

**REPORT OF THE TREASURER
TO THE BOARD OF EDUCATION**

Montague

All Funds

For the Month Ending Nov 30, 2022

CASH REPORT

| FUNDS | | (1) Beginning Cash Balance | (2) Cash Receipts This Month | (3) Cash Disbursements This Month | (4) Ending Cash Balances (1)+(2)-(3) | Bd Sec. Report Difference |
|---|--|----------------------------------|---------------------------------------|--|---|---------------------------------|
| <u>GOVERNMENTAL FUNDS</u> | | | | | | |
| 1 | General Fund Regular- Fund 10 | \$1,956,568.73 | \$760,703.42 | \$697,948.96 | \$2,019,323.19 | -\$5,178.39 |
| 2 | NJ Cash Management-Fund 10 | \$54,423.95 | \$153.83 | \$0.00 | \$54,577.78 | \$0.00 |
| 3 | Impact Aid Reserve-Fund 10 | \$349,561.85 | \$0.00 | \$0.00 | \$349,561.85 | \$0.00 |
| 4 | Capital Reserve- Fund 10 | \$2,586,271.92 | \$63.51 | \$0.00 | \$2,586,335.43 | \$0.00 |
| 5 | Maintenance Reserve- Fund 10 | \$239,982.38 | \$0.00 | \$0.00 | \$239,982.38 | \$0.00 |
| 6 | Special Revenue-Fund 20 | \$153,269.13 | \$233,783.00 | \$63,295.39 | \$323,756.74 | \$1,794.99 |
| 7 | Capital Projects Fund-30 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 8 | Debt Service Fund - Fund 40 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 9 | TOTAL (Lines 1 thru 8) | \$5,340,077.96 | \$994,703.76 | \$761,244.35 | \$5,573,537.37 | |
| <u>ENTERPRISE FUNDS</u> | | | | | | |
| 10 | Student Council | \$828.52 | \$0.03 | \$0.00 | \$828.55 | \$0.00 |
| 11 | Lunch Program -Fund 60 | -\$5,237.71 | \$35,804.21 | \$42,069.63 | (\$11,503.13) | \$0.00 |
| 12 | Before & After Care-Fund 61 | \$38,014.12 | \$6,505.74 | \$4,120.00 | \$40,399.86 | \$1,898.51 |
| 13 | Total Enterprise Funds (Lines 10 thru 12) | \$33,604.93 | \$42,309.98 | \$46,189.63 | \$29,725.28 | |
| <u>PAYROLL, AGENCY & SCHOLARSHIP FUNDS</u> | | | | | | |
| 14 | Payroll Account | \$464.98 | \$257,621.31 | \$257,619.52 | \$466.77 | \$0.00 |
| 15 | Trust & Agency Account-Fund 90 | \$2,165.73 | \$207,687.79 | \$207,685.63 | \$2,167.89 | -\$16,868.47 |
| 16 | Summer Savings Account | \$44,184.78 | \$22,178.05 | \$0.00 | \$66,362.83 | \$0.00 |
| 17 | Flexible Spending Plan Account | \$81.04 | \$0.00 | \$0.00 | \$81.04 | \$0.00 |
| 18 | Unemployment Account | \$373.31 | \$0.02 | \$0.00 | \$373.33 | \$0.00 |
| 19 | Dureler Scholarship Fund | \$824.77 | \$0.03 | \$0.00 | \$824.80 | \$0.00 |
| 20 | Petty Cash | \$278.06 | \$0.01 | \$0.00 | \$278.07 | \$0.00 |
| 21 | Total Trust & Agency Funds (Lines 14 thru 20) | \$48,372.67 | \$487,487.21 | \$465,305.15 | \$70,554.73 | |
| 22 | TOTAL - ALL FUNDS (LINES 9, 13 AND 21) | \$5,422,055.56 | \$1,524,500.95 | \$1,272,739.13 | \$5,673,817.38 | |

Prepared and Submitted By:

