# SINGLE AUDIT

FOR THE YEAR ENDED JUNE 30, 2008



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Mary Taylor, CPA Auditor of State

# INDEPENDENT ACCOUNTANTS' REPORT

Madison Local School District Richland County 1379 Grace Street Mansfield, Ohio 44905-2742

To the Board of Education:

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the major fund, and the aggregate remaining fund information of Madison Local School District, Richland County, Ohio, (the District) as of and for the year ended June 30, 2008, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the major fund, and the aggregate remaining fund information of Madison Local School District, Richland County, Ohio, as of June 30, 2008, and the respective changes in financial position and where applicable, cash flows, thereof and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 12, 2009, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

101 Central Plaza South / 700 Chase Tower / Canton, OH 44702-1509 Telephone: (330) 438-0617 (800) 443-9272 Fax: (330) 471-0001 www.auditor.state.oh.us Madison Local School District Richland County Independent Accountants' Report Page 2

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information accounting principles generally accepted in the United States of America requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

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

Mary Jaylo

Mary Taylor, CPA Auditor of State

February 12, 2009

## MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

The management's discussion and analysis of Madison Local School District's (the "District") financial performance provides an overall review of the District's financial activities for the fiscal year ended June 30, 2008. The intent of this discussion and analysis is to look at the District's financial performance as a whole; readers should also review the basic financial statements and the notes to the basic financial statements to enhance their understanding of the District's financial performance.

# **Financial Highlights**

Key financial highlights for fiscal year 2008 are as follows:

- In total, net assets increased \$3,310,166. Net assets of governmental activities increased \$3,211,797, which represents a 27.27% increase from 2007. Net assets of business-type activities increased \$98,369 or 25.29% from 2007.
- General revenues accounted for \$28,477,150 in revenue or 79.03% of all governmental activities revenues. Program specific revenues in the form of charges for services and sales, grants and contributions accounted for \$7,558,464 or 20.97% of total governmental activities revenues of \$36,035,614.
- The District had \$32,798,817 in expenses related to governmental activities; only \$7,558,464 of these expenses were offset by program specific charges for services, grants or contributions. General revenues supporting governmental activities (primarily taxes and unrestricted grants and entitlements) of \$28,477,150 were adequate to provide for these programs.
- The District's only major governmental fund is the general fund. The general fund had \$31,457,470 in revenues and \$28,503,179 in expenditures and other financing uses. The general fund's fund balance increased \$2,954,291 from \$6,291,757 to \$9,246,048.
- The District's two non-major enterprise funds are the adult education fund and the preschool fund. The adult education fund had \$786,218 in revenues and \$876,104 in expenses. The adult education fund also received transfers of \$25,000. The adult education fund's net assets decreased \$64,886 from \$74,783 to \$9,897. The preschool fund had \$597,615 in revenues and \$422,508 in expenses. The preschool fund's net assets increased \$175,107 from \$306,738 to \$481,845.

# Using the Basic Financial Statements (BFS)

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

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

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

#### **Reporting the District as a Whole**

#### Statement of Net Assets and the Statement of Activities

While this document contains the large number of funds used by the District to provide programs and activities, the view of the District as a whole looks at all financial transactions and asks the question, "How did we do financially during 2008?" The statement of net assets and the statement of activities answer this question. These statements include all non fiduciary *assets, liabilities, revenues and expenses,* using the *accrual basis of accounting* similar to the accounting used by most private-sector companies. This basis of accounting will take into account all of the current year's revenues and expenses regardless of when cash is received or paid.

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

In the statement of net assets and the statement of activities, the District is divided into two distinct kinds of activities:

Governmental Activities - Most of the District's programs and services are reported here including instruction, support services, operation and maintenance, pupil transportation, central, operation of non-instructional services, extracurricular activities, food service operations and interest and fiscal charges.

Business-Type Activities - These services are provided on a charge for goods or services basis to recover all or a significant portion of the expenses of the goods or services provided. The District's adult education and preschool programs are reported as business-type activities.

The District's statement of net assets and statement of activities can be found on pages 15-17 of this report.

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

#### Fund Financial Statements

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

#### **Governmental Funds**

Most of the District's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called *modified accrual* accounting, which measures cash and all other *financial assets* that can readily be converted to cash. The governmental fund statements provide a detailed *short-term* view of the District's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance educational programs. The relationship (or differences) between governmental *activities* (reported in the statement of net assets and the statement of activities) and governmental *funds* is reconciled in the financial statements. The basic governmental fund financial statements can be found on pages 18-22 of this report.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

#### **Proprietary Funds**

Proprietary funds use the same basis of accounting as business-type activities; therefore, these statements will essentially match information provided in the statements for the District as a whole. The basic proprietary fund financial statements can be found on pages 23-25 of this report.

#### **Reporting the District's Fiduciary Responsibilities**

The District is the trustee, or fiduciary, for its scholarship programs. This activity is presented as a private-purpose trust fund. The District also acts in a trustee capacity as an agent for individuals, private organizations, other governmental units and/or other funds. These activities are reported in two agency funds. The District's fiduciary activities are reported in separate statements of fiduciary net assets and changes in fiduciary net assets on pages 26 and 27. These activities are excluded from the District's other financial statements because the assets cannot be utilized by the District to finance its operations.

#### Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the governmentwide and fund financial statements. These notes to the basic financial statements can be found on pages 29-56 of this report.

#### The District as a Whole

The statement of net assets provides the perspective of the District as a whole. The table below provides a summary of the District's net assets at June 30, 2008 and June 30, 2007.

		nmental vities	Busines	Assets ss-Type vities	Total		
	June 30, 2008	June 30, 2007	June 30, 2008	June 30, 2007	June 30, 2008	June 30, 2007	
Assets		***				<b>**</b> • • • • • • • • •	
Current assets	\$29,037,320	\$26,445,476	\$ 571,185	\$ 445,620	\$29,608,505	\$26,891,096	
Capital assets, net	3,759,996	3,806,631	34,013	38,524	3,794,009	3,845,155	
Total assets	32,797,316	30,252,107	605,198	484,144	33,402,514	30,736,251	
Liabilities							
Current liabilities	15,432,046	15,693,554	107,897	85,677	15,539,943	15,779,231	
Long-term liabilities	2,376,179	2,781,259	9,978	9,513	2,386,157	2,790,772	
Total liabilities	17,808,225	18,474,813	117,875	95,190	17,926,100	18,570,003	
Net Assets							
Invested in capital assets,							
net of related debt	3,414,996	3,301,631	34,013	38,524	3,449,009	3,340,155	
Restricted	751,981	729,347	-	-	751,981	729,347	
Unrestricted	10,822,114	7,746,316	453,310	350,430	11,275,424	8,096,746	
Total net assets	\$14,989,091	\$11,777,294	\$ 487,323	\$ 388,954	\$15,476,414	\$12,166,248	

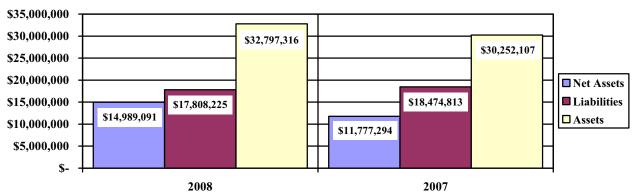
# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

Over time, net assets can serve as a useful indicator of a government's financial position. At June 30, 2008, the District's assets exceeded liabilities by \$15,476,414. \$14,989,091 of this total is in governmental activities, and \$487,323 is in business-type activities.

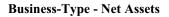
Capital assets reported on the government-wide statements represented 11.36% of total assets. Capital assets include land, land improvements, buildings and improvements, furniture and equipment, and vehicles. Capital assets, net of related debt to acquire the assets at June 30, 2008, were \$3,414,996 in the governmental activities. These capital assets are used to provide services to students and are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources to repay the debt must be provided from other sources, since capital assets may not be used to liquidate these liabilities.

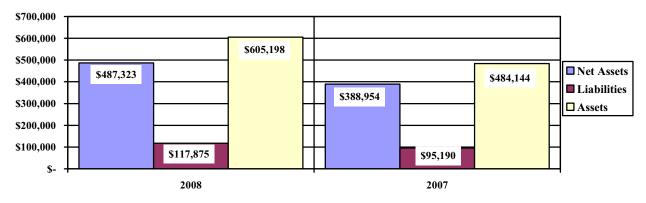
A portion of the District's net assets, \$751,981, represents resources that are subject to external restriction on how they may be used. In the governmental activities, the remaining balance of unrestricted net assets is \$10,822,114.

The graphs below present the District's governmental and business-type net assets at June 30, 2008 and June 30, 2007.



#### **Governmental - Net Assets**





# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

The table below shows the changes in net assets for governmental activities and business-type activities for fiscal years 2008 and 2007.

# Change in Net Assets

	Governmental Activities		Business-Type Activities		Total	
	2008	2007	2008	2007	2008	2007
Revenues						
Program revenues:						
Charges for services and sales	\$ 2,431,999	\$ 2,172,250	\$1,069,632	\$1,146,297	\$ 3,501,631	\$ 3,318,547
Operating grants and contributions	5,113,513	4,961,385	314,201	274,857	5,427,714	5,236,242
Capital grants and contributions	12,952	103,530	-	-	12,952	103,530
General revenues:						
Property taxes	13,214,610	14,253,745	-	-	13,214,610	14,253,745
Grants and entitlements, not restricted	14,443,036	13,321,397	-	-	14,443,036	13,321,397
Payment in lieu of taxes	217,014	180,635	-	-	217,014	180,635
Investment earnings	536,574	549,212	-	-	536,574	549,212
Miscellaneous	65,916	231,667			65,916	231,667
Total revenues	36,035,614	35,773,821	1,383,833	1,421,154	37,419,447	37,194,975

# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

	Governmental Activities			ss-Type vities	Total		
	2008	2007	2008	2007	2008	2007	
Expenses							
Program expenses:							
Instruction:							
Regular	\$ 11,674,228	\$ 11,295,406	\$-	\$-	\$ 11,674,228	\$ 11,295,406	
Special	3,061,883	3,255,498	-	-	3,061,883	3,255,498	
Vocational	3,183,487	3,043,854	-	-	3,183,487	3,043,854	
Adult/continuing	15,970	15,194	-	-	15,970	15,194	
Other	1,694,711	1,696,662	-	-	1,694,711	1,696,662	
Support services:							
Pupil	1,175,136	1,246,810	-	-	1,175,136	1,246,810	
Instructional staff	1,816,971	1,842,373	-	-	1,816,971	1,842,373	
Board of education	59,266	40,329	-	-	59,266	40,329	
Administration	2,225,825	2,182,933	-	-	2,225,825	2,182,933	
Fiscal	688,348	726,112	-	-	688,348	726,112	
Business	43,311	55,220	-	-	43,311	55,220	
Operations and maintenance	2,898,207	2,722,340	-	-	2,898,207	2,722,340	
Pupil transportation	1,501,182	1,317,896	-	-	1,501,182	1,317,896	
Central	230,159	222,242	-	-	230,159	222,242	
Operation of non-instructional services:							
Other non-instructional services	373,808	435,165	-	-	373,808	435,165	
Food service operations	1,069,504	1,064,545	-	-	1,069,504	1,064,545	
Extracurricular activities	615,983	606,213	-	-	615,983	606,213	
Intergovernmental pass-through	449,330	577,817	-	-	449,330	577,817	
Interest and fiscal charges	21,508	29,739	-	-	21,508	29,739	
Adult education	-	-	887,952	822,564	887,952	822,564	
Preschool	-	-	422,512	298,062	422,512	298,062	
Total expenses	32,798,817	32,376,348	1,310,464	1,120,626	34,109,281	33,496,974	
Transfers	(25,000)	(25,000)	25,000	25,000			
Changes in net assets	3,211,797	3,372,473	98,369	325,528	3,310,166	3,698,001	
Net assets at beginning of year	11,777,294	8,404,821	388,954	63,426	12,166,248	8,468,247	
Net assets at end of year	<u>\$ 14,989,091</u>	<u>\$11,777,294</u>	<u>\$ 487,323</u>	<u>\$ 388,954</u>	\$ 15,476,414	<u>\$12,166,248</u>	

#### **Governmental Activities**

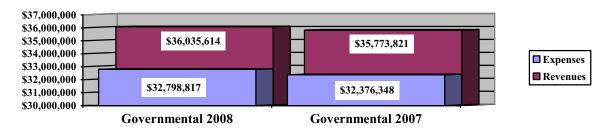
Net assets of the District's governmental activities increased \$3,211,797. Total governmental activities expenses of \$32,798,817 were offset by program revenues of \$7,558,464 and general revenues of \$28,477,150. Program revenues supported 23.04% of the total governmental expenses.

The primary sources of revenue for governmental activities are derived from property taxes and grants and entitlements not restricted to specific programs. These two revenue sources represent 76.75% of total governmental revenue. Real estate property is reappraised every six years.

# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

The graph below presents the District's governmental activities revenue and expenses for fiscal years 2008 and 2007.

# **Governmental Activities - Revenues and Expenses**



The statement of activities shows the cost of program services and the charges for services and grants offsetting those services. The following table shows, for governmental activities, the total cost of services and the net cost of services for fiscal years 2008 and 2007. That is, it identifies the cost of these services supported by tax revenue and unrestricted State grants and entitlements.

### **Governmental Activities**

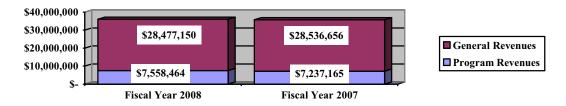
	Total Cost of Services 2008	Net Cost of Services 2008	Total Cost of Services 2007	Net Cost of Services 2007
Program expenses:				
Instruction:				
Regular	\$ 11,674,228	\$ 9,543,740	\$ 11,295,406	\$ 9,436,404
Special	3,061,883	1,428,203	3,255,498	1,777,300
Vocational	3,183,487	2,624,249	3,043,854	2,567,958
Adult/continuing	15,970	2,643	15,194	2,516
Other	1,694,711	1,662,115	1,696,662	1,644,220
Support services:				
Pupil	1,175,136	965,440	1,246,810	987,015
Instructional staff	1,816,971	1,434,476	1,842,373	1,413,807
Board of education	59,266	59,266	40,329	40,329
Administration	2,225,825	2,034,936	2,182,933	1,996,093
Fiscal	688,348	688,307	726,112	726,112
Business	43,311	42,924	55,220	55,220
Operations and maintenance	2,898,207	2,896,162	2,722,340	2,719,941
Pupil transportation	1,501,182	1,390,573	1,317,896	1,146,282
Central	230,159	157,717	222,242	157,946
Operation of non-instructional services:				
Other non-instructional services	373,808	(1,425)	435,165	(21,347)
Food service operations	1,069,504	(50,474)	1,064,545	8,854
Extracurricular activities	615,983	451,053	606,213	368,559
Intergovernmental pass-through	449,330	(111,060)	577,817	82,235
Interest and fiscal charges	21,508	21,508	29,739	29,739
Total expenses	\$ 32,798,817	\$ 25,240,353	\$ 32,376,348	\$ 25,139,183

# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

The dependence upon tax revenues during fiscal year 2008 for governmental activities is apparent, as 77.74% of instruction activities are supported through taxes and other general revenues. In fiscal year 2008, 76.96% of program expenses were supported by governmental activities general revenues. The District's taxpayers and unrestricted grants and entitlements from the State of Ohio as a whole, are the primary support for the District's students.

The graph below presents the District's governmental activities revenue for fiscal years 2008 and 2007.

# **Governmental Activities - General and Program Revenues**



# **Business-Type Activities**

Business-type activities include adult education and the preschool. These programs had revenues of \$1,383,833 and expenses of \$1,310,464 for fiscal year 2008. The District's business-type activities receive no support from tax revenues.

# The District's Funds

The District's governmental funds (as presented on the balance sheet on page 18) reported a combined fund balance of \$9,358,290, which is higher than last year's total of \$6,250,362. The schedule below indicates the fund balance and the total change in fund balance as of June 30, 2008 and June 30, 2007.

	Fund Balance June 30, 2008	Fund Balance (Deficit) June 30, 2007	Increase
General Other Governmental	\$ 9,246,048 112,242	\$ 6,291,757 (41,395)	\$ 2,954,291 153,637
Total	\$ 9,358,290	\$ 6,250,362	\$3,107,928

# **General** Fund

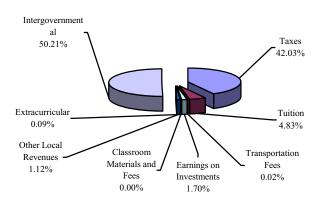
The District's general fund balance increased \$2,954,291 due to revenue increases exceeding expenditure increases.

# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

The table that follows assists in illustrating the financial activities and fund balance of the general fund.

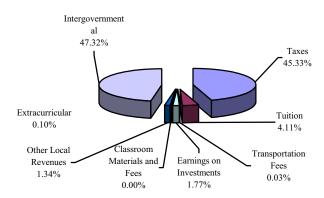
2008 Amount		2007 Amount	Increase/ Decrease
Revenues			
Taxes	\$ 13,221,595	\$ 14,062,654	(5.98) %
Tuition	1,518,984	1,274,201	19.21 %
Transportation fees	7,568	8,537	(11.35) %
Earnings on investments	534,475	549,212	(2.68) %
Extracurricular	29,475	31,175	(5.45) %
Classroom materials and fees	450	300	50.00 %
Other local revenues	351,811	416,420	(15.52) %
Intergovernmental	15,793,112	14,680,526	7.58 %
Total	<u>\$ 31,457,470</u>	\$ 31,023,025	1.40 %

Revenues of the general fund increased \$434,445 or 1.40%. The most significant dollar increases were in the areas of intergovernmental revenue and tuition. Intergovernmental revenues increased \$1,112,586 or 7.58%. This increase is due mainly to a \$1,100,000 increase in State receipts received as compensation for the loss of tangible personal property taxes, which are being phased out over the next few years. Tuition increased \$244,783 or 19.21%. This increase is primarily due to increases of \$125,000 in special education tuition and \$165,000 in open enrollment tuition. Taxes decreased \$841,059 or 5.98%. This decrease is primarily due to the phase out tangible personal property tax receipts.



#### **Revenues - Fiscal Year 2008**

#### **Revenues - Fiscal Year 2007**



# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

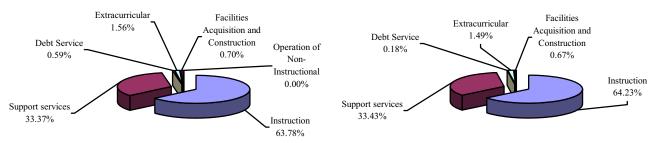
The table that follows assists in illustrating the expenditures of the general fund.

	2008 Amount	2007 Amount	Increase/ Decrease
<u>Expenditures</u>			
Instruction	\$ 18,046,483	\$ 18,069,227	(0.13) %
Support services	9,442,298	9,403,898	0.41 %
Operation of non-instructional services	177	-	100.00 %
Extracurricular activities	441,348	417,753	5.65 %
Facilities acquisition and construction	199,336	188,588	5.70 %
Debt Service	165,792	50,000	231.58 %
Total	<u>\$ 28,295,434</u>	\$ 28,129,466	0.59 %

Expenditures of the general fund increased \$165,968 or 0.59%. The most significant increase was in the area of debt service expenditures. Debt service expenditures increased \$115,792 primarily due to the District paying off the balance of the loan from the Richland County Commissioners. See note 9 for details. All other expenditures remained comparable to fiscal year 2007.

# **Expenditures - Fiscal Year 2008**

#### **Expenditures - Fiscal Year 2007**



#### General Fund Budgeting Highlights

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

During the course of fiscal year 2008, the District amended its general fund budget several times, none significant. The District uses site-based budgeting and the budgeting systems are designed to tightly control total site budgets but provide flexibility for site management.

For the general fund, final budgeted revenues and other financing sources were \$30,428,941, which is more than original budget estimates of \$28,845,229. Actual revenues and other financing sources were \$31,716,320 which is \$1,287,379 more than the final budgeted revenues.

General fund original appropriations and other financing uses of \$28,785,352 were increased to \$28,813,866 in the final budget. The actual budget basis expenditures and other financing uses for fiscal year 2008 totaled \$28,481,370, which was \$332,496 less than the final budget appropriations.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

#### **Capital Assets and Debt Administration**

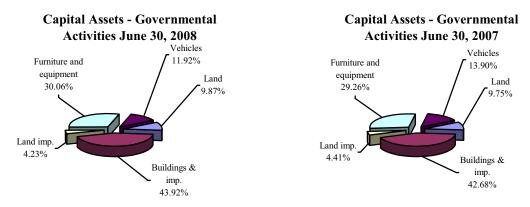
#### Capital Assets

At the end of fiscal year 2008, the District had \$3,794,009 invested in land, land improvements, buildings and improvements, furniture and equipment and vehicles. Of this total, \$3,759,996 was reported in governmental activities and \$34,013 was reported in business-type activities. The following table shows June 30, 2008 balances compared to June 30, 2007.

**Capital Assets at June 30** 

(Net of Depreciation)								
	Governmental Activities		Business-Type Activities	Total				
	2008	2007	2008 2007	2008	2007			
Land	\$ 371,039	\$ 371,039	\$ - \$ -	\$ 371,039	\$ 371,039			
Land improvements	158,980	167,735		158,980	167,735			
Building and improvements	1,651,419	1,624,964		1,651,419	1,624,964			
Furniture and equipment	1,130,199	1,113,952	34,013 38,524	1,164,212	1,152,476			
Vehicles	448,359	528,941	<u> </u>	448,359	528,941			
Total	\$ 3,759,996	\$ 3,806,631	<u>\$ 34,013</u> <u>\$ 38,524</u>	\$ 3,794,009	\$ 3,845,155			

The following graphs show the breakdown of governmental activities capital assets by category at June 30, 2008 and June 30, 2007.



See Note 8 to the basic financial statements for additional information on the District's capital assets.

#### **Debt** Administration

At June 30, 2008 the District had \$345,000 in energy conservation notes outstanding. Of this total, \$170,000 is due within one year and \$175,000 is due in more than one year.

# al info

# MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (UNAUDITED)

The following table summarizes the notes and loan outstanding at June 30, 2008 and June 30, 2007.

# **Outstanding Debt at June 30**

	Governmental Activities 2008	Governmental Activities 2007		
Energy conservation notes Loan payable	\$ 345,000	\$ 505,000 <u>165,792</u>		
Total	\$ 345,000	\$ 670,792		

The District has an energy conservation note outstanding which was received in 2000 and matures in fiscal year 2010 and has an interest rate of 4.70%.

The District obtained a loan from the Richland County Commissioners during fiscal year 2005 due to a loss of property tax revenue. The loan was scheduled to require payments through 2011, but it was paid off in its entirety during fiscal year 2008.

At June 30, 2008, the District's overall legal debt margin was \$31,038,268, with an unvoted debt margin of \$344,870.

See Note 9 to the basic financial statements for additional information on the District's debt administration.

#### **Current Financial Related Activities**

Our District ended this fiscal year with an unreserved cash-basis balance of \$8,705,489. The District has been able to reduce staff and expenditures over the past four years to avoid a deficit situation. During fiscal year 2007, a 6.9 renewal levy was placed on the May 2007 ballot and was renewed. Based on the assumptions at this time, the District projected an unreserved balance of \$8,269,945 for fiscal year 2009 and a deficit of \$5,470,959 for fiscal year 2010.

Another challenge facing the District is the reduction in state funding due to declining enrollment and the loss of students to open enrollment and charter schools. This is causing more of a burden on the local taxpayer, which is already overburdened.

The last challenge facing the District is the need to replace our junior high school, which is very old and not conducive to the learning process. The District has resolved to develop a plan to move the  $9^{th}$  grade students to the High School for the 2008/2009 school year and to go to grade level buildings for the 2009/2010 school year, thus allowing the District to close the Junior High building.

#### **Contacting the District's Financial Management**

This financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information contact: Mrs. Robin Klenk, Treasurer of Madison Local School District, at 1379 Grace Street, Mansfield, Ohio, 44905-2742.

