provided by the State in the District-Wide Financial Statements.

Actuarial Assumptions

The total pension liability for the June 30, 2019 measurement date was determined by an actuarial valuation as of July 1, 2018, which was rolled forward to June 30, 2019. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through 2026	1.55-4.45% (based on years of service)
Thereafter	2.75%-5.65% (based on years of service)
Investment Rate of Return	7.00%

**Passaic County Technical-Vocational Schools
Notes to the Basic Financial Statements
for the fiscal year ended June 30, 2020**

NOTE 9. PENSION PLANS: (continued)

Mortality Rates

Pre-retirement mortality rates were based on the Pub-2010 Teachers Above-Median Income Employee mortality table with a 93.9% adjustment for males and 85.3% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 Teachers Above-Median Income Health Retiree mortality table with a 114.7% adjustment for males and 99.6% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability mortality rates were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 106.3% adjustment for males and 100.3% adjustment for females, and with a future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2019.

The actuarial assumptions used in the July 1, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2015 to June 30, 2018.

Long-Term Expected Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in TPAF's target asset allocation as of June 30, 2019 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Risk Mitigation Strategies	3.00%	4.67%
Cash equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment grade credit	10.00%	4.25%
High yield	2.00%	5.37%
Private credit	6.00%	7.92%
Real assets	2.50%	9.31%
Real estate	7.50%	8.33%
U.S. equity	28.00%	8.26%
Non-U.S. developed markets equity	12.50%	9.00%
Emerging markets equity	6.50%	11.37%
Private equity	12.00%	10.85%