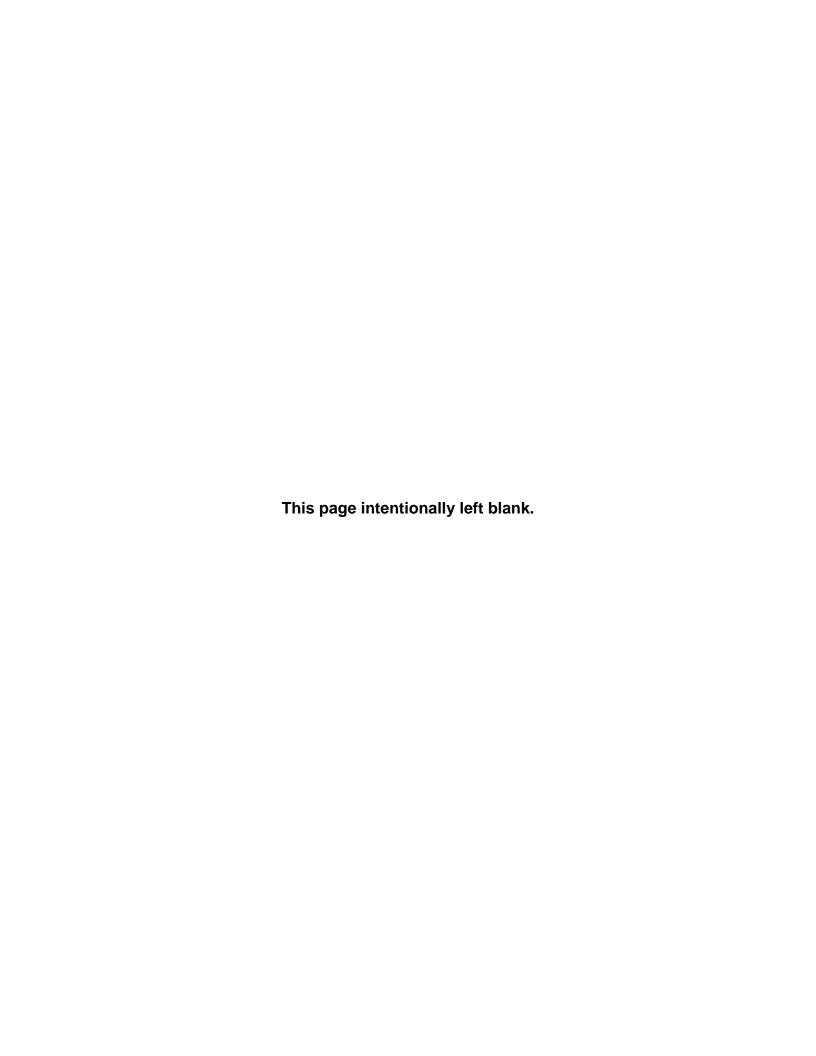




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# Mary Taylor, CPA Auditor of State

#### INDEPENDENT ACCOUNTANTS' REPORT

North Central Local School District Williams County 400 East Baubice Street Pioneer, Ohio 43554-9637

#### To the Board of Education:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the North Central Local School District, Williams 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.

Ohio Administrative Code § 117-2-03 (B) requires the District to prepare its annual financial report in accordance with accounting principles generally accepted in the United States of America. However, as discussed in Note 2, the accompanying financial statements and notes follow the cash accounting basis. This is a comprehensive accounting basis other than generally accepted accounting principles. The accompanying financial statements and notes omit assets, liabilities, fund equities, and disclosures that, while material, we cannot determine at this time

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the North Central Local School District, Williams County, Ohio, as of June 30, 2008, and the respective changes in cash financial position and the budgetary comparison for the General fund thereof for the year then ended in conformity with the basis of accounting in Note 2 describes.

North Central Local School District Williams County Independent Accountants' Report Page 2

As described in Note 3, for the year ended June 30, 2008, the District revised its financial presentation from reporting in accordance with accounting principles generally accepted in the United States of America to reporting on the cash basis of accounting.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2008, 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.

