

READING COMMUNITY CITY SCHOOL DISTRICT

Basic Financial Statements

Year Ended June 30, 2003

With

Independent Auditors' Report



**Auditor of State
Betty Montgomery**

Board of Education
Reading Community City School District
Reading, Ohio

We have reviewed the Independent Auditor's Report of the Reading Community City School District, Hamilton County, prepared by Clark, Schaefer, Hackett & Co., for the audit period July 1, 2002 through June 30, 2003. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Reading Community City School District is responsible for compliance with these laws and regulations.

Betty Montgomery

BETTY MONTGOMERY
Auditor of State

June 4, 2004

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READING COMMUNITY CITY SCHOOL DISTRICT

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Clark, Schaefer, Hackett & Co.
CERTIFIED PUBLIC ACCOUNTANTS
BUSINESS CONSULTANTS

INDEPENDENT AUDITORS' REPORT

To the Board of Education
Reading Community City School District:

We have audited the accompanying basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Reading Community City School District (the School District) as of and for the year ended June 30, 2003, which collectively comprise the School District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School District's management. Our responsibility is to express an opinion on these basic 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 *Governmental 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 basic 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 School District as of June 30, 2003, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 2 to the basic financial statements, the School District adopted the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for States and Local Governments*; Statement No. 37, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments: Omnibus*; Statement No. 38, *Certain Financial Statement Note Disclosures*; GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units*; and GASB Interpretation No. 6, *Recognition and Measurements of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*, as of July 1, 2002.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 24, 2004 on our consideration of the School District'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.

Our audit was performed for the purpose of forming an opinion on the basic financial statements of School District taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as 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 of the School District. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

The Management's Discussion and Analysis and budgetary information on pages 3 through 12 and pages 40 through 42, respectively, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Clark, Schaefer, Haskell & Co.

Cincinnati, Ohio
March 24, 2004

MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)

This discussion and analysis provides key information from management highlighting the overall financial performance of the Reading Community City School District for the year ended June 30, 2003. This is meant to be an easily readable summary of the most important financial information regarding the accompanying financial statements. Please read it in conjunction with the School District's financial statements.

Financial Highlights

Major financial highlights for fiscal year 2003 are listed below:

- ✓ The assets of the School District exceeded its liabilities at year-end by \$5.7 million. Of this amount, \$3.7 million may be used to meet the government's ongoing obligations to citizens and creditors.
- ✓ In total, net assets increased by \$.4 million.
- ✓ The School District had \$13.5 million in expenses related to governmental activities; only \$1.8 million of these expenses were offset by program specific charges for services, grants or contributions. General revenue of \$12.2 million, made up primarily of property taxes and State Foundation payments, were adequate to provide for these programs.
- ✓ The General Fund balance increased by \$.3 million from \$3.6 million at June 30, 2002 to \$3.9 million at June 30, 2003.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to the School District's basic financial statements. The School District's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the School District's finances in a manner similar to a private-sector business.

The statement of net assets presents information on all of the School District's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the School District is improving or deteriorating.

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The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal years (e.g. uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the School District that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the School District include instruction, support services, administration, operation and maintenance of plant, and extracurricular activities. The School District has no business-type activities.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The School District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the School District can be divided into two categories: governmental funds and fiduciary funds.

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

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

The School District accounts for its activities using many individual funds. The most significant funds are reported in separate columns in the governmental fund financial statements. These statements provide detailed information about the individual major funds – unlike the government-wide financial statements, which report on the School District as a whole. Some funds are required to be established by State law. Also, the School District may also establish separate funds to show that it is meeting legal requirements for using grants or other money.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the School District's own programs.

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

Other information. In addition to the basic financial statements and notes, this report also contains required supplementary information concerning the budget for the General Fund.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

A. Net assets at year-end

The following table presents a condensed summary of the School District's overall financial position at June 30, 2003:

	Governmental
	<u>Activities</u>
Current and other assets	\$ 11,915,252
Capital assets	<u>2,258,930</u>
Total assets	<u>14,174,182</u>
Long-term debt outstanding	1,844,378
Other liabilities	<u>6,599,627</u>
Total liabilities	<u>8,444,005</u>
Net assets:	
Invested in capital assets, net of debt	1,351,714
Restricted:	
For capital purposes	642,540
Other purposes	11,060
Unrestricted	<u>3,724,863</u>
Total net assets	<u>\$ 5,730,177</u>

A portion of the School District's net assets (24%) reflects its investment in capital assets, less any related debt to acquire those assets that is still outstanding. The School District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. The balance of unrestricted net assets (\$3,724,863) may be used to meet the government's ongoing obligations to citizens and creditors.

Since this is the first year to report all activities using the accrual basis of accounting, a comparison to the prior year is not possible. In future years, this section will explain the differences between the current and prior year assets, liabilities, and changes in net assets. See the following section for discussion of the reasons for the change in net assets during the year.

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B. Governmental Activities during fiscal year 2003

The following table presents a condensed summary of the School District's activities during fiscal year 2003 and the resulting change in net assets:

	Governmental Activities
Revenues:	
Program revenues:	
Charges for services and sales	\$ 459,960
Operating grants and contributions	1,299,614
Capital grants and contributions	<u>18,664</u>
Total program revenues	<u>1,778,238</u>
General revenues:	
Property taxes	8,175,933
Grants and entitlements	3,612,602
Investment earnings	179,367
Miscellaneous	<u>196,840</u>
Total general revenues	<u>12,164,742</u>
Total revenues	<u><u>13,942,980</u></u>
Expenses:	
Instruction	6,921,167
Support services:	
Pupil	789,146
Instructional staff	698,510
Board of Education	58,853
Administration	1,146,267
Fiscal	311,455
Business	43,387
Operation and maintenance of plant	1,278,929
Pupil transportation	226,508
Central	462,563
Non-instructional services	1,596,823
Interest and fiscal charges	<u>10,835</u>
Total expenses	<u><u>13,544,443</u></u>
Change in net assets	<u><u>\$ 398,537</u></u>

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Of the total governmental activities revenues of \$13,942,980, \$1,778,238 (13%) is from program revenue. This means that the government relies on general revenues to fund the majority of the cost of services provided to the citizens. Of those general revenues, 67% (\$8,175,933) comes from property tax levies and 30% (\$3,612,602) is from state and federal funding. The School District's operations are reliant upon its property tax levy and the state's foundation program.

As previously mentioned, because this is the first year to report all activities using the accrual basis of accounting, a comparison to the prior year is not possible. However, in future years, this section will explain the differences between the current and prior year assets, liabilities, and changes in net assets.

Governmental Activities

The following table presents the total cost of each of the government's primary services, and the comparative net cost after deducting the revenues generated by each function. Approximately 13% of the cost of the general government programs was recouped in program revenues. Instruction costs were \$6,921,167 but program revenue contributed to fund 5% of those costs. Thus, general revenues of \$6,556,877 were used to support of remainder of the instruction costs.

Governmental Activities

		<u>Total Cost of Services</u>	<u>Program Revenue</u>	<u>Revenues as a % of Total Costs</u>	<u>Net Cost of Services</u>
Instruction	\$	6,921,167	364,290	5%	6,556,877
Support services		5,015,618	259,207	5%	4,756,411
Non-instructional services		1,596,823	1,154,741	72%	442,082
Interest and fiscal charges		<u>10,835</u>	<u>-</u>	0%	<u>10,835</u>
Total	\$	<u>13,544,443</u>	<u>1,778,238</u>	<u>13%</u>	<u>11,766,205</u>

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FINANCIAL ANALYSIS OF THE SCHOOL DISTRICT'S INDIVIDUAL FUNDS

Governmental funds

The School District has one major governmental fund: the General Fund. Assets of this fund comprise \$11,021,201 (92%) of the total \$11,915,252 governmental funds assets.