### STATEMENT OF NET ASSETS JUNE 30, 2008

	Governmental Activities		siness-Type Activities	Total	
Assets:					
Equity in pooled cash and investments Receivables:	\$	12,429,794	\$ 569,561	\$	12,999,355
Taxes		16,131,944	-		16,131,944
Accounts		234,694	-		234,694
Intergovernmental		209,436	6,043		215,479
Accrued interest		2,555	-		2,555
Materials and supplies inventory		24,478	-		24,478
Internal balances		4,419	(4,419)		-
Land		371,039	-		371,039
Depreciable capital assets, net		3,388,957	34,013		3,422,970
Total capital assets, net		3,759,996	 34,013	. <u> </u>	3,794,009
Total assets.		32,797,316	 605,198		33,402,514
Liabilities:					
Accounts payable.		98,835	29		98,864
Accrued wages and benefits		2,649,616	31,687		2,681,303
Pension obligation payable.		600,888	70,533		671,421
Intergovernmental payable		286,000	5,648		291,648
Accrued interest payable		2,665	-		2,665
Claims payable		631,163	-		631,163
Unearned revenue		11,162,879	-		11,162,879
Due within one year.		435,012	6,020		441,032
Due in more than one year		1,941,167	 3,958		1,945,125
Total liabilities		17,808,225	 117,875		17,926,100
Net Assets:					
Invested in capital assets, net					
of related debt		3,414,996	34,013		3,449,009
Locally funded programs.		1,183	-		1,183
State funded programs		92,202	-		92,202
Federally funded programs.		331	-		331
Student activities		61,727	-		61,727
Other purposes		596,538	-		596,538
Unrestricted		10,822,114	 453,310		11,275,424
Total net assets	\$	14,989,091	\$ 487,323	\$	15,476,414

# STATEMENT OF ACTIVITIES FOR THE FISCAL YEAR ENDED JUNE 30, 2008

		Program Revenues					
	Expenses		harges for ces and Sales		ating Grants Contributions		al Grants ntributions
Governmental activities:	 Lapenses	50111	ees and Sales		contributions	and Co	litibutions
Instruction:							
Regular	\$ 11,674,228	\$	1,564,767	\$	565,721	\$	-
Special	3,061,883		202,026		1,431,654		-
Vocational	3,183,487		36,303		522,935		-
Adult/continuing	15,970		-		13,327		-
Other	1,694,711		-		32,596		-
Support services:							
Pupil	1,175,136		-		209,696		-
Instructional staff	1,816,971		-		382,495		-
Board of education	59,266		-		-		-
Administration.	2,225,825		-		190,889		-
Fiscal.	688,348		-		41		-
Business	43,311		387		-		-
Operations and maintenance	2,898,207		2,045		-		-
Pupil transportation	1,501,182		7,568		90,089		12,952
Central.	230,159		-		72,442		-
Operation of non-instructional services:							
Other non-instructional services	373,808		-		375,233		-
Food service operations	1,069,504		468,877		651,101		-
Extracurricular activities	615,983		150,026		14,904		-
Intergovernmental pass-through	449,330		-		560,390		-
Interest and fiscal charges	 21,508		-		-		-
Total governmental activities	 32,798,817		2,431,999		5,113,513		12,952
Business-type activities:							
Adult education	887,952		603,710		182,508		-
Preschool	 422,512		465,922		131,693		-
Total business-type activities	 1,310,464		1,069,632		314,201		
Totals	\$ 34,109,281	\$	3,501,631	\$	5,427,714	\$	12,952

#### **General Revenues:**

Property taxes levied for:
General fund
Grants and entitlements not restricted
to specific programs
Payment in lieu of taxes
Investment earnings
Miscellaneous
Total general revenues
Transfers
Total general revenues and transfers
Change in net assets
Net assets at beginning of year
Net assets at end of year

	Net (Expense) Reve		
	and Changes in Net A	Assets	
Governmental	Business-Type		T-4-1
Activities	Activities		Total
\$ (9,543,740)	\$	- \$	(9,543,740)
(1,428,203)		-	(1,428,203)
(2,624,249)		-	(2,624,249)
(2,643)		-	(2,643)
(1,662,115)		-	(1,662,115)
(965,440)		-	(965,440)
(1,434,476)		-	(1,434,476)
(59,266)		-	(59,266)
(2,034,936)		-	(2,034,936)
(688,307)		-	(688,307)
(42,924)		-	(42,924)
(2,896,162)		-	(2,896,162)
(1,390,573)		-	(1,390,573)
(157,717)		-	(157,717)
1,425		-	1,425
50,474		-	50,474
(451,053)		-	(451,053)
111,060		-	111,060
(21,508)			(21,508)
(25,240,353)			(25,240,353)
	(101.50	0	(101 50 4)
-	(101,734		(101,734)
	175,10		175,103
	73,369		73,369
(25,240,353)	73,369	9	(25,166,984)
13,214,610		-	13,214,610
14,443,036		-	14,443,036
217,014		-	217,014
536,574		-	536,574
65,916		<u> </u>	65,916
28,477,150			28,477,150
(25,000)	25,000	0	-
28,452,150	25,000	0	28,477,150
3,211,797	98,369	9	3,310,166
11,777,294	388,954	4	12,166,248
\$ 14,989,091	\$ 487,323	3\$	15,476,414

Net (Expense) Revenue	
and Changes in Net Assets	

#### BALANCE SHEET GOVERNMENTAL FUNDS JUNE 30, 2008

		General		Other Governmental Funds		Total overnmental Funds
Assets:						
Equity in pooled cash	¢	0.000 7(0	¢	160 601	¢	0.252.444
and investments	\$	8,882,760	\$	469,684	\$	9,352,444
Receivables:		16101044				16 101 044
Taxes		16,131,944		-		16,131,944
Accounts		234,694		-		234,694
Intergovernmental		-		209,436		209,436
Accrued interest		2,555		-		2,555
Interfund loan receivable		37,767		-		37,767
Materials and supplies inventory		-		24,478		24,478
Restricted assets:						
Equity in pooled cash						
and investments		596,538			. <u> </u>	596,538
Total assets	\$	25,886,258	\$	703,598	\$	26,589,856
Liabilities:						
Accounts payable	\$	91,085	\$	7,750	\$	98,835
Accrued wages and benefits	ψ	2,386,238	Ψ	263,378	Ψ	2,649,616
Compensated absences payable		113,315		40,016		153,331
Pension obligation payable.		540,090		60,798		600,888
Intergovernmental payable		272,170		13,830		286,000
Interfund loan payable		272,170		37,767		37,767
Deferred revenue		2 075 405				
		2,075,405		166,845		2,242,250
Unearned revenue	. <u> </u>	11,161,907		972		11,162,879
Total liabilities		16,640,210		591,356		17,231,566
Fund Balances:						
Reserved for encumbrances		35,787		29,804		65,591
Reserved for materials and						
supplies inventory.		-		24,478		24,478
Reserved for property tax unavailable						
for appropriation		2,153,663		-		2,153,663
Reserved for textbooks/instructional supplies		566,445		-		566,445
Reserved for school bus purchases.		30,093		-		30,093
Unreserved, undesignated, reported in:						
General fund		6,460,060		-		6,460,060
Special revenue funds				57,960		57,960
Total fund balances.		9,246,048		112,242		9,358,290
Total liabilities and fund balances	\$	25,886,258	\$	703,598	\$	26,589,856
		<u> </u>				

## RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET ASSETS OF GOVERNMENTAL ACTIVITIES JUNE 30, 2008

Total governmental fund balances		\$ 9,358,290
Amounts reported for governmental activities on 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.		3,759,996
Other long-term assets are not available to pay for current- period expenditures and therefore are deferred in the funds. Taxes receivable Accrued interest receivable Intergovernmental receivable	\$ 2,073,306 2,099 166,845	
Total		2,242,250
An internal service fund is used by management to charge the costs of insurance to individual funds. The assets and liabilities of the internal service fund are included in governmental activities on the statement of net assets. The net assets of the internal service fund, including internal balances of \$4,419, are:		1,854,068
In the statement of activities, interest is accrued on outstanding notes, whereas in governmental funds, interest expenditures are reported when due.		(2,665)
Long-term liabilities, including notes payable, are not due and payable in the current period and therefore are not reported in the funds.		
Energy conservation notes Compensated absences payable	(345,000) (1,877,848)	
Total		 (2,222,848)
Net assets of governmental activities		\$ 14,989,091

#### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2008

	General	Other Governmental Funds	Total Governmental Funds
Revenues:	General	1 unus	1 unus
From local sources:			
Taxes	\$ 13,221,595	\$ -	\$ 13,221,595
Tuition	1,518,984	-	1,518,984
Transportation fees	7,568	-	7,568
Charges for services	-	468,877	468,877
Earnings on investments.	534,475	4,247	538,722
Extracurricular.	29,475	121,547	151,022
Classroom materials and fees	450	163,447	163,897
Other local revenues.	351,811	85,268	437,079
Intergovernmental - state	15,791,859	784,881	16,576,740
Intergovernmental - federal	1,253	2,961,130	2,962,383
Total revenues.	31,457,470	4,589,397	36,046,867
Expenditures:			
Current:			
Instruction:			
Regular	10,847,739	723,656	11,571,395
Special	2,447,654	584,955	3,032,609
Vocational.	3,091,535	66,215	3,157,750
Adult/continuing	-	13,334	13,334
Other	1,659,555	34,129	1,693,684
Support Services:			
Pupil	953,063	209,412	1,162,475
Instructional staff	1,396,681	392,005	1,788,686
Board of education	59,266	-	59,266
Administration	2,002,614	195,929	2,198,543
Fiscal	689,378	-	689,378
Business	42,649	662	43,311
Operations and maintenance	2,805,453	-	2,805,453
Pupil transportation	1,335,509	42,252	1,377,761
Central	157,685	72,474	230,159
Operation of non-instructional services:			
Other non-instructional services	177	384,940	385,117
Food service operations	-	1,065,502	1,065,502
Extracurricular activities	441,348	209,174	650,522
Facilities acquisition and construction	199,336	-	199,336
Intergovernmental pass-through Debt service:	-	449,330	449,330
Principal retirement	165,792	160,000	325,792
Interest and fiscal charges		22,745	22,745
Total expenditures	28,295,434	4,626,714	32,922,148
•	20,275,757	-,020,714	52,722,140
Excess (deficiency) of revenues over (under) expenditures	3,162,036	(37,317)	3,124,719
Other financing sources (uses):		(37,317)	3,121,719
Transfers in.	_	182,745	182,745
Transfers (out)	(207,745)		(207,745)
Total other financing sources (uses)	(207,745)	182,745	(25,000)
Net changes in fund balances	2,954,291	145,428	3,099,719
Fund balance (deficit) at	-,,	, -= 0	-,,-
beginning of year.	6,291,757	(41,395)	6,250,362
Increase in reserve for inventory	-	8,209	8,209
Fund balance at end of year	\$ 9,246,048	\$ 112,242	\$ 9,358,290
-		<u>.</u>	

#### RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2008

Net change in fund balances - total governmental funds	\$	3,099,719
Amounts reported for governmental activities in the statement of activities are different because:		
Government funds report capital outlays as expenditures. However, in the statement of activities, the costs of those assets are allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capital outlays in the current period.		
Capital asset additions\$295,919Current year depreciation(342,554)		
Total		(46,635)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		
Taxes(6,985)Earnings on investments2,099Intergovernmental(6,367)		
Total		(11,253)
Governmental funds report expenditures for inventory when purchased. However, in the statement of activities they are reported as an expense when consumed.		8,209
Repayment of long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term liabilities on the statement of net assets.		325,792
In the statement of activities, interest is accrued on outstanding notes, whereas in governmental funds, interest is expended when due.		1,237
The internal service fund for self- insurance is not reported in the expenditures and related internal service fund revenues are eliminated. The net expense of the internal service fund is allocated among the governmental activities.		(336,338)
Some expenses reported in the statement of activities, such as compensated absences, do not require the use of financial resources and therefore are not reported as expenditures in governmental funds.		171.066
Change in net assets of governmental activities	¢	3,211,797
Change in net assets of governmental activities	φ	5,211,171

#### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) GENERAL FUND FOR THE FISCAL YEAR ENDED JUNE 30, 2008

FUK II	Budgeted Amounts					riance with nal Budget Positive		
		Original		Final		Actual	(	Negative)
Revenues:		originui		1 11141		Ittuui		(eguite)
From local sources:								
Taxes	\$	12,532,446	\$	13,220,525	\$	13,430,372	\$	209,847
Tuition		1,059,812		1,118,000		1,469,276		351,276
Transportation fees		7,110		7,500		7,568		68
Earnings on investments		497,676		525,000		538,247		13,247
Extracurricular.		28,439		30,000		29,475		(525)
Classroom materials and fees		-		-		450		450
Other local revenues.		330,848		349,013		275,379		(73,634)
Intergovernmental - state		14,370,887		15,159,903		15,788,499		628,596
Intergovernmental - federal		-				1,253		1,253
Total revenues.		28,827,218		30,409,941		31,540,519		1,130,578
Expenditures:								
Current:								
Instruction: Regular		17.054.012		17 070 007		10 925 211		6,245,696
Special		17,054,012 1,374,730		17,070,907 1,376,092		10,825,211 2,467,735		(1,091,643)
Vocational.		1,798,245		1,370,092		3,082,384		(1,091,043) (1,282,358)
Other		1,681,936		1,683,602		1,678,078		5,524
Support services:		1,001,000		1,000,002		1,070,070		0,021
Pupil		625,908		626,528		951,343		(324,815)
Instructional staff		874,376		875,242		1,388,010		(512,768)
Board of education		40,027		40,067		59,237		(19,170)
Administration		1,085,851		1,086,927		1,978,170		(891,243)
Fiscal		494,861		495,351		689,746		(194,395)
Business		56,794		56,850		42,649		14,201
Operations and maintenance		2,072,613		2,074,666		2,790,355		(715,689)
Pupil transportation		725,004		725,722		1,324,519		(598,797)
Central.		60,909		60,969		144,977		(84,008)
Other non-instructional services.		177		177		177		-
Extracurricular activities.		213,291		213,502		448,139		(234,637)
Facilities acquisition and construction Debt service:		208,186		208,392		199,336		9,056
Principal retirement		165,628		165,792		165,792		_
Total expenditures		28,532,548		28,560,812		28,235,858		324,954
-		20,332,340		20,500,012		20,235,050		524,754
Excess of revenues over								
expenditures		294,670		1,849,129		3,304,661		1,455,532
Other financing sources (uses):								
Refund of prior year expenditure		2,844		3,000		18,330		15,330
Transfers (out)		(182,564)		(182,745)		(207,745)		(25,000)
Advances in.		4,740		5,000		155,978		150,978
Advances (out)		(57,943)		(58,000)		(37,767)		20,233
Sale of capital assets		10,427		11,000		1,493		(9,507)
Other financing uses.		(12,297)		(12,309)		-		12,309
Total other financing sources (uses)		(234,793)		(234,054)		(69,711)		164,343
Net change in fund balance		59,877		1,615,075		3,234,950		1,619,875
Fund balance at beginning of year		6,087,632		6,087,632		6,087,632		-
Prior year encumbrances appropriated	¢	37,302	đ	37,302	¢	37,302	¢	-
Fund balance at end of year	\$	6,184,811	\$	7,740,009	\$	9,359,884	\$	1,619,875

