



**Auditor of State  
Betty Montgomery**



**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY**

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## Auditor of State Betty Montgomery

### INDEPENDENT ACCOUNTANT'S REPORT

Girard City School District  
Trumbull County  
31 North Ward Avenue  
Girard, OH 44420

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Girard City School District, Trumbull County, Ohio (the District), as of and for the year ended June 30, 2003, which collectively comprise the Government's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Government's management. 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 and the standards applicable to financial audits contained in the *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. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Girard City School District, Trumbull County, Ohio, as of June 30, 2003, and the respective changes in financial position and the respective budgetary comparison for the General Fund thereof for the year ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 3, during the year ended June 30, 2003, the Government implemented a new financial reporting model, as required by the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussions and Analysis – for State and Local Governments*.

The District is experiencing certain financial difficulties. These conditions, and management's plans to address these conditions, are described in Note 18.

In accordance with Government Auditing Standards, we have also issued our report dated July 30, 2004, on our consideration of the Government's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information the Governmental Accounting Standards Board requires. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

We conducted our audit to form opinions on the financial statements that collectively comprise the Government's basic financial statements. The federal awards expenditure schedule is required by U. S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*, and is not a required part of the basic financial statements. We subjected the federal awards expenditure schedule to the auditing procedures applied in the audit of the basic financial statements. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



**Betty Montgomery**  
Auditor of State

July 30, 2004

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
UNAUDITED

The discussion and analysis of the Girard City School District's (the "District") financial performance provides an overall review of the District's financial activities for the fiscal year ended June 30, 2003. The intent of this discussion and analysis is to look at the District's financial performance as a whole; readers should also review the basic financial statements and the notes to the financial statements to enhance their understanding of the District's financial performance.

**Financial Highlights**

Key financial highlights for 2003 are as follows:

- In total, net assets of governmental activities increased \$278,621 which represents a 5.95% increase from 2002.
- General revenues accounted for \$11,622,987 in revenue or 77.73% of all revenues. Program specific revenues in the form of charges for services and sales, grants and contributions accounted for \$3,330,097 or 22.27% of total revenues of \$14,953,084.
- The District had \$14,674,463 in expenses related to governmental activities; only \$3,330,097 of these expenses were offset by program specific charges for services, grants or contributions. General revenues supporting governmental activities (primarily taxes and unrestricted grants and entitlements) of \$11,622,987 were adequate to provide for these programs.
- The District's major governmental funds are the general fund and classroom facilities fund. The general fund had \$11,491,156 in revenues and other financing sources and \$11,429,576 in expenditures. During fiscal 2003, the general fund's fund balance increased \$61,580 from (\$895,727) to (\$834,147).
- The Classroom facilities fund had \$202,913 in revenues and \$1,529,062 in expenditures. During fiscal 2003, the classroom facilities fund balance decreased \$1,326,149 from \$3,689,209 to \$2,363,060.

**Using the Basic Financial Statements (BFS)**

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the District as a financial whole, an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

The *Statement of Net Assets* and *Statement of Activities* provide information about the activities of the whole District, presenting both an aggregate view of the District's finances and a longer-term view of those finances. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the District's most significant funds with all other nonmajor funds presented in total in one column. In the case of the District, the general fund and classroom facilities fund are by far the most significant funds, and the only governmental funds reported as major funds.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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**Reporting the District as a Whole**

***Statement of Net Assets and the Statement of Activities***

While this document contains the large number of funds used by the District to provide programs and activities, the view of the District as a whole looks at all financial transactions and asks the question, "How did we do financially during 2003?" The Statement of Net Assets and the Statement of Activities answer this question. These statements include *all assets, liabilities, revenues and expenses* using the *accrual basis of accounting* similar to the accounting used by most private-sector companies. This basis of accounting takes into account all of the current year's revenues and expenses regardless of when cash is received or paid.

These two statements report the District's *net assets* and changes in those assets. This change in net assets is important because it tells the reader that, for the District as a whole, the *financial position* of the District has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Non-financial factors include the District's property tax base, current property tax laws in Ohio restricting revenue growth, facility conditions, required educational programs and other factors.

In the Statement of Net Assets and the Statement of Activities, the Governmental Activities include the District's programs and services, including instruction, support services, operation and maintenance of plant, pupil transportation, extracurricular activities, and food service operations.

**Reporting the District's Most Significant Funds**

***Fund Financial Statements***

The analysis of the District's major governmental fund begins on page 10. Fund financial reports provide detailed information about the District's major funds. The District uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the District's most significant funds. The District's major governmental funds are the general fund and classroom facilities fund.

***Governmental Funds***

Most of the District's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called *modified accrual* accounting, which measures cash and all other *financial assets* than can readily be converted to cash. The governmental fund financial statements provide a detailed *short-term* view of the District's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance educational programs. The relationship (or differences) between governmental *activities* (reported in the Statement of Net Assets and the Statement of Activities) and governmental *funds* is reconciled in the basic financial statements.



**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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***Reporting the District's Fiduciary Responsibilities***

The District is the trustee, or fiduciary, for its scholarship programs. This activity is presented as a private purpose trust fund. The District also acts in a trustee capacity as an agent for individuals. These activities are reported in an agency fund. All of the District's fiduciary activities are reported in separate Statements of Fiduciary Net Assets and Changes in Fiduciary Net Assets on pages 21 and 22. These activities are excluded from the District's other financial statements because the assets cannot be utilized by the District to finance its operations.

**The District as a Whole**

Recall that the Statement of Net Assets provides the perspective of the District as a whole. This is the first year for government-wide financial statements using the full accrual basis of accounting, therefore a comparison with prior years is not available. A comparative analysis will be provided in future years when prior year information is available.

The table below provides a summary of the District's net assets for 2003.

	<b>Net Assets</b>
	Governmental Activities 2003
<b><u>Assets</u></b>	
Current and other assets	\$ 7,304,751
Capital assets	11,377,827
Total assets	18,682,578
<b><u>Liabilities</u></b>	
Current liabilities	5,211,632
Long-term liabilities	8,512,706
Total liabilities	13,724,338
<b><u>Net Assets</u></b>	
Invested in capital assets, net of related debt	4,184,937
Restricted	2,808,029
Unrestricted	(2,034,726)
Total net assets	\$ 4,958,240

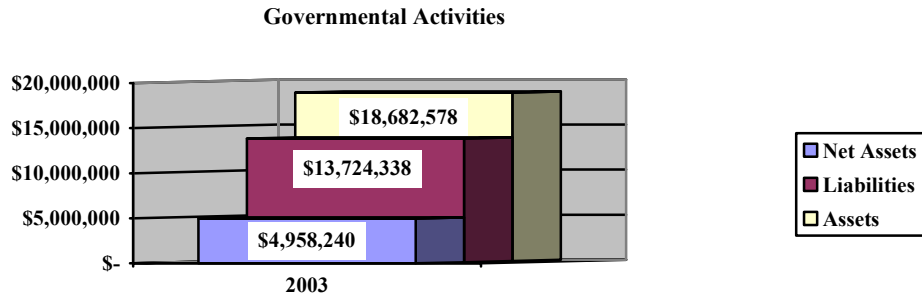
Over time, net assets can serve as a useful indicator of a government's financial position. At June 30, 2003, the District's assets exceeded liabilities by \$4,958,240. Of this total, \$2,808,029 is restricted in use.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
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At year-end, capital assets represented 60.90% of total assets. Capital assets include land, land improvements, buildings and improvements, furniture and equipment and vehicles. Capital assets, net of related debt to acquire the assets at June 30, 2003, was \$4,184,937. These capital assets are used to provide services to the students and are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources to repay the debt must be provided from other sources, since capital assets may not be used to liquidate these liabilities.

A portion of the District's net assets, \$2,808,029, represents resources that are subject to external restriction on how they may be used. The remaining balance of unrestricted net assets is a deficit of \$2,034,726.



The table below shows the change in net assets for fiscal year 2003. Since this is the first year the District has prepared government-wide financial statements using the full accrual basis of accounting, revenue and expense comparisons to fiscal year 2002 are not available. A comparative analysis will be provided in future years when prior year information is available.

**Change in Net Assets**

	Governmental Activities 2003
<b><u>Revenues</u></b>	
Program revenues:	
Charges for services and sales	\$ 1,627,368
Operating grants and contributions	1,552,729
Capital grants and contributions	150,000
General revenues:	
Property taxes	3,973,516
Grants and entitlements	7,549,234
Investment earnings	86,545
Other	13,692
Total revenues	<u>14,953,084</u>

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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**Change in Net Assets**

	Governmental Activities <u>2003</u>
<b><u>Expenses</u></b>	
Program expenses:	
Instruction:	
Regular	\$ 6,047,448
Special	1,019,208
Vocational	321,208
Other	1,548,223
Support services:	
Pupil	698,165
Instructional staff	333,990
Board of education	28,423
Administration	1,003,239
Fiscal	254,961
Operations and maintenance	1,135,459
Pupil transportation	466,403
Central	23,339
Operations of non-instructional services	231,641
Food service operations	582,334
Extracurricular activities	569,170
Interest and fiscal charges	<u>411,252</u>
Total expenses	<u>14,674,463</u>
Increase in net assets	<u>\$ 278,621</u>

**Governmental Activities**

Net assets of the District's governmental activities increased by \$278,621. Total governmental expenses of \$14,674,463 were offset by program revenues of \$3,330,097 and general revenues of \$11,622,987. Program revenues supported 22.69% of the total governmental expenses.

The primary sources of revenue for governmental activities are derived from property taxes and grants and entitlements. These two revenue sources represent 77.06% of total governmental revenue. Real estate property is reappraised every six years.

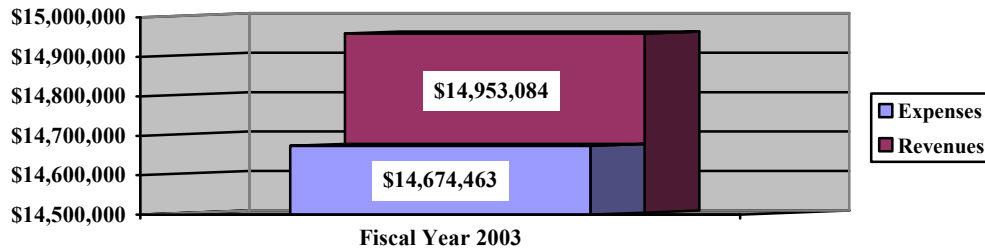
The District's financial condition has declined over the years, primarily due to enrollment declines. Future increases in state funding are projected to be inflationary.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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The graph below presents the District's governmental activities revenue and expenses for fiscal year 2003.

**Governmental Activities - Revenues and Expenses**



The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. The following table shows, for governmental activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by tax revenue and unrestricted State grants and entitlements. Comparisons to 2002 have not been presented since they are not available.

**Governmental Activities**

	Total Cost of Services 2003	Net Cost of Services 2003
<b>Program expenses</b>		
Instruction:		
Regular	\$ 6,047,448	\$ 5,542,016
Special	1,019,208	683,867
Vocational	321,208	315,659
Other	1,548,223	381,363
Support services:		
Pupil	698,165	518,586
Instructional staff	333,990	316,949
Board of education	28,423	28,423
Administration	1,003,239	985,384
Fiscal	254,961	254,340
Operations and maintenance	1,135,459	985,459
Pupil transportation	466,403	429,015
Central	23,339	16,655
Operations of non-instructional services	231,641	37,608
Extracurricular activities	569,170	427,348
Food service operations	582,334	57,114
Interest and fiscal charges	411,252	364,580
<b>Total expenses</b>	<b>\$ 14,674,463</b>	<b>\$ 11,344,366</b>

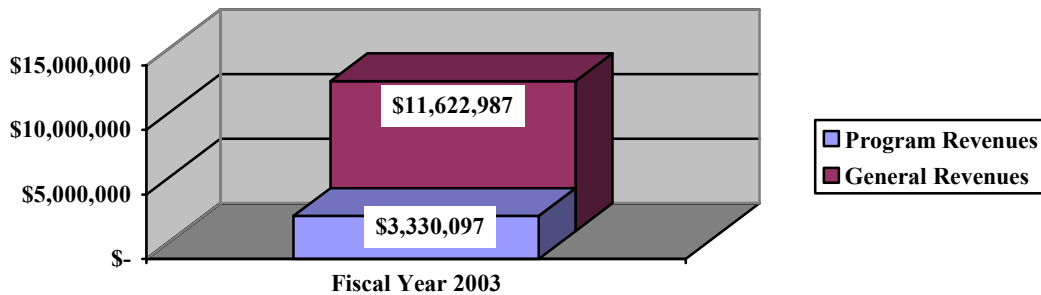
**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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The dependence upon tax and other general revenues for governmental activities is apparent, 77.47% of instruction activities are supported through taxes and other general revenues. For all governmental activities, general revenue support is 77.31%. The District's taxpayers, as a whole, are by far the primary support for District's students.