General Fund. Fund balance at June 30, 2003 was \$3,942,939, including \$2,074,749 of unreserved balance, which represents 18% of expenditures for fiscal year 2003. The primary reason for the increase in fund balance of \$340,556 was the revenue recognition on the modified accrual basis for property taxes. On the budget basis, the general fund had a decrease in fund balance of nearly \$353,000. However, due to timing of tax collections and the amount available as of June 30, 2003, the School District's accrual of revenue was \$541,000 greater than the prior year.

GENERAL FUND BUDGETARY HIGHLIGHTS

The schedule comparing the School District's original and final budgets and actual results are included in the required supplementary information. Significant differences between the original and final are as follows:

Revenue – Taxes

The original revenue estimate for taxes of \$7,033,925 was prepared by the Hamilton County Auditor's Office during the processing of the tax budget document. On the tax budget for fiscal year 2003, the School District's estimated revenue from property taxes totaled \$7,558,000. The actual revenue received during the fiscal year supported revising the estimated revenue up to \$7,484,000.

Revenue – Intergovernmental

The original revenue estimate of \$3,592,000 was based on the July 2002 SF-3 form provided by the Ohio Department of Education, plus a funding adjustment that the School District anticipated receiving in June 2003. The initial revenue estimate is within 1% of the actual intergovernmental revenues of \$3,603,085. The final revenue estimate was incorrect.

Revenue – Other Local Revenues

The initial revenue estimate of \$477,575 was used to bring the School District's total general fund estimated revenue up to \$11,500,000, which was the total reflected on the initial Amended Official Certificate of Estimated Resources issued by the Hamilton County Auditor's Office. Since the certificate only included a revenue estimate of \$7,033,925 for taxes as discussed above, in order to have the School District's original estimate for taxes agree with the amount on the certificate, other revenue estimates had to be inflated to bring the total original estimate to \$11,500,000. The final estimate for other local revenues was reduced to \$110,000, which was more in line with the actual revenue received.

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CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. At June 30, 2003, the School District had invested \$2,258,930 in a broad range of capital assets, including land, buildings, equipment and vehicles. See Note 5 to the financial statements for more detail.

**Capital Assets at Year-End
 (Net of Depreciation)**

		Governmental <u>Activities</u>
Land	\$	419,344
Land improvements		83,060
Buildings and improvements		1,261,634
Furniture and equipment		<u>494,892</u>
Total	\$	<u><u>2,258,930</u></u>

Debt

The School District’s primary debt consists of an \$800,000 lease-purchase agreement through the Ohio Association of School Business Official's Expanded Asset Pooled Financing Program. The School District is required to make payments of interest only at a variable interest rate with the principal due in May 2004. See Note 11 to the financial statements for more detail.

ECONOMIC FACTORS

A challenge facing the School District is the future of state funds. On December 11, 2002, the Court found the state’s school funding system unconstitutional but declined to retain jurisdiction of the matter meaning the decision included no timeline for compliance or accountability for lack of compliance. The School District is currently unable to determine what effect, if any, this decision will have on its future State funding and on its financial operations.

In recent years the School District’s local commercial and industrial property tax base has decreased and the School District has become more reliant on state funding and real property taxes paid by residential property owners. Part of the decline in the tax base is due to decisions made by individual companies and some of the decrease can be attributed to changes in property tax policy made by the Ohio General Assembly.

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Historically, revenue from the tangible personal property tax has been a major source of revenue for the School District. Tangible personal property consists of equipment and inventory owned and used by a business and located within the School District. A local pharmaceutical manufacturing plant currently owned by Patheon Pharmaceuticals, Inc., has always been the School District's largest tangible personal property taxpayer. However, since 1994 the reported assessed values for the plant have decreased from \$22,469,000, down to the 2002 value of \$10,211,000. The plant has been owned by several different companies and when Patheon Pharmaceuticals bought the plant effective January 1, 2003, the total purchase price of the plant that was allocated to personal property was significantly below the values reported by the previously owner in 2002 for property tax purposes. This resulted in another significant decrease in the reported values as Patheon Pharmaceuticals reported values of \$2,795,000 for 2003. Total tangible personal property values and the resulting revenue from said values for all taxpayers for the last four years are as follows:

<u>Tax Year</u>	<u>Reported Values</u>	<u>Tax Revenue @ 57.18 Mills</u>
2000	\$43,926,570	\$2,511,721
2001	40,128,090	2,294,524
2002	38,290,800	2,189,468
2003	25,100,050	1,435,221

HB 95 was adopted in 2003 by the Ohio General Assembly and it will accelerate the reduction of the assessment rate for the inventory component of the tangible personal property tax from the current 23%. Beginning with tax year 2005, the assessment rate on the inventory component of personal property will be reduced by 2% each year until the assessed rate is 0%. The assessment rate on equipment will remain at 25%. The impact of the phasing out of the inventory tax can only be estimated using the inventories reported for 1997, the only year in which the Ohio Department of Taxation has released data disclosing the total inventory values reported for each school district. At that time, 44.4% of the District's personal property values consisted of inventories. The tangible personal property revenue projections listed below were prepared using an assumption that beginning with the tax year 2005 collections, received in fiscal year 2006, 30% of the total personal property values reported by the District's businesses will consist of inventories. The revenue loss for the next five years from the phasing out of the inventory tax is projected total \$340,097 and the projected annual losses are as follows:

<u>Tax Year</u>	<u>Assessment Rate</u>	<u>Projected Inventory Assessed Value</u>	<u>Revenue Loss</u>	<u>Cumulative Revenue Loss</u>
2003	23%	\$ 11,400,000	\$ -	\$ -
2004	23%	11,400,000	-	-
2005	21%	10,408,696	56,683	56,683
2006	19%	9,417,391	113,366	170,048
2007	17%	8,426,087	170,048	340,097

Patheon Pharmaceuticals is projecting to invest over \$43,000,000 in new equipment at their local plant. However, the company was granted a ten-year, 75% tax abatement on their investment in new tangible personal property improvements. Other companies located within the School District that have expanded their operations in recent years have also received property tax

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abatements for their new investment. The abatements are granted by the City of Reading and the Hamilton County Board of Commissioners. Unless an abatement percentage exceeds 75% or the duration exceeds ten years, Ohio law does not give the local school district any vote or veto rights in property tax abatement agreements. Some of the current abatement agreements require the City of Reading to share with the School District, one-half of the additional earnings tax generated from the new jobs created by the new investment in either tangible personal or real property. The revenue sharing requirement becomes effective once the new jobs generate \$1,000,000 in additional payroll for the company. However, to date the School District has received no revenue sharing payments from the City due to the fact that few, if any new jobs have been created under the abatement agreements.

The State of Ohio's school funding formula considers each district's local property tax base in the calculation of the annual funding. As discussed above, the School District's local tax base has been decreasing and this has resulted in increased state funding in recent years. Also, the State of Ohio annually increases the per pupil funding component of the funding formula. For 2003, the per pupil funding amount was \$4,949. For fiscal years 2004 and 2005, the per pupil funding levels will be \$5,058 and \$5,169, respectively, which represents an increase of 2.2% each year. Total general fund unrestricted state funding for 2002 and 2003 totaled \$2,388,038 and \$2,880,482, respectively. Due to budget problems experienced by the State of Ohio, state funding cuts were announced during the second half of fiscal year 2003 and the School District's share of the funding reductions totaled \$59,013. Also, as a result of the State's financial problems, the scheduled per pupil funding increase of 2.8% for fiscal year 2004 was reduced down to 2.2%.