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information the Governmental Accounting Standards Board requires. We have applied certain limited procedures, 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.

Mary Taylor, CPA Auditor of State

Mary Taylor

December 18, 2008

#### MANAGEMENT DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2008 UNAUDITED

The discussion and analysis of the financial performance of North Central Local School District (the District) 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 notes 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 decreased \$211,322.
- General revenues accounted for \$6,525,817, or 86 percent of all revenues. Program specific revenues in the form of charges for services and operating grants and contributions accounted for \$1,055,803, or 14 percent of total revenues of \$7,581,620.
- The District's major funds included the General Fund and the Bond Retirement Fund.
- The General Fund had \$6,369,227 in receipts and other financing sources and \$6,385,421 in disbursements and other financing uses. The General Fund's balance decreased \$16,194 from the prior fiscal year. The Bond Retirement Fund had \$228,158 in receipts and \$274,636 in disbursements and other financing uses. The Bond Retirement Fund's balance decreased \$46,478 from the prior fiscal year.
- The revenue generated from the Bond Retirement Fund is used to pay for the current portion of bonded debt.

#### **Using the Basic Financial Statements**

This annual report consists of a series of financial statements and notes to those statements. The statements are organized so the reader can understand the District as a financial whole, or as an entire operating entity.

The statement of net assets and the 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 a greater 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 a single column.

For the District, the General Fund is the most significant fund. The General Fund and the Bond Retirement Fund are the only two major funds.

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

#### Reporting the District as a Whole

#### **Statement of Net Assets and Statement of Activities**

The statement of net assets and the statement of activities, both reported on the cash basis, reflects how the District did financially during fiscal year 2008. These statements are reported on the cash basis of accounting, which reflects receipts and disbursements when cash is received or disbursed.

These statements report the District's net assets and changes in those assets. This change in net assets is important because it tells the reader whether the financial position of the District as a whole has increased or decreased from the prior fiscal year. Over time, these increases and/or decreases are one indicator of whether the financial position is improving or deteriorating. Causes for these changes 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 discloses a single type of activity, it's governmental activities, which include all of the District's programs and services, are reported here including instruction, support services, non-instructional services, and extracurricular activities. These services are primarily funded by property tax revenues and from intergovernmental revenues, including federal and state grants and other shared revenues.

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

#### **Fund Financial Statements**

Fund financial statements provide detailed information about the District's major funds. While the District uses many funds to account for its financial transactions, the fund financial statements focus on the District's most significant funds. The District's major funds are the General Fund and the Bond Retirement Fund.

Governmental Funds - Most of the District's activities are reported in governmental funds, which focus on how monies flow into and out of those funds and the balances left at fiscal year end for spending in future periods. These funds are reported using the cash basis of accounting. 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 determine whether there are more or less financial resources that can be spent in the near future to finance educational programs.

Fiduciary Funds - Fiduciary funds are used to account for resources held for the benefit of parties outside the District. Fiduciary funds are not reflected on the government-wide financial statements because the resources from these funds are not available to support the District's programs. These funds use the cash basis of accounting.

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

#### The District as a Whole

Table 1 provides a summary of the District's net assets for fiscal year 2008 compared to fiscal year 2007.

Table 1
Net Assets – Cash Basis
Governmental Activities

COVERTITION AUTOMOS								
	2008	2007						
Assets:		_						
Current and Other Assets	\$2,795,370	\$3,006,692						
Net Assets:								
Restricted	1,019,242	1,214,370						
Unrestricted	1,776,128	1,792,322						
Total	\$2,795,370	\$3,006,692						

The decrease was attributed to the purchase of two new buses and other permanent improvements.

Table 2 reflects the changes in net assets for fiscal year 2008. This is the first year of implementation of the cash basis of accounting. Comparative figures are not available for fiscal year 2007. A comparative analysis will be provided in future years when prior year information is available.