Bene Metzgar

1/23/2023

Treasurer of School Monies

**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | |
|-----------------------|----------------------|--|
| Bank Name | Provident Bank | Prepared by: René Metzgar Date: 1/23/2023 |
| Account Number | 14001330 | |
| Statement Date | Nov 30, 2022 | |
| Fund/Funds | General Fund Account | |

| | | | |
|----------|--|---------------------|--|
| 1 | Balance per Bank | Nov 30, 2022 | \$ 4,137,926.72 |
| | Reconciling Items | | PETTY CASH 200.00 |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | Nov. 2022 | 179.00 | Combined adjustments -see attached adjustment page |
| 2b | | | |
| 2c | July, Aug 2022 | 3,519.00 | Combined adjustments -see attached adjustment page |
| 2d | Sept, Oct 2022 | ##### | Combined adjustments -see attached adjustment page |
| 2 | Total D.I.T. | 13,937.21 | |
| 3 | Total Additions | 13,937.21 | |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | 1,250,341.74 | See attached list |
| 5 | Other Deductions | | |
| 6 | Total Deductions | 1,250,341.74 | |
| 7 | Net Reconciling Items | | (1,236,404.53) |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | \$ 2,901,722.19 |

| | | | |
|-----------|---|---------------------|--------------------------|
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | \$2,932,624.16 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | | |
| 11 | Other (Explain) | (30,901.97) | See attached adjustments |
| 12 | Total Additions | \$ (30,901.97) | |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | - | |
| 16 | Net Reconciling Items | | (30,901.97) |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 2,901,722.19 |

* Line 8 MUST EQUAL Line 17.

** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | |
|-----------------------|--------------------|--|
| Bank Name | NJ Cash Management | Prepared by: René Metzgar Date: 1/23/2023 |
| Account Number | 000050881-171 | |
| Statement Date | Nov 30, 2022 | |
| Fund/Funds | Cash Management | |

| | | | |
|-----------|---|---------------------|------------------|
| 1 | Balance per Bank | Nov 30, 2022 | 54,577.78 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | | |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | 0 | |
| 5 | Other (Explain) | 0 | |
| 6 | Total Deductions | 0 | |
| 7 | Net Reconciling Items | | - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 54,577.78 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 54,577.78 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | | |
| 11 | Other (Explain) | | |
| 12 | Total Additions | | - |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | | - |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 54,577.78 |

* Line 8 MUST EQUAL Line 17.

** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|----------------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 14002655 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | Capital Reserve Fund | | |

| | | | |
|-----------|---|---------------------|--------------------------|
| 1 | Balance per Bank | Nov 30, 2022 | 1,545,373.57 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | 6/30/2022 | 1,040,837 | |
| 2b | | | |
| 2c | | | |
| 2 | Total D.I.T. | 1,040,837 | |
| 3 | Total Additions | | 1,040,837 |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | 0 | |
| 5 | Other (Explain) | 0 | |
| 6 | Total Deductions | | 0 |
| 7 | Net Reconciling Items | | 1,040,837.00 |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 2,586,210.57 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 2,586,335.43 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | \$ (124.86) | See attached adjustments |
| 11 | Other (Explain) | - | |
| 12 | Total Additions | | (124.86) |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | | - |
| 16 | Net Reconciling Items | | (124.86) |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 2,586,210.57 |

* Line 8 MUST EQUAL Line 17.

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | |
|-----------------------|--------------------|----------------------------------|
| Bank Name | Provident Bank | Prepared by: René Metzgar |
| Account Number | 1998003160 | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | |
| Fund/Funds | Maintenace Reserve | |

| | | | |
|----------|--|---------------------|--|
| 1 | Balance per Bank | Nov 30, 2022 | - |
| | Reconciling Items | | |
| | Additions | | *FUNDS SHOULD BE MOVED INTO THIS ACCOUNT |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2 | Total D.I.T. | - | |
| 3 | Total Additions | | - |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | 0 | |
| 5 | Other (Explain) | 0 | |
| 6 | Total Deductions | | 0 |
| 7 | Net Reconciling Items | | - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | - |

| | | | |
|-----------|---|---------------------|--------------------------|
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | \$ - | See attached adjustments |
| 11 | Other (Explain) | - | |
| 12 | Total Additions | | - |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | | - |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | - |

* Line 8 MUST EQUAL Line 17.