The School District ran an 8.50 mill operating tax levy in March 2004 to provide additional operating funds. The proposed levy would have generated an additional \$1,758,000 in annual revenue and the additional revenue would have been received starting in January 2005. The March levy was defeated by the voters. At this time no decision has been made as to when a levy will be attempted again. If a levy is approved at either the August or November 2004 elections, the School District will still begin receiving the new funds in January 2005. In response to the defeat of the March levy the School District will reduce operating expenses by an estimated \$500,000 for the fiscal year beginning July 1, 2004.

While revenue growth has been stagnant at best, the School District's operating expenses continue to increase. Total general fund salaries and wages totaled \$7,338,990 for 2003, compared to the 2002 total of \$6,806,117, an increase of 7.83 percent. The increase resulted from approved increases in the School District's various salary schedules, training and experience increases and from the addition of new positions. At this time, the School District has an approved contract in place with the Reading Education Association (REA) up through August 31, 2006. The approved REA contract includes salary schedule increases of 4.00%, 3.00% and 3.00% for each of the next three years beginning with fiscal year 2004. The School District's classified employees do not have a bargaining unit. However, the various salary schedules for the classified employees were increased 4.00% effective July 1, 2003.

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Total general fund expenses for employee benefits, which includes retirement contributions, health, dental and life insurance premiums and Medicare taxes totaled \$2,001,756 for fiscal year 2003, compared to the 2002 total of \$1,828,332, an increase of 9.49%. Like most employers, the rising cost of employee health insurance has been an issue that the School District has had to deal with in recent years. Since 1999, the School District has been a member of the Greater Cincinnati Insurance Consortium (GCIC), a group of thirteen Hamilton County school districts that have joined together to purchase employee benefits. GCIC is one of the largest employee groups in the area and this provides the Consortium the ability to negotiate with insurance carriers for better rates. Various changes, such as increasing employee co-pays, were made to the health insurance coverage effective January 1, 2004 and the changes resulted in the Consortium receiving a renewal increase of only 8.8% which is well below the current trend being experienced by employers.

The cost of supplies, materials and textbooks totaled \$447,555 in 2003, versus \$392,887 for 2002. In recent years the School District has allocated an increased amount of the budget for textbook purchases in an attempt to replace outdated textbooks. After fiscal year 2004 this process should be completed and the School District should be back on a five-year replacement cycle for textbooks which should result in a decrease in expenditures for textbooks beginning in 2005.

The School District has an \$800,000 balloon payment due on a capital lease in May 2004. At this time the School District is planning to make a payment of approximately \$150,000 toward the retirement of the principal, and refinancing the balance of the lease over an additional eight-year period. The lease was entered into in June 2001 and the proceeds were used to finance the acquisition of a district-wide energy management system and to renovate the library and two science labs at Reading Community JR/SR High School.

Beginning with fiscal year 2004, the School District will begin to use monies in the permanent improvement fund, to fund certain capital projects in lieu of using general fund monies. It is projected that \$150,000 will be expended from the permanent improvement fund in both fiscal years 2004 and 2005. The unreserved fund balance of this fund as of June 30, 2003 was \$642,540.

REQUESTS FOR ADDITIONAL INFORMATION

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the School District's finances and to show the School District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Treasurer's office at the Reading Community City School District, 1301 Bonnell Avenue, Cincinnati, Ohio 45215.

READING COMMUNITY CITY SCHOOL DISTRICT

Statement of Net Assets

June 30, 2003

	<u>Governmental Activities</u>
Assets:	
Equity in pooled cash and investments	\$ 3,839,754
Receivables:	
Taxes	7,856,622
Accounts	3,644
Intergovernmental	144,841
Interest	25,111
Prepays	45,280
Nondepreciable capital assets	419,344
Depreciable capital assets, net	<u>1,839,586</u>
Total assets	<u>14,174,182</u>
Liabilities:	
Accounts payable	97,692
Accrued wages and benefits	958,595
Intergovernmental payable	191,399
Deferred revenue	5,346,741
Accrued interest payable	5,200
Noncurrent liabilities:	
Due within one year	993,611
Due within more than one year	<u>850,767</u>
Total liabilities	<u>8,444,005</u>
Net Assets:	
Invested in capital assets, net of related debt	1,351,714
Restricted for:	
Capital projects	642,540
Other purposes	11,060
Unrestricted	<u>3,724,863</u>
Total net assets	<u>\$ 5,730,177</u>

See accompanying notes to the basic financial statements.

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Statement of Activities
Year Ended June 30, 2003

	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets
		Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities:					
Instruction:					
Regular	\$ 5,375,627	146,608	58,892	-	\$ (5,170,127)
Special education	1,289,326	-	158,790	-	(1,130,536)
Adult/continuing	256,214	-	-	-	(256,214)
Support services:					
Pupil	789,146	-	45,520	-	(743,626)
Instructional staff	698,510	-	154,794	-	(543,716)
Board of Education	58,853	-	-	-	(58,853)
Administration	1,146,267	-	24,318	-	(1,121,949)
Fiscal	311,455	-	-	-	(311,455)
Business	43,387	-	-	-	(43,387)
Operation and maintenance of plant	1,278,929	-	-	-	(1,278,929)
Pupil transportation	226,508	-	-	-	(226,508)
Central	462,563	-	15,911	18,664	(427,988)
Non-instructional services:					
Extracurricular activities	528,312	92,376	-	-	(435,936)
Community service	777,833	-	763,744	-	(14,089)
Food service	290,678	220,976	77,645	-	7,943
Interest and fiscal charges	10,835	-	-	-	(10,835)
Total Governmental Activities	<u>13,544,443</u>	<u>459,960</u>	<u>1,299,614</u>	<u>18,664</u>	<u>(11,766,205)</u>
General Revenues:					
Property taxes, levied for general purposes					8,175,933
Grants and entitlements not restricted to specific programs					3,612,602
Investment earnings					179,367
Miscellaneous					196,840
Total general revenues					<u>12,164,742</u>
Change in net assets					398,537
Net assets beginning of year					<u>5,331,640</u>
Net assets end of year					<u>\$ 5,730,177</u>

See accompanying notes to the basic financial statements.

READING COMMUNITY CITY SCHOOL DISTRICT

Balance Sheet
 Governmental Funds
 June 30, 2003

	General	Other Governmental Funds	Total Governmental Funds
Assets:			
Equity in pooled cash and investments	\$ 3,036,271	803,483	3,839,754
Receivables:			
Taxes	7,856,622	-	7,856,622
Accounts	717	2,927	3,644
Accrued interest	25,111	-	25,111
Intergovernmental	57,200	87,641	144,841
Prepays	45,280	-	45,280
Total assets	<u>11,021,201</u>	<u>894,051</u>	<u>11,915,252</u>
Liabilities:			
Accounts payable	45,814	51,878	97,692
Accrued wages and benefits	911,732	46,863	958,595
Intergovernmental payable	166,948	24,451	191,399
Compensated absences payable	22,898	945	23,843
Deferred revenue	5,930,870	20,999	5,951,869
Total liabilities	<u>7,078,262</u>	<u>145,136</u>	<u>7,223,398</u>
Fund Balances:			
Reserved for:			
Encumbrances	52,910	38,649	91,559
Property taxes	1,770,000	-	1,770,000
Prepays	45,280	-	45,280
Unreserved, reported in:			
General Fund	2,074,749	-	2,074,749
Special Revenue Funds	-	67,726	67,726
Capital Projects Funds	-	642,540	642,540
Total fund balances	<u>3,942,939</u>	<u>748,915</u>	<u>4,691,854</u>
Total liabilities and fund balances	<u>\$ 11,021,201</u>	<u>894,051</u>	<u>11,915,252</u>

See accompanying notes to the basic financial statements.