The graph below presents the District's governmental activities revenue for fiscal year 2003.

**Governmental Activities - General and Program Revenues**



**The District's Funds**

The District's governmental funds (as presented on the balance sheet on page 16) reported a combined fund balance of \$1,768,840, which is lower than last year's total of \$3,532,431. The June 30, 2002 fund balances have been restated as described in Note 3.A to the basic financial statements. The schedule below indicates the fund balance and the total change in fund balance as of June 30, 2003 and 2002.

	Fund Balance <u>June 30, 2003</u>	Restated Fund Balance <u>June 30, 2002</u>	Increase <u>(Decrease)</u>
General	\$ (834,147)	\$ (895,727)	\$ 61,580
Classroom Facilities	2,363,060	3,689,209	(1,326,149)
Other Governmental	<u>239,927</u>	<u>738,949</u>	<u>(499,022)</u>
Total	<u>\$ 1,768,840</u>	<u>\$ 3,532,431</u>	<u>\$ (1,763,591)</u>

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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***General Fund***

The District's general fund balance increased by \$61,580 (after a restatement to the June 30, 2002, fund balance which is detailed in Note 3.A. to the basic financial statement). The table that follows assists in illustrating the financial activities and fund balance of the general fund.

	2003 <u>Amount</u>	Restated 2002 <u>Amount</u>	Percentage <u>Change</u>
<b><u>Revenues</u></b>			
Taxes	\$ 2,804,087	\$ 2,924,038	(4.10)%
Tuition	6,981	5,419	28.82%
Earnings on investments	32,764	40,670	(19.44)%
Intergovernmental	7,410,574	7,155,847	3.56%
Other revenues	<u>1,236,299</u>	<u>180,475</u>	585.03%
Total	<u>\$ 11,490,705</u>	<u>\$ 10,306,449</u>	11.49%
<b><u>Expenditures</u></b>			
Instruction	\$ 7,325,726	\$ 6,870,938	6.62%
Support services	3,088,749	3,312,014	(6.74)%
Extracurricular activities	416,983	403,141	3.43%
Debt service	<u>391,638</u>	<u>405,330</u>	(3.38)%
Total	<u>\$ 11,223,096</u>	<u>\$ 10,991,423</u>	2.11%

***Classroom Facilities Fund***

The District's classroom facilities fund balance decreased by \$1,326,149. The table that follows assists in illustrating the financial activities and fund balance of the classroom facilities fund.

	2003 <u>Amount</u>	2002 <u>Amount</u>	Percentage <u>Change</u>
<b><u>Revenues</u></b>			
Interest earnings	\$ 52,913	\$ 40,363	31.09 %
Intergovernmental	<u>150,000</u>	<u>3,297,833</u>	(95.45) %
Total	<u>\$ 202,913</u>	<u>\$ 3,338,196</u>	(93.92) %
<b><u>Expenditures</u></b>			
Regular instruction	\$ -	\$ 47,503	(100.00) %
Operations and maintenance	21,888	510,662	(95.71) %
Facilities acquisition and construction	<u>1,507,174</u>	<u>105,645</u>	1,326.64 %
Total	<u>\$ 1,529,062</u>	<u>\$ 663,810</u>	130.35 %

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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***General Fund Budgeting Highlights***

The District's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. The most significant budgeted fund is the general fund.

During the course of fiscal 2003, the District amended its general fund budget numerous times. For the general fund, final budgeted revenues and other financing sources were \$11,838,530, which is lower than the original budgeted revenues and other financing sources estimate of \$12,303,814. Actual revenues and other financing sources for fiscal 2003 was \$11,846,193. This represents a \$7,663 increase over final budgeted revenues. This increase is primarily due to the earnings on investments estimate in the final budgeted amounts.

General fund original appropriations (appropriated expenditures plus other financing uses) of \$12,517,826 were decreased to \$11,991,047 in the final budget. The actual budget basis expenditures and other financing uses for fiscal year 2003 totaled \$11,991,047, which approximated the final budget appropriations.

**Capital Assets and Debt Administration**

***Capital Assets***

At the end of fiscal 2003, the District had \$11,377,827 invested in land, land improvements, buildings and improvements, furniture and equipment, and vehicles. This entire amount is reported in governmental activities. The following table shows fiscal 2003 balances compared to 2002:

	<b>Capital Assets at June 30</b>	
	<b>(Net of Depreciation)</b>	
	<u>Governmental Activities</u>	
	<u>2003</u>	<u>2002</u>
Land	\$ 71,900	\$ 71,900
Land improvements	19,415	29,123
Building and improvements	10,094,181	8,893,744
Furniture and equipment	995,535	1,128,853
Vehicles	<u>196,796</u>	<u>190,479</u>
<b>Total</b>	<b><u>\$ 11,377,827</u></b>	<b><u>\$ 10,314,099</u></b>

The primary increase occurred in building improvements, which were primarily due to improvements of the Intermediate school. The District also acquired \$55,125 in new vehicles during fiscal 2003. Total additions to capital assets for 2003 were \$1,598,924 and total disposals were \$23,172 (net of accumulated depreciation). The overall increase in capital assets of \$1,063,728 is primarily due to the capitalized building improvements.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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***Debt Administration***

At June 30, 2003, the District had \$4,982,890 in general obligation bonds and general obligation notes outstanding. Of this total, \$229,531 is due within one year and \$4,753,359 is due within greater than one year. The following table summarizes the bonds and notes outstanding:

**Outstanding Debt, at Year End**

	<u>Governmental Activities 2003</u>	<u>Governmental Activities 2002</u>
General obligation bonds:		
G.O. bonds - Renovations	\$ -	\$ 165,000
G.O. bonds - Intermediate school	4,805,000	4,975,000
Energy Conservation Bonds	135,000	180,000
General obligation notes:		
Energy Conservation Notes Phase 1	-	33,673
Energy Conservation Notes Phase 2	-	60,077
EPA Asbestos Loan	<u>42,890</u>	<u>52,421</u>
<b>Total</b>	<u><u>\$ 4,982,890</u></u>	<u><u>\$ 5,466,171</u></u>

The renovation bonds were issued in September 1995 for the renovation of the High School and stadium. The construction bonds were issued in December 1999, for the construction of the Intermediate School.

The energy conservation notes were issued in two phases. Both phases matured during the fiscal year.

At June 30, 2003, the District's overall legal debt margin was \$7,885,771 with an unvoted debt margin of \$142,509. The District maintains an A-1 bond rating.

**Current Financial Related Activities**

The Girard City School District has maintained the highest standards of service to our students, parents and community. Our school system is constantly presented with challenges and opportunities. National, state and local events economically affect the Girard City Schools and the surrounding area. The district continues to review and analyze the impact key factors figure in the school district financial condition.

The district has carefully managed its General Fund budgets in order to optimize the dollars available for educating our students, and to minimize the millage amounts needed periodically from the overtaxed community.

The Board's five-year projections indicate that the natural budget cycle needs would require additional operating income beginning in Fiscal Year 2005. With Fiscal prudence the recent fiscal year budgets have been carefully managed in order to minimize the 2004 tax requirement. The last operating levy was passed in 1988, an Emergency Levy, which brings in \$534,534 annually. In November 2003, the Board submitted a 5.9 mill continuing operating levy which failed 55% to 45%. A 7.4 mill levy was placed on the March 2004 election ballot and failed. A 6.5 mill levy has been placed on the August 3, 2004 election ballot. This will raise approximately \$913,500 annually.



**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003  
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The District anticipates coming up on the OSFC building list for a new high school within 3-5 years. The Board will seek the community input on where and when to undertake this project.

Unstable enrollments caused by alternative educational sources, which do not have the same requirements, deprive the district of needed funds. Open enrollment, community schools, ECOT, and other drains on the dollars available for school operations must be monitored by management and the Board.

The Board has committed itself to educational excellence for many years. The district is committed to living within its financial means, and working with the community it serves to obtain resources to support the best educational program possible now and into the future.

**Contacting the District's Financial Management**

This financial report is designed to provide our citizen's taxpayers, and investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information contact Mr. Mark Bello, Treasurer, Girard City School District, 31 N. Ward Avenue, Girard, Ohio 44420.

BASIC  
FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

STATEMENT OF NET ASSETS  
JUNE 30, 2003

	<u><b>Governmental Activities</b></u>
<b>Assets:</b>	
Equity in pooled cash and cash equivalents. . . . .	\$ 3,212,680
Receivables:	
Taxes . . . . .	4,005,967
Accounts . . . . .	14,509
Intergovernmental . . . . .	40,888
Accrued interest . . . . .	37
Prepayments. . . . .	21,208
Materials and supplies inventory . . . . .	9,462
Capital assets:	
Land . . . . .	71,900
Depreciable capital assets, net . . . . .	11,305,927
Total capital assets. . . . .	<u>11,377,827</u>
 Total assets. . . . .	 <u>18,682,578</u>
<b>Liabilities:</b>	
Accounts payable. . . . .	178,593
Accrued wages and benefits . . . . .	1,074,045
Pension obligation payable. . . . .	267,024
Intergovernmental payable . . . . .	80,856
Deferred revenue . . . . .	3,566,345
Accrued interest payable . . . . .	44,769
Long-term liabilities:	
Due within one year. . . . .	803,143
Due in more than one year . . . . .	7,709,563
 Total liabilities . . . . .	 <u>13,724,338</u>
<b>Net Assets:</b>	
Invested in capital assets, net of related debt. . . . .	4,184,937
Restricted for:	
Capital projects . . . . .	2,502,343
Debt service. . . . .	33,970
Other purposes . . . . .	271,716
Unrestricted (deficit) . . . . .	<u>(2,034,726)</u>
 Total net assets . . . . .	 <u>\$ 4,958,240</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

	Expenses	Program Revenues			Net (Expense)
		Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Net Assets
					Governmental Activities
<b>Governmental activities:</b>					
Instruction:					
Regular . . . . .	\$ 6,047,448	\$ 55,779	\$ 449,653	\$ -	\$ (5,542,016)
Special . . . . .	1,019,208	-	335,341	-	(683,867)
Vocational . . . . .	321,208	-	5,549	-	(315,659)
Other . . . . .	1,548,223	1,151,095	15,765	-	(381,363)
Support services:					
Pupil . . . . .	698,165	-	179,579	-	(518,586)
Instructional staff . . . . .	333,990	-	17,041	-	(316,949)
Board of education . . . . .	28,423	-	-	-	(28,423)
Administration . . . . .	1,003,239	-	17,855	-	(985,384)
Fiscal . . . . .	254,961	-	621	-	(254,340)
Operations and maintenance . . . . .	1,135,459	-	-	150,000	(985,459)
Pupil transportation . . . . .	466,403	37,388	-	-	(429,015)
Central . . . . .	23,339	-	6,684	-	(16,655)
Operation of non-instructional services . . . . .	231,641	-	194,033	-	(37,608)
Extracurricular activities . . . . .	569,170	141,272	550	-	(427,348)
Food service operations . . . . .	582,334	241,834	283,386	-	(57,114)
Interest and fiscal charges . . . . .	411,252	-	46,672	-	(364,580)
<b>Totals . . . . .</b>	<b>\$ 14,674,463</b>	<b>\$ 1,627,368</b>	<b>\$ 1,552,729</b>	<b>\$ 150,000</b>	<b>(11,344,366)</b>