## STATEMENT OF NET ASSETS PROPRIETARY FUNDS JUNE 30, 2008

	Business-Type Activities - Nonmajor Enterprise Funds		Governmer Activities Internal Service Fu		
Assets:					
Current assets:					
Equity in pooled cash	\$	5(0,5(1	¢	2 490 912	
and investments	2	569,561	\$	2,480,812	
Intergovernmental		6,043		-	
Total current assets		575,604		2,480,812	
		<u> </u>		<u> </u>	
Noncurrent assets:					
Capital assets:					
Depreciable capital assets, net		34,013		-	
Total assets		609,617		2,480,812	
T 1.1 11/1					
Liabilities: Current liabilities:					
Accounts payable.		29		_	
Accrued wages and benefits		31,687		_	
Compensated absences		6,020		-	
Pension obligation payable.		70,533		-	
Intergovernmental payable		5,648		-	
Claims payable		-		631,163	
Total current liabilities		113,917		631,163	
Long-term liabilities:					
Compensated absences		3,958		-	
Total liabilities		117,875		631,163	
Net assets:		24.012			
Invested in capital assets		34,013		-	
		457,729		1,849,649	
Total net assets		491,742	\$	1,849,649	
Adjustment to reflect the consolidation of the internal					
service fund activities related to enterprise funds.		(4,419)			
Net assets of business-type activities	\$	487,323			
		,			

### STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS PROPRIETARY FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2008

	Ac No Ei	iness-Type ctivities - onmajor nterprise Funds	Governmental Activities - Internal Service Fund		
Operating revenues:					
Tuition and fees	\$	999,166	\$	-	
Sales/charges for services		-		4,954,808	
Other		70,466		-	
Total operating revenues		1,069,632		4,954,808	
Operating expenses:					
Personal services		1,046,267		-	
Purchased services		78,189		772,839	
Materials and supplies		166,669		-	
Other operating expenses		2,976		-	
Depreciation		4,511		-	
Claims expense.		-		4,530,159	
Total operating expenses		1,298,612		5,302,998	
Operating loss.		(228,980)		(348,190)	
Nonoperating revenues:					
Grants and subsidies		314,201		-	
Total nonoperating revenues		314,201		-	
Net income (loss) before transfers		85,221		(348,190)	
Transfer in		25,000			
Change in net assets		110,221		(348,190)	
Net assets at beginning of year		381,521		2,197,839	
Net assets at end of year		491,742	\$	1,849,649	
Adjustment to reflect the consolidation of the internal service fund activities related to enterprise funds.		(11,852)			
Changes in net assets of business-type activities.	\$	98,369			
changes in her assers of business-type activities.	φ	20,302			

#### STATEMENT OF CASH FLOWS PROPRIETARY FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2008

	Business-Type Activities - Nonmajor Enterprise Funds			vernmental activities - Internal rvice Fund
Cash flows from operating activities:				
Cash received from tuition and fees	\$	999,166	\$	-
Cash received from sales/charges for services		-		4,954,808
Cash received from other operations		70,466		-
Cash payments for personal services		(1,023,611)		-
Cash payments for contractual services		(78,189)		(772,839)
Cash payments for materials and supplies		(166,640)		-
Cash payments for other operating expenses		(2,976)		-
Cash payments for claims expense		-		(4,523,996)
Net cash used by				(2.42.025)
operating activities		(201,784)		(342,027)
Cash flows from noncapital financing activities:				
Cash received from grants and subsidies		325,658		-
Cash received from transfers in		25,000		
Net cash provided by noncapital				
financing activities		350,658		-
Net increase (decrease) in cash and investments		148,874		(342,027)
Cash and investments at beginning of year		420,687		2,822,839
Cash and investments at end of year	\$	569,561	\$	2,480,812
Reconciliation of operating loss to net cash used by operating activities:				
Operating loss	\$	(228,980)	\$	(348,190)
Adjustments: Depreciation		4,511		-
Changes in liabilities:		29		
Increase in accounts payable.		(706)		-
Decrease in accrued wages and benefits Increase in compensated absences payable		465		-
Decrease in intergovernmental payable		(933)		-
Increase in pension obligation payable.		23,830		-
Increase in claims payable.		23,030		6,163
				0,105
Net cash used by				
operating activities	\$	(201,784)	\$	(342,027)

## STATEMENT OF FIDUCIARY NET ASSETS FIDUCIARY FUNDS JUNE 30, 2008

	Private-Purpose Trust			
	Sch	olarship	Α	gency
Assets: Equity in pooled cash				
and investments	\$	2,359	\$	59,160
Total assets		2,359	\$	59,160
Liabilities:				
Due to students		-	\$	59,160
Total liabilities		-	\$	59,160
Net Assets:				
Held in trust for scholarships		2,359		
Total net assets	\$	2,359		

## STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS FIDUCIARY FUND FOR THE FISCAL YEAR ENDED JUNE 30, 2008

	Private-Purpose Trust Scholarship	
Additions:		
Interest	\$	98 2,657
Total additions.		2,755
Deductions:		
Scholarships awarded		11,063
Change in net assets		(8,308)
Net assets at beginning of year		10,667
Net assets at end of year	\$	2,359

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#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008

# NOTE 1 - DESCRIPTION OF THE SCHOOL DISTRICT

The Madison Local School District (the "District") is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The District is a local school district as defined by Section 3311.03 of the Ohio Revised Code. The District is the 158<sup>th</sup> largest in the State of Ohio (among 896 public school districts and community schools) in terms of enrollment. The District operates under a locally-elected five-member Board form of government and provides educational services as authorized by statute and further mandated by State and/or federal agencies. This Board controls the District's 7 instructional/support facilities staffed by 139 classified and 266 certified full-time teaching personnel, who provide services to 2,916 students and other community members.

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

The basic financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District also applies Financial Accounting Standards Board (FASB) Statements and Interpretations issued on or before November 30, 1989, to its governmental and business-type activities and to its proprietary funds provided they do not conflict with or contradict GASB pronouncements. The District has the option to also apply FASB Statements and Interpretations issued after November 30, 1989 to its business-type activities and proprietary funds, subject to this same limitation. The District has elected not to apply these FASB Statements and Interpretations. The District's significant accounting policies are described below.

### A. Reporting Entity

The reporting entity has been defined in accordance with GASB Statement No. 14, "<u>The Financial Reporting Entity</u>" as amended by GASB Statement No. 39, "<u>Determining Whether Certain Organizations Are Component Units</u>". The reporting entity is composed of the primary government, component units and other organizations that are included to ensure that the basic financial statements of the District are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate from the District. For the District, this includes general operations, foods service, community services and student related activities of the District.

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

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

The following organizations are described due to their relationship to the District:

#### JOINTLY GOVERNED ORGANIZATIONS

#### Heartland Council of Governments/North Central Ohio Computer Cooperative (the "COG")

The COG is a jointly governed organization among 16 school districts, 1 educational service center and a career center. The COG is an association of public school districts within the boundaries of Ashland, Crawford, Huron, Marion, Morrow, Richland, Seneca, and Wyandot counties. The COG was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to administrative and instructional functions among member school districts. Each member school district supports the COG based on a per pupil charge dependent upon the software package utilized. The COG is governed by a Cooperative Assembly consisting of superintendents of the member school districts. The degree of control exercised by any school district is limited to its representation on the Cooperative Assembly. During fiscal year 2008, the District paid \$66,072 to the COG for various services. Financial information can be obtained from the treasurer for the Pioneer Career and Technology Center, who serves as fiscal agent, at 27 Ryan Road, Shelby, Ohio 44875-0309.

#### INSURANCE PURCHASING POOL

#### Ohio School Boards Association Workers' Compensation Group Rating Plan

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

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

#### Schools of Ohio Risk Sharing Authority

The District also participates in the Schools of Ohio Risk Sharing Authority Board (SORSA), an insurance purchasing pool. SORSA's business affairs are conducted by a nine member Board of directors consisting of a President, Vice President, Secretary, Treasurer and five delegates. SORSA was created to provide joint self-insurance coverage and to assist members to prevent and reduce losses and injuries to the District's property and person. It is intended to provide liability and property insurance at reduced premiums for the participants. SORSA is organized as a nonprofit corporation under provisions of Ohio Revised Code 2744.

#### **B.** Fund Accounting

The District uses funds to report its financial position and the results of its operations. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain school district activities or functions. Funds are classified into three categories: governmental, proprietary and fiduciary. Each category is divided into separate fund types.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

#### GOVERNMENTAL FUNDS

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 District's major governmental fund:

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

Other governmental funds of the District are used to account for (a) the accumulation of resources for, and payment of, general long-term debt principal, interest and related costs; (b) financial resources to be used for the acquisition, construction, or improvement of capital facilities other than those financed by proprietary and trust funds; (c) for grants and other resources whose use is restricted to a particular purpose; and (d) food service operations.

PROPRIETARY FUNDS

Proprietary funds are used to account for the District's ongoing activities which are similar to those often found in the private sector where the determination of net income is necessary or useful to sound financial administration. The following are the District's proprietary funds:

<u>Enterprise Funds</u> - The enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The District's nonmajor enterprise funds are:

<u>Preschool Fund</u> - This fund accounts for the financial transactions related to preschool operations of the District.

<u>Adult Education Fund</u> - This fund accounts for educational opportunities offered on a tuition basis to adults living within the community.

<u>Internal Service Fund</u> - The internal service fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the District, or to other governments, on a cost-reimbursement basis. The internal service fund of the District is used to account for employee health benefits self-insurance.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

#### FIDUCIARY FUNDS

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

#### C. Basis of Presentation

<u>Government-wide Financial Statements</u> - The statement of net assets and the statement of activities display information about the District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. Internal service fund activity is eliminated to avoid "doubling up" revenues and expenses. The statements distinguish between those activities of the District that are governmental and those that are considered business-type activities.

The government-wide statements are prepared using the economic resources measurement focus. This is the same approach used in the preparation of the proprietary fund financial statements, but differs from the manner in which governmental fund financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each segment of the business-type activities of the District and for each function or program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and are therefore clearly 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 District. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the District.

<u>Fund Financial Statements</u> - Fund financial statements report detailed information about the District. The focus of governmental and enterprise 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. Internal service funds are combined and the totals are presented in a single column on the face of the proprietary fund statements. 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. The financial statements for governmental funds are a balance sheet, which generally includes only current assets and current liabilities, and a statement of revenues, expenditures and changes in fund balances, which reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources.

## NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

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

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operation. The principal operating revenues of the adult education and preschool enterprise operations are tuition charged for the programs. The primary operating expense for the enterprise operations are administrative expenses required to run the programs. The principal operating revenues of the District's internal service fund is charges for sales and services. Operating expenses for internal service funds include the cost of sales and services and administrative expenses. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Private-purpose trust funds are reported using the economic resources measurement focus. Agency funds do not report a measurement focus as they do not report operations.

#### **D.** Basis of Accounting

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

<u>Revenues - Exchange and Non-exchange Transactions</u> - Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, available means expected to be received within sixty days of fiscal year-end.

Nonexchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (see Note 6). Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

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

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

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

<u>Unearned Revenue and Deferred Revenue</u> - Unearned revenue and deferred revenue arise when assets are recognized before revenue recognition criteria have been satisfied.

Property taxes for which there is an enforceable legal claim as of June 30, 2008, but which were levied to finance fiscal year 2009 operations and other revenues received in advance of the fiscal year for which they are intended to finance, have been recorded as unearned revenue. Grants and entitlements received before the eligibility requirements are met and delinquent property taxes due at June 30, 2008 are recorded as deferred revenue on the governmental fund financial statements.