Reconciliation of Total Governmental Fund Balances to
Net Assets of Governmental Activities
June 30, 2003

Total Governmental Fund Balances	\$	4,691,854
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Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		2,258,930
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Other long-term assets are not available to pay for current-period expenditures and therefore are not reported in the funds.		605,128
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Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.

Lease-purchase agreement	800,000	
Capital leases payable	107,216	
Compensated absences	850,767	
Pension obligation payable	62,552	
Accrued interest payable	<u>5,200</u>	
Total		<u>(1,825,735)</u>

Net Assets of Governmental Activities	\$	<u>5,730,177</u>
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READING COMMUNITY CITY SCHOOL DISTRICT

Statement of Revenues, Expenditures, and Changes in Fund Balances

Governmental Funds

Year Ended June 30, 2003

	General	Other Governmental Funds	Total Governmental Funds
Revenues:			
Taxes	\$ 8,187,265	-	8,187,265
Tuition and fees	140,824	-	140,824
Interest	163,582	2,454	166,036
Intergovernmental	3,610,253	1,297,174	4,907,427
Charges for services	-	226,760	226,760
Other local revenues	171,466	117,750	289,216
Total revenues	<u>12,273,390</u>	<u>1,644,138</u>	<u>13,917,528</u>
Expenditures:			
Current:			
Instruction:			
Regular	5,315,542	57,896	5,373,438
Special education	1,163,457	127,209	1,290,666
Other instruction	242,486	-	242,486
Support services:			
Pupil	736,286	52,016	788,302
Instructional staff	522,755	169,378	692,133
Board of Education	58,402	-	58,402
Administration	1,049,429	25,598	1,075,027
Fiscal	285,530	-	285,530
Business	43,387	-	43,387
Operation and maintenance of plant	1,286,804	-	1,286,804
Pupil transportation	179,178	47,330	226,508
Central	427,850	31,888	459,738
Non-instructional services:			
Extracurricular activities	435,907	89,661	525,568
Community service	464	774,128	774,592
Food services	-	286,080	286,080
Capital outlay	30,977	-	30,977
Debt Service:			
Principal	32,717	-	32,717
Interest and fiscal charges	5,635	-	5,635
Total expenditures	<u>11,816,806</u>	<u>1,661,184</u>	<u>13,477,990</u>
Excess of revenues over (under) expenditures	<u>456,584</u>	<u>(17,046)</u>	<u>439,538</u>
Other financing sources (uses):			
Transfers in	-	116,028	116,028
Transfers out	(116,028)	-	(116,028)
Total other financing sources (uses):	<u>(116,028)</u>	<u>116,028</u>	<u>-</u>
Change in fund balance	340,556	98,982	439,538
Fund balance, beginning of year, restated	3,602,383	649,933	4,252,316
Fund balance, end of year	<u>\$ 3,942,939</u>	<u>748,915</u>	<u>4,691,854</u>

See accompanying notes to the basic financial statements.

Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
Year Ended June 30, 2003

Net Change in Fund Balances - Total Governmental Funds	\$	439,538
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Amounts reported for governmental activities in the statement of activities are different because

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.

Capital outlay		220,259
Depreciation expense		(162,074)

Repayment of capital lease principal is an expenditure in the governmental funds but the repayment reduces long-term liabilities in the statement of net assets.		32,717
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In the statement of activities, interest is accrued on outstanding debt, whereas in governmental funds, an interest expenditure is reported when due.		(5,200)
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Some expenses reported in the statement of activities, such as compensated absences do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.		(152,155)
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Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		<u>25,452</u>
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Change in Net Assets of Governmental Activities	\$	<u>398,537</u>
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READING COMMUNITY CITY SCHOOL DISTRICT

Statement of Net Assets

Fiduciary Funds

June 30, 2003

		Private Purpose Trusts	Agency Funds	Total
ASSETS				
Equity in pooled cash and investments	\$	<u>110,394</u>	<u>51,067</u>	<u>161,461</u>
Total assets		<u><u>110,394</u></u>	<u><u>51,067</u></u>	<u><u>161,461</u></u>
LIABILITIES				
Accounts payable		4,150	-	4,150
Due to student groups		<u>-</u>	<u>51,067</u>	<u>51,067</u>
Total liabilities		<u>4,150</u>	<u>51,067</u>	<u>55,217</u>
NET ASSETS				
Held in trust	\$	<u><u>106,244</u></u>	<u><u>-</u></u>	<u><u>106,244</u></u>

See accompanying notes to the basic financial statements.

READING COMMUNITY CITY SCHOOL DISTRICT

Statement of Changes in Net Assets

Fiduciary Funds

Year Ended June 30, 2003

	<u>Private- Purpose Trust Funds</u>
Additions:	
Contributions	\$ 100
Interest income	<u>3,288</u>
Total additions	<u>3,388</u>
Deductions:	
Community gifts, awards and scholarships	<u>4,150</u>
Total deductions	<u>4,150</u>
Change in net assets	(762)
Net assets, beginning of year	<u>107,006</u>
Net assets, end of year	\$ <u><u>106,244</u></u>

See accompanying notes to the basic financial statements.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Reading Community City School District (the "School District") have been prepared in conformity with generally accepted accounting principles (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 School District also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989 in its government-wide financial statements provided they do not conflict with or contradict GASB pronouncements. The School District has the option to follow subsequent FASB statements and interpretations but has elected not to do so. The more significant of the School District's accounting policies are described below.

A. Reporting Entity

The School District operates under a locally elected five-member Board form of government and provides educational services as authorized by its charter or further mandated by state and/or federal guidelines. This Board controls the District's three instructional facilities that provide services to approximately 1,350 students. Currently, the School District operates two elementary schools, Central and Hilltop, and Reading Jr./Sr. High School, which serves grades seven through twelve.

The School District was established in 1863 and was later organized under Section 2 and 3, Article VI of the Constitution of the State of Ohio. Under such laws there is no authority for a school district to have a charter or adopt local laws. The legislative power of the School District is vested in the Board of Education, consisting of five members elected at-large for staggered four year terms. The School District serves an area of approximately 3.14 square miles including all of the City of Reading, a small area of the City of Evendale, and a portion of Sycamore Township. The City of Reading was incorporated as a village in 1851. It is located in southwest Ohio, in the north-central portion of Hamilton County.

The reporting entity is comprised of the primary government. The primary government consists of all funds, departments, boards, and agencies that are not legally separate from the School District. Component units are legally separate organizations for which the School District is financially accountable. The School District is financially accountable for an organization if the School District appoints a voting majority of the organization's governing board and (1) the School District is able to significantly influence the programs or services performed or provided by the organization; or (2) the School District is legally entitled to or can otherwise access the organization's resources; the School District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the School District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the School District in that the School District approves the budget, the issuance of debt, or the levying of taxes. The School District has no component units.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

The School District is associated with two organizations one of which is defined as a jointly governed organization and the other is an insurance purchasing pool. These organizations are Great Oaks Joint Vocational School and the Ohio School Boards Association Workers' Compensation Group Rating Plan. These organizations are presented in Notes 13 and 14.

B. Basis of Presentation

Government-wide Financial Statements The statement of net assets and the statement of activities display information about the School District as a whole. These statements include the financial activities of the primary government except for fiduciary funds. The statements distinguish between those activities of the School District that are governmental and those that are considered business-type activities. The School District has no business-type activities.

The government-wide statements are prepared using the economic resources measurement focus, which differs from the manner in which the governmental fund financial statements are prepared. Therefore, the governmental fund financial statements include reconciliations with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function of the School District's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and are therefore identifiable to a particular function. Program revenues include charges paid by the recipient of the 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 which are not classified as program revenues are presented as general revenues of the School District, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School District.