**General Revenues:**

Property taxes levied for:	
General fund . . . . .	2,840,846
Special revenue . . . . .	488,991
Debt service . . . . .	522,079
Capital projects . . . . .	121,600
Grants and entitlements not restricted	
to specific programs . . . . .	7,549,234
Investment earnings . . . . .	86,545
Miscellaneous . . . . .	13,692
<b>Total general revenues . . . . .</b>	<b>11,622,987</b>
Change in net assets . . . . .	278,621
<b>Net assets at beginning of year . . . . .</b>	<b>4,679,619</b>
<b>Net assets at end of year . . . . .</b>	<b>\$ 4,958,240</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2003

	<u>General</u>	<u>Classroom Facilities</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Assets:</b>				
Equity in pooled cash and cash equivalents . . . . .	\$ 61,108	\$ 2,379,094	\$ 523,201	\$ 2,963,403
Receivables:				
Taxes . . . . .	2,841,046	-	1,164,921	4,005,967
Accounts . . . . .	14,470	-	39	14,509
Intergovernmental . . . . .	34,743	-	6,145	40,888
Accrued interest . . . . .	37	-	-	37
Due from other funds . . . . .	36,759	-	-	36,759
Prepayments . . . . .	21,208	-	-	21,208
Materials and supplies inventory . . . . .	-	-	9,462	9,462
Restricted assets:				
Equity in pooled cash and cash equivalents . . . . .	249,277	-	-	249,277
Total assets . . . . .	<u>\$ 3,258,648</u>	<u>\$ 2,379,094</u>	<u>\$ 1,703,768</u>	<u>\$ 7,341,510</u>
<b>Liabilities:</b>				
Accounts payable . . . . .	\$ 25,635	\$ 16,034	\$ 136,924	\$ 178,593
Accrued wages and benefits . . . . .	946,901	-	127,144	1,074,045
Compensated absences payable . . . . .	36,097	-	1,894	37,991
Pension obligation payable . . . . .	173,108	-	-	173,108
Intergovernmental payable . . . . .	80,398	-	458	80,856
Due to other funds . . . . .	-	-	36,759	36,759
Deferred revenue . . . . .	2,830,656	-	1,160,662	3,991,318
Total liabilities . . . . .	<u>4,092,795</u>	<u>16,034</u>	<u>1,463,841</u>	<u>5,572,670</u>
<b>Fund Balances:</b>				
Reserved for encumbrances . . . . .	65,006	913,480	35,287	1,013,773
Reserved for school bus purchases . . . . .	65,580	-	-	65,580
Reserved for materials and supplies inventory . . . . .	-	-	9,462	9,462
Reserved for property tax unavailable for appropriation . . . . .	10,390	-	4,839	15,229
Reserved for prepayments . . . . .	21,208	-	-	21,208
Reserved for textbooks/instructional supplies . . . . .	129,969	-	-	129,969
Reserved for BWC refunds . . . . .	95,565	-	-	95,565
Unreserved, undesignated (deficit), reported in:				
General fund . . . . .	(1,221,865)	-	-	(1,221,865)
Special revenue funds . . . . .	-	-	66,372	66,372
Capital projects funds . . . . .	-	1,449,580	123,967	1,573,547
Total fund balances . . . . .	<u>(834,147)</u>	<u>2,363,060</u>	<u>239,927</u>	<u>1,768,840</u>
Total liabilities and fund balances . . . . .	<u>\$ 3,258,648</u>	<u>\$ 2,379,094</u>	<u>\$ 1,703,768</u>	<u>\$ 7,341,510</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO  
NET ASSETS OF GOVERNMENTAL ACTIVITIES  
JUNE 30, 2003

<b>Total governmental fund balances</b>		\$ 1,768,840
<i>Amounts reported for governmental activities in the statement of net assets are different because:</i>		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		11,377,827
Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds.		
Taxes	\$ 424,973	
Total		424,973
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.		
General obligation bonds	4,805,000	
Energy conservation bonds	135,000	
Asbestos loan	42,890	
Compensated absences	973,816	
Early retirement incentive	308,009	
Pension obligation payable	93,916	
Capital lease obligation	2,210,000	
Accrued interest payable	44,769	
Total		(8,613,400)
<b>Net assets of governmental activities</b>		\$ 4,958,240

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

	<u>General</u>	<u>Classroom Facilities</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>				
From local sources:				
Taxes . . . . .	\$ 2,804,087	\$ -	\$ 1,116,549	\$ 3,920,636
Tuition . . . . .	6,981	-	-	6,981
Charges for services . . . . .	-	-	241,834	241,834
Earnings on investments . . . . .	32,764	52,913	868	86,545
Extracurricular . . . . .	-	-	141,898	141,898
Other local revenues . . . . .	1,236,299	-	14,598	1,250,897
Intergovernmental - State . . . . .	7,410,574	150,000	713,578	8,274,152
Intergovernmental - Federal . . . . .	-	-	1,039,986	1,039,986
Total revenues . . . . .	<u>11,490,705</u>	<u>202,913</u>	<u>3,269,311</u>	<u>14,962,929</u>
<b>Expenditures:</b>				
Current:				
Instruction:				
Regular . . . . .	4,889,500	-	1,024,482	5,913,982
Special . . . . .	670,417	-	362,986	1,033,403
Vocational . . . . .	265,323	-	103,809	369,132
Other . . . . .	1,500,486	-	47,737	1,548,223
Support Services:				
Pupil . . . . .	492,514	-	244,792	737,306
Instructional staff . . . . .	147,357	-	136,211	283,568
Board of education . . . . .	28,423	-	-	28,423
Administration . . . . .	743,726	-	262,676	1,006,402
Fiscal . . . . .	129,305	-	122,992	252,297
Operations and maintenance . . . . .	1,093,838	21,888	9,397	1,125,123
Pupil transportation . . . . .	443,596	-	-	443,596
Central . . . . .	9,990	-	13,349	23,339
Food service operations . . . . .	-	-	518,686	518,686
Operation of non-instructional services . . . . .	-	-	221,717	221,717
Extracurricular activities . . . . .	416,983	-	135,241	552,224
Facilities acquisition and construction . . . . .	-	1,507,174	1,029	1,508,203
Debt service:				
Principal retirement . . . . .	270,000	-	483,281	753,281
Interest and fiscal charges . . . . .	121,638	-	294,230	415,868
Total expenditures . . . . .	<u>11,223,096</u>	<u>1,529,062</u>	<u>3,982,615</u>	<u>16,734,773</u>
Excess of revenues over (under) expenditures . . . . .	267,609	(1,326,149)	(713,304)	(1,771,844)
<b>Other financing sources (uses):</b>				
Transfers in . . . . .	-	-	206,480	206,480
Transfers (out) . . . . .	(206,480)	-	-	(206,480)
Proceeds from sale of capital assets . . . . .	451	-	-	451
Total other financing sources (uses) . . . . .	<u>(206,029)</u>	<u>-</u>	<u>206,480</u>	<u>451</u>
Net change in fund balances . . . . .	61,580	(1,326,149)	(506,824)	(1,771,393)
<b>Fund balances (deficit) at beginning of year (restated) . . . . .</b>	(895,727)	3,689,209	738,949	3,532,431
<b>Increase in reserve for inventory . . . . .</b>	-	-	7,802	7,802
<b>Fund balances (deficit) at end of year . . . . .</b>	<u>\$ (834,147)</u>	<u>\$ 2,363,060</u>	<u>\$ 239,927</u>	<u>\$ 1,768,840</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

<b>Net change in fund balances - total governmental funds</b>	\$	(1,771,393)
<i>Amounts reported for governmental activities in the statement of activities are different because:</i>		
Governmental funds report capital outlays 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 exceeds depreciation expense in the current period.		1,086,900
The net effect of various miscellaneous transactions involving capital assets (i.e., sales, disposals, trade-ins, and donations) is to decrease net assets.		(23,172)
Governmental funds report expenditures for inventory when purchased, however, in the statement of activities they are reported as an expense when consumed.		7,802
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		(56,517)
Repayment of bond, note and lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.		753,281
In the statement of activities, interest is accrued on outstanding bonds and notes, whereas in governmental funds, an interest expenditure is reported when due.		4,616
Some expenses reported in the statement of activities, such as compensated absences, early retirement incentive, and pension obligations do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.		277,104
		<hr style="border-top: 1px solid black;"/>
<b>Change in net assets of governmental activities</b>	<b>\$</b>	<b>278,621</b>
		<hr style="border-top: 3px double black;"/>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS



**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)  
GENERAL FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
From local sources:				
Taxes . . . . .	\$ 2,942,126	\$ 2,815,195	\$ 2,815,195	\$ -
Tuition. . . . .	7,296	6,981	6,981	-
Earnings on investments. . . . .	26,283	25,148	32,811	7,663
Other local revenues. . . . .	1,215,468	1,212,691	1,212,691	-
Intergovernmental - State . . . . .	7,744,699	7,410,573	7,410,573	-
<b>Total revenues.</b> . . . .	<u>11,935,872</u>	<u>11,470,588</u>	<u>11,478,251</u>	<u>7,663</u>
<b>Expenditures:</b>				
Current:				
Instruction:				
Regular . . . . .	5,458,314	5,199,825	5,199,825	-
Special. . . . .	694,090	661,220	661,220	-
Vocational. . . . .	280,367	267,090	267,090	-
Other . . . . .	1,596,585	1,574,157	1,574,157	-
Support Services:				
Pupil. . . . .	498,537	474,928	474,928	-
Instructional staff . . . . .	153,667	146,390	146,390	-
Board of education . . . . .	40,782	38,851	38,851	-
Administration. . . . .	840,860	801,039	801,039	-
Fiscal . . . . .	135,881	129,446	129,446	-
Operations and maintenance. . . . .	1,168,190	1,112,868	1,112,868	-
Pupil transportation . . . . .	522,156	497,428	497,428	-
Central. . . . .	10,487	9,990	9,990	-
Extracurricular activities. . . . .	435,545	414,919	414,919	-
Facilities aquisition and construction . . . . .	411,107	391,638	391,638	-
<b>Total expenditures</b> . . . . .	<u>12,246,568</u>	<u>11,719,789</u>	<u>11,719,789</u>	<u>-</u>
Excess of revenues over (under) expenditures. . . . .	<u>(310,696)</u>	<u>(249,201)</u>	<u>(241,538)</u>	<u>7,663</u>
<b>Other financing sources (uses):</b>				
Refund of prior year expenditures. . . . .	302,664	302,664	302,664	-
Transfers in . . . . .	64,777	64,777	64,777	-
Transfers (out) . . . . .	(271,258)	(271,258)	(271,258)	-
Proceeds from sale of capital assets. . . . .	501	501	501	-
<b>Total other financing sources (uses)</b> . . . . .	<u>96,684</u>	<u>96,684</u>	<u>96,684</u>	<u>-</u>
Net change in fund balance . . . . .	(214,012)	(152,517)	(144,854)	7,663
<b>Fund balance at beginning of year (restated) .</b>	270,248	270,248	270,248	-
<b>Prior year encumbrances appropriated . . . .</b>	103,941	103,941	103,941	-
<b>Fund balance at end of year . . . . .</b>	<u>\$ 160,177</u>	<u>\$ 221,672</u>	<u>\$ 229,335</u>	<u>\$ 7,663</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

STATEMENT OF FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS  
JUNE 30, 2003

	<b>Private Purpose Trust</b>	
	<b>Scholarship</b>	<b>Agency</b>
<b>Assets:</b>		
Equity in pooled cash and cash equivalents . . . . .	\$ 26,212	\$ 45,728
Total assets . . . . .	26,212	45,728
<b>Liabilities:</b>		
Accounts payable. . . . .	8,750	3,197
Due to students . . . . .	-	42,531
Total liabilities . . . . .	8,750	\$ 45,728
<b>Net Assets:</b>		
Held in trust for scholarships . . . . .	17,462	
Total net assets . . . . .	\$ 17,462	

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

	<b>Private Purpose Trust</b>
	<b>Scholarship</b>
<b>Additions:</b>	
Interest . . . . .	\$ 165
Gifts and contributions. . . . .	23,668
Total additions. . . . .	23,833
<b>Deductions:</b>	
Scholarships awarded . . . . .	26,499
Change in net assets . . . . .	(2,666)
<b>Net assets at beginning of year. . . . .</b>	<b>20,128</b>
<b>Net assets at end of year . . . . .</b>	<b>\$ 17,462</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

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**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 1 - DESCRIPTION OF THE SCHOOL DISTRICT**

The Girard City School District (the "District") is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The District is a city school district as defined by the Ohio Revised Code. The District operates under an elected Board of Education (5 members) and is responsible for the provision of public education to residents of the District.