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

<u>Expenses/Expenditures</u> - On the accrual basis of accounting, expenses are recognized at the time they are incurred. The entitlement value of donated commodities received during the year is reported in the operating statement as an expenditure with a like amount reported as intergovernmental revenue.

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

#### E. Budgets

The District is required by State statute to adopt an annual appropriated cash basis budget for all funds except agency funds. The specific timetable for fiscal year 2008 is as follows:

- 1. 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 each fund. The expressed purpose of this budget document is to reflect the need for existing (or increased) tax rates.
- 2. By no later than January 20, the Board-adopted budget is filed with the Richland County Budget Commission for tax rate determination.
- 3. Prior to April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the Budget Commission and receives the Commission's certificate of estimated resources which states the projected revenue of each fund. Prior to June 30, the District must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as a basis for the appropriation measure. On or about July 1, the certificate is amended to include any unencumbered balances from the preceding year as reported by the District Treasurer. The certificate may be further amended during the year if projected increases or decreases in revenue are identified by the District Treasurer. The amounts reported as the original and final budgeted revenue amount in the budgetary statement reflect the amounts set forth in the original and final amended certificate of estimated resources issued for fiscal year 2008.

## NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

- 4. By July 1, the annual appropriation resolution is legally enacted by the Board of Education at the fund level of expenditures, which is the legal level of budgetary control. (State statute permits a temporary appropriation to be effective until no later than October 1 of each year). Resolution appropriations 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. Although the legal level of control was established at the fund level of expenditures, the District has elected to present budgetary statement comparisons at the fund and function level of expenditures.
- 5. Any revisions that alter the total of any fund appropriation must be approved by the Board of Education.
- 6. Formal budgetary integration is employed as a management control device during the year for all funds consistent with statutory provisions. All funds completed the year within the amount of their legally authorized cash basis appropriation.
- 7. Appropriation amounts are as originally adopted, or as amended by the Board of Education through the year by supplemental appropriations which either reallocated, increased or decreased the original appropriated amounts. All supplemental appropriations were legally enacted by the Board during fiscal year 2008.
- 8. Unencumbered appropriations lapse at year-end. Encumbered appropriations are carried forward to the succeeding fiscal year and need not be reappropriated. Cash disbursements plus encumbrances may not legally exceed budgeted appropriations at the fund level, which is the legal level of control.

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 fund financial statements, encumbrances outstanding at year end (not already recorded in accounts payable) are reported as a reservation of fund balance for subsequent-year expenditures for governmental funds. A reserve for encumbrances is not reported on government-wide financial statements.

#### F. Cash and Investments

To improve cash management, cash received by the District is pooled. Monies for all funds, including proprietary funds, are maintained in this pool. Individual fund integrity is maintained through the District's records. Each fund's interest in the pool is presented as "equity in pooled cash and investments" on the basic financial statements.

During fiscal year 2008, investments were limited to federal agency securities and negotiable certificates of deposit. Except for nonparticipating investment contracts, investments are reported at fair value, which is based on quoted market prices. Nonparticipating investment contracts, such as non-negotiable certificates of deposit, are reported at cost.

Under existing Ohio statute, interest earnings are allotted to the general fund unless the Board of Education has, by resolution, specified funds to receive an allocation of interest earnings. Interest revenue credited to the general fund during fiscal year 2008 amounted to \$534,475, which includes \$170,139 assigned from other District funds.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

For purposes of the statement of cash flows and for presentation on the statement of net assets, investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the District are considered to be cash equivalents. An analysis of the District's accounts at year-end is provided in Note 4.

#### G. Inventory

On government-wide and fund financial statements, purchased inventories are presented at the lower of cost or market and donated commodities are presented at their entitlement value. Inventories are recorded on a first-in, first-out basis and are expended when received. Inventories are accounted for using the purchase method.

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

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

#### H. Capital Assets

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

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and deductions during the year. Donated capital assets are recorded at their fair market values as of the date received. The District maintains a capitalization threshold of \$5,000. The District does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

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

Description	Governmental Activities <u>Estimated Lives</u>	Business-Type Activities <u>Estimated Lives</u>
Land improvements	20 years	N/A
Buildings and improvements	20 - 50 years	N/A
Furniture and equipment	5 - 20 years	5 - 20 years
Vehicles	8 years	N/A

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

#### I. Interfund Balances

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

#### J. Compensated Absences

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

In accordance with the provisions of GASB Statement No. 16, "Accounting for Compensated <u>Absences</u>", a liability for vacation leave is accrued if a) the employees' rights to payment are attributable to services already rendered; and b) it is probable that the employer will compensate the employees for the benefits through paid time off or other means, such as cash payment at termination or retirement. An accrual for earned sick leave is made to the extent that it is probable that the benefits will result in termination (severance) payments. A liability for severance is accrued using the vesting method; i.e., the liability is based on the sick leave accumulated at the statement of net assets date by those employees who are currently eligible to receive termination (severance) payments, as well as those employees expected to become eligible in the future. For purposes of establishing a liability for sick leave on employees age fifty or greater with at least ten years of service were considered expected to become eligible to retire in the future, all employees age fifty or greater with GASB Statement No. 16.

The total liability for vacation and sick leave payments has been calculated using pay rates in effect at June 30, 2008, and reduced to the maximum payment allowed by labor contract and/or statute, plus any additional salary related payments.

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

For governmental fund financial statements, compensated absences are recognized as liabilities and expenditures as payments come due each period upon the occurrence of employee resignations and retirements. In proprietary funds, the entire amount of compensated absences is reported as a fund liability.

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

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements, and all payables, accrued liabilities and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of the funds. However, claims and judgments and compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current year. Long-term notes and long-term loans are recognized as a liability in the fund financial statements when due.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

#### L. Fund Balance Reserves

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

#### M. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the District, these revenues are tuition and charges for services for the adult education, preschool programs and to fund self-insurance. Operating expenses are necessary costs incurred to provide the good or service that are the primary activities of the funds.

### N. 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 enabling legislation or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. The amount restricted for other purposes represents amounts restricted by State statute for school bus purchases and textbooks/instructional materials.

The District applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available. As of June 30, 2008, there were no net assets restricted by enabling legislation.

### **O.** Prepayments

Certain payments to vendors reflect the costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. These items are reported as assets on the balance sheet using the consumption method. A current asset for the prepaid amounts is recorded at the time of the purchase and the expenditure/expense is reported in the year in which services are consumed.

#### P. Parochial Schools

St. Mary and Mansfield Christian Schools operate within the District's boundaries. Current State legislation provides funding to these parochial schools. These monies are received and disbursed on behalf of the parochial schools by the Treasurer of the District as directed by the parochial schools. The fiduciary responsibility of the District for these monies is reflected in a special revenue fund for financial reporting purposes.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

#### Q. Estimates

The preparation of the financial statements in conformity with GAAP 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.

## **R.** Restricted Assets

Assets are reported as restricted assets when limitations on their use change the normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments or imposed by enabling legislation. Restricted assets include the amount required by State statute to be set aside to create a reserve for textbooks/instructional materials and school bus purchases. See Note 16 for details.

#### S. Interfund Activity

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues.

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

## T. Extraordinary and Special Items

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Board of Education and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during fiscal year 2008.

## NOTE 3 - ACCOUNTABILITY AND COMPLIANCE

#### A. Change in Accounting Principles

For fiscal year 2008, the District has implemented GASB Statement No. 45, "<u>Accounting and Financial Reporting for Postemployment Benefits Other than Pensions</u>", GASB Statement No. 48, "<u>Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues</u>" and GASB Statement No. 50, "<u>Pension Disclosures</u>".

GASB Statement No. 45 establishes uniform standards of financial reporting for other postemployment benefits and increases the usefulness and improves the faithfulness of representations in the financial reports. The implementation of GASB Statement No. 45 did not have an effect on the financial statements of the District; however, certain disclosures related to postemployment benefits (see Note 13) have been modified to conform to the new reporting requirements.

## NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

GASB Statement No. 48 establishes criteria to ascertain whether certain transactions should be regarded as sales or as collateralized borrowings, as well as disclosure requirements for future revenues that are pledged and sold. The implementation of GASB Statement No. 48 did not have an effect on the financial statements of the District.

GASB Statement No. 50 establishes standards that more closely align the financial reporting requirements for pensions with those of other postemployment benefits. The implementation of GASB Statement No. 50 did not have an effect on the financial statements of the District.

### **B.** Deficit Fund Balances

Fund balances at June 30, 2008 included the following individual fund deficits:

<u>Nonmajor funds</u>	Deficit
Food service	\$42,251
Post secondary vocational education	3,588
Public school preschool	5,345
SchoolNet professional development	11
Poverty aid	1,658
Title VI-B	101,245
Vocational education	817
Title I	57,202
Title VI	1,287
Drug free schools	9
Title VI-R	18,269
Early learning initiatives	18,730

The general fund is liable for any deficits in these funds and provides transfers when cash is required, not when accruals occur. The deficit fund balances in the food service, post secondary vocational education, public school preschool, schoolnet professional development, poverty aid, Title VI-B, vocational education, Title I, Title VI, drug free schools and Title VI-R funds resulted from adjustments for accrued liabilities.

The deficit fund balance in the early learning initiatives fund resulted from both the reporting of shortterm interfund loans as a fund liability rather than as an other financing source and adjustments for accrued liabilities.

#### **NOTE 4 - DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the District into three categories.

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

Inactive deposits are public deposits that the Board of Education has identified as not required for use within the current five 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.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

## **NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)**

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 passbook accounts.

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

- 1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
- 2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- 3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 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;
- No-load money market mutual funds consisting exclusively of obligations described in division (1) or
  (2) above and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
- 6. The State Treasury Asset Reserve of Ohio investment pool (STAR Ohio);
- 7. Certain banker's acceptance and commercial paper notes for a period not to exceed one hundred eighty days from the purchase date in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time; and,
- 8. Under limited circumstances, corporate debt interests rated in either of the two highest classifications by at least two nationally recognized rating agencies.

Protection of the District's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), 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.

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

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

#### **NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)**

#### A. Cash on Hand

At fiscal year-end, the District had \$4,000 in undeposited cash on hand which is included on the financial statements of the District as part of "equity in pooled cash and investments."

#### **B.** Deposits with Financial Institutions

At June 30, 2008, the carrying amount of all District deposits was \$11,971,102. Based on the criteria described in GASB Statement No. 40, "<u>Deposits and Investment Risk Disclosures</u>", as of June 30, 2008, \$12,132,100 of the District's bank balance of \$12,332,100 was exposed to custodial risk as discussed below, while \$200,000 was covered by the Federal Deposit Insurance Corporation.

Custodial credit risk is the risk that, in the event of bank failure, the District's deposits may not be returned. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the District. The District has no deposit policy for custodial credit risk beyond the requirements of State statute. Although the securities were held by the pledging institutions' trust department and all statutory requirements for the deposit of money had been followed, noncompliance with federal requirements could potentially subject the District to a successful claim by the FDIC.

## C. Investments

As of June 30, 2008, the District had the following investments and maturities:

		Investment Maturities						
		6 Months	7 to 12	13 to 18	19 to 24	24 to 36		
Investment type	Fair Value	or Less	Months 199	Months 199	Months 1997	Months		
FHLMC	\$ 500,660	\$ -	\$ -	\$ -	\$ -	\$ 500,660		
Negotiable cd's	585,112		193,714		293,361	98,037		
	\$ 1,085,772	<u>\$</u> -	\$ 193,714	\$ -	\$ 293,361	\$ 598,697		

The weighted average maturity of investments is 2.31 years.

*Interest Rate Risk:* As a means of limiting its exposure to fair value losses arising from rising interest rates and according to State law, the District's investment policy limits investment portfolio maturities to five years or less.

*Custodial Credit Risk*: For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The federal agency securities are exposed to custodial credit risk in that they are uninsured, unregistered and held by the counterparty's trust department or agency but not in the District's name. The District has no investment policy dealing with investment custodial risk beyond the requirement in State statute that prohibits payment for investments prior to the delivery of the securities representing such investments to the treasurer or qualified trustee.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

## **NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)**

*Concentration of Credit Risk:* The District places no limit on the amount that may be invested in any one issuer. The following table includes the percentage of each investment type held by the District at June 30, 2008:

Investment types	vestment types Fa		
FHLMC Negotiable cd's	\$	500,660 585,112	46.11% 53.89%
Total	\$	1,085,772	100.00%

## D. Reconciliation of Cash and Investments to the Statement of Net Assets

The following is a reconciliation of cash and investments as reported in the note above to cash and investments as reported on the statement of net assets as of June 30, 2008:

Cash and investments per note		
Carrying amount of deposits	\$	11,971,102
Investments		1,085,772
Cash on hand	_	4,000
Total	\$	13,060,874
Cash and investments per statement of net assets		
Governmental activities	\$	12,429,794
Business-type activities		569,561
Private-purpose trust funds		2,359
Agency funds		59,160
Total	\$	13,060,874

### **NOTE 5 - INTERFUND TRANSACTIONS**

**A.** Interfund loans receivable/payable consisted of the following at June 30, 2008, as reported on the fund statement:

Receivable fund	Payable fund	Amount
General	Nonmajor governmental funds	\$ 37,767

The primary purpose of the interfund balances is to cover costs in specific funds where revenues were not received by June 30. These interfund balances will be repaid once the anticipated revenues are received.