Fund Financial Statements Fund financial statements report detailed information about the School 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. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by fund type.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

C. Fund Accounting

The School District uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain School District functions or activities. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the School District are grouped into the categories governmental and fiduciary.

Governmental funds focus 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 is the School District's major governmental fund:

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 to the School District for any purpose provided it is expended or transferred according to the general laws of Ohio.

Fiduciary Funds report on net assets and changes in net assets. The School District's fiduciary funds consist of private-purpose trust funds and agency funds. The School District's private-purpose trust funds account for scholarship programs. These assets are not available for the School District's use. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements and relates to the timing of the measurements made.

The modified accrual basis of accounting is used by the governmental funds and agency funds. On a modified accrual basis, revenues are recorded when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current fiscal year or soon enough thereafter to be used to pay liabilities of the current fiscal year. The available period for the School District is sixty days after fiscal year end. Under the modified accrual basis, the following revenue sources are deemed both measurable and available: property taxes available for advance, interest, tuition, student fees, and grants.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

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 except for unmatured principal and interest on general long-term debt which is recognized when due. Allocations of cost, such as depreciation, are not recognized in the governmental funds.

Government-wide financial statements are prepared using the accrual basis of accounting. Also, private-purpose trust funds utilize accrual accounting. Revenues are recognized when earned and expenses are recognized when incurred.

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.

Non-exchange transactions, in which the School District receives value without directly giving value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes were levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the School District must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the School District on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Deferred Revenue Deferred revenues arise when a potential revenue does not meet both the measurable and available criteria recognition in the current period. In the subsequent period, when both revenue recognition criteria are met, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized. Property taxes measurable as of June 30, 2003 which are intended to finance fiscal year 2004 operations have been 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.

E. Cash and Cash Equivalents

To improve cash management, all cash received by the School District is pooled in a central bank account. Monies for all funds are maintained in this account or temporarily used to purchase short-term investments. Individual fund integrity is maintained through School District records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Investments" on the balance sheet.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

During fiscal year 2003, the School District's investments were limited to certificates of deposit, US Agency securities and the State Treasury Assets Reserve of Ohio (STAR Ohio). STAR Ohio is an investment pool managed by the State Treasurer's Office that 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.

The Governmental Accounting Standards Board Statement No. 31 (GASB 31), "Accounting and Financial Reporting for Certain Investments and for External Investment Pools", requires that investments, with certain exceptions, be recorded at their fair value and that changes in the fair value be reported in the operating statement. The School District recorded investments held at June 30, 2003 at fair value.

By policy of the Board, investment earnings are assigned to the general fund except those specifically related to agency funds, certain trust funds, and those other funds individually authorized by Board resolution. Interest earnings are allocated to these funds based on average monthly cash balance. The general fund was credited more interest than would have been received based upon its share of the School District's investments during fiscal year 2003.

F. Prepays

Prepayments for governmental funds represent cash disbursements that have occurred and are therefore not current expendable resources. These items are reported as fund assets on the balance sheet using the allocation method, which amortizes their cost over the periods benefiting from the advance payment. At period 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.

G. Capital Assets

Capital assets, which include property, plant and equipment, are reported in the government-wide financial statements. The School District defines capital assets as those with an individual cost of more than \$2,500 and an estimated useful life in excess of one year. All capital assets are capitalized at cost or estimated historical cost where no historical records exist. Donated capital assets are recorded at their estimated fair values as of the date received. The School 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 capitalized.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

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 capitalized.

When capital assets are purchased, they are capitalized and depreciated in the government-wide statements. Capital assets are reported as expenditures of the current period in the governmental fund financial statements.

All reported capital assets except land are depreciated. Depreciation is computed using the straight-line method over the following useful lives:

Buildings	50 years
Land improvements	20 years
Building improvements	20 - 30 years
Equipment and furniture	5-20 years

H. Compensated Absences

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the School District will compensate the employees for the benefits through paid time off or some other means. The School District records a liability for accumulated unused vacation time when earned for all employees with more than one year of service.

Sick leave benefits are accrued as a liability using the vesting method. The liability includes the employees who are currently eligible to receive termination benefits and those the School District has identified as probable of receiving payment in the future. The amount is based on accumulated sick leave and employees' wage rates at fiscal year end, taking into consideration any limits specified in the School District's termination policy.

The entire compensated absence liability is reported on the government-wide financial statements. For governmental fund financial statements, a liability is recorded only if they have matured, for example, as a result of employee resignations and retirements.

I. Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements. Governmental fund payables and accrued liabilities are reported as obligations of the funds regardless of whether they will be liquidated with current resources with the exception of compensated absences as noted above.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

J. Fund Balance Reserves

The School District records reservations for portions of fund equity that are legally segregated for specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balances indicates that portion of fund equity that is available for appropriation in future periods. Fund equity reserves are established for encumbrances, prepaids and property taxes. The reserve for property taxes represents taxes recognized as revenue under generally accepted accounting principles but not available for appropriations under State statutes.

K. Net Assets

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

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

L. Parochial Schools

Within the School District boundaries, Saints Peter and Paul Elementary, Sacred Heart Elementary, and Mount Notre Dame High School are operated through the Cincinnati Archdiocese. Current state and federal legislation provides funding to these parochial schools. These monies are received and disbursed on behalf of the parochial schools by the Treasurer of the School District, as directed by the parochial schools. The receipt and expenditure of these state monies is reflected in a special revenue fund for financial reporting purposes.

M. Estimates

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

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

2. CHANGE IN ACCOUNTING PRINCIPLES

For fiscal year 2003, the School District implemented the following:

- GASB Statement No. 34, *Basic Financial Statements - Management's Discussion and Analysis - For State and Local Governments.*
- GASB Statement No. 37, *Basic Financial Statements - and Management's Discussion and Analysis - For State and Local Governments: Omnibus.*
- GASB Statement No. 38, *Certain Financial Statement Note Disclosures.*
- GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units.*
- GASB Interpretation No. 6, *Recognition and Measurements of Certain Liabilities and Expenditures in Governmental Fund Financial Statements.*

GASB 34 creates new basic financial statements for reporting on the School District's financial activities. The 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 beginning net asset amount for governmental activities reflects the change in fund balance at June 30, 2002 caused by the conversion to the accrual basis of accounting as well as the reclassification of the School District's enterprise funds as special revenue funds and the dormant internal service fund as part of the general fund:

Fund balance - all governmental funds - June 30, 2002	\$ 4,226,815
GASB 34 adjustments:	
Capital assets	2,200,745
Long-term liabilities	(1,701,097)
Revenue recognition	579,676
Reclassification of internal service fund	4,238
Reclassification of enterprise funds as special revenue funds	<u>21,263</u>
 Governmental activities net assets - June 30, 2002	 \$ <u><u>5,331,640</u></u>

For the governmental fund financial statements, the following table shows the effect of fund reclassifications on beginning governmental fund balances:

Fund balance - all governmental funds - June 30, 2002	\$ 4,226,815
Reclassification of internal service fund	4,238
Reclassification of enterprise funds as special revenue funds	<u>21,263</u>
 Restated fund balance - all governmental funds - June 30, 2002	 \$ <u><u>4,252,316</u></u>

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

3. DEPOSITS AND INVESTMENTS

State statutes classify monies held by the School 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 School 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 that the Board 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 or deposit accounts including pass book accounts. Protection of the District's deposits is provided by the Federal Deposit Insurance Corporation, by eligible securities pledged by the financial 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 are permitted to 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 the 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 two percent 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;
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;

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

6. The State Treasurer's investment pool (STAROhio); and
7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred and eighty days in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time.

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 School 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, 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 risk as defined in GASB Statement 3, "Deposits with Financial Institutions, Investments and Reverse Repurchase Agreements".