The District is the 324<sup>th</sup> largest in the State of Ohio (among the 740 public and community school districts) in terms of enrollment. The average daily membership (ADM) as of June 30, 2003, was 1,758. The District employed 118 certified employees and 48 non-certified employees.

The District provides regular, vocational and special instruction. The District also provides support services for the pupils, instructional staff, general and school administration, business and fiscal services, facilities acquisition and construction services, operation and maintenance, student transportation, food services, extracurricular activities and non-program services.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The basic financial statements of the District 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 District also applies Financial Accounting Standards Board (FASB) Statements and Interpretations issued on or before November 30, 1989, to its governmental activities provided they do not conflict with or contradict GASB pronouncements. The District's significant accounting policies are described below.

**A. Reporting Entity**

The reporting entity has been defined in accordance with GASB Statement No. 14, "The Financial Reporting Entity". The reporting entity is composed of the primary government, component units and other organization that are included to ensure that the basic financial statements of the District are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate from the District. For the District, this includes general operations, foods service, preschool and student related activities of the District.

Component units are legally separate organizations for which the District is financially accountable. The District is financially accountable for an organization if the District appoints a voting majority of the organizations' government board and (1) the District is able to significantly influence the programs or services performed or provided by the organization; or (2) the District is legally entitled to or can otherwise access to organizations; resources; the (3) District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or (4) the District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the District in that the District approves the budget, the issuance of debt or the levying of taxes. Based upon the application of this criteria, the District has no component units. The basic financial statements of the reporting entity include only those of the District (the primary government). The following organizations are described due to their relationship to the District:

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

*JOINTLY GOVERNED ORGANIZATIONS*

North East Ohio Management Information Network (NEOMIN)

NEOMIN is a jointly governed organization among thirty school districts in Trumbull and Ashtabula Counties. The jointly governed organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to the administrative and instructional functions among member districts. Each of the districts supports NEOMIN based upon a per pupil charge.

Superintendents and Treasurers of the participating school districts are eligible to be voting members of the Governing Board which consists of ten voting members: the Trumbull and Ashtabula County superintendents (permanent members), three superintendents from Ashtabula County school districts, three superintendents from Trumbull County school districts, and one treasurer from each of the aforementioned counties (non-voting members who must be employed by a participating school district, the fiscal agent, or NEOMIN). The degree of control exercised by any participating school district is limited to its representation on the Governing Board. A copy of NEOMIN's financial statements may be obtained from the Trumbull County Education Service Center, 347 North Park Avenue, Warren, Ohio 44481.

*PUBLIC ENTITY RISK POOLS*

Ohio School Boards Association Workers' Compensation Group Rating Plan

The District participates in a group rating plan for workers' compensation as established under Section 4123.29 of the Ohio Revised Code. The Ohio School Boards Association Workers' Compensation Group Rating Plan (the Plan) was established through the Ohio School Boards Association (OSBA) as a group purchasing pool.

The Plan's business and affairs are conducted by a three member Board of Directors consisting of the President, the President-Elect, and the Immediate Past President of the OSBA. The Executive Director of the OSBA, or his designee, serves as coordinator of the Plan. Each year, the participating school districts pay an enrollment fee to the Plan to cover the costs of administering the program.

**B. Fund Accounting**

The District uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

*GOVERNMENTAL FUNDS*

Governmental funds are those through which most governmental functions typically 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 District's major governmental funds:

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

General Fund - The general fund is used to account for all financial resources except those required to be accounted for in another fund. The general fund balance is available for any purpose provided it is expended or transferred according to the general laws of Ohio.

Classroom Facilities Fund - The classroom facilities capital projects fund is used to account for financial resources and expenditures related to the school facilities construction project.

Other governmental funds of the District are used to account (a) for food service operations; (b) for the accumulation of resources for, and the repayment, of, long-term debt principal, interest and related costs; and (c) for grants and other resources whose use is restricted to a particular purpose.

*PROPRIETARY FUNDS*

Proprietary funds are used to account for the District's ongoing activities which are similar to those often found in the private sector. The District has no proprietary funds.

*FIDUCIARY FUNDS*

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds and agency funds. Trust funds are used to account for assets held by the District under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the District's own programs. The District's only trust fund is a private purpose trust which accounts for scholarship programs for students. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The District's agency fund accounts for student activities.

**C. Basis of Presentation and Measurement Focus**

Government-wide Financial Statements - The statement of net assets and the statement of activities display information about the District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the governmental activities of the District. 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 amounts paid by the recipient of goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues not classified as program revenues are presented as general revenues of the District.

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the District are included on the statement of net assets.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

*Fund Financial Statements* – Fund financial statements report detailed information about the District. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column, and all nonmajor funds are aggregated into one column. Fiduciary funds are reported by fund type.

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 government-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.

The private purpose trust fund is reported using the economic resources measurement focus. Agency funds do not report a measurement focus as they do not report operations.

**D. Basis of Accounting**

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting.

*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. For the District, available means expected to be received within sixty days of fiscal year-end.

Nonexchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, income taxes, grants, entitlements and donation. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (See Note 6).

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 fiscal year when use is first permitted, matching requirements, in which the District must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year-end: property taxes available as an advance, interest, tuition, grants, student fees and rentals.



**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

Deferred Revenue - Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Property taxes for which there is an enforceable legal claim as of June 30, 2003, but which were levied to finance fiscal year 2004 operation, have been recorded as deferred revenue. Grants and entitlements received before the eligibility requirements are met are also recorded as deferred revenue.

On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as deferred revenue.

Expenses/Expenditures - On the accrual basis of accounting, expenses are recognized at the time they are incurred. The fair value of donated commodities received during the year is reported in the Statement of Revenues, Expenditures and Changes in Fund Balances as an expenditure with a like amount reported as intergovernmental revenue. Unused donated commodities are reported as deferred revenue.

The measurement 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. Allocation of cost, such as depreciation and amortization, are not recognized in governmental funds.

**E. Budgets**

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The Certificate of Estimated Resources and the Appropriations Resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, are legally required to be budgeted and appropriated. The primary level of budgetary control is at the fund level. Any budgetary modifications at this level may only be made by resolution of the Board of Education.

Tax Budget:

Prior to January 15, the Superintendent and Treasurer submit to the Board of Education a proposed operating budget for the fiscal year commencing the following July 1. The budget includes proposed expenditures and the means of financing for all funds. Public hearings are publicized and conducted to obtain taxpayers' comments. The express purpose of this budget document is to reflect the need for existing or increased tax rates. By no later than January 20, the Board-adopted budget is filed with Trumbull County Budget Commission for rate determination.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

Estimated Resources:

By April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the Budget Commission and receives the Commissions' Certificate of Estimated Resources, which states the projected revenue of each fund. Prior to June 30, the District must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the Certificate of Estimated Resources. The revised budget then serves as the basis for the appropriation measure. On or about July 1, the Certificate is amended to include any unencumbered cash balances from the preceding year. The Certificate may be further amended during the year if projected increases or decreases in revenue are identified by the District Treasurer. The amounts reported in the budgetary statements reflect the amounts in the final amended Certificate issued during the fiscal year.

Appropriations:

Upon receipt from the County Auditor of an amended certificate of estimated resources based on final assessed values and tax rates or a certificate saying no new certificate is necessary, the annual appropriation resolution is enacted by the Board of Education. Prior to the passage of the annual appropriation measure, the Board may pass a temporary appropriation measure to meet the ordinary expenses of the District. The appropriation resolution, by fund, must be within the estimated resources as certified by the County Budget Commission and the total of expenditures may not exceed the appropriation totals at any level of control. Any revisions that alter the fund level must be approved by the Board of Education.

The Board may pass supplemental fund appropriations so long as the total appropriations by fund do not exceed the amounts set forth in the most recent Certificate of Estimated Resources. During the year, all supplemental appropriations were legally enacted.

The appropriation resolution is subject to amendment by the Board throughout the year with the restriction that appropriations may not exceed estimated revenues. The amounts reported as the original budget amounts reflect the first appropriation for that fund covered the entire fiscal year, including amounts automatically carried over from prior year. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Board during the year.

**F. Cash and Investments**

To improve cash management, cash received by the District is pooled in a central bank account. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the District's records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents" on the basic financial statements.

During fiscal year 2003, investments were limited to overnight repurchase agreements, nonnegotiable certificates of deposits, federal agency securities, and investments in the State Treasury Asset Reserve of Ohio (STAR Ohio). Except for nonparticipating investment contracts, investments are reported at fair value, which is based on quoted market prices. Nonparticipating investment contracts such as repurchase agreements and nonnegotiable certificates of deposit are reported at cost.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

The District has invested funds in STAR Ohio during fiscal 2003. STAR Ohio is an investment pool managed by the State Treasurer's Office, which allows governments within the state to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price which is the price the investment could be sold for on June 30, 2003.

Under existing Ohio statutes all investment earning are assigned to the general fund unless statutorily required to be credited to a specific fund. The Board of Education has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the general fund during fiscal year 2003 amounted to \$32,764, which includes \$27,166 assigned from other District funds.

For presentation on the basic financial statements, investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the District are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

An analysis of the Treasurer's investment account at year-end is provided in Note 4.

**G. Inventory**

On government-wide and fund financial statements, inventories are presented at the lower of cost or market on a first-in, first-out basis and are expensed when received. Inventories are accounted for using the purchase method on the fund statements and using the consumption method on the government-wide statements.

On the fund financial statements, reported material and supplies inventory is equally offset by a fund balance reserve in the governmental funds which indicates that it does not constitute available spendable resources even though it is a component of net current assets.

Inventory consists of expendable supplies held for consumption, donated food and purchased food.

**H. Capital Assets**

General capital assets are those assets not specifically related to activities reported in the proprietary fund. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported in the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The District has changed the capitalization threshold from \$500 to \$1,500. The District does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

All reported capital assets except land 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>	Governmental Activities <u>Estimated Lives</u>
Land improvements	5 years
Buildings and improvements	25 - 50 years
Furniture and equipment	5 - 20 years
Vehicles	10 years

**I. Interfund Balances**

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as “due to/from other funds.” These amounts are eliminated in the governmental activities column on the statement of net assets.

**J. Compensated Absences**

Compensated absences of the District consist of vacation leave and sick leave to the extent that payment to the employee for these absences are attributable to services already rendered and are not contingent on a specific event that is outside the control of the District and the employee.

In accordance with the provision of GASB Statement No. 16, “Accounting for Compensated Absences”, sick leave and other compensated absences with similar characteristics are accrued as a liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments, as well as other employees who are expected to become eligible in the future to receive such payments. To calculate the liability, these accumulations are reduced to the maximum amount allowed as a termination payment. Accruals for those employees who are expected to become eligible in the future are based on assumptions concerning the probability that individual employees or class or group of employees will become eligible to receive termination payments. All employees with ten or more years of service were included in the calculation of the long-term compensated absences accrual amount.

Vacation leave and other compensated absences with similar characteristics are accrued as a liability as the benefits are earned by the employees if both of the following conditions are met: 1.) The employees’ rights to receive compensation are attributable to services already rendered and that are not contingent on a specific event that is outside the control of the employer and employee. 2.) It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

The entire compensated absence liability is reported on the government-wide financial statements.

For governmental fund financial statements, compensated absences are recognized as liabilities and expenditures as payments come due each period upon the occurrence of employee resignations and retirements.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

**K. Accrued Liabilities and Long-Term Obligations**

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

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 judgments, compensated absences, 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 during the current year. Bonds and notes are recognized as a liability on the fund financial statements when due.