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|-----------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 14001349 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | Student Council | | |

| | | | |
|-----------|---|---------------------|---------------|
| 1 | Balance per Bank | Nov 30, 2022 | 828.55 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | | |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | 0 | |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | 0 | |
| 7 | Net Reconciling Items | | - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 828.55 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 828.55 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | | |
| 11 | Other (Explain) | | |
| 12 | Total Additions | | - |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | | - |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 828.55 |

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|-----------------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 14001381 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | Lunch Program Account | | |

| | | | |
|-----------|---|---------------------|---------------------------------|
| 1 | Balance per Bank | Nov 30, 2022 | 2,942.70 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | 6/30/2022 | 1,300.00 | see attached adjustments |
| 2b | | | |
| 2c | | | |
| 2 | Total D.I.T. | 1,300.00 | |
| 3 | Total Additions | | 1300 |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | 10,215.33 | |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | | 10,215.33 |
| 7 | Net Reconciling Items | | (8,915.33) |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | (5,972.63) |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | (11,503.13) |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | | |
| 11 | Other (Explain) | 5,530.50 | SEE ATTACHED ADJUSTMENTS |
| 12 | Total Additions | | 5,530.50 |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | | - |
| 16 | Net Reconciling Items | | 5,530.50 |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | (5,972.63) |

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|-------------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 1998001923 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | AfterCare Account | | |

| | | | |
|-----------|---|---------------------|-------------------|
| 1 | Balance per Bank | Nov 30, 2022 | 44,135.74 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2 | Total D.I.T. | - | |
| 3 | Total Additions | | 0 |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | 3,735.88 | See attached list |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | | 3,735.88 |
| 7 | Net Reconciling Items | | (3,735.88) |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 40,399.86 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 40,399.86 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | | |
| 11 | Other (Explain) | - | |
| 12 | Total Additions | | - |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | | - |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 40,399.86 |

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | |
|-----------------------|-----------------|----------------------------------|
| Bank Name | Provident Bank | Prepared by: René Metzgar |
| Account Number | 14001322 | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | |
| Fund/Funds | Payroll Account | |

| | | | |
|----------|-------------------------|---------------------|--------|
| 1 | Balance per Bank | Nov 30, 2022 | 466.77 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | 0 | |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | - | |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | - | |
| 7 | Net Reconciling Items | | - |

| | | | |
|----------|--|---------------------|--------|
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 466.77 |
|----------|--|---------------------|--------|

| | | | |
|----------|---|---------------------|--------|
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 466.77 |
|----------|---|---------------------|--------|

| | | | |
|----|-----------------------|---|---|
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | 0 | |
| 11 | Other (Explain) | | |
| 12 | Total Additions | 0 | |
| | Deductions | | |
| 13 | Bank Charges | 0 | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | 0 | |
| 16 | Net Reconciling Items | | - |

| | | | |
|-----------|---|---------------------|--------|
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 466.77 |
|-----------|---|---------------------|--------|

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | |
|-----------------------|------------------------|----------------------------------|
| Bank Name | Provident Bank | Prepared by: René Metzgar |
| Account Number | 14001314 | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | |
| Fund/Funds | Trust & Agency Account | |

| | | | |
|----------|--|---------------------|-------------------|
| 1 | Balance per Bank | Nov 30, 2022 | 19,034.22 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2 | Total D.I.T. | \$ - | |
| 3 | Total Additions | \$ - | |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | (Attach list) | \$ 18,452.72 | See attached list |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | \$ 18,452.72 | |
| 7 | Net Reconciling Items | | \$ (18,452.72) |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | \$ 581.50 |

| | | | |
|-----------|---|---------------------|--------------------------|
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | \$ 2,167.89 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | | |
| 11 | Other (Explain) | (1,586.39) | See attached adjustments |
| 12 | Total Additions | -1586.39 | |
| | Deductions | | |
| 13 | Bank Charges | | |
| 14 | Other (Explain) | | |
| 15 | Total Deductions | - | |
| 16 | Net Reconciling Items | | (1,586.39) |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | \$ 581.50 |

* Line 8 MUST EQUAL Line 17.

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|------------------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 14001292 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | Summer Savings Account | | |

| | | | |
|----------|---|---------------------|---------------------|
| 1 | Balance per Bank | Nov 30, 2022 | \$ 66,362.83 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2d | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | 0 | |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | Attach list | - | See attached list |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | - | |
| 7 | Net Reconciling Items | | \$ - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | \$ 66,362.83 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | \$ 66,362.83 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | 0 | |
| 11 | Other (Explain) | 0 | |
| 12 | Total Additions | 0 | |
| | Deductions | | |
| 13 | Bank Charges | 0 | |
| 14 | Other (Explain) | 0 | |
| 15 | Total Deductions | 0 | |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | \$ 66,362.83 |