Deposits: At year-end, the carrying amount of the School District's deposits was \$436,334 (including restricted cash) and the bank balance was \$708,345. Of the bank balance, \$313,528 was covered by federal depository insurance and \$394,817 was uninsured and uncollateralized as defined by GASB Statement 3. Although the securities serving as collateral were held by the pledging financial institution's trust department, but not in the School District's name, all State statutory requirements for the deposit of money had been followed.

Investments: The School District's investments are categorized below to give an indication of the level of risk assumed by the School District at year-end. Category 1 includes investments that are insured or registered or for which the School District or its agent in the School District's name holds the securities. Category 2 includes uninsured and unregistered investments, which are held by the counter party's, trust department or agent in the School District's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counter party, or by its trust department or agent but not in the School District's name. The School District's investment in STAROhio is unclassified because it is not evidenced by securities that exist in physical or book entry form.

	<u>Category 2</u>	<u>Fair Value</u>
STAROhio	\$ -	34,184
U.S. Agency securities	<u>3,530,697</u>	<u>3,530,697</u>
GASB Statement No. 3	\$ <u>3,530,697</u>	<u>3,564,881</u>

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

4. PROPERTY TAXES

Property taxes are levied and assessed on a calendar year basis. Second half distributions occur in a new fiscal year. Property taxes include amounts levied against all real, public utility, and tangible personal (used in business) property located in the School District. Real property taxes are levied after April 1 on the assessed value listed as of the prior January 1, the lien date. Public utility property taxes attached as a lien on December 31 of the prior year, were levied April 1 and are collected with real property taxes. Assessed values for real property taxes are established by State law at 35 percent of appraised market value. All property is required to be revalued every six years. The last update was completed for tax year 1998. Public utility property taxes are assessed on tangible personal property at 88 percent of true value (with certain exceptions) and on real property at 35 percent of true value. Tangible personal property taxes are levied after April 1 on the value listed as of December 31 of the current year. Tangible personal property assessments are 25 percent of true 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. Tangible personal property taxes paid 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.

The Hamilton County Treasurer collects property tax on behalf of the School District. The County Auditor periodically advances to the School 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 to be advanced can vary based on the date the tax bills are sent.

Accrued property taxes receivable represents delinquent taxes outstanding and real property, tangible personal property, and public utility taxes, which became measurable as of June 30, 2003. Although total property tax collections for the next fiscal year are measurable, only the amount available as an advance at June 30 is intended to finance current fiscal year operations. The receivable is therefore offset by a credit to deferred revenue for that portion not intended to finance current year operations.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

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

	<u>2002 Second- Half Collections</u>		<u>2003 First- Half Collections</u>	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
Agricultural/Residential and Other Real Estate	\$ 161,092,050	77.06%	174,694,020	79.12%
Public Utility	7,819,540	3.74%	7,808,640	3.54%
Tangible Personal Property	<u>40,128,090</u>	19.20%	<u>38,290,800</u>	17.34%
Total Assessed Value	\$ <u>209,039,680</u>	100.00%	<u>220,793,460</u>	100.00%

5. CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2003 was as follows:

	<u>Balance 7/1/02</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance 6/30/03</u>
<i>Governmental Activities</i>				
Nondepreciable:				
Land	\$ 419,344	-	-	419,344
Depreciable:				
Land improvements	75,400	39,696	-	115,096
Buildings and improvements	3,155,714	117,569	-	3,273,283
Equipment and furniture	792,693	62,994	-	855,687
Subtotal	<u>4,023,807</u>	<u>220,259</u>	<u>-</u>	<u>4,244,066</u>
Totals at historical cost	<u>4,443,151</u>	<u>220,259</u>	<u>-</u>	<u>4,663,410</u>
Less accumulated depreciation:				
Land improvements	26,390	5,646	-	32,036
Buildings and improvements	1,932,072	79,577	-	2,011,649
Equipment and furniture	283,944	76,851	-	360,795
Total accumulated depreciation	<u>2,242,406</u>	<u>162,074</u>	<u>-</u>	<u>2,404,480</u>
Capital assets, net	\$ <u>2,200,745</u>	<u>58,185</u>	<u>-</u>	<u>2,258,930</u>

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

Depreciation expense was charged to governmental functions as follows:

Instruction:	
Regular	\$ 46,182
Special	5,050
Other	1,694
Support services:	
Pupil	4,023
Instructional staff	16,630
General administration	451
School administration	15,546
Fiscal	1,120
Operation and maintenance of plant	28,980
Central	14,156
Community service	15,900
Extracurricular activities	7,744
Food service	4,598
	<hr/>
Total depreciation expense	\$ <u>162,074</u>

6. INTERFUND TRANSACTIONS

During the year ended June 30, 2003, the General Fund made transfers of \$116,028 to non-major governmental funds. 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, (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

7. RISK MANAGEMENT

The School District is exposed to various risks of loss related to torts; theft or damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During fiscal year 2003, the School District maintained comprehensive insurance coverage with private carriers for real property, building contents, vehicles and general liability coverage. Settled claims have not exceeded this commercial coverage in any of the past three years. There was no significant reduction in coverage from the prior year.

The School District provides life insurance and accidental death and dismemberment insurance to eligible employees through the Union Central Life Insurance Company. The School District also provides employee medical insurance through Choice Care, a health maintenance organization. All covered employees are required to contribute 10% toward the cost of the total monthly premium. The School District also provides dental insurance coverage to its employees, at no cost to the employee, through Dental Care Plus.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

8. DEFINED BENEFIT PENSION PLANS

School Employees Retirement System

The School 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 per Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to SERS, 300 East Broad Street, Columbus, Ohio 43215.

Plan members are required to contribute 9% of their annual covered salary and the School District is required to contribute at an actuarially determined rate, which is currently 14% of annual covered payroll. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts by the SERS' Retirement Board. The School District's required contributions to SERS for the fiscal years ended June 30, 2003, 2002, and 2001 were approximately \$179,000, \$164,000 and \$152,000 respectively; 48% has been contributed for fiscal year 2003 and 100% for fiscal years 2002 and 2001. The unpaid contribution for fiscal year 2003 is recorded as a liability within the respective funds and the government wide financial statements.

State Teachers Retirement System

The School 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 basis retirement benefits, disability, survivor, and health care benefits based on eligible service credit to members and beneficiaries. Benefits are established by Chapter 3307 of the Ohio Revised Code. STRS issued a publicly available financial report that includes financial statements and required supplementary information for STRS. The report may be obtained by writing to STRS, 275 East Broad Street, Columbus, Ohio 43215-3771.

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

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

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 School District is required to contribute 14%. Contribution rates are established by STRS, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10% for members and 14% for employers. The School District's required contributions for pension obligations to STRS for the years ended June 30, 2003, 2002, and 2001 were approximately \$895,000, \$830,000 and \$797,000 respectively; 85% has been contributed for fiscal year 2003 and 100% for fiscal years 2002 and 2001. The unpaid contribution for fiscal year 2003 is recorded as a liability within the respective funds.

9. POSTEMPLOYMENT BENEFITS

The School District provides comprehensive health care benefits to retired teachers and their dependents through the State Teachers Retirement System (STRS), and to retired non-certified employees and their dependents through the School Employees Retirement System (SERS). Benefits include hospitalization, physicians' fees, prescription drugs, and reimbursement of Medicare premiums. Benefit provisions and the obligations to contribute are established by the Systems based on authority granted by state statute and are funded on a pay-as-you-go basis.