Table 2
Change in Net Assets – Cash Basis
Governmental Activities

Governmental Activities						
	2008					
Revenues:						
Program Revenues:						
Charges for Services and Sales	\$370,103					
Operating Grants, Contributions and Interest	685,700					
Total Program Revenues	1,055,803					
General Revenues:						
Property Taxes	2,758,902					
Grants and Entitlements	3,505,357					
Investment Earnings	85,833					
Miscellaneous	150,642					
Proceeds from Sale of Capital Assets	800					
Refund of Prior Year Expenditures	24,283					
Total General Revenues	6,525,817					
Total Revenues	7,581,620					

(Continued)

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

Expenses:	
Instruction	4,523,975
Support Services:	
Pupils	248,441
Instructional Staff	354,743
Board of Education	19,720
Administration	494,081
Fiscal	240,451
Operation and Maintenance of Plant	637,408
Pupil Transportation	486,568
Central	64,588
Non-Instructional	236,345
Extracurricular Activities	199,422
Capital Outlay	16,700
Principal	200,000
Interest and Fiscal Charges	70,500
Total Expenses	7,792,942
Decrease in Net Assets	(\$211,322)

Program receipts account for 14 percent of total receipts and are represented by restricted intergovernmental receipts, extracurricular activities, and food service sales.

The major program disbursements for governmental activities are for instruction, which accounts for 58 percent of all governmental disbursements. Other programs which support the instruction process, including pupil, instructional staff, and pupil transportation account for 14 percent of governmental disbursements. Maintenance of the District's facilities also represents a significant disbursement of 8 percent. The remaining 20 percent of the District's disbursements are related to the primary functions of delivering education and providing facilities. These costs are funded almost entirely from property taxes and grants and entitlements.

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

#### **Governmental Activities**

Table 3 indicates the total cost of services and the net cost of services for governmental activities. The statement of activities, cash basis, reflects the cost of program services and the charges for services and sales, grants, and contributions offsetting those services. The net cost of services identifies the cost of those services supported by tax revenues and unrestricted state entitlements.

Table 3
Governmental Activities

Governmental Activities							
	Total Cost of Services	Net Cost of Services					
	2008	2008					
Instruction	\$4,523,975	\$3,774,067					
Support Services:							
Pupils	248,441	248,441					
Instructional Staff	354,743	352,947					
Board of Education	19,720	19,720					
Administration	494,081	494,081					
Fiscal	240,451	240,451					
Operation and Maintenance of Plant	637,408	637,408					
Pupil Transportation	486,568	473,784					
Central	64,588	53,588					
Non-Instructional	236,345	1,953					
Extracurricular Activities	199,422	153,499					
Capital Outlay	16,700	16,700					
Principal	200,000	200,000					
Interest and Fiscal Charges	70,500	70,500					
Total Expenses	\$7,792,942	\$6,737,139					

The dependence upon tax revenues and unrestricted state entitlements for governmental activities is apparent. Over 83 percent of instruction activities are supported through taxes and other general revenues. For all governmental activities, support from general revenues is 86 percent. The remaining 14 percent are derived from tuition and fees, specific grants, and donations.

#### **The District's Funds**

The District's governmental funds are accounted for using the cash basis of accounting. The District's major governmental funds were the General Fund and the Bond Retirement Fund. Total governmental funds had revenues and other financing sources of \$7,616,999 and expenditures and other financing uses of \$7,828,321. The District's net negative change of \$211,322 was primarily due to expenditures increasing slightly more than revenues.

#### **General Fund Budgeting Highlights**

The District's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the General Fund. During the course of fiscal year 2008, the District amended its General Fund budget as needed.

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

During the course of fiscal year 2008, the District amended its General Fund budget as needed. There were no significant variances between original and final budget amounts. Final expenditures and other financing uses were budgeted at \$6,599,813, while actual expenditures and other financing uses were \$6,473,479.