* Line 8 MUST EQUAL Line 17.
 ** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|---------------------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 35017856 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | Flexible Spending Account | | |

| | | | |
|----------|---|---------------------|-------|
| 1 | Balance per Bank | Nov 30, 2022 | 81.04 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2d | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | | 0 |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | Attach list | 0 | |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | | 0 |
| 7 | Net Reconciling Items | | - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 81.04 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 81.04 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | 0 | |
| 11 | Other (Explain) | 0 | |
| 12 | Total Additions | | 0 |
| | Deductions | | |
| 13 | Bank Charges | 0 | |
| 14 | Other (Explain) | 0 | |
| 15 | Total Deductions | | 0 |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 81.04 |

* Line 8 MUST EQUAL Line 17.
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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | |
|-----------------------|----------------------|--|
| Bank Name | Provident Bank | Prepared by: René Metzgar Date: 1/23/2023 |
| Account Number | 14001373 | |
| Statement Date | Nov 30, 2022 | |
| Fund/Funds | Unemployment Account | |

| | | | |
|----------|---|---------------------|---------------|
| 1 | Balance per Bank | Nov 30, 2022 | 373.33 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2d | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | | 0 |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | Attach list | 0 | |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | | 0 |
| 7 | Net Reconciling Items | | - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 373.33 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 373.33 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | 0 | |
| 11 | Other (Explain) | 0 | |
| 12 | Total Additions | | 0 |
| | Deductions | | |
| 13 | Bank Charges | 0 | |
| 14 | Other (Explain) | 0 | |
| 15 | Total Deductions | | 0 |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 373.33 |

* Line 8 MUST EQUAL Line 17.
 ** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|--------------------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 35012439 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | Dureler Scholarship Fund | | |

| | | | |
|----------|---|---------------------|--------|
| 1 | Balance per Bank | Nov 30, 2022 | 824.80 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2d | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | | 0 |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | Attach list | 0 | |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | | 0 |
| 7 | Net Reconciling Items | | - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 824.80 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 824.80 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | 0 | |
| 11 | Other (Explain) | 0 | |
| 12 | Total Additions | | 0 |
| | Deductions | | |
| 13 | Bank Charges | 0 | |
| 14 | Other (Explain) | 0 | |
| 15 | Total Deductions | | 0 |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 824.80 |

* Line 8 MUST EQUAL Line 17.
 ** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

| | | | |
|-----------------------|----------------|--|----------------------------------|
| Bank Name | Provident Bank | | Prepared by: René Metzgar |
| Account Number | 1998003071 | | Date: 1/23/2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | Petty Cash | | |

| | | | |
|----|---|---------------------|--------|
| 1 | Balance per Bank | Nov 30, 2022 | 278.07 |
| | Reconciling Items | | |
| | Additions | | |
| | Deposits in Transit | | |
| | Date | Amount | |
| 2a | | | |
| 2b | | | |
| 2c | | | |
| 2d | | | |
| 2 | Total D.I.T. | 0 | |
| 3 | Total Additions | | 0 |
| | Deductions | | |
| | Outstanding Checks | | |
| 4 | Attach list | 0 | |
| 5 | Other (Explain) | | |
| 6 | Total Deductions | | 0 |
| 7 | Net Reconciling Items | | - |
| 8 | Adjusted Balance per Bank as of | Nov 30, 2022 | 278.07 |
| 9 | Bal. per Board Secretary's Records as of | Nov 30, 2022 | 278.07 |
| | Reconciling Items: | | |
| | Additions | | |
| 10 | Interest Earned | 0 | |
| 11 | Other (Explain) | 0 | |
| 12 | Total Additions | | 0 |
| | Deductions | | |
| 13 | Bank Charges | 0 | |
| 14 | Other (Explain) | 0 | |
| 15 | Total Deductions | | 0 |
| 16 | Net Reconciling Items | | - |
| 17 | Adjusted Board Secretary's Balance as of | Nov 30, 2022 | 278.07 |

* Line 8 MUST EQUAL Line 17.
 ** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