STRS 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 the year ended June 30, 2003, the board allocated employer contributions equal to 4.50% of covered payroll to the Health Care Reserve Fund. For the School District, this amount was approximately \$288,000 during fiscal year 2003. STRS pays health care benefits from the Health Care Reserve Fund. The balance in the fund was \$3.011 billion at June 30, 2002. For the year ended June 30, 2002, net health care costs paid by STRS were \$354.7 million and STRS had 105,300 eligible benefit recipients.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

For SERS, coverage is made available to service retirees with ten or more years of qualifying service credit, disability, and survivor benefit recipients. Members retiring on or after August 1, 1989, with less than twenty-five 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% of the premium. For this fiscal year, employer contributions to fund health care benefits were 8.54% 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 \$12,400. The surcharge rate 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 for the year ended June 30, 2002 were \$182.9 million and the target level was \$274.4 million. At June 30, 2002, SERS' net assets available for payment of health care benefits was \$335.2 million. SERS has approximately 50,000 participants currently receiving health care benefits. For the School District, this amount to fund health care benefits was approximately \$125,000 during the 2003 fiscal year.

10. EMPLOYEE BENEFITS

Compensated Absences

The criteria for determining vacation and sick leave components are derived from negotiated agreements and State laws. Classified employees earn 10 to 20 days of vacation per fiscal year, depending upon length of service. Accumulated, unused vacation time is paid to classified employees and administrators upon termination of employment. Teachers do not earn vacation time. All employees earn sick leave at the rate of 1.25 days per month.

11. LONG-TERM OBLIGATIONS

The changes in the School District's long-term liabilities during fiscal year 2003 were as follows:

	Principal Outstanding 7/1/02	Additions	Deletions	Principal Outstanding 6/30/03	Amounts Due in One Year
Lease-purchase agreement	\$ 800,000	-	-	800,000	800,000
Capital leases	139,933	-	(32,717)	107,216	107,216
Pension obligation	58,480	62,552	(58,480)	62,552	62,552
Compensated absences	<u>702,684</u>	<u>194,871</u>	<u>(22,945)</u>	<u>874,610</u>	<u>23,843</u>
Total	\$ <u>1,701,097</u>	<u>257,423</u>	<u>(114,142)</u>	<u>1,844,378</u>	<u>993,611</u>

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

In June 2001, the School District authorized financing for improvements to the junior/senior high school of \$800,000 with a lease-purchase agreement through the Ohio Association of School Business Official's Expanded Asset Pooled Financing Program. The School District is required to make payments of interest only at a variable interest rate with the principal due in May 2004.

The School District's voted legal debt margin was \$19,871,411 with an unvoted debt margin of \$220,793 at June 30, 2003.

12. CAPITALIZED LEASES

The School District is obligated under certain leases accounted for as capital leases. The cost of the equipment acquired by capital leases is \$139,933. The future minimum lease payments under capital leases as of June 30, 2003 are \$114,551 in the year ended June, 30, 2004 including \$7,335 representing interest.

13. JOINTLY GOVERNED ORGANIZATIONS

Great Oaks Institute of Technology and Career Development

The Great Oaks Institute of Technology and Career Development, a jointly governed organization, is a distinct political subdivision of the State of Ohio operated under the direction of a Board, consisting of one representative from each of the participating school districts' elected board. The Board possesses its own budgeting and taxing authority as a separate body politic and corporate, established by the Ohio Revised Code. The School District has no ongoing financial interest in nor responsibility for Great Oaks. To obtain financial information, write to the Treasurer's Office, Great Oaks Institute of Technology and Career Development, 3254 E. Kemper Road, Cincinnati, Ohio 45241.

14. INSURANCE PURCHASING POOL

Ohio School Boards Association Workers' Compensation Group Rating Plan

The School District participates in the Ohio School Boards Association Workers' Compensation Group Rating Plan (GRP), an insurance purchasing pool. The GRP'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 program. Each year, the participating school districts pay an enrollment fee to the GRP to cover the costs of administering the program.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

15. CONTINGENCIES

Grants

The School District received financial assistance from federal and state agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the School District at June 30, 2003.

16. REQUIRED SET-ASIDES

The School District is required by State Statute to annually set aside in the general fund an amount based on the statutory formula for the purchase of textbooks and other instructional materials and an equal amount for the acquisition and construction of capital improvements. Amounts not spent by year-end or offset by similarly restricted resources received during the year must be held in cash at year-end and carried forward to be used for the same purposes in future years.

The following cash basis information describes the change in the year-end set aside amounts for textbooks, capital acquisition, and budget stabilization. Disclosure of this information is required by State statute.

		<u>Textbooks</u>	<u>Capital Improvements</u>	<u>Budget Stabilization</u>
Set-aside balance as of June 30, 2002	\$	(267,966)	-	218,696
Current year set-aside requirement		192,801	192,801	-
Less qualifying disbursements and offsets		<u>(426,249)</u>	<u>(383,111)</u>	<u>(218,696)</u>
Total		<u>(501,414)</u>	<u>(190,310)</u>	<u>-</u>
Balance carried to FY2004	\$	<u>(501,414)</u>	<u>-</u>	<u>-</u>

Since the School District had offsets and qualifying disbursements during the year that reduced the set aside amount for textbooks and instructional materials to below zero, these extra amounts may be used to reduce the set aside requirements of future years. However, the excess qualifying disbursements of the capital improvement set-aside may not be used to reduce the capital improvement set aside requirements of future years. Senate Bill 345 eliminated the Budget Stabilization Reserve requirement as of April 10, 2001 and the Board of Education elected to eliminate the budget stabilization reserve.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Basic Financial Statements
Year Ended June 30, 2003

17. 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 system 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 School District is currently unable to determine what effect, if any, this decision will have on its future State funding and on its financial operations.

READING COMMUNITY CITY SCHOOL DISTRICT

Schedule of Revenues, Expenditures and Changes in Fund
 Balance - Budget and Actual (Non-GAAP Budgetary Basis)
 General Fund
 Year Ended June 30, 2003

	Original Budget	Final Budget	Actual	Variance With Final Budget
Revenues:				
Taxes	7,033,925	7,484,000	7,645,728	161,728
Tuition and fees	196,500	196,500	178,072	(18,428)
Interest	200,000	200,000	153,445	(46,555)
Intergovernmental	3,592,000	3,959,575	3,603,085	(356,490)
Other local revenues	477,575	110,000	152,368	42,368
Total revenues	11,500,000	11,950,075	11,732,698	(217,377)
Expenditures:				
Current:				
Instruction:				
Regular	5,396,467	5,433,917	5,365,608	68,309
Special education	1,289,539	1,291,659	1,160,765	130,894
Other instruction	209,065	249,972	243,736	6,236
Support services:				-
Pupil	808,899	802,944	733,194	69,750
Instructional staff	567,528	562,847	534,545	28,302
Board of Education	70,620	70,620	60,092	10,528
Administration	1,176,634	1,172,548	1,117,967	54,581
Fiscal	321,767	328,144	297,708	30,436
Business	49,995	49,995	45,092	4,903
Operation and maintenance of plant	1,392,530	1,369,373	1,341,488	27,885
Pupil transportation	201,303	209,449	175,574	33,875
Central	453,611	454,848	427,587	27,261
Non-instructional services:				
Extracurricular activities	421,433	419,433	421,932	(2,499)
Capital outlay	34,000	34,000	30,977	3,023
Total expenditures	12,393,391	12,449,749	11,956,265	493,484
Excess of revenues over expenditures	(893,391)	(499,674)	(223,567)	(710,861)
Other financing sources (uses):				
Transfers out	(129,810)	(129,810)	(129,428)	(382)
Change in fund balance	(1,023,201)	(629,484)	(352,995)	(711,243)
Fund balance, beginning of year	3,250,739	3,250,739	3,250,739	
Prior year encumbrances appropriated	41,420	41,420	41,420	
Fund balance, end of year	2,268,958	2,662,675	2,939,164	

See accompanying notes to required supplemental information.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Required Supplementary Information
Year Ended June 30, 2003

1. BUDGETARY PROCESS

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 the Hamilton County Budget Commission for rate determination.