#### **Debt Administration**

At June 30, 2008, the District had \$1,690,000 in school improvement general obligation bonds for building improvements. The bonds were issued in February 2004, with final maturity on December 1, 2015. The bonds are being retired through the Bond Retirement Fund.

At June 30, 2008, the District's overall legal debt margin was \$6,130,881 with an un-voted debt margin of \$86,899.

For further information regarding the District's debt, see the notes to the basic financial statements.

#### **Current Issues**

The District is continuing to be conservative in its spending in the state of a declining economy and uncertainty in State funding. Pioneer is a small rural community of 1,500 people in Northwest Ohio. It has a number of small and medium businesses with agriculture having a contributing influence on the economy.

The District is currently operating in the second year of the state biennium budget. 41 percent of District revenue sources is from local funds, 56 percent from is state funds (foundation restricted and unrestricted and 400 funds) and the remaining 3 percent is from federal funds (500 funds). The total expenditure per pupil was calculated at \$9,673 according to the Ohio Department of Education website report card information.

In February 2005, the District passed a five-year emergency levy to address a need for additional revenue. This levy provides a source of funds for the financial operations and stability of the District. However, future finances are not without challenges as our community changes and state funding is revised. The phase out of personal property tax revenue will have a significant impact on the District.

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

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the District's finances and to reflect the District's accountability for the monies it receives. Questions concerning any of the information in this report or request for additional information should be directed to Eric Smeltzer, Treasurer, North Central Local School District, 400 East Baubice Street, Pioneer, Ohio 43554-9637.

### Statement of Net Assets - Cash Basis June 30, 2008

	_	Governmental Activities
Assets:	_	
Equity in Pooled Cash and Cash Equivalents	\$	2,795,370
	-	
NET ASSETS:		
Restricted for Debt Service		735,562
Restricted for Capital Outlay		113,901
Restricted for Other Purposes		169,779
Unrestricted	_	1,776,128
Total Net Assets	\$	2,795,370

#### Statement of Activities - Cash Basis For the Fiscal Year Ended June 30, 2008

Net (Expense) Revenue and Changes in Net

			Program R	evenues	Changes in Net Assets
	_	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Governmental Activities
Governmental Activities:					
Instruction:					
Regular	\$	3,748,910 \$	196,410 \$	62,755 \$	(3,489,745)
Special		588,680		469,228	(119,452)
Vocational		116,622		21,515	(95,107)
Other		69,763			(69,763)
Support Services:					(2.42.4.4.)
Pupils		248,441			(248,441)
Instructional Staff		354,743		1,796	(352,947)
Board of Education		19,720			(19,720)
Administration		494,081			(494,081)
Fiscal		240,451			(240,451)
Operation and Maintenance of Plant		637,408			(637,408)
Pupil Transportation		486,568		12,784	(473,784)
Central		64,588		11,000	(53,588)
Operation of Non-Instructional Services		236,345	127,770	106,622	(1,953)
Extracurricular Activities		199,422	45,923		(153,499)
Capital Outlay		16,700			(16,700)
Debt Service:					
Principal		200,000			(200,000)
Interest and Fiscal Charges		70,500			(70,500)
Totals	\$ =	7,792,942 \$	370,103 \$	685,700	(6,737,139)
	Gen	eral Revenues:			
		Taxes:			
		Property Taxes, Levie	d for General Purposes		2,289,303
		Property Taxes, Levie	d for Capital Outlay		310,563
		Property Taxes, Levie	d for Debt Service		159,036
		Grants and Entitlemen	nts not Restricted to Spe	cific Programs	3,505,357
		Investment Earnings			85,833
		Miscellaneous			150,642
		Proceeds from Sale of	Capital Assets		800
		Refund of Prior Year E	xpenditures		24,283
	Tota	l General Revenues			6,525,817
	Cha	nge in Net Assets			(211,322)
	Net	Assets Beginning of Ye	ear		3,006,692
	Net	Assets End of Year		\$	2,795,370