**L. Fund Balance Reserves**

The District reserves those portions of fund equity which are legally segregated for a specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund equity which is available for appropriation in future periods. Fund equity reserves have been established for encumbrances, textbooks/instructional materials, prepayments, property taxes unavailable for appropriation, Bureau of Workers Compensation (BWC) refunds, materials and supplies inventory and school bus purchases. The reserve for property taxes unavailable for appropriation represents taxes recognized as revenue under GAAP but not available for appropriation under state statute.

**M. Net Assets**

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consist 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 assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The District applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

**N. Prepayments**

Certain payments to vendors reflect the costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. These items are reported as assets on the balance sheet using the consumption method. A current asset for the prepaid amounts is recorded at the time of the purchase and the expenditure/expense is reported in the year in which services are consumed. At fiscal year-end, because prepayments are not available to finance future governmental fund expenditures, the fund balance is reserved by an amount equal to the carrying value of the asset on the fund financial statements.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

**O. Estimates**

The preparation of the basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the amounts reported in the basic financial statements and accompanying notes. Actual results may differ from those estimates.

**P. Restricted Assets**

Assets are reported as restricted assets when limitations on their use change the normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments or imposed by enabling legislation. Restricted assets include the amount required by state statute to be set-aside for Bureau of Workers' Compensation (BWC) refunds and to create a reserve for textbooks/instructional materials. These amounts will only be restricted to the extent that cash is available. In addition, the District reports restricted assets for school bus purchases. See Note 17 for details.

**Q. Interfund Activity**

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after nonoperating revenues/expenses in proprietary fund. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the basis financial statements.

**R. Parochial/Private Schools**

Within the District boundaries is the St. Rose parochial school and the Seventh Day Adventist private school. Current state legislation provides funding to these parochial/private schools. These monies are received and disbursed on behalf of the parochial/private schools by the Treasurer of the District, as directed by the parochial/private school. The fiduciary responsibility of the District for these monies is reflected in a nonmajor governmental fund for financial reporting purposes.

**S. 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 of Education and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during fiscal 2003.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 3 - ACCOUNTABILITY AND COMPLIANCE**

**A. Changes in Accounting Principles and Restatement of Fund Balance**

For fiscal year 2003, the District has implemented GASB Statement No. 34, "Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments", GASB Statement No. 37, "Basic Financial Statements for State and Local Governments: Omnibus", GASB Statement No. 38, "Certain Financial Statement Note Disclosures", GASB Statement No. 41, "Budgetary Comparison Schedule - Perspective Differences", and GASB Interpretation No. 6, "Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements". At June 30, 2002, there was no effect on fund balance as a result of implementing GASB Statements 37, 38 and 41.

GASB Statement No. 41 allows the presentation of budgetary schedules as required supplementary information based on the fund, organization or program structure that the government uses for its legally adopted budget when significant budgetary perspective differences result in the school district not being able to present budgetary comparison for the general and each major special revenue fund.

GASB No. 34 creates new basic financial statements for reporting on the District's financial activities. The basic financial statements now include government-wide financial statements prepared on an accrual basis of accounting and fund financial statements which present information for individual major funds rather than by fund type. Nonmajor funds are presented in total in one column.

The government-wide financial statements show the District's programs for governmental activities. The beginning net asset amount for governmental activities reflects the change in fund balance for governmental funds at June 30, 2002, caused by the conversion to the accrual basis of accounting.

***Governmental Activities - Fund Reclassification and Restatement of Fund Balance*** - Certain funds have been reclassified to properly reflect their intended purpose in accordance with the Standards of GASB Statement No. 34. Certain funds previously reported as internal service funds, enterprise funds, and expendable trust fund have been reclassified and are now part of the general fund and other nonmajor governmental funds. It was also determined that GASB Interpretation No. 6 had an effect on fund balance as previously reported at June 30, 2002.

The fund reclassifications and the implementation of GASB Interpretation No. 6 had the following effect on the District's governmental fund balances as previously reported:

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 3 - ACCOUNTABILITY AND COMPLIANCE - (Continued)**

	<u>General</u>	<u>Classroom Facilities</u>	<u>Nonmajor</u>	<u>Total</u>
Fund balance				
June 30, 2002	\$ (895,601)	\$ 3,689,209	\$ 725,640	\$ 3,519,248
Fund reclassifications	4,523	-	13,309	17,832
Implementation of GASB Interpretation No. 6	<u>(4,649)</u>	<u>-</u>	<u>-</u>	<u>(4,649)</u>
Adjusted fund balance, June 30, 2003	<u>\$ (895,727)</u>	<u>\$ 3,689,209</u>	<u>\$ 738,949</u>	<u>\$ 3,532,431</u>

The transition from governmental fund balance to net assets of the governmental activities is presented as follows:

	<u>Total</u>
Adjusted fund balance, June 30, 2002	\$ 3,532,431
GASB 34 adjustments:	
Long-term (deferred) assets	481,490
Capital assets	10,314,099
Accrued interest payable	(49,385)
Long-term liabilities	<u>(9,599,016)</u>
Governmental activities net assets, June 30, 2002	<u>\$ 4,679,619</u>

**B. Deficit Fund Balances**

Fund balances at June 30, 2003 included the following individual fund deficits:

	<u>Deficit</u>
<u>Major Funds</u>	
General	\$ 834,147
<u>Nonmajor Funds</u>	
Emergency Levy	6,359
Teacher Development	81
Early Education	12
Disadvantaged Pupil Impact Aid	50,776
Drug-Free Schools	74
Summer Intervention	2
Title I	42,851
Title VI	3,947
Miscellaneous Federal Grants	60,586



**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 3 - ACCOUNTABILITY AND COMPLIANCE - (Continued)**

These funds complied with Ohio state law, which does not permit a cash basis deficit at year-end. The general fund is liable for any deficits in these funds and provides transfers when cash is required, not when accruals occur. The deficit fund balances results from adjustments for accrued liabilities.

**NOTE 4 - EQUITY IN POOLED CASH AND CASH EQUIVALENTS**

The District maintains a cash and investment pool used by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Equity in Pooled Cash and Cash Equivalents". Statutes require the classification of monies held by the District into three categories.

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the District treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits the Board of Education has identified as not required for use within the current two-year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings accounts, including passbook accounts.

Protection of the District's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the finance institution as security for repayment, by surety company bonds deposited with the Treasurer by the financial institution or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

Interim monies may be deposited or invested in the following securities:

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal or interest by the United States;
2. Bonds, Notes, Debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2% and be marked to market daily, and that the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio;

**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 4 - EQUITY IN POOLED CASH AND CASH EQUIVALENTS - (Continued)**

5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasury Asset Reserve of Ohio (STAR Ohio);
7. Certain bankers' acceptances and commercial paper notes for a period not to exceed 180 days in an amount not the exceed 25% of the interim monies available for investment at any one time; and
8. Under limited circumstances, corporate debt instrument rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

Investments in stripped principal or interest obligations, reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the District, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the Treasurer or qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

The following information classifies deposits and investments by categories of custodial credit risk as defined in GASB Statement No. 3, "Deposits with Financial Institutions, Investments and Reserve Repurchase Agreements".

*Deposits:* At year-end, the carrying amount of the District's deposits was \$(764,175) and the bank balance was \$211,009. A liability was not recorded for the negative carrying amount of deposits because there was no actual overdraft due to the "zero-balance" nature of the District's bank accounts. The negative carrying amount of deposits is due to the sweeping of monies into overnight repurchase agreements, which are reported as "investments". Of the bank balance:

1. \$100,000 was covered by federal depository insurance; and
2. \$111,009 was uninsured and uncollateralized as defined by GASB although it was secured by collateral held by third party trustees, pursuant to section 135.181 Ohio Revised Code, in collateralized pools securing all public funds on deposit with specific depository institutions; these securities not being in the name of the District. Although all State statutory requirements for the deposit of money had been followed, non-compliance with federal requirements would potentially subject the District to a successful claim by the FDIC.

Collateral is required for demand deposits and certificates of deposit in excess of all deposits not covered by federal depository insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies, obligations of the State of Ohio and its municipalities, and obligations of the other states. Obligations pledged to secure deposits must be delivered to a bank other than the institution in which the deposit is made. Written custodial agreements are required.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 4 - EQUITY IN POOLED CASH AND CASH EQUIVALENTS - (Continued)**

*Investments:* The District's investments are categorized below to give an indication of the level of custodial credit risk assumed by the entity at fiscal year-end. Category 1 includes investments that are insured or registered or securities held by the District. Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the District's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty or by its trust department, but not in the District's name. Investments in STAR Ohio are not categorized as they are not evidenced by securities that exist in physical or book entry form.

	<u>Category 3</u>	<u>Reported Amount</u>	<u>Fair Value</u>
Repurchase agreements	\$3,388,254	\$ 3,388,254	\$3,388,254
Total	<u>\$3,388,254</u>		
Investment in STAR Ohio		<u>660,541</u>	<u>660,541</u>
Total investments		<u>\$ 4,048,795</u>	<u>\$4,048,795</u>

The classification of cash and cash equivalents and investments on the basic financial statements is based on criteria set forth in GASB Statement No. 9. A reconciliation between the classifications of cash and investments on the basic financial statements and the classification per GASB Statement No. 3 is as follows:

	<u>Cash and Cash Equivalents/Deposits</u>	<u>Investments</u>
GASB Statement No. 9	\$ 3,284,620	\$ -
Investments of the cash management pool:		
Repurchase agreements	(3,388,254)	3,388,254
Investment in STAR Ohio	<u>(660,541)</u>	<u>660,541</u>
GASB Statement No. 3	<u>\$ (764,175)</u>	<u>\$ 4,048,795</u>

**NOTE 5 - INTERFUND TRANSACTIONS**

- A. Interfund balances at June 30, 2003 as reported on the fund statements, consist of the following amounts due to/from other funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Nonmajor governmental funds	<u>\$ 36,759</u>

The primary purpose of the amounts due to other funds is for the collection of retirement and other premiums. These interfund balances will be repaid once the anticipated revenues are received.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 5 - INTERFUND TRANSACTIONS - (Continued)**

Interfund balances between governmental funds are eliminated on the government-wide financial statements; therefore, no internal balances at June 30, 2003 are reported on the Statement of Net Assets.

- B.** Interfund transfers for the year ended June 30, 2003, consisted of the following, as reported on the fund financial statements:

	<u>Amount</u>
Transfers to Nonmajor Governmental funds from:	
General fund	<u>\$ 206,480</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Interfund transfers between governmental funds are eliminated for reporting in the statement of activities.

**NOTE 6 - PROPERTY TAXES**

Property taxes are levied and assessed on a calendar year basis while the District fiscal year runs from July through June. First half tax collections are received by the District in the second half of the fiscal year. Second half tax distributions occur in the first half of the following fiscal year.

Property taxes include amounts levied against all real, public utility and tangible personal property (used in business) located in the District. Real property tax revenue received in calendar 2003 represents collections of calendar year 2002 taxes. Real property taxes received in calendar year 2003 were levied after April 1, 2002, on the assessed value listed as of January 1, 2002, the lien date. Assessed values for real property taxes are established by State law at thirty-five percent of appraised market value. Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax revenue received in calendar 2003 represents collections of calendar year 2002 taxes. Public utility real and tangible personal property taxes received in calendar year 2003 became a lien December 31, 2002, were levied after April 1, 2003 and are collected in 2004 with real property taxes. Public utility real property is assessed at thirty-five percent of true value; public utility tangible personal property currently is assessed at varying percentages of true value.

Tangible personal property tax revenue received during calendar 2003 (other than public utility property) represents the collection of 2003 taxes. Tangible personal property taxes received in calendar year 2003 were levied after April 1, 2002, on the value as of December 31, 2001. Tangible personal property is currently assessed at twenty-five percent of true value for capital assets and twenty-four percent of true value for inventory. Payments by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, the first payment is due April 30, with the remainder payable by September 20. Tangible personal property taxes paid by April 30 are usually received by the District prior to June 30.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 6 - PROPERTY TAXES - (Continued)**

The District receives property taxes from Trumbull County. The County Auditor periodically advances to the District its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2003, are available to finance fiscal year 2003 operations. The amount available as an advance can vary based on the date tax bills are sent.