Estimated Resources. Prior to April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the County Budget Commission and receives the Commission's certificate of estimated resources, which states the projected revenue of each fund. Prior to June 30, the School 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 amended during the year if projected increases or decreases in revenue are identified by the School District Treasurer. The amounts reported in the budgetary schedule reflect the amounts in the final amended certificate issued during 2003.

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 must be legally enacted by the Board of Education at the fund level of expenditures. Prior to the passage of the annual appropriation measure, the Board may pass a temporary appropriation measure to meet the ordinary expenses of the School District. The appropriation resolution, by fund, must be within the estimated resources as certified by the County Budget Commission and the total of expenditures and encumbrances may not exceed the appropriation totals at the fund level.

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. The budget figures, which appear in the statements of budgetary comparisons, represent the final appropriation amounts, including all supplemental appropriations. Formal budgetary integration is employed as a management control device during the year for all funds other than agency funds, consistent with statutory provisions. The Board passed supplemental appropriations during the fiscal year.

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the Required Supplementary Information
Year Ended June 30, 2003

Encumbrances As part of formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of monies are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. On the GAAP basis, encumbrances outstanding at fiscal year end are reported as a reservation of fund balance for subsequent-year expenditures for governmental funds.

Lapsing of Appropriations At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriation. Encumbered appropriations are carried forward to the succeeding fiscal year and are not reappropriated.

2. BUDGETARY BASIS OF ACCOUNTING

While the School District reports 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, requires accounting for certain transactions according to cash receipts, disbursements, appropriations, and encumbrances. The Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - Budget (Non-GAAP Budgetary) Basis, 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 GAAP basis are as follows:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Outstanding year-end encumbrances are treated as expenditures (budget basis) rather than as a reservation of fund balance.

The following tables summarize the adjustments necessary to reconcile the GAAP statements and the budgetary basis schedule:

	<u>General</u>
Change in fund balance - GAAP Basis	\$ 340,556
Increase / (decrease):	
Due to revenues	(540,692)
Due to expenditures	(69,577)
Due to other sources (uses)	(13,400)
Due to encumbrances	<u>(69,882)</u>
Change in fund balance - budget basis	\$ <u><u>(352,995)</u></u>

READING COMMUNITY CITY SCHOOL DISTRICT

Schedule of Prior Audit Findings

Year Ended June 30, 2003

The prior audit disclosed no instances of noncompliance with requirements of major federal programs. In addition, no reportable conditions or material weaknesses with respect to internal controls over compliance with requirements that could have a direct and material effect on a major federal program were reported in the prior year.

READING COMMUNITY CITY SCHOOL DISTRICT

Schedule of Expenditures of Federal Awards

Year Ended June 30, 2003

<u>Federal Grantor/Program Title</u>	<u>Pass Through Entity Number</u>	<u>Federal CFDA Number</u>	<u>Receipts</u>	<u>Expenditures</u>
<u>U.S. Department of Agriculture:</u>				
(Passed through Ohio Department of Education)				
Nutrition Cluster:				
Food Distribution Program	n/a	10.550	\$ 16,035	16,035
National School Breakfast Program	05PU	10.553	9,543	9,543
National School Lunch Program	LLP4	10.555	63,349	63,349
Total U.S. Department of Agriculture			<u>88,927</u>	<u>88,927</u>
<u>U.S. Department of Education:</u>				
(Passed through Ohio Department of Education)				
Title I Grants to Local Educational Agencies	C1S1	84.010	136,135	132,987
Special Education Grants to States	6BSF	84.027	192,199	196,054
Safe and Drug-Free Schools and - Communities State Grants	DRS1	84.186	9,859	10,416
Innovative Education Program Strategy	C2S1	84.298	12,547	12,452
Education Technology State Grants	TJS1	84.318	709	-
Class Size Reduction	CRS1	84.340	2,549	4,669
School Innovation	ATS3	84.352	12,141	10,486
Improving Teacher Quality State Grants	TRS1	84.367	35,286	36,066
Total U.S. Department of Education			<u>401,425</u>	<u>403,130</u>
<u>U.S. Department of Health and Human Services</u>				
(Passed through Ohio Department of MR/DD)				
Medical Assistance Program - CAFS	n/a	93.778	6,951	6,951
Total U.S. Department of Health and Human Services			<u>6,951</u>	<u>6,951</u>
Total Federal Awards			\$ <u>497,303</u>	<u>499,008</u>

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS:

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

The schedule of expenditures of federal awards is a summary of the activity of the School District's federal award programs. The schedule has been prepared on the cash basis of accounting.

NOTE B - FOOD DISTRIBUTION

Nonmonetary assistance is reported in the schedule at the fair value of the commodities received and disbursed.

Clark, Schaefer, Hackett & Co.

CERTIFIED PUBLIC ACCOUNTANTS
BUSINESS CONSULTANTS

REPORT ON COMPLIANCE AND INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Education
Reading Community City School District:

We have audited the financial statements of the governmental activities, each major fund and the remaining fund information of the Reading Community City School District (the School District) as of and for the year ended June 30, 2003, which collectively comprise the School District's basic financial statements, and have issued our report thereon dated March 24, 2004 wherein we noted that the School District implemented Governmental Accounting Standards Board Statements 34, 37, 38 and 39 as well as Governmental Accounting Standards Board Interpretation 6. 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 the School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on 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 no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the School District's internal control over financial reporting in order 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 operations that we consider to be material weaknesses.

This report is intended for the information of management, the 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 those specified parties.

Clark, Schaefer, Hackett & Co.

Cincinnati, Ohio
March 24, 2004

**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE
TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the Board of Education
Reading Community City School District:

Compliance

We have audited the compliance of Reading Community 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. Reading Community City School District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the School District's management. Our responsibility is to express an opinion on the School 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 with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Reading Community City School District's compliance with those requirements 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 the School District's compliance with those requirements.

In our opinion, Reading Community City School 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.

Internal Control Over Compliance

The management of Reading Community City School District is responsible for establishing and maintaining effective control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Reading Community City School 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 of management, the 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.

Clark, Schaefer, Harbrett & Co.

Cincinnati, Ohio
March 24, 2004

READING COMMUNITY CITY SCHOOL DISTRICT

Schedule of Findings and Questioned Costs

Year Ended June 30, 2003

Section I - Summary of Auditors' Results

Financial Statements

Type of report issued on financial statements:	unqualified
Internal control over financial reporting:	
Material weakness(es) identified?	none
Reportable condition(s) identified not considered to be material weakness(es)?	none
Noncompliance material to financial statements noted?	none

Federal Awards

Internal Control over major programs:	
Material weakness(es) identified?	none
Reportable condition(s) identified not considered to be material weakness(es)?	none
Type of auditors' report issued on compliance for major programs:	unqualified
Any audit findings that are required to be reported in accordance with Circular A-133, Section .510(a)?	none
Identification of major programs:	
<i>CFDA 84.027 Special Education – Grants to States</i>	
Dollar threshold to distinguish between Type A and Type B Programs:	\$300,000
Auditee qualified as low-risk auditee?	yes

Section II - Financial Statement Findings

None.

Section III - Federal Award Findings and Questioned Costs

None.

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**Auditor of State
Betty Montgomery**

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P.O. Box 1140
Columbus, Ohio 43216-1140
Telephone 614-466-4514
800-282-0370
Facsimile 614-466-4490

READING COMMUNITY CITY SCHOOL DISTRICT

HAMILTON 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
JUNE 17, 2004**