#### Statement of Cash Basis Assets and Fund Balances Governmental Funds June 30, 2008

	_	General Fund	-	Bond Retirement Fund		Other Governmental Funds		Total Governmental Funds
Assets								
Current Assets:	_		_		_		_	
Equity in Pooled Cash and Cash Equivalents	\$ =	1,776,128	\$	735,562	\$	283,680	\$	2,795,370
Fund Balances								
Reserved:								
Reserved for Encumbrances	\$	88,058			\$	51,673	\$	139,731
Unreserved, Undesignated, Reported in:								
General Fund		1,688,070						1,688,070
Special Revenue Funds						150,084		150,084
Debt Service Funds			\$	735,562				735,562
Capital Projects Funds						81,923		81,923
Total Fund Balances	\$	1,776,128	\$	735,562	\$	283,680	\$	2,795,370

## Statement of Cash Receipts, Disbursements and Changes in Cash Fund Balances Governmental Funds

For the Fiscal Year Ended June 30, 2008

		General Fund	Bond Retirement Fund	All Other Governmental Funds	Total Governmental Funds
DEVENUES.					
REVENUES: Property and Other Local Taxes	\$	2,289,303 \$	159,036 \$	310,563 \$	2,758,902
Intergovernmental	Ψ	3,652,356	49,743	488,958	4,191,057
Interest		81,327	10,1 10	4,506	85,833
Tuition and Fees		190,234		3,344	193,578
Rent		200		2,2	200
Extracurricular Activities				45,923	45,923
Customer Sales and Services		2,632		127,770	130,402
Miscellaneous		128,092		22,550	150,642
Total Revenues		6,344,144	208,779	1,003,614	7,556,537
EXPENDITURES:					
Current:					
Instruction:					
Regular		3,548,596		200,314	3,748,910
Special		344,780		243,900	588,680
Vocational		113,122		3,500	116,622
Other		69,763			69,763
Support Services:		040.004		0.000	040 444
Pupils		246,361		2,080	248,441
Instructional Staff Board of Education		294,084 19,720		60,659	354,743 19,720
Administration		470,201		23,880	494,081
Fiscal		221,103	4,136	25,660 15,212	240,451
Operation and Maintenance of Plant		462,919	4,130	174,489	637,408
Pupil Transportation		349,728		136,840	486,568
Central		64,588		130,040	64,588
Operation of Non-Instructional Services		1,084		235,261	236,345
Extracurricular Activities		143,993		55,429	199,422
Capital Outlay		1 10,000		16,700	16,700
Debt Service:				. 0,. 00	. 5,. 55
Principal			200,000		200,000
Interest			70,500		70,500
Total Expenditures		6,350,042	274,636	1,168,264	7,792,942
Excess of Expenditures Over Revenues		(5,898)	(65,857)	(164,650)	(236,405)
OTHER FINANCING SOURCES AND USES:					
Transfers In			19,379	16,000	35,379
Proceeds from the Sale of Capital Assets		800			800
Refund of Prior Year Expenditures		24,283			24,283
Transfers Out		(35,379)			(35,379)
Total Other Financing Sources and Uses		(10,296)	19,379	16,000	25,083
Net Change in Fund Balances		(16,194)	(46,478)	(148,650)	(211,322)
Fund Balance at Beginning of Year	_	1,792,322	782,040	432,330	3,006,692
Fund Balance at End of Year	\$	1,776,128 \$	735,562 \$	283,680 \$	2,795,370

#### Schedule of Revenues, Expenditures and Changes in Fund Balance Budget (Non-GAAP Basis) and Actual Comparison GENERAL FUND

