

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

Montague

All Funds

For the Month Ending Oct 31, 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	\$1,554,638.76	\$1,306,189.97	\$904,260.00	\$1,956,568.73	-\$5,178.39
2	NJ Cash Management-Fund 10	\$54,292.38	\$131.57	\$0.00	\$54,423.95	\$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	\$2,586,206.30	\$65.62	\$0.00	\$2,586,271.92	\$0.00
5	Maintenance Reserve- Fund 10	\$239,982.38	\$0.00	\$0.00	\$239,982.38	\$0.00
6	Special Revenue-Fund 20	\$1,871.39	\$215,286.00	\$63,888.26	\$153,269.13	\$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)	\$4,786,553.06	\$1,521,673.16	\$968,148.26	\$5,340,077.96	
<u>ENTERPRISE FUNDS</u>						
10	Student Council	\$828.48	\$0.04	\$0.00	\$828.52	\$0.00
11	Lunch Program -Fund 60	-\$3,689.63	\$1,746.46	\$3,294.54	(\$5,237.71)	\$0.00
12	Before & After Care-Fund 61	\$35,427.04	\$4,737.58	\$2,150.50	\$38,014.12	\$1,898.51
13	Total Enterprise Funds (Lines 10 thru 12)	\$32,565.89	\$6,484.08	\$5,445.04	\$33,604.93	
<u>PAYROLL, AGENCY & SCHOLARSHIP FUNDS</u>						
14	Payroll Account	\$464.41	\$265,113.34	\$265,112.77	\$464.98	-\$354.86
15	Trust & Agency Account-Fund 90	\$2,608.75	\$196,092.09	\$196,535.11	\$2,165.73	-\$12,111.83
16	Summer Savings Account	\$22,545.10	\$22,539.68	\$900.00	\$44,184.78	\$0.00
17	Flexible Spending Plan Account	\$81.04	\$0.00	\$0.00	\$81.04	\$0.00
18	Unemployment Account	\$373.29	\$0.02	\$0.00	\$373.31	\$0.00
19	Dureler Scholarship Fund	\$824.73	\$0.04	\$0.00	\$824.77	\$0.00
20	Petty Cash	\$278.05	\$0.01	\$0.00	\$278.06	\$0.00
21	Total Trust & Agency Funds (Lines 14 thru 20)	\$27,175.37	\$483,745.18	\$462,547.88	\$48,372.67	
22	TOTAL - ALL FUNDS (LINES 9, 13 AND 21)	\$4,846,294.32	\$2,011,902.42	\$1,436,141.18	\$5,422,055.56	

Prepared and Submitted By:

Bene Metzgar

1/17/2023

Treasurer of School Monies

**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

Bank Name	Provident Bank	Prepared by: René Metzgar
Account Number	14001330	Date: 1/17/2023
Statement Date	Oct 31, 2022	
Fund/Funds	General Fund Account	

1	Balance per Bank	Oct 31, 2022	\$ 3,900,592.95
	Reconciling Items		PETTY CASH 200.00
	Additions		
	Deposits in Transit		
	Date	Amount	
2a	10/25/2021	20.00	due from café account
2b	Feb-June 2022	20,519.15	Combined adjustments -see attached adjustment page
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.	34,297.36	
3	Total Additions	34,297.36	
	Deductions		
	Outstanding Checks		
4	(Attach list)	1,266,580.19	See attached list
5	Other Deductions		
6	Total Deductions	1,266,580.19	
7	Net Reconciling Items		(1,232,282.83)
8	Adjusted Balance per Bank as of	Oct 31, 2022	\$ 2,668,510.12

9	Bal. per Board Secretary's Records as of	Oct 31, 2022	\$2,699,382.09
	Reconciling Items:		
	Additions		
10	Interest Earned		
11	Other (Explain)	(30,871.97)	See attached adjustments
12	Total Additions	\$ (30,871.97)	
	Deductions		
13	Bank Charges		
14	Other (Explain)		
15	Total Deductions	-	
16	Net Reconciling Items		(30,871.97)
17	Adjusted Board Secretary's Balance as of	Oct 31, 2022	2,668,510.12

* 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
Account Number	000050881-171		Date: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	Cash Management		

1	Balance per Bank	Oct 31, 2022	54,423.95
	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	Oct 31, 2022	54,423.95
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	54,423.95
	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	Oct 31, 2022	54,423.95

* 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	14002655		Date: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	Capital Reserve Fund		

1	Balance per Bank	Oct 31, 2022	1,545,310.06
	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	Oct 31, 2022	2,586,147.06
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	2,586,271.92
	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	Oct 31, 2022	2,586,147.06