**MONTAGUE BOARD OF EDUCATION
ADJUSTMENTS**

| | | | |
|--|-----------------|--|---------------------------------------|
| | Provident Bank | | Prepared by: René Metzgar |
| Account No. | 14001330 | | Date: Jan 23, 2023 |
| Statement Date | Nov 30, 2022 | | |
| Fund/Funds | General Account | | ADJUSTMENTS TO BOARD SECRETARY REPORT |
| Item | | | Amount |
| <u>Prior year/Treasurer adjustments</u> | | | |
| Petty Cash not on CDK Reports. Not in bank, but reflected in 10-101 \$200 | | | |
| <u>September 2021</u> | | | |
| 9/22/21 deposit not recorded in CDK \$36,417.60 | | | \$ 36,417.60 |
| <u>December 2021</u> | | | |
| Tried to correct adjustment \$20 from October, but deposited funds to café instead of transferring to GF | | | \$ (20.00) |
| <u>January 2022</u> | | | |
| Aftercare bank interest should be recorded in fund 61 (.27) | | | \$ (0.27) |
| <u>February 2022</u> | | | |
| 6/30/22 Audit JE#17- funds due to capital reserve acct. Listed as O/S Check register \$1,040,837.00 | | | |
| <u>April 2022</u> | | | |
| capital reserve interest posted twice | | | \$ (63.49) |
| <u>May 2022</u> | | | |
| 5/12/22 transfer to acct#3071 not recorded in cdk | | | \$ (500.00) |
| Capital reserve interest posted twice | | | \$ (65.61) |
| <u>June 2022</u> | | | |
| N0643 ?, listed as O/S check, but I think incorrect adjustment for GF | | | |
| N0001 ?, listed as O/S check, but I think incorrect adjustment for GF | | | |
| N0002 ?, listed as O/S check, but I think incorrect adjustment for GF | | | |
| N0633 ?, listed as O/S check, but I think incorrect adjustment for GF | | | |
| N0634 ?, listed as O/S check, but I think incorrect adjustment for GF | | | |
| 6/30 deposit in cdk-incorrect adjustment for agency, but hit GF? | | | \$ (67,136.46) |
| 6/30 deposit in cdk-incorrect adjustment for agency, but hit GF? | | | \$ (150.00) |
| 6/30 deposit in cdk-incorrect adjustment for petty cash may adjustment- should have been a ck | | | \$ (500.00) |
| duplicate june cap reserve interest posted | | | \$ (63.49) |
| durluer fund interest | | | \$ (0.04) |
| payroll interest | | | \$ (1.11) |
| student council interest | | | \$ (0.05) |
| unemployment interest | | | \$ (0.02) |

**MONTAGUE BOARD OF EDUCATION
ADJUSTMENTS**

GENERAL FUND ADJUSTMENTS PAGE 2

| Item | Amount |
|--|---------------|
| <u>June 2022 continued</u> | |
| petty cash interest | \$ (0.01) |
| duplicate JE Cash management | \$ 2.40 |
| duplicate JE Cash management | \$ 4.22 |
| duplicate JE Cap reserve | \$ 59.25 |
| duplicate JE Cash management | \$ 9.95 |
| duplicate JE Cash management | \$ 16.95 |
| duplicate JE Cap reserve | \$ 65.61 |
| duplicate JE Cap reserve | \$ 63.49 |
| reclass from fund 60 to fund 20- money due to café, shown as O/S \$1300 | |
| no Cash Management JE | \$ (38.90) |
| no capital reserve JE | \$ (63.49) |
| | |
| <u>July 2022</u> | |
| GF ck#N0715, but expensed from fund 60. funds due to GF, listed as DIT CK \$383.33 | |
| GF ck#N0729, but expensed from fund 60. funds due to GF, listed as DIT CK \$383.33 | |
| | |
| | |
| <u>August 2022</u> | |
| GF ck#N0815, but expensed from fund 60. funds due to GF, listed as DIT CK \$383.33 | |
| GF ck#N0830, but expensed from fund 60. funds due to GF, listed as DIT CK \$383.33 | |
| GFck#27220 cashed, written from both fund 10 & 60, funds due to GF from cafe, listed as DIT \$1,985.68 | |
| 8/16/22 withdrawal to food service "to cover June", not recorded in cdk | \$ (5,530.50) |
| N0815 cashed for \$61,720.96 (\$6480 difference), this check should be reduced since the \$6480 was already recorded in CDK from CK#N0730. | \$ 6,480.00 |
| | |
| <u>September 2022</u> | |
| GF ck#N0915, but expensed from fund 60. funds due to GF, listed as DIT CK \$1,007.71 | |
| GF ck#N0930, but expensed from fund 60. funds due to GF, listed as DIT CK \$1,706.08 | |
| GF ck#N0915, but expensed from fund 61. funds due to GF, listed as DIT CK \$433.50 | |
| GF ck#N0930, but expensed from fund 61. funds due to GF, listed as DIT CK \$1,151.88 | |
| GF Ck#27216 cashed on 9/1/22 should have been fund 60, funds due to GF, listed as DIT \$495 | |
| | |
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