Accrued property taxes receivable includes real property, public utility property and tangible personal property taxes which are measurable as of June 30, 2003 and for which there is an enforceable legal claim. Although total property tax collections for the next fiscal year are measurable, only the amount of real property taxes available as an advance at June 30 was levied to finance current fiscal year operations and is reported as revenue at fiscal year end. The portion of the receivable not levied to finance current fiscal year operations is offset by a credit to deterred revenue.

The amount available as an advance at June 30, 2003 was \$10,390 in the general fund, \$1,784 in the debt service fund, \$491 in the Permanent Improvement capital projects fund, and \$1,984 in the Emergency Levy special revenue fund. These amounts have been recorded as revenue. The amount available as an advance at June 30, 2002 was \$21,497 in the general fund, \$3,574 in the debt service fund, \$1,071 in the Permanent Improvement capital projects fund, and \$4,084 in the Emergency Levy special revenue fund.

On a full accrual basis, collectible delinquent property taxes have been recorded as a receivable and revenue, while on a modified accrual basis the revenue has been deferred.

The assessed values upon which the fiscal year 2003 taxes were collected are:

	2002 Second Half Collections		2003 First Half Collections	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
Agricultural/residential and other real estate	\$ 109,149,580	81.33	\$ 119,935,470	84.16
Public utility personal	9,926,500	7.40	9,781,930	6.86
Tangible personal property	<u>15,134,359</u>	<u>11.27</u>	<u>12,791,167</u>	<u>8.98</u>
 Total	 <u>\$ 134,210,439</u>	 <u>100.00</u>	 <u>\$ 142,508,567</u>	 <u>100.00</u>
 Tax rate per \$1,000 of assessed valuation	 \$ 45.60		 \$ 44.00	

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 7 - RECEIVABLES**

Receivables at June 30, 2003 consisted of taxes, accounts (billings for user charged services and student fees), accrued interest, internal loans and intergovernmental grants and entitlements. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of state programs and the current year guarantee of Federal funds. A summary of the principal items of receivables reported on the statement of net assets follows:

**Governmental Activities**

Property taxes	\$ 4,005,967
Accounts	14,509
Intergovernmental	40,888
Accrued interest	<u>37</u>
<b>Total</b>	<b><u>\$ 4,061,401</u></b>

Receivables have been disaggregated on the face of the basic finance statements. All receivables are expected to be collected within subsequent years.

**NOTE 8 - CAPITAL ASSETS**

- A. The capital asset balances of the governmental activities have been restated due to a change in the District's capital asset policy and due to errors and omissions previously reported as capital assets (see Note 2.H. for detail):

	<u>Balance</u> <u>06/30/02</u>	<u>Adjustments</u>	<u>Restated</u> <u>Balance</u> <u>06/30/02</u>
<b>Governmental Activities</b>			
<i>Capital assets, not being depreciated:</i>			
Land	\$ 43,920	\$ 27,980	\$ 71,900
Total capital assets, not being depreciated	<u>43,920</u>	<u>27,980</u>	<u>71,900</u>
<i>Capital assets, being depreciated:</i>			
Land improvements	250,697	89,457	340,154
Building and improvements	7,012,189	3,641,874	10,654,063
Capital lease property	2,160,000	(2,160,000)	-
Furniture and equipment	3,250,058	(369,761)	2,880,297
Vehicles	<u>598,030</u>	<u>162,105</u>	<u>760,135</u>
Total capital assets, being depreciated	<u>13,270,974</u>	<u>1,363,675</u>	<u>14,634,649</u>
<i>Less: accumulated depreciation</i>	<u>-</u>	<u>(4,392,450)</u>	<u>(4,392,450)</u>
Governmental activities capital assets, net	<u>\$ 13,314,894</u>	<u>\$ (3,000,795)</u>	<u>\$ 10,314,099</u>

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 8 - CAPITAL ASSETS - (Continued)**

**B.** Capital asset activity for the fiscal year ended June 30, 2003, was as follows:

	Restated Balance <u>06/30/02</u>	<u>Additions</u>	<u>Deductions</u>	Balance <u>06/30/03</u>
<i>Capital assets, not being depreciated:</i>				
Land	\$ 71,900	\$ -	\$ -	\$ 71,900
Total capital assets, not being depreciated	<u>71,900</u>	<u>-</u>	<u>-</u>	<u>71,900</u>
<i>Capital assets, being depreciated:</i>				
Land improvements	340,154	-	-	340,154
Building and improvements	10,654,063	1,499,703	-	12,153,766
Furniture and equipment	2,880,297	44,096	(118,602)	2,805,791
Vehicles	<u>760,135</u>	<u>55,125</u>	<u>-</u>	<u>815,260</u>
Total capital assets, being depreciated	<u>14,634,649</u>	<u>1,598,924</u>	<u>(118,602)</u>	<u>16,114,971</u>
<i>Less: accumulated depreciation</i>				
Land improvements	(311,031)	(9,708)	-	(320,739)
Building and improvements	(1,760,319)	(299,266)	-	(2,059,585)
Furniture and equipment	(1,751,444)	(154,242)	95,430	(1,810,256)
Vehicles	<u>(569,656)</u>	<u>(48,808)</u>	<u>-</u>	<u>(618,464)</u>
Total accumulated depreciation	<u>(4,392,450)</u>	<u>(512,024)</u>	<u>95,430</u>	<u>(4,809,044)</u>
Governmental activities capital assets, net	<u>\$ 10,314,099</u>	<u>\$ 1,086,900</u>	<u>\$ (23,172)</u>	<u>\$ 11,377,827</u>

Depreciation expense was charged to governmental functions as follows:

Instruction:

Regular	\$ 282,872
Special	16,776
Vocational	2,519

Support Services:

Pupil	9,196
Instructional Staff	48,763
Administration	13,348
Fiscal	493
Operations and Maintenance	11,462
Pupil Transportation	77,197
Non-instructional Services	10,133
Extracurricular Activities	14,808
Food Service Operation	<u>24,457</u>

Total depreciation expense \$ 512,024

**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 9 - CAPITALIZED LEASES - LESSEE DISCLOSURE**

In a prior year, the District entered into a capitalized lease for building improvements through the Girard Community Improvement Corporation. This lease agreement met the criteria of a capital lease as defined by FASB Statement No. 13, "Accounting for Leases", which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. Capital lease payments have been reclassified and are reflected as debt service expenditures in the financial statements for the governmental funds. These expenditures are reported as function expenditures on the budgetary statements.

Capital fixed assets consisting of building improvements have been capitalized in the amount of \$4,015,000. This amount represents the present value of the minimum lease payments at the time of acquisition. A corresponding liability is recorded in the government-wide financial statements. Principal payments in fiscal year 2003 totaled \$270,000 paid by the general fund.

The following is a schedule of the future long-term minimum lease payments required under the capital lease and the present value of the future minimum lease payments as of June 30, 2003:

<u>Fiscal Year Ending June 30,</u>	<u>Amount</u>
2004	\$ 382,834
2005	343,903
2006	282,090
2007	475,757
2008	152,250
2009 - 2013	710,000
2014 - 2018	<u>578,750</u>
Total minimum lease payments	2,925,584
Less amount representing interest	<u>(715,584)</u>
Total	<u>\$ 2,210,000</u>



**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 10 - LONG-TERM OBLIGATIONS**

A. The balance of the District's governmental activities long-term obligations at June 30, 2002 has been restated. The compensated absences liability increased \$45,450 from \$1,015,684 to \$1,061,134 due to the implementation of GASB Interpretation No. 6 and the fund reclassifications described in Note 3.A. In addition, pension obligations of \$74,944 at June 30, 2002 are not reported as a component of governmental activities long-term obligations as they are paid within one year of fiscal year-end. Pension obligations are reported separately on the statement of net assets. The effect on the total governmental activities long-term obligations at July 1, 2002 was a decrease of \$29,494 from \$9,539,846 to \$9,510,352. During the fiscal year 2003, the following changes occurred in governmental activities long-term obligations:

	<u>Interest Rate</u>	<u>Restated Balance Outstanding 06/30/02</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance Outstanding 06/30/03</u>	<u>Amounts Due in One Year</u>
<b>Governmental Activities:</b>						
<u>General Obligation Notes:</u>						
Energy conservation notes	5.25-5.75%	\$ 93,750	\$ -	\$ (93,750)	\$ -	\$ -
Asbestos loan	N/A	<u>52,421</u>	<u>-</u>	<u>(9,531)</u>	<u>42,890</u>	<u>9,531</u>
Total general obligation notes payable		<u>\$ 146,171</u>	<u>\$ -</u>	<u>\$ (103,281)</u>	<u>\$ 42,890</u>	<u>\$ 9,531</u>
<u>General Obligation Bonds:</u>						
Construction bonds	4.60-7.00%	\$ 5,140,000	\$ -	\$ (335,000)	\$ 4,805,000	\$ 175,000
Energy conservation bonds	5.00%	<u>180,000</u>	<u>-</u>	<u>(45,000)</u>	<u>135,000</u>	<u>45,000</u>
Total bonds payable		<u>\$ 5,320,000</u>	<u>\$ -</u>	<u>\$ (380,000)</u>	<u>\$ 4,940,000</u>	<u>\$ 220,000</u>
<u>Other Long-Term Obligations:</u>						
Capital lease obligation	5.39-5.65%	\$ 2,480,000	\$ -	\$ (270,000)	\$ 2,210,000	\$ 270,000
Compensated absences		1,061,134	3,511	(52,838)	1,011,807	78,261
Early retirement incentive		<u>503,047</u>	<u>-</u>	<u>(195,038)</u>	<u>308,009</u>	<u>225,351</u>
Total other long-term obligations		<u>\$ 4,044,181</u>	<u>\$ 3,511</u>	<u>\$ (517,876)</u>	<u>\$ 3,529,816</u>	<u>\$ 573,612</u>
Total governmental activities		<u>\$ 9,510,352</u>	<u>\$ 3,511</u>	<u>\$ (1,001,157)</u>	<u>\$ 8,512,706</u>	<u>\$ 803,143</u>

Energy Conservation Notes: The District issued energy conservation notes in two phases. The first phase was originally issued for \$1,475,786, with an interest rate of 6.65% and monthly payments of \$16,870. In 1997, the note was amended with an interest rate of 5.25% and monthly payments of \$16,096. The note matures August 2002. The second phase was originally issued for \$471,462, with an interest rate of 5.75% and monthly payment of \$5,194. The note matures June 2003. These notes were retired through the general fund with tax revenues.

EPA Asbestos Loan: Non-interest bearing with semi-annual payments of \$4,766. The note matures December 2007.

**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 10 - LONG-TERM OBLIGATIONS - (Continued)**

*Energy Conservation Bonds:* The District issued Energy conservation bonds on October 1, 1995. These bonds are retired from the debt service fund, and mature December 2005.

*General Obligation Bonds:* Renovation bonds were issued in September 1995, with the interest rate ranging from 4.6 to 7.0% for the renovation of the High School and Stadium. This issue matures December 2002 and is repaid during fiscal 2003. Construction bonds were issued in December 1999, with an interest rate of 5.58% for construction of the Intermediate School and mature December 2009.

*Compensated Absences:* Compensated absences will be paid from the fund from which the employee's salaries are paid.

*Capital Lease Obligation:* The District issued two capital leases for community improvement in prior years. The first was issued in October 1998, in the amount of \$2,160,000, which matures in October 2006. The second was issued in June 1998, in the amount of \$1,855,000, which matures in June 2018. See Note 9 for more details.

- B.** Principal and interest requirements to retire the long-term obligations outstanding at June 30, 2003, are as follows:

Year Ended	General Obligation Notes			General Obligation Bonds		
	Principal	Interest	Total	Principal	Interest	Total
2004	\$ 9,531	\$ -	\$ 9,531	\$ 220,000	\$ 279,159	\$ 499,159
2005	9,531	-	9,531	230,000	268,479	498,479
2006	9,531	-	9,531	240,000	260,306	500,306
2007	9,531	-	9,531	205,000	249,468	454,468
2008	4,766	-	4,766	215,000	235,820	450,820
2009 - 2013	-	-	-	1,285,000	945,032	2,230,032
2014 - 2018	-	-	-	1,710,000	504,907	2,214,907
2019 - 2023	-	-	-	835,000	49,580	884,580
Total	<u>\$ 42,890</u>	<u>\$ -</u>	<u>\$ 42,890</u>	<u>\$ 4,940,000</u>	<u>\$ 2,792,751</u>	<u>\$ 7,732,751</u>

**C. Legal Debt Margin**

The Ohio Revised Code provides that voted net general obligation debt of the District shall never exceed 9% of the total assessed valuation of the District. The code further provides that unvoted indebtedness shall not exceed 1/10 of 1% of the property valuation of the District.