Interfund balances between governmental funds are eliminated on the government-wide financial statements. The internal balance between governmental and business-type activities reported on the statement of net assets at June 30, 2008 relates to the consolidation of the internal service fund with governmental activities.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

**B.** Interfund transfers for the year ended June 30, 2008, consisted of the following, as reported on the fund statements:

Transfers from general fund to:	
Nonmajor governmental funds	\$ 182,745
Nonmajor enterprise funds	25,000
Total Transfers	\$ 207.745

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

Interfund transfers between governmental funds are eliminated for reporting in the statement of activities. Transfers between governmental activities and business-type activities are reported as transfers on the statement of activities.

## **NOTE 6 - PROPERTY TAXES**

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

Property taxes include amounts levied against all real, public utility and tangible personal property (used in business) located in the District. Real property tax revenue received in calendar year 2008 represents collections of calendar year 2007 taxes. Real property taxes received in calendar year 2008 were levied after April 1, 2007, on the assessed value listed as of January 1, 2007, the lien date. Assessed values for real property taxes are established by State law at thirty-five percent of appraised market value. Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax revenue received in calendar year 2008 represents collections of calendar year 2007 taxes. Public utility real and tangible personal property taxes received in calendar year 2008 became a lien December 31, 2006, were levied after April 1, 2007 and are collected in 2008 with real property taxes. Public utility real property is assessed at thirty-five percent of true value; public utility tangible personal property currently is assessed at varying percentages of true value.

Tangible personal property tax revenue received during calendar year 2008 (other than public utility property) represents the collection of 2008 taxes. Tangible personal property taxes received in calendar year 2008 were levied after April 1, 2007, on the value as of December 31, 2007. Tangible personal property tax is being phased out. For 2007, tangible personal property was assessed at 12.50% for property, including inventory. This percentage was reduced to 6.25% for 2008 and will be reduced to zero for 2009. Payments by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, the first payment is due April 30, with the remainder payable by September 20. Tangible personal property taxes paid by April 30 are usually received by the District prior to June 30.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

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

House Bill No. 66 was signed into law on June 30, 2005. House Bill No. 66 phases out the tax on tangible personal property of general businesses, telephone and telecommunications companies, and railroads. The tax on general business and railroad property will be eliminated by calendar year 2009, and the tax on telephone and telecommunications property will be eliminated by calendar year 2011. The tax is phased out by reducing the assessment rate on the property each year. The bill replaces the revenue lost by the District due to the phasing out of the tax. In calendar years 2008-2010, the District will be fully reimbursed for the lost revenue. In calendar years 2011-2017, the reimbursements will be phased out.

The District receives property taxes from Richland County. The County Auditor periodically advances to the District its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2008, are available to finance fiscal year 2008 operations. The amount available as an advance can vary based on the date the tax bills are sent.

Accrued property taxes receivable includes real property, public utility property and tangible personal property taxes which are measurable as of June 30, 2008 and for which there is an enforceable legal claim. Although total property tax collections for the next fiscal year are measurable, only the amount of real property taxes available as an advance at June 30 was levied to finance current fiscal year operations and is reported as revenue at fiscal year end. The portion of the receivable not levied to finance current fiscal year operations is offset by a credit to unearned revenue.

The amount that was available as an advance at June 30, 2008 was \$2,153,663 in the general fund. This amount has been recorded as revenue. The amount that was available as an advance at June 30, 2007 was \$1,951,977 in the general fund.

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

The assessed values upon which the fiscal year 2008 taxes were collected are:

	2007 See Half Colle		2008 First Half Collections			
	Amount	Percent	Amount	Percent		
Agricultural/residential						
and other real estate	\$ 333,493,500	82.12	\$ 334,541,	,430 88.88		
Public utility personal	13,432,300	3.31	10,690,	.150 2.84		
Tangible personal property	59,199,315	14.57	31,157,	456 8.28		
Total	\$ 406,125,115	100.00	\$ 376,389,	036 100.00		
Tax rate per \$1,000 of assessed valuation	\$60.40		\$60	0.40		

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

## **NOTE 7 - RECEIVABLES**

Receivables at June 30, 2008 consisted of taxes, accounts (billings for user charged services and student fees), intergovernmental grants and entitlements and accrued interest. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of State programs and the current year guarantee of federal funds.

A summary of the principal items of receivables reported on the statement of net assets follows:

Governmental activities:	
Taxes	\$ 16,131,944
Accounts	234,694
Intergovernmental	209,436
Accrued interest	 2,555
Total receivables	\$ 16,578,629
Business-type activities:	
Intergovernmental	\$ 6,043
Total receivables	\$ 6,043

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

## NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

## **NOTE 8 - CAPITAL ASSETS**

A. Governmental capital asset activity for the fiscal year ended June 30, 2008 was as follows:

	Balance 06/30/07	Additions	Deductions	Balance 06/30/08
Governmental activities	00,00,00		Deddetronis	00,00,00
Capital assets, not being depreciated:				
Land	\$ 371,039	\$ -	\$ -	\$ 371,039
Total capital assets, not being depreciated	371,039			371,039
Capital assets, being depreciated:				
Land improvements	657,863	12,320	-	670,183
Buildings/improvements	11,689,927	155,224	-	11,845,151
Furniture/equipment	3,641,777	128,375	-	3,770,152
Vehicles	1,933,545	-		1,933,545
Total capital assets, being depreciated	17,923,112	295,919		18,219,031
Less: accumulated depreciation				
Land improvements	(490,128)	(21,075)	-	(511,203)
Buildings/improvements	(10,064,963)	(128,769)	-	(10,193,732)
Furniture/equipment	(2,527,825)	(112,128)	-	(2,639,953)
Vehicles	(1,404,604)	(80,582)		(1,485,186)
Total accumulated depreciation	(14,487,520)	(342,554)		(14,830,074)
Governmental activities capital assets, net	\$ 3,806,631	<u>\$ (46,635)</u>	<u>\$</u>	\$ 3,759,996

Depreciation expense was charged to governmental functions as follows:

Instruction:	
Regular	\$ 54,543
Special	4,936
Vocational	79,757
Adult/continuing	2,636
Support services:	
Pupil	3,461
Instructional staff	28,695
Administration	7,803
Operations and maintenance	29,705
Pupil transportation	81,551
Food service operations	4,250
Extracurricular activities	 45,217
Total depreciation expense	\$ 342,554

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

## NOTE 8 - CAPITAL ASSETS - (Continued)

**B.** Business-type capital asset activity for the fiscal year ended June 30, 2008 was as follows:

	Balance 06/30/07		Additions		<b>Deductions</b>		Balance 06/30/08	
Business-type activities								
Capital assets, being depreciated:								
Furniture/equipment	\$	46,896	\$	-	\$	-	\$	46,896
Less: accumulated depreciation		(8,372)		(4,511)		-		(12,883)
Business-type activities capital assets, net	\$	38,524	\$	(4,511)	\$	_	\$	34,013

Depreciation expense was charged to business-type functions as follows:

Adult Education	\$	4,511
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## **NOTE 9 - LONG-TERM OBLIGATIONS**

A. During the fiscal year 2008, the following changes occurred in long-term obligations:

	Balance 06/30/07	Additions	Reductions	Balance 06/30/08	Amounts Due in <u>One Year</u>
Governmental activities:					
Energy conservation notes	\$ 505,000	\$ -	\$ (160,000)	\$ 345,000	\$170,000
Loan payable	165,792	-	(165,792)	-	-
Compensated absences payable	2,110,467	283,096	(362,384)	2,031,179	265,012
Total governmental activities long-term liabilities	<u>\$ 2,781,259</u>	<u>\$ 283,096</u>	<u>\$ (688,176)</u>	<u>\$ 2,376,179</u>	<u>\$ 435,012</u>
<b>Business-type activities:</b> Compensated absences	<u>\$ 9,513</u>	<u>\$ 6,020</u>	<u>\$ (5,555)</u>	<u>\$                                    </u>	\$ 6,020
Total business-type activities long-term liabilities	<u>\$ 9,513</u>	\$ 6,020	<u>\$ (5,555)</u>	<u>\$ 9,978</u>	<u>\$ 6,020</u>

## NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

#### **NOTE 9 - LONG-TERM OBLIGATIONS - (Continued)**

<u>Compensated absences</u> - Compensated absences will be paid from the fund from which the employee is paid, which for the District is the general fund, the auxiliary service fund (a nonmajor governmental fund), the Title VI-B fund (a nonmajor governmental fund), the Title I fund (a nonmajor governmental fund), the food service fund (a nonmajor governmental fund), the adult education fund (a nonmajor enterprise fund) and the special enterprise fund (a nonmajor enterprise fund).

<u>Energy Conservation Notes</u> - As of June 30, 2008, the District had a total of \$345,000 in energy conservation notes payable in accordance with Section 3313.72, Ohio Revised Code and House Bill 264. The notes were issued in three phases; the first two phases matured during fiscal year 2003 and the third phase was issued on November 1, 1999 in the amount of \$1,438,697 with an interest rate of 4.70% - 5.40% and matures on November 1, 2009. The primary source of repayment of the notes is through energy savings as a result of the improvements. Payments of principal and interest relating to these liabilities are recorded as expenditures in the debt service fund (a nonmajor governmental fund). The unmatured obligation at year-end is accounted for in the statement of net assets.

*Loan Payable*: In fiscal year 2005, the District received a loan in the amount of \$265,792, from the Richland County Commissioners due to a loss of revenue from property taxes. This is an interest-free loan and will be repaid from the general fund through fiscal year ending June 30, 2011, through reductions from the District's tax settlements. The District retired the entire balance of the loan during fiscal year 2008.

**B.** The following is a summary of the District's future annual debt service requirements to maturity for the energy conservation notes:

Fiscal Year	Principal on	Interest on	Total
Ending June 30.	<u>Notes</u>	<u>Notes</u>	
2009	\$ 170,000	\$ 13,998	\$ 183,998
2010	175,000	<u>4,725</u>	179,725
Total	\$ 345,000	<u>\$ 18,723</u>	\$ 363,723

#### C. Legal Debt Margin

The Ohio Revised Code provides that voted net general obligation debt of the District shall never exceed 9% of the total assessed valuation of the District. The code further provides that unvoted indebtedness shall not exceed 1/10 of 1% of the property valuation of the District. The code additionally states that unvoted indebtedness related to energy conservation debt shall not exceed 9/10 of 1% of the property valuation of the District. The assessed valuation used in determining the District's legal debt margin has been modified by House Bill 530 which became effective March 30, 2006. In accordance with House Bill 530, the assessed valuation used in the District's legal debt margin calculation excluded tangible personal property used in business, telephone or telegraph property, interexchange telecommunications company property, and personal property owned or leased by a railroad company and used in railroad operations. The effects of these debt limitations at June 30, 2008, are a voted debt margin of \$31,038,268 and an unvoted debt margin of \$344,870.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

#### NOTE 10 - COMPENSATED ABSENCES

The criteria for determining vested vacation and sick leave components are derived from negotiated agreements and State laws. Classified employees earn up to 25 days of vacation per year, depending upon the length of service. Accumulated unused vacation time is paid to classified employees upon termination of employment. Administrators who are contracted to work 260 days in a year are given 20 days of vacation per year by contract. Any unused vacation days at the end of the contract are forfeited.

Administrators, teachers, and classified employees earn sick leave at a rate of one and one-fourth days per month. Sick leave may be accumulated up to 280 days. Upon retirement, full-time certified and classified employees receive a payment of 25% of their unused sick leave balance up to a maximum of 70 days.

### NOTE 11 - RISK MANAGEMENT

#### A. Comprehensive

The District maintains comprehensive insurance coverage with private carriers for liability, real property, building contents, boiler/machinery and vehicles. Vehicle policies include liability coverage for bodily injury and property damage. In addition, real property contents are 90% coinsured. The following is a description of the District's insurance coverage:

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Coverage	Insurer	<u>Coverage</u>	Deductible
General liability: Each occurrence	SORSA	\$11,000,000	\$0
Property/Boiler and Machinery	SORSA	86,187,302	1,000
Automobile: Bodily Injury & Property Damage	SORSA	11,000,000	0

Settled claims resulting from these risks have not exceeded commercial insurance coverage nor has insurance coverage been significantly reduced in any of the past three fiscal years.