* 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	1998003160	Date: 1/17/2023
Statement Date	Oct 31, 2022	
Fund/Funds	Maintenace Reserve	

1	Balance per Bank	Oct 31, 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	Oct 31, 2022	-

9	Bal. per Board Secretary's Records as of	Oct 31, 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	Oct 31, 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: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	Student Council		

1	Balance per Bank	Oct 31, 2022	828.52
	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	Oct 31, 2022	828.52
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	828.52
	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	Oct 31, 2022	828.52

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

Bank Name	Provident Bank	Prepared by: René Metzgar
Account Number	14001381	Date: 1/17/2023
Statement Date	Oct 31, 2022	
Fund/Funds	Lunch Program Account	

1	Balance per Bank	Oct 31, 2022	29,412.27
	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)	30,419.48	
5	Other (Explain)		
6	Total Deductions		30,419.48
7	Net Reconciling Items		(29,119.48)
8	Adjusted Balance per Bank as of	Oct 31, 2022	292.79
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	(5,237.71)
	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	Oct 31, 2022	292.79

* 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	1998001923		Date: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	AfterCare Account		

1	Balance per Bank	Oct 31, 2022	41,750.00
	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	Oct 31, 2022	38,014.12
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	38,014.12
	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	Oct 31, 2022	38,014.12

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**MONTAGUE BOARD OF EDUCATION
BANK RECONCILIATION**

Bank Name	Provident Bank	Prepared by: René Metzgar
Account Number	14001322	Date: 1/17/2023
Statement Date	Oct 31, 2022	
Fund/Funds	Payroll Account	

1	Balance per Bank	Oct 31, 2022		819.84
	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)	354.86		
5	Other (Explain)			
6	Total Deductions		354.86	
7	Net Reconciling Items			(354.86)
8	Adjusted Balance per Bank as of	Oct 31, 2022		464.98
9	Bal. per Board Secretary's Records as of	Oct 31, 2022		464.98
	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	Oct 31, 2022		464.98

* 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	14001314	Date: 1/17/2023
Statement Date	Oct 31, 2022	
Fund/Funds	Trust & Agency Account	

1	Balance per Bank	Oct 31, 2022	14,277.56
	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)	\$ 13,586.22	See attached list
5	Other (Explain)		
6	Total Deductions	\$ 13,586.22	
7	Net Reconciling Items		\$ (13,586.22)
8	Adjusted Balance per Bank as of	Oct 31, 2022	\$ 691.34

9	Bal. per Board Secretary's Records as of	Oct 31, 2022	\$ 2,165.73
	Reconciling Items:		
	Additions		
10	Interest Earned		
11	Other (Explain)	(1,474.39)	See attached adjustments
12	Total Additions	-1474.39	
	Deductions		
13	Bank Charges		
14	Other (Explain)		
15	Total Deductions	-	
16	Net Reconciling Items		(1,474.39)
17	Adjusted Board Secretary's Balance as of	Oct 31, 2022	\$ 691.34

* 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: 1/17/2023
Account Number	14001292	
Statement Date	Oct 31, 2022	
Fund/Funds	Summer Savings Account	

1	Balance per Bank	Oct 31, 2022	\$	44,184.78
	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	Oct 31, 2022	\$	44,184.78
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	\$	44,184.78
	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	Oct 31, 2022	\$	44,184.78

* 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	35017856		Date: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	Flexible Spending Account		

1	Balance per Bank	Oct 31, 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	Oct 31, 2022	81.04
9	Bal. per Board Secretary's Records as of	Oct 31, 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	Oct 31, 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
Account Number	14001373		Date: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	Unemployment Account		

1	Balance per Bank	Oct 31, 2022	373.31
	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	Oct 31, 2022	373.31
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	373.31
	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	Oct 31, 2022	373.31

* 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	35012439		Date: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	Dureler Scholarship Fund		

1	Balance per Bank	Oct 31, 2022	824.77
	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	Oct 31, 2022	824.77
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	824.77
	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	Oct 31, 2022	824.77

* 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: 1/17/2023
Statement Date	Oct 31, 2022		
Fund/Funds	Petty Cash		

1	Balance per Bank	Oct 31, 2022	278.06
	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	Oct 31, 2022	278.06
9	Bal. per Board Secretary's Records as of	Oct 31, 2022	278.06
	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	Oct 31, 2022	278.06