For the Fiscal Year Ended June 30, 2008

	Or	iginal Budget		Final Budget	_	Actual		Variance with Final Budget
REVENUES:			-					
Property and Other Local Taxes	\$	2,345,467	\$	2,345,467	\$	2,289,303	\$	(56,164)
Intergovernmental		3,352,050		3,352,050		3,652,356		300,306
Interest		48,010		48,010		81,327		33,317
Tuition and Fees		155,000		155,000		190,234		35,234
Rent		300		300		200		(100)
Gifts and Donations		600		600				(600)
Customer Sales and Services						2,632		2,632
Miscellaneous		651,200	_	651,200		128,092	_	(523,108)
Total Revenues		6,552,627	-	6,552,627	-	6,344,144		(208,483)
EXPENDITURES:								
Current:								
Instruction:								
Regular		3,360,928		3,490,243		3,556,521		(66,278)
Special		440,614		440,614		345,152		95,462
Vocational		125,673		135,558		114,602		20,956
Other		64,690		64,690		69,763		(5,073)
Support Services:								
Pupils		310,886		310,886		250,761		60,125
Instructional Staff		358,655		358,655		297,549		61,106
Board of Education		31,306		31,306		21,009		10,297
Administration		466,377		467,877		474,934		(7,057)
Fiscal		225,913		225,913		221,710		4,203
Business		200		200				200
Operation and Maintenance of Plant		492,950		497,456		516,397		(18,941)
Pupil Transportation		376,075		384,443		359,415		25,028
Central		50,286		50,286		64,588		(14,302)
Operation of Non-Instructional Services:								
Food Service Operations		900		900		1,134		(234)
Extracurricular Activities		124,786		124,786		144,565		(19,779)
Total Expenditures		6,430,239	-	6,583,813		6,438,100	•	145,713
Excess of Revenues Over (Under) Expenditures	_	122,388		(31,186)		(93,956)		(62,770)
Other Financing Sources and Uses:								
Proceeds from Sale of Capital Assets						800		800
Refund of Prior Year Expenditures		30,000		30,000		24,283		(5,717)
Transfers Out				(16,000)		(35,379)		(19,379)
Total Other Financing Sources and Uses		30,000	-	14,000	-	(10,296)	-	(24,296)
Net Change in Fund Balances		152,388	•	(17,186)	-	(104,252)	•	(87,066)
Fund Balance at Beginning of Year		1,639,280		1,639,280		1,639,280		, ,
Prior Year Encumbrances Appropriated		153,042		153,042		153,042		
Fund Balance at End of Year	\$	1,944,710	\$	1,775,136	\$	1,688,070	\$	(87,066)

#### Statement of Fiduciary Net Assets - Cash Basis Fiduciary Funds June 30, 2008

	-	Private Purpose Trust	Agency Fund
Assets Current Assets: Equity in Pooled Cash and Cash Equivalents	\$ :	7,591	\$ 54,655
Liabilities Current Liabilities: Undistributed Monies			\$ 54,655
Net Assets Held in Trust for Scholarships	\$	7,591	

#### Statement of Changes in Fiduciary Net Assets - Cash Basis Fiduciary Fund For the Fiscal Year Ended June 30, 2008

	<u>-</u>	Private Purpose Trust
ADDITIONS: Donations and gifts	\$	3,530
<b>DEDUCTIONS:</b> Payments in Accordance with Trust Agreements	_	4,884
Change in Net Assets Net Assets Beginning of Year Net Assets End of Year	\$ <u>-</u>	(1,354) 8,945 7,591

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

#### 1. DESCRIPTION OF THE DISTRICT AND REPORTING ENTITY

North Central 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. North Central Local School District is a local school district as defined by §3311.03 of the Ohio Revised Code. The District operates under an elected Board of Education (5 members) and is responsible for the provision of public education to residents of the District. The Board oversees the operations of the District's two instructional/support facilities staffed by 31 non-certified and 54 certified full-time teaching personnel who provide services to 703 students and other community members.

#### The Reporting Entity

The reporting entity is comprised of the primary government, component units, and other organizations that are included to insure that the 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. This includes general operations, food service, 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 (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; the District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or 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. Component units also include legally separate, tax exempt entities whose resources are for the direct benefit of the District, are accessible to the District, and are significant in amount to the District. The District does not have any component units.