#### B. Health Care Self-Insurance Program

The District provides the following insurance coverage for employees, which is administered through Medical Mutual of Ohio. The District has also purchased a commercial "stop-loss" policy for its self-insurance plan with a \$100,000 per covered person threshold.

Certified employees receive hospital, surgical and major medical, dental, vision and prescription drug coverage. The total monthly cost was \$431.69 for single coverage and \$1,154.09 for family coverage for fiscal year 2008. The District paid 97% of single and 94% of family coverage.

Classified employees receive hospital, surgical and major medical, dental, vision and prescription drug coverage. Two plans are available for classified employees to choose from. The monthly cost of the indemnity plan is \$582.88 for single coverage and \$1,577.77 for family coverage for fiscal year 2008.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

#### NOTE 11 - RISK MANAGEMENT - (Continued)

The claims liability of \$631,163 reported in the internal service fund at June 30, 2008, is based on an estimate provided by the third party administrator and the requirements of GASB Statement No. 10, "<u>Accounting and Financial Reporting for Risk Financing and Related Insurance Issues</u>," as amended by GASB Statement No. 30, "<u>Risk Financing Omnibus</u>," which requires that a liability for unpaid claims costs, including estimates of costs relating to incurred, but not reported claims, be accrued at the estimated ultimate cost of settling the claims. Changes in claims activity for the past two fiscal years are as follows:

Fiscal Year	Beginning of Year	Claims	Payments	End of Year
2008	\$ 625,000	\$ 4,530,159	\$ (4,523,996)	\$ 631,163
2007	679,000	3,841,480	(3,895,480)	625,000

## C. Workers' Compensation Group Rating Plan

For fiscal year 2008, the District participated in the Ohio School Boards Association Workers' Compensation Group Rating Plan (GRP), an insurance purchasing pool. The intent of the GRP is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the GRP.

The workers' compensation experience of the participating Districts is calculated as one experience and a common premium rate is applied to all school Districts in the GRP. Each participant pays its workers' compensation premium to the state based on the rate for the GRP rather than its individual rate. Participation in the GRP is limited to Districts that can meet the GRP's selection criteria. Sheakley Uniservice, Inc. provides administrative, cost control and actuarial services to the GRP.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

#### **NOTE 12 - PENSION PLANS**

#### A. School Employees Retirement System

Plan Description - The District contributes to the School Employees Retirement System (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 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 the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746. It is also posted on the SERS' Ohio website, www.ohsers.org, under *Forms and Publications*.

Funding Policy - Plan members are required to contribute 10 percent of their annual covered salary and the District is required to contribute at an actuarially determined rate. The current District rate is 14 percent of annual covered payroll. A portion of the District's contribution is used to fund pension obligations with the remainder being used to fund health care benefits. For fiscal year 2008, 9.16 percent of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended by the SERS' Retirement Board up to a statutory maximum amount of 10 percent for plan members and 14 percent for employers. Chapter 3309 of the Ohio Revised Code provides statutory authority for member and employer contributions. The District's required contributions for pension obligations to SERS for the fiscal years ended June 30, 2008, 2007 and 2006 were \$335,200, \$369,606 and \$329,253, respectively; 40.59 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006.

#### **B.** State Teachers Retirement System of Ohio

Plan Description - The District participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing, multiple-employer public employee retirement plan. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone financial report that may be obtained by writing to STRS Ohio, 275 E. Broad St., Columbus, OH 43215-3771, by calling (888) 227-7877, or by visiting the STRS Ohio Web site at www.strsoh.org.

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 a member's lifetime contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5 percent 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 member may elect to receive a lifetime monthly annuity or a lump sum withdrawal. 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. The DB portion of the Combined Plan payment is payable to a member on or after age 60; the DC portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50. Benefits are established by Chapter 3307 of the Ohio Revised Code.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

#### **NOTE 12 - PENSION PLANS - (Continued)**

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 of the DC Plan dies before retirement benefits begin, the member's designated beneficiary is entitled to receive the member's account balance.

Funding Policy - For fiscal year 2008, plan members were required to contribute 10 percent of their annual covered salaries. The District was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. Contribution rates are established by the State Teachers Retirement Board, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions.

The District's required contributions for pension obligations to STRS Ohio for the fiscal years ended June 30, 2008, 2007 and 2006 were \$1,788,924, \$1,763,329 and \$1,739,214, respectively; 83.77 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006. Contributions to the DC and Combined Plans for fiscal year 2008 were \$1,144 made by the District and \$26,514 made by the plan members.

#### C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by the SERS/STRS Ohio have an option to choose Social Security or the SERS/STRS Ohio. As of June 30, 2008, certain members of the Board of Education have elected Social Security. The District's liability is 6.2 percent of wages paid.

#### **NOTE 13 - POSTEMPLOYMENT BENEFITS**

#### A. School Employees Retirement System

Plan Description - The District participates in two cost-sharing, multiple employer postemployment benefit plans administered by the School Employees Retirement System (SERS) for non-certificated retirees and their beneficiaries, a Health Care Plan and a Medicare Part B Plan. The Health Care Plan includes hospitalization and physicians' fees through several types of plans including HMO's, PPO's and traditional indemnity plans as well as a prescription drug program. The Medicare Part B Plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries up to a statutory limit. Benefit provisions and the obligations to contribute are established by the System based on authority granted by State statute. The financial reports of both Plans are included in the SERS Comprehensive Annual Financial Report which is available by contacting SERS at 300 East Broad St., Suite 100, Columbus, Ohio 43215-3746.

Funding Policy - State statute permits SERS to fund the health care benefits through employer contributions. Each year, after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer contribution of 14 percent of covered payroll to the Health Care Fund. The Health Care Fund was established and is administered in accordance with Internal Revenue Code Section 401h. For 2008, 4.18 percent of covered payroll was allocated to health care. In addition, employers pay a surcharge for employees earning less than an actuarially determined amount; for 2008, this amount was \$35,800.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

#### **NOTE 13 - POSTEMPLOYMENT BENEFITS - (Continued)**

Active employee members do not contribute to the Health Care Plan. Retirees and their beneficiaries are required to pay a health care premium that varies depending on the plan selected, the number of qualified years of service, Medicare eligibility and retirement status.

The District's contributions for health care for the fiscal years ended June 30, 2008, 2007, and 2006 were \$226,263, \$189,841 and \$174,340, respectively; 40.59 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006.

The Retirement Board, acting with advice of the actuary, allocates a portion of the employer contribution to the Medicare B Fund. For fiscal year 2008, this actuarially required allocation was 0.66 percent of covered payroll. The District's contributions for Medicare Part B for the fiscal years ended June 30, 2008, 2007, and 2006 were \$24,152, \$25,133 and \$26,206, respectively; 40.59 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006.

#### **B.** State Teachers Retirement System of Ohio

Plan Description - The District contributes to the cost sharing, multiple employer defined benefit Health Plan (the "Plan") administered by the State Teachers Retirement System of Ohio (STRS Ohio) for eligible retirees who participated in the defined benefit or combined pension plans offered by STRS Ohio. Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums. The Plan is included in the report of STRS Ohio which may be obtained by visiting www.strsoh.org or by calling (888) 227-7877.

Funding Policy - Ohio law authorizes STRS Ohio to offer the Plan and gives the Retirement Board authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. Active employee members do not contribute to the Plan. All benefit recipients pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2008, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. The District's contributions for health care for the fiscal years ended June 30, 2008, 2007, and 2006 were \$137,610, \$135,641 and \$133,786, respectively; 83.77 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006.

#### **NOTE 14 - BUDGETARY BASIS OF ACCOUNTING**

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

The statement of revenues, expenditures and changes in fund balance - budget and actual (non GAAP) (budgetary basis) presented for the general fund is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

- (a) Revenues and other financing sources are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis);
- (b) Expenditures and other financing uses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis);

## NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

## NOTE 14 - BUDGETARY BASIS OF ACCOUNTING - (Continued)

- (c) In order to determine compliance with Ohio law, and to reserve that portion of the applicable appropriation, total outstanding encumbrances (budget basis) are recorded as the equivalent of an expenditure, as opposed to a reservation of fund balance for that portion of outstanding encumbrances not already recognized as an account payable (GAAP basis);
- (d) Advances-in and advances-out are operating transactions (budget basis) as opposed to balance sheet transactions (GAAP basis); and
- (e) Investments are reported at fair value (GAAP basis) rather than cost (budget basis).

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

### Net Change in Fund Balance

	General fund
Budget basis	\$ 3,234,950
Net adjustment for revenue accruals	(83,049)
Net adjustment for expenditure accruals	(183,218)
Net adjustment for other sources/uses	(138,034)
Adjustment for encumbrances	123,642
GAAP basis	\$ 2,954,291

## **NOTE 15 - CONTINGENCIES**

#### A. Grants

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

#### B. Litigation

The District is involved in no material litigation as either plaintiff or defendant.

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2008 (Continued)

### **NOTE 16 - STATUTORY RESERVES**

The District is required by State statute to annually set-aside in the general fund an amount based on a 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 the end of the fiscal year or offset by similarly restricted resources received during the year must be held in cash at year-end. These amounts must be carried forward to be used for the same purposes in future years. During the fiscal year ended June 30, 2008, the reserve activity was as follows:

	Textbooks/ Instructional <u>Materials</u>	Capital <u>Acquisition</u>
Set-aside balance as of June 30, 2007 Current year set-aside requirement Qualifying disbursements	\$ 551,788 486,139 (471,482)	\$ - 486,139 (513,868)
Total	\$ 566,445	<u>\$ (27,729)</u>
Balance carried forward to FY 2009	\$ 566,445	<u>\$</u>

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

A schedule of the governmental fund restricted assets at June 30, 2008 follows:

Amount restricted for textbooks/instructional materials	\$ 566,445
Amount restricted for school bus purchases	
(State Foundation revenue allocated for school bus purchases)	 30,093
Total restricted assets	\$ 596,538