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**MONTAGUE BOARD OF EDUCATION
OUTSTANDING CHECKS**

Bank Name		Provident Bank			Prepared by: René Metzgar		
Account No.		35012439		Date:	Jan 17, 2023		
Statement Date		Oct 31, 2022					
Fund/Funds		Dureler Scholarship Fund			OUTSTANDING CHECKS		
Ck. #	Ck. Amt.	Ck. #	Ck. Amt.	Ck. #	Ck. Amt.	Ck. #	Ck. Amt.
Subtotal	-	Subtotal	0	Subtotal	0	Subtotal	0
GRAND TOTAL - CHECKS OUTSTANDING							<u>0</u>

**MONTAGUE BOARD OF EDUCATION
ADJUSTMENTS**

	Provident Bank		Prepared by: René Metzgar
Account No.	14001330		Date: Jan 17, 2023
Statement Date	Oct 31, 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>October 2021</u>			
\$20 due to GF for check#26629, written from GF but should have been café account, listed as DIT			
<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>			
\$3958.66 listed as DIT due from Café for February payroll salaries expensed			
GF check cut, instead of café. Monies due to GF from café. Listed as DIT \$132.00 CK#26923			
GF check cut, instead of café. Monies due to GF from café. Listed as DIT \$134.75 CK#26924			
GF check cut, instead of café. Monies due to GF from café. Listed as DIT \$130.00 CK#26925			
6/30/22 Audit JE#17- funds due to capital reserve acct. Listed as O/S Check register \$1,040,837.00			
<u>March 2022</u>			
\$3958.66 listed as DIT due from Café for march payroll salaries expensed			
GF check cut, instead of café. Monies due to GF from café. Listed as DIT \$59.99 CK#26977			
<u>April 2022</u>			
\$4068.16 listed as DIT due from Café for payroll salaries expensed			
capital reserve interest posted twice			\$ (63.49)
<u>May 2022</u>			
\$4008.16 listed as DIT due from Café for payroll salaries expensed			
5/27/22 listed as DIT \$142.00			
5/12/22 transfer to acct#3071 not recorded in cdk			\$ (500.00)
Capital reserve interest posted twice			\$ (65.61)

**MONTAGUE BOARD OF EDUCATION
ADJUSTMENTS**

GENERAL FUND ADJUSTMENTS PAGE 2

<u>Item</u>	Amount
<u>June 2022</u>	
Funds due to gf from café for CK#27107 \$71.61, listed as DIT	
\$1998.83 listed as DIT due from Café for payroll salaries expensed	
\$1255.50 listed as DIT due from Café for payroll salaries expensed	
\$600.83 listed as DIT due from Café for payroll salaries expensed	
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)
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	
7/1/22 negative deposit listed in cdk \$142 10-1510 for P/Y SA check to St. Jude, unknown to why this effects GF account, should have only been recorded in Student council account, as funds were deposited directly to SA in May 2022	\$ 142.00

**MONTAGUE BOARD OF EDUCATION
ADJUSTMENTS**

Bank Name	Provident Bank	Prepared by: René Metzgar
Account No.	14001381	Date: Jan 17, 2023
Statement Date	Oct 31, 2022	
Fund/Funds	Lunch Program Account	ADJUSTMENTS TO BOARD SECRETARY REPORT
Item		Amount
<u>October 2021</u>		
\$20 due to GF for check#26629, written from GF but should have been café account, listed as O/S check		
<u>December 2021</u>		
Tried to correct adjustment \$20 from October, but deposited funds instead of transferring to GF		
<u>February 2022</u>		
3958.66 due to GF, listed as O/S for February payroll		
GF check cut, instead of café. Monies due to GF from café. Listed as O/S CK \$132.00 CK#26923		
GF check cut, instead of café. Monies due to GF from café. Listed as O/S CK \$134.75 CK#26924		
GF check cut, instead of café. Monies due to GF from café. Listed as O/S CK \$130.00 CK#26925		
<u>March 2022</u>		
3958.66 due to GF, listed as O/S for March payroll		
GF check cut, instead of café. Monies due to GF from café. Listed as O/S CK \$59.99 CK#26977		
<u>April 2022</u>		
4068.16 due to GF, listed as O/S for April payroll		
<u>May 2022</u>		
4008.16 due to GF, listed as O/S for May payroll		
<u>June 2022</u>		
3,855.16 due to GF, listed as O/S for June payroll		
GF check cut, instead of café. Monies due to GF from café. Listed as O/S CK \$71.61 CK#27107		
reclass from fund 60 to fund 20- money due to café, shown as DIT		
<u>July 2022</u>		
766.66 due to GF, listed as O/S for July payroll		
<u>August 2022</u>		
8/16/22 deposit not recorded		\$ 5,530.50
766.66 due to GF, listed as O/S for august payroll		
GFck#27220 cashed, written from both fund 10 & 60, funds due to GF from cafe, listed as O/S \$1,985.68		