The District is associated with organizations, which are defined as jointly governed organizations and group purchasing pools. These organizations include the Northwest Ohio Computer Association, the Northern Buckeye Education Council, the Four County Career Center, the Northern Buckeye Education Council's Employee Insurance Benefits Program, Northwest Ohio Educational Research Council, Inc., the Northern Buckeye Education Council Workers' Compensation Group Rating Plan, and the Ohio School Plan. These organizations are presented in Notes 13 and 14 to the basic financial statements.

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As discussed further in Note 2.C, these financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied, to the extent they are applicable to the cash basis of accounting, unless those pronouncements conflict with or contradict GASB pronouncements, in which case GASB prevails. Following are the more significant of the District's accounting policies.

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

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

#### A. Basis of Presentation

The District's basic financial statements consist of government-wide financial statements, including a statement of net assets and a statement of activities, and fund financial statements, which provide a more detailed level of financial information.

#### Government-Wide Financial Statements

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

The statement of net assets presents the cash balance of the governmental activities of the District at fiscal year end. The statement of activities compares disbursements with program receipts for each program or function of the District's governmental activities. Disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the government is responsible. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing on a cash basis or draws from the District's general receipts.

#### Fund Financial Statements

During the fiscal year, the District segregates transactions related to certain District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the District at this more detailed level. The focus of governmental fund financial statements is on major funds. Fund statements present each major fund in a separate column and aggregate nonmajor funds in a single column. Fiduciary funds are reported by type.

#### B. Fund Accounting

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

#### Governmental Funds

The District classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions as governmental funds. The District's major funds are the General Fund and the Bond Retirement 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 to the District for any purpose provided it is expended or transferred according to the general laws of Ohio.

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

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

<u>Bond Retirement Fund</u> - The Bond Retirement Fund is used to account for the accumulation of resources to be used for, and the payment of, general long-term debt principal, interest and related costs.

The other governmental funds of the District account for grants and other resources whose uses are restricted to a particular purpose.

#### Fiduciary Funds

The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private purpose trust funds, and agency funds. Trust funds are used to account for assets held by the District under a trust agreement for individuals, private organizations, or other governments and are not available to support the District's own programs. The District's private purpose trust fund accounts for college scholarships for students. Agency funds are custodial in nature. The District's agency funds account for various student-managed activities.

#### C. Basis of Accounting

The District's financial statements are prepared using the cash basis of accounting. Receipts are recorded in the District's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred.

#### D. Budgetary Process

All funds, except agency funds, are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriations resolution, all of which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount the Board of Education may appropriate. The appropriations resolution is the Board's authorization to spend resources and sets annual limits on expenditures plus encumbrances at the level of control selected by the Board. The legal level of budgetary control selected by the Board is at the object level for the General Fund and the fund level for all other funds. Any budgetary modifications at this level may only be made by resolution of the Board of Education. Budgetary allocations below these levels are made by the District Treasurer.

The Title VI-B and Early Childhood Preschool special revenue funds are flow through grants in which the Northwest Ohio Educational Service Center is the primary recipient. Budgetary information for these funds is not included within the District's reporting entity for which the "appropriated budget" is adopted.

The certificate of estimated resources may be amended during the fiscal year if projected increases or decreases in revenue are identified by the Treasurer. The amounts reported as the original budgeted amounts on the budgetary statements reflect the amounts on the certificate of estimated resources when the original appropriations were adopted. The amounts reported as the final budgeted amounts on the budgetary statements reflect the amounts on the amended certificate of estimated resources in effect at the time final appropriations were passed by the Board.

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

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

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

#### E. Cash, Cash Equivalents and Investments

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

Investments of the District's cash management pool and investments with an original maturity of three months or less at the time they are purchased by the District are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments.

Investments are reported as assets. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or negative receipts (contra revenue), respectively.

As authorized by Ohio statutes, the Board of Education has specified the funds to receive an allocation of interest earnings. Interest revenue credited to the General Fund during fiscal year 2008 amounted to \$81,327, which includes \$6,645 from the other District funds.

#### F. Inventory and Prepaid