#### FEDERAL AWARDS RECEIPTS AND EXPENDITURES SCHEDULE FOR THE YEAR ENDED JUNE 30, 2008

U.S. Department of AgriculturePassed through the Ohio Department of Education:Child Nutrition Cluster: School Breakfast Program10.5532007 2008\$27,175 121,436Total School Lunch Program10.5552007 499,081 $$59,361$ 693,361Total National School Lunch Program10.5552007 499,081 $$59,361$ 693,361Total National School Lunch Program10.5582007 499,081 $$2,397$ 499,361Total Child Adult Care Food Program10.5582007 4,297 $$2,397$ 4,841Total Child and Adult Care Food Program10.5582007 4,297 $$2,397$ 4,841Total U.S. Department of Agriculture770,55969,361 <b>U.S. Department of Education</b> 770,55969,361Direct Program: Federal Pell Grant Program84.0632008111,859Passed through the Ohio Department of Education:700,240 200870,240 200870,240 2008Total Title I Grants to Local Educational Agencies84.027 20082007 20084,208 2008Special Education_Grants to States84.027 20082007 2008120,825 2008 200844,186 2008Special Education Cluster82,51972008 201,22144,186 201,2212008 201,221Vocational Education Cluster82,6197 20082008 201,22144,186 201,221Special Education Cluster2008 201,22144,186 201,221Special Education Cluster2008 201,22144,186 201,221Special Educati	Expenditures	Non-Cash Expenditures
School Breakfast Program      10.553      2007      \$27,175        Total School Breakfast Program      10.553      2008      121.436        National School Lunch Program      10.555      2007      111.627        Total National School Lunch Program      10.555      2007      111.627        Total National School Lunch Program      10.555      2007      111.627        Total Child Nutrition Cluster      759.321      69.360        Child and Adult Care Food Program      10.558      2007      2.397        Total U.S. Department of Agriculture      770.559      69.360        Direct Program:      770.559      69.360        Passed through the Ohio Department of Education:      770.559      69.360        Total U.S. Department of Education:      770.559      69.360        Direct Program:      770.559      69.360        Passed through the Ohio Department of Education:      70.240      2008      111.859        Passed through the Ohio Department of Education:      70.240      2008      70.240        2008      29.361      2007      4.209      70.240        2008      201.221      367.8		
Total School Breakfast Program      148,611        National School Lunch Program      10.555      2007      111,627        Total National School Lunch Program      2008      499,083      569,363        Total National School Lunch Program      10.555      2007      2,397        Total Child Nutrition Cluster      759,321      69,363        Total Child and Adult Care Food Program      10.558      2007      2,397        Total U.S. Department of Agriculture      770,559      69,363        U.S. Department of Education      770,559      69,364        Direct Program:      770,559      69,364        Federal Pell Grant Program      84.063      2008      111,859        Passed through the Ohio Department of Education:      70,240      2008      70,240        Total I Grants to Local Educational Agencies      84.010      2007      4.209      203,417        Total Special Education_Grants to States      84.027      2007      120,825      5        Special Education_Grants to States      84,027      2007      120,825      5        Special Education_Grants to States      84,173      24,919      201,221	\$27,175	
Total National School Lunch Program $2008$ $\frac{499.083}{610,710}$ $\frac{569.361}{69,360}$ Total Child Nutrition Cluster759.321 $69.361$ Child and Adult Care Food Program $10.558$ $2007$ $2.397$ Total Child and Adult Care Food Program $11.238$ $11.238$ Total U.S. Department of Agriculture $770.559$ $69.361$ U.S. Department of Education $770.559$ $69.361$ Direct Program: $770.559$ $69.361$ Passed through the Ohio Department of Education: $770.559$ $69.361$ Title I Grants to Local Educational Agencies $84.063$ $2008$ $111.859$ Passed through the Ohio Department of Education: $2008$ $2007$ $4.209$ Total Title I Grants to Local Educational Agencies $84.010$ $2007$ $4.209$ Special Education Cluster: $367.866$ $367.866$ Special Education Cluster: $84.027$ $2007$ $120.825$ Special Education_Grants to States $84.027$ $2007$ $120.825$ Special Education_Grants to States $84.173$ $24.919$ $201.221$ Total Special Education_Basic Grants to States $84.028$ $2008$ $157.033$ Special Education_Basic Grants to States $84.186$ $2008$ $7.930$ State Grants for Innovative Programs $84.298$ $2008$ $6.227$ Education Technology State Grants $84.318$ $2008$ $7.181$	<u>121,436</u> 148,611	
Total National School Lunch Program610,71069,360Total Child Nutrition Cluster759,32169,360Child and Adult Care Food Program10.55820072,397Total Child and Adult Care Food Program20088,84111,238Total U.S. Department of Agriculture770,55969,360Direct Program:770,55969,360Direct Program:770,55969,360Direct Program:770,55969,360Direct Program:770,55969,360Direct Program:84.0632008111,859Passed through the Ohio Department of Education:70,240200870,240Total Title I Grants to Local Educational Agencies84.01020074,209Special Education Cluster:2008679,453367,866Special Education Cluster:2008679,453367,866Special Education Grants to States84.17324,919367,865Total Special Education_Grants to States84.0482008157,033Total Special Education_Basic Grants to States2008157,03344,188Total Vocational Education_Basic Grants to States201,2212017201,221Safe and Drug-Free Schools and Communities_State Grants84,18620087,930State Grants for Innovative Programs84,29820086,227Education Technology State Grants84,31820087,181	111,627	
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State Grants for Innovative Programs84.29820086,227Education Technology State Grants84.31820087,181	43,495 200,528	
Education Technology State Grants 84.318 2008 7,181	7,957	
	6,227	
Comprehensive School Reform Demonstration 84.332 2007 11,265	7,181	
	11,518	
Improving Teacher Quality State Grants 84.367 2007 17,514	11,663	
2008      145,758        Total Improving Teacher Quality State Grants      163,272	145,508 157,171	
Total U.S. Department of Education 1,702,018	1,661,495	
Corporation for National and Community Service Passed through the Ohio Department of Education:		
Learn and Serve America_School and Community    Based Programs    94.004	9,686	
Totals \$2,482,263 \$69,364	\$2,441,740	\$69,368

The Notes to the Federal Awards Receipts and Expenditures Schedule are an integral part of this schedule.

## NOTES TO THE FEDERAL AWARDS RECEIPTS AND EXPENDITURES SCHEDULE FISCAL YEAR ENDED JUNE 30, 2008

## **NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

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

## **NOTE B - CHILD NUTRITION CLUSTER**

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

## NOTE C - FOOD DONATION PROGRAM

Program regulations do not require the District to maintain separate inventory records for purchased food and food received from the U.S. Department of Agriculture. This non-monetary assistance (expenditures) is reported in the Schedule at the entitlement value of the commodities received.



Mary Taylor, CPA Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Madison Local School District Richland County 1379 Grace Street Mansfield, Ohio 44905-2742

To the Board of Education:

We have audited the financial statements of the governmental activities, the business-type activities, the major fund, and the aggregate remaining fund information of Madison Local School District, Richland County, Ohio, (the District) as of and for the year ended June 30, 2008, which collectively comprise the District's basic financial statements and have issued our report thereon dated February 12, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

## Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinions on the financial statements, but not to opine on the effectiveness of the District's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the District's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the District's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the District's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

We consider the following deficiencies described in the accompanying schedule of findings to be significant deficiencies in internal control over financial reporting: Findings 2008-001 and 2008-002.

101 Central Plaza South / 700 Chase Tower / Canton, OH 44702-1509 Telephone: (330) 438-0617 (800) 443-9272 Fax: (330) 471-0001 www.auditor.state.oh.us Madison Local School District Richland County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the District's internal control will not prevent or detect a material financial statement misstatement.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and accordingly, would not necessarily disclose all significant deficiencies that are also material weaknesses. We believe the significant deficiencies described above are not material weaknesses.

We also noted certain internal control matters that we reported to the District's management in a separate letter dated February 12, 2009.

## **Compliance and Other Matters**

As part of reasonably assuring whether the District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We did note certain noncompliance or other matters that we reported to the District's management in a separate letter dated February 12, 2009.

The District's responses to the findings identified in our audit are described in the accompanying schedule of findings. We did not audit the District's responses and, accordingly, we express no opinion on them.

We intend this report solely for the information and use of management, the Board of Education, and federal awarding agencies and pass-through entities. We intend it for no one other than these specified parties.

Mary Jaylor

Mary Taylor, CPA Auditor of State

February 12, 2009



Mary Taylor, CPA Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Madison Local School District Richland County 1379 Grace Street Mansfield, Ohio 44905-2742

To the Board of Education:

#### Compliance

We have audited the compliance of Madison Local School District, Richland County, Ohio, (the District) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that apply to each of its major federal programs for the year ended June 30, 2008. The summary of auditor's results section of the accompanying schedule of findings identifies the District's major federal programs. The District's management is responsible for complying with the requirements of laws, regulations, contracts, and grants applicable to each major federal program. Our responsibility is to express an opinion on the District's compliance based on our audit.

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

In our opinion, the District complied, in all material respects, with the requirements referred to above that apply to each of its major federal programs for the year ended June 30, 2008.

## Internal Control over Compliance

The District's management is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the District's internal control over compliance with requirements that could directly and materially affect a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

101 Central Plaza South / 700 Chase Tower / Canton, OH 44702-1509 Telephone: (330) 438-0617 (800) 443-9272 Fax: (330) 471-0001 www.auditor.state.oh.us Madison Local School District Richland County Independent Accountants' Report on Compliance with Requirements Applicable to Each Major Federal Program and on Internal Control Over Compliance In Accordance with OMB Circular A-133 Page 2

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in the District's internal control that might be significant deficiencies or material weaknesses as defined below. However, as discussed below, we identified a certain deficiency in internal control over compliance that we consider to be a significant deficiency.

A *control deficiency* in internal control over compliance exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent or detect noncompliance with a federal program compliance requirement on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the District's ability to administer a federal program such that there is more than a remote likelihood that the District's internal control will not prevent or detect more-than-inconsequential noncompliance with a federal program compliance the deficiency in internal control over compliance described in the accompanying schedule of findings as finding 2008-003 to be a significant deficiency.

A material weakness is significant deficiency, or combination of significant deficiencies, that result in more than a remote likelihood that the District's internal control will not prevent or detect material noncompliance with a federal program's compliance requirements. We did not consider the deficiency described in the accompanying schedule of findings to be a material weakness.

The District's response to the finding we identified is described in the accompanying schedule of findings. We did not audit the District's response and, accordingly, we express no opinion on it.

We intend this report solely for the information and use of management, the Board of Education, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

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Mary Taylor, CPA Auditor of State

February 12, 2009

## SCHEDULE OF FINDINGS OMB CIRCULAR A -133 § .505 JUNE 30, 2008

# 1. SUMMARY OF AUDITOR'S RESULTS

(d)(1)(i)	Type of Financial Statement Opinion	Unqualified
(d)(1)(ii)	Were there any material control weaknesses reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other significant deficiencies in internal control reported at the financial statement level (GAGAS)?	Yes
(d)(1)(iii)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
(d)(1)(iv)	Were there any material internal control weaknesses reported for major federal programs?	No
(d)(1)(iv)	Were there any other significant deficiencies in internal control reported for major federal programs?	Yes
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified
(d)(1)(vi)	Are there any reportable findings under § .510?	Yes
(d)(1)(vii)	Major Programs (list):	CFDA # 84.063 – Federal Pell Grant Program Child Nutrition Cluster: CFDA # 10.553 – School Breakfast Program and CFDA # 10.555 – National School Lunch Program
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	Yes

## 2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

## FINDING NUMBER 2008-001

## **Significant Deficiency**

## **Food Service Receipts**

Our food service receipt testing revealed the cash register tapes were not reconciled to actual cash receipts deposited and posted to the revenue ledger. Variances between the register tapes and actual deposits ranged from \$108.36 over to \$130.45 under, and totaled \$2,783 under for the year. Management indicated these variances related to cash register key-punch errors for free and reduced lunches. We performed alternative procedures to help ensure the completeness of the receipts.

Failure to reconcile the cash register tapes to the actual cash receipts deposited and posted to the revenue ledger, increases risk of theft and financial statement errors in the District's other governmental funds receipts. These conditions could also cause errors on the District's "CN" reports resulting in improper reimbursements for the National School Lunch federal grant and noncompliance with grant requirements.

The District should reconcile the food service cash register tapes daily to the actual cash deposited and posted to the revenue ledger. Amounts over or under the cash register tapes and actual deposits should be documented, explained, and approved by a supervisor.

**Officials' Response:** See Finding 2008-003 for officials' response.

## FINDING NUMBER 2008-002

## Significant Deficiency

## **Capital Assets**

Our testing of capital assets revealed the following weaknesses:

- The District did not maintain a detailed capital additions listing after an independent appraisal was performed on December 9, 1999. In several instances, a single dollar amount consisted of several assets.
- The District has not "tagged" additions to capital assets acquired after the independent appraisal was performed on December 9, 1999. Additionally, many of the capital assets included in the appraisal have multiple identification tags from different capital asset inventories.
- We identified \$232,835 of unrecorded capital assets and \$152,065 of items improperly included as capital assets. These amounts were not adjusted to the financial statements; they were reported to management as unadjusted differences from our audit.

To help improve accountability over their capital asset accounting system:

- The District should maintain a detailed capital asset addition listing in order to determine the quantity, description, amount, and location of each capital asset.
- The District should develop a system for tracking deletions. This could be done by establishing a capital asset policy, which could address such items as using addition and deletion forms, and any approval needed for the deletion of assets. To help ensure the accuracy of their capital asset listing, the District should consider having a physical asset observation. This could be done by an outside appraisal company, or could be done using the District's staff (i.e. asking each employee to verify the assets in their possession).

Madison Local School District Richland County Schedule of Findings Page 3

## FINDING NUMBER 2008-002 (Continued)

## Significant Deficiency (Continued)

- The District should tag all capital assets to enable proper identification. This will help ensure the tracking of the assets. This could be done in conjunction with the physical observation and would be beneficial in determining the accuracy of the capital asset listing.
- The District should individually list all assets in order to ensure the list is accurate and complete, and to ensure it only includes assets above the capitalization threshold. The District should also ensure all expenditures are coded correctly so they will be included as possible capital assets.

Officials' Response: The District will work on this as time and money allows.

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS	

Finding Number	2008-003
CFDA Title and Number	Child Nutrition Cluster 10.553 & 10.555
Federal Award Number / Year	2008
Federal Agency	U.S. Department of Education
Pass-Through Agency	Ohio Department of Education

Refer to finding # 2008-001 in Section 2 above.

## Officials' Response:

		Anticipated	
Finding		Completion	Responsible
Number	Planned Corrective Action	Date	Contact Person
2008-003	The Food Service Department implemented a new	March 2009	Robin Klenk,
	Point of Sale system for the year being audited. The		Treasurer
	Food Service Director and the Treasurer's office were		(419) 589-2600
	aware of the situation and had been working on the		RKLENK@MLSD.NET
	problem. We reviewed our internal controls and felt		_
	secure that it was a problem with the point of sale		
	system and not an employee theft problem. The		
	Trainer from KBM Systems will be coming here in		
	March to spend a day with our Food Service staff to		
	see what is happening with the system and have it		
	corrected.		

## SCHEDULE OF PRIOR AUDIT FINDINGS JUNE 30, 2008

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b>Explain</b>
2007-001	Capital Assets – Various weaknesses were identified in the capital assets.	No	See Finding Number 2008-002.





# MADISON LOCAL SCHOOL DISTRICT

**RICHLAND 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 Babbett

CLERK OF THE BUREAU

CERTIFIED MARCH 31, 2009

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