The effects of these debt limitations at June 30, 2003 are a voted debt margin of \$7,885,771 and an unvoted debt margin of \$142,509.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 11 - OTHER EMPLOYEE BENEFITS**

**A. Compensated Absences**

The criteria for determining vacation and sick leave benefits are derived from negotiated agreements and state laws. Only administrative and support personnel who are under a full contract (260 days) are eligible for vacation time.

Classified employees earn five to twenty five days of vacation per year, depending upon length of service. Any vacation time which is unused as of the employee's anniversary date, is expired and not available for use in a subsequent year unless approved by the Superintendent. Accumulated, unused vacation time is paid to classified employees and administrators upon termination of employment. Each employee earns sick leave at the rate of one and one-fourth days per month. Sick leave shall accumulate during active employment on a continuous year-to-year basis.

For classified employees, retirement severance is paid to each employee retiring from the District at a per diem rate of the annual salary at the time of retirement if the employee has been employed by the District for a minimum of ten consecutive years at the time of retirement. Any employee receiving retirement severance pay shall be entitled to a dollar amount equivalent to one-fourth of all accumulated sick leave credited to that employee up to fifty days.

For certified employees, retirement severance is also paid to each employee retiring from the District at a per diem rate of the annual salary at the time of retirement. The dollar amount of severance pay is calculated based on the following; an employee who has zero years through 29 years of service will receive twenty-five percent of the employee's accumulated sick leave at the time of his/her retirement, up to a maximum of fifty-three days. Employees who have thirty (30) or more years of teaching service, excluding ERI years, shall qualify for twenty-five percent of their accumulated current sick leave upon retirement up to a maximum of sixty-five (65) days.

**B. Insurance Benefits**

The District provides life insurance and accidental death and dismemberment insurance in the amount of \$50,000 to certified employees. For classified employees, group term life insurance is provided in the amount of \$50,000 employees under contract for thirty-five hours or more per week, \$20,000 for classified employees under contract for twenty to thirty-four hours per week, and \$10,000 for employees working less than twenty hours per week.

**C. Retirement Incentive**

The District Board of Education approved an early retirement incentive program for the period of June 1, 2001 to May 31, 2002. Participation was open to employees who were at least fifty years old, qualified for retirement with years purchased by the Board, and agreed to retire within ninety days after notification that credit had been purchased. The credit could not exceed the lesser of three years or one-fifth of each member's total Ohio service. Participation is limited to 5% of STRS members within the District, although at the Superintendents discretion the percentage may be exceeded. The Board had the option of paying the liability in its entirety or in installments with interest. Early retirement incentive payments are reflected as general fund expenditures in the BFS for governmental funds. These expenditures are reflected as program/function expenditures on a budgetary basis. These payments are made over a three year period, therefore the amounts outstanding will appear on the statement of net assets as a long-term liability.

**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 12 - RISK MANAGEMENT**

**A. Comprehensive**

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees and natural disasters. The District has addressed these various types of risk by purchasing a comprehensive insurance policy through commercial carriers.

General liability insurance was maintained in the amount of \$1,000,000 for each occurrence and \$2,000,000 in the aggregate, general liability coverage for employee dishonesty bonds was maintained in the amount of \$20,000 with no deductible.

The District maintains fleet insurance in the amount of \$1,000,000 for any one accident or loss.

The District maintains replacement cost insurance on buildings and contents, which includes boiler and machinery, in the amount of \$30,715,500 with a \$1,000 deductible. Other property insurance includes \$10,000,000 for the boiler and machinery with a \$1,000 deductible.

\$20,000 performance bonds are maintained for the Superintendent, Treasurer and Board President. All performance bonds are maintained by the United States Fidelity and Guaranty Company through the Griffith Agency.

**B. Group Health and Dental Insurance**

The District provides life insurance and accidental death and dismemberment insurance to its employees. Coverage is \$50,000 for all certified and administrative staff, \$50,000 for all non-union full time classified staff, \$150,000 for the Superintendent, and \$150,000 coverage for the Treasurer. Coverage is provided through the Medical Life Insurance Company. Coverage is not less than \$50,000 per union classified employee with coverage provided by the Medical Life Insurance Company.

The District has elected to provide employee medical/surgical benefits through a consortium of school districts known as the Trumbull County Schools Insurance Consortium Association. This consortium purchases stop loss coverage of \$125,000 through the General American Life Insurance Company, and the pool covers the excess. A third part administrator, Coresource, located in Columbus, Ohio, reviews and pays claims for the consortium. The premium is expensed to the fund that pays the wages of the employee.

Dental, prescription drug, and vision coverage are also provided through Coresource for family coverage and individual coverage. The District also offers a health maintenance plan to its employees through MetLife Insurance Company.

Post employment health care is provided to plan participants or their beneficiaries through the respective retirement systems discussed in Note 14. As such, no funding provisions are required by the District.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 12 - RISK MANAGEMENT - (Continued)**

**C. OSBA Group Workers Compensation Group Rating Plan**

For fiscal year 2003, the District participated in the Ohio School Boards Association Workers' Compensation Group Rating Plan (GRP), an insurance purchasing pool (Note 2.A.). The intent of the GRP is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the GRP. The workers' compensation experience of the participating school districts is calculated as one experience and a common premium rate is applied to all school districts in the GRP. Each participant pays its workers' compensation premium to the state based on the rate for the GRP rather than its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings percentage of the GRP.

A participant will then either receive money from or be required to contribute to the "Equity Pooling Fund". This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the GRP. Participation in the GRP is limited to school districts that can meet the GRP's selection criteria. The firm of Gates McDonald & Co. provides administrative, cost control, and actuarial services to the GRP.

**NOTE 13 - DEFINED BENEFIT PENSION PLANS**

**A. School Employees Retirement System**

The District contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing, multiple-employer defined benefit pension plan. SERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by State Statute Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. The report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746, or by calling (614) 222-5853.

Plan members are required to contribute 9% of their annual covered salary and the District is required to contribute at an actuarially determined rate. The current District rate is 14% of annual covered payroll. A portion of the District's contribution is used to fund pension obligations with the remainder being used to fund health care benefits. For fiscal year 2003, 8.17% of annual covered salary was the portion used to fund pension obligations. For fiscal year 2002, 5.46% of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended, up to a statutory maximum amount, by the SERS' Retirement Board. The adequacy of the contribution rates is determined annually. The District's required contributions to SERS for the fiscal years ended June 30, 2003, 2002, and 2001 were \$196,527, \$185,844, and \$176,379, respectively; 47% has been contributed for fiscal year 2003 and 100% for the fiscal years 2002 and 2001. \$104,016, represents the unpaid contribution for fiscal year 2003.

**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 13 - DEFINED BENEFIT PENSION PLANS - (Continued)**

**B. State Teachers Retirement System**

The District contributes to the State Teachers Retirement System of Ohio (STRS), a cost-sharing, multiple-employer public employee retirement system administered by the State Teachers Retirement Board. STRS provides retirement and disability benefits, annual cost-of-living adjustments, and death and survivor benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by Chapter 3307 of the Ohio Revised Code. STRS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. The report may be obtained by writing to the State Teachers Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3371, or by calling (614) 227-4090.

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on member contributions and earned interest matched by STRS Ohio funds times an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5% of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. DC and Combined Plan members will transfer to the Defined Benefit Plan during their fifth year of membership unless they permanently select the DC or Combined Plan. Existing members with less than five years of service credit as of June 30, 2001, were given the option of making a one time irrevocable decision to transfer their account balances from the existing DB Plan into the DC Plan or the Combined Plan. This option expired on December 31, 2001. Benefits are established by Chapter 3307 of the Ohio Revised Code.

A DB or Combined Plan member with five or more years credited service who becomes disabled may qualify for a disability benefit. Eligible spouses and dependents of these active members who die before retirement may qualify for survivor benefits. Members in the DC Plan who become disabled are entitled only to their account balance. If a member dies before retirement benefits begin, the member's designated beneficiary is entitled to receive the member's account balance.

Plan members are required to contribute 9.3% of their annual covered salary and the District is required to contribute at an actuarially determined rate. The current District rate is 14% of annual covered payroll. A portion of the District's contribution is used to fund pension obligations with the remainder being used to fund health care benefits. For fiscal year 2003, 13% of annual covered salary was the portion used to fund pension obligations. For fiscal year 2002, 9.5% of annual covered salary was the portion used to fund pension obligations. Contribution rates are established by the State Teachers Retirement Board, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10% for members and 14% for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employee contributions. The District's required contributions to STRS for the fiscal years ended June 30, 2003, 2002, and 2001 were \$876,423, \$864,294, and \$833,948, respectively; 84% has been contributed for fiscal year 2003 and 100% for the fiscal years 2002 and 2001. \$138,436, represents the unpaid contribution for fiscal year 2003.

**GIRARD CITY SCHOOL DISTRICT  
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NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 13 - DEFINED BENEFIT PENSION PLANS - (Continued)**

**C. Social Security System**

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System have an option to choose Social Security or the School Employees Retirement Systems/State Teachers Retirement System. As of June 30, 2003, certain members of the Board of Education have elected Social Security. The Board's liability is 6.2% of wages paid.

**NOTE 14 - POSTEMPLOYMENT BENEFITS**

The District provides comprehensive health care benefits to retired teachers and their dependents through STRS, and to retired non-certified employees and their dependents through SERS. Benefits include hospitalization, physicians' fees, prescription drugs, and partial reimbursement of monthly Medicare Part B premiums. Benefit provisions and the obligations to contribute are established by STRS and SERS based on authority granted by state statute. Both STRS and SERS are funded on a pay-as-you-go-basis.

The State Teachers Retirement Board has statutory authority over how much, if any, of the health care costs will be absorbed by STRS. Most benefit recipients pay a portion of the health care cost in the form of a monthly premium. By Ohio law, the cost of coverage paid from STRS funds shall be included in the employer contribution rate, currently 14% of covered payroll. For this fiscal year, the State Teachers Retirement Board allocated employer contributions equal to 1% of covered payroll to the Health Care Reserve fund. For the District, this amount equaled \$332,209 during fiscal 2003.

STRS pays health care benefits from the Health Care Reserve fund. The balance in the Health Care Reserve fund was \$2.8 billion at June 30, 2003. For the fiscal year ended June 30, 2003, net health care costs paid by STRS were \$352.301 million and STRS had 108,294 eligible benefit recipients.

For SERS, coverage is made available to service retirees with 10 or more years of qualifying service credit, and disability and survivor benefit recipients. Members retiring on or after August 1, 1989, with less than 25 years of service credit must pay a portion of their premium for health care. The portion is based on years of service up to a maximum of 75 percent of the premium.

For this fiscal year, employer contributions to fund health care benefits were 5.83% of covered payroll. In addition, SERS levies a surcharge to fund health care benefits equal to 14% of the difference between a minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 2003, the minimum pay has been established at \$14,500. The surcharge, added to the unallocated portion of the 14% employer contribution rate, provides for maintenance of the asset target level for the health care fund.

The target level for the health care reserve is 150% of annual health care expenses. Expenses for health care at June 30, 2003 were \$204.931 million and the target level was \$307.4 million. At June 30, 2003, SERS had net assets available for payment of health care benefits of \$303.6 million and SERS had approximately 50,000 participants receiving health care benefits. For the District, the amount to fund health care benefits, including surcharge, equaled \$100,970 during the 2003 fiscal year.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 15 - BUDGETARY BASIS OF ACCOUNTING**

While reporting financial position, results of operations, and changes in fund balance on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts and disbursements.

The Statement of Revenue, Expenditures, and Changes in Fund Balance – Budget and Actual (Non-GAAP Budgetary Basis) presented for the general fund is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

- (a) Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis);
- (b) Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis);
- (c) In order to determine compliance with Ohio law, and to reserve that portion of the applicable appropriation, total outstanding encumbrances (budget basis) are recorded as the equivalent of an expenditure, as opposed to a reservation of fund balance for that portion of outstanding encumbrances not already recognized as an account payable (GAAP basis).

The adjustments necessary to convert the results of operations for the year on the budget basis to the GAAP basis for the general fund is as follows:

**Net Change in Fund Balance**

	<u>General Fund</u>
Budget basis	\$ (144,854)
Net adjustment for revenue accruals	12,454
Net adjustment for expenditure accrals	415,643
Net adjustment for other sources/uses	(302,713)
Adjustment for encumbrances	<u>81,050</u>
GAAP basis	<u>\$ 61,580</u>



**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 16 - CONTINGENCIES**

**A. Grants**

The District receives significant financial assistance from numerous federal, state and local agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the District. However in the opinion of management, any such disallowed claims will not have a material effect on the financial position of the District.

**B. Litigation**

The District is a party to legal proceedings seeking damages or injunctive relief generally incidental to its operations and spending projects. The District management is of the opinion that disposition of the claim and legal proceedings will not have a material effect, if any, on the financial condition of the District.

**C. State School Funding Decision**

On December 11, 2002, the Ohio Supreme Court issued its latest opinion regarding the state's school funding plan. The decision reaffirmed earlier decisions that Ohio's current school funding plan is unconstitutional.

The Supreme Court relinquished jurisdiction over the case and directed "...the Ohio General Assembly to enact a school funding scheme that is thorough and efficient...".

The District is currently unable to determine what effect, if any, this decision will have on its future state funding and its financial operations.

**NOTE 17 - STATUTORY RESERVES**

The District is required by state law to set-aside certain general fund revenue amounts, as defined by Statute, into various reserves. These reserves are calculated and presented on a cash basis. During the fiscal year ended June 30, 2003, the reserve activity was as follows:

	Textbooks/ Instructional <u>Materials</u>	Capital <u>Acquisition</u>	BWC <u>Refunds</u>
Set-aside cash balance as of June 30, 2002	\$ 13,972	\$ -	\$ 95,565
Current year set-aside requirement	246,479	246,479	-
Qualifying disbursements	<u>(130,482)</u>	<u>(1,499,702)</u>	<u>-</u>
Total	<u>\$ 129,969</u>	<u>\$ (1,253,223)</u>	<u>\$ 95,565</u>
Balance carried forward to FY 2004	<u>\$ 129,969</u>	<u>\$ -</u>	<u>\$ 95,565</u>
Amount to limit set-aside to cash available	<u>\$ (41,837)</u>	<u>\$ -</u>	<u>\$ -</u>
Total restricted	<u>\$ 88,132</u>	<u>\$ -</u>	<u>\$ 95,565</u>

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

**NOTE 17 - STATUTORY RESERVES - (Continued)**

Monies representing BWC refunds that were received prior to April 10, 2001, have been shown as a restrict asset and reserved fund balance in the general fund since allowable expenditures are restricted by state statute. The District is still required by state law to maintain the textbook reserve and the capital acquisition reserve.

Although the District had qualifying disbursements during the year that reduced the set-aside amounts below zero for the capital acquisition reserve, this extra amount may not be used to reduce the set-aside requirement for future years. The negative amount is therefore not presented as being carried forward to the next fiscal year.

In addition to the above statutory reserves, the District also received monies restricted for school bus purchases.

A schedule of the governmental fund restricted assets at June 30, 2003 follows:

Amount restricted for BWC refunds	\$ 95,565
Amount restricted for textbooks/ instructional materials	88,132
Amount restricted for school bus purchases	<u>65,580</u>
Total restricted assets	<u>\$ 249,277</u>

**NOTE 18 - FINANCIAL CONDITION**

On March 20, 2003, the District was declared to be in Fiscal Caution by the Ohio Department of Education and Auditor of State. The general fund and other funds' year-end deficit balances have been disclosed in Note 3. An entity may be released from fiscal caution if the Department of Education determines that corrective actions have been or are being implemented. The Auditor of State's office has completed a performance audit for the district dated October 16, 2003. The School District has completed written proposals for discontinuing or correcting the practices and conditions that led to the declaration of Fiscal Caution.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY**

**SCHEDULE OF FEDERAL AWARDS EXPENDITURE  
FOR THE YEAR ENDED JUNE 30, 200**

<b>Federal Grantor/ Pass Through Grantor Program Title</b>	<b>Pass Through Entity Number</b>	<b>Federal CFDA Number</b>	<b>Receipts</b>	<b>Non-Cash Receipts</b>	<b>Disbursements</b>	<b>Non-Cash Disbursements</b>
<b>U.S. DEPARTMENT OF AGRICULTURE</b>						
<i>Passed Through Ohio Department of Education.</i>						
Nutrition Cluster:						
Food Distribution Program		10.550		\$46,672		\$46,672
National School Breakfast Program		10.553	19,158		19,158	
National School Lunch Program		10.555	<u>252,635</u>		<u>252,635</u>	
Total U.S. Department of Agriculture - Nutrition Cluster			<u>271,793</u>	<u>46,672</u>	<u>271,793</u>	<u>46,672</u>
<b>U.S. DEPARTMENT OF EDUCATION</b>						
<i>Passed Through Ohio Department of Education.</i>						
Special Education Cluster:						
Special Education Grants to States (IDEA Part B)	6BSF-2003	84.027	200,259		240,075	
Special Education - Preschool Grant	TJS1-2003	84.318	<u>8,825</u>			
Total Special Education Cluster			<u>209,084</u>		<u>240,075</u>	
Idea and Technology	ATS3-2002	84.352	6,639		6,594	
High Schools to Work	G2S6-2002	84.276			4,202	
Eisenhower Professional Development	MSS1-2002	84.281			9,573	
Title II -A Imp. Teach Quality	TRS1-2003	84.367	96,393		87,995	
Title 6R Class Size Reduction	CRS1-2002	84.340	45		37,598	
Grants to Local Educational Agencies (ESEA Title I)	C1S1-2003	84.010	322,296		298,012	
Innovative Educational Program Strategies	C2S1-2003	84.298	15,956		14,744	
Drug-Free Schools Grant	DRS1-2003	84.186	11,752		11,160	
School To Work	WKBE-2001	17.249	<u>100,000</u>		<u>100,801</u>	
Total Department of Education			<u>762,164</u>		<u>810,754</u>	
<b>Totals</b>			<u><u>\$1,033,957</u></u>	<u><u>\$46,672</u></u>	<u><u>\$1,082,547</u></u>	<u><u>\$46,672</u></u>

*The accompanying notes to this schedule are an integral part of this schedule.*

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY  
FISCAL YEAR ENDED JUNE 30, 2003**

**NOTES TO SCHEDULE OF FEDERAL AWARDS EXPENDITURES**

**NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

The accompanying Schedule of Federal Awards Expenditures (the Schedule) summarizes activity of the Government's federal award programs. The schedule has been prepared on the cash basis of accounting.

**NOTE B - CHILD NUTRITION CLUSTER**

Program regulations do not require the Government to maintain separate inventory records for purchased food and food received from the U.S. Department of Agriculture. This nonmonetary assistance (expenditures) is reported in the Schedule at the fair market value of the commodities received.

Cash receipts from the U.S. Department of Agriculture are commingled with State grants. It is assumed federal monies are expended first.



## Auditor of State Betty Montgomery

### INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS

Girard City School District  
Trumbull County  
31 North Ward Avenue  
Girard, OH 44420

To the Board of Education:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Girard City School District as of and for the year ended June 30, 2003, which collectively comprise the District's basic financial statements and have issued our report thereon dated July 30, 2004 wherein we noted the District implemented a new financial reporting model, as required by the provisions of Governmental Accounting Standards Board Statement No. 34. We also noted the District is experiencing certain financial difficulties. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### Compliance

As part of obtaining reasonable assurance about whether District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could directly and materially effect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2003-001. We also noted certain immaterial instances of noncompliance that we have reported to management of Girard City School District in a separate letter dated July 30, 2004.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of Girard City School District in a separate letter dated July 30, 2004.

This report is intended for the information and use of the management, Board of Education, and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

**Betty Montgomery**  
Auditor of State

July 30, 2004



**Auditor of State  
Betty Montgomery**

**INDEPENDENT ACCOUNTANT'S REPORT ON COMPLIANCE WITH REQUIREMENTS  
APPLICABLE TO MAJOR FEDERAL PROGRAMS AND INTERNAL CONTROL OVER  
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

Girard City School District  
Trumbull County  
31 North Ward Avenue  
Girard, OH 44420

To the Board of Education:

**Compliance**

We have audited the compliance of the Girard City School District with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2003. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal program is the responsibility of the District's management. Our responsibility is to express an opinion on the District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance occurred with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program. An audit includes examining, on a test basis, evidence about Girard City School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Girard City School District's compliance with those requirements.

In our opinion, the District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2003. However, we noted a certain instance of noncompliance that does not require inclusion in this report that we have reported to the management of the District in a separate letter dated July 30, 2004.

### **Internal Control Over Compliance**

The management of the District is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the District's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the management, Board of Education, and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.



**Betty Montgomery**  
Auditor of State

July 30, 2004



**SCHEDULE OF FINDINGS  
OMB CIRCULAR A -133 §.505**

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY  
JUNE 30, 2003**

<b>1. SUMMARY OF AUDITOR'S RESULTS</b>		
<i>(d)(1)(i)</i>	Type of Financial Statement Opinion	Unqualified
<i>(d)(1)(ii)</i>	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(ii)</i>	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(iii)</i>	Was there any reported material non-compliance at the financial statement level (GAGAS)?	Yes
<i>(d)(1)(iv)</i>	Were there any material internal control weakness conditions reported for major federal programs?	No
<i>(d)(1)(iv)</i>	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
<i>(d)(1)(v)</i>	Type of Major Programs' Compliance Opinion	Unqualified
<i>(d)(1)(vi)</i>	Are there any reportable findings under § .510?	No
<i>(d)(1)(vii)</i>	Major Programs (list):	Title I (#84.010) Nutrition Cluster (#10.550, #10.553, #10.555)
<i>(d)(1)(viii)</i>	Dollar Threshold: Type A/B Programs	Type A: > \$ 300,000 Type B: all others
<i>(d)(1)(ix)</i>	Low Risk Auditee?	No
<b>2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS</b>		

**Destruction of Records**

**Ohio Rev. Code Section 149.351** provides that all records are the property of the Girard City School District and shall not be removed, destroyed, mutilated, transferred, or otherwise damaged or disposed of, in whole or in part, except as provided by law or under the rules established by the records commission provided for under sections 149.38 to 149.42 of the Rev. Code. On July 21, 2003, certain food service records were destroyed, contrary to the statute, when the School Building in which they were stored flooded due to heavy rains. As a result, alternative procedures had to be performed and copies of certain documents had to be obtained from the Ohio Department of Education for audit.

We recommend the District's management establish policies and procedures to adequately secure, safeguard, and back-up District records. Emphasis should be placed on appropriate action to prevent the destruction of records due to unforeseen events of which management has no control, such as fire, flood, and other weather-related occurrences.

**GIRARD CITY SCHOOL DISTRICT  
TRUMBULL COUNTY  
JUNE 30, 2003**

**CORRECTIVE ACTION PLAN  
OMB CIRCULAR A -133 §.315 (c)**

Finding Number	Planned Corrective Action	Anticipated Completion Date	Responsible Contact Person
2003-001	Records will be kept off of the floor area, so that we will not have this problem.	Immediately	Sandra L. Dorchock



**Auditor of State  
Betty Montgomery**

88 East Broad Street  
P.O. Box 1140  
Columbus, Ohio 43216-1140

Telephone 614-466-4514  
800-282-0370

Facsimile 614-466-4490

**GIRARD CITY SCHOOL DISTRICT**

**TRUMBULL COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
SEPTEMBER 14, 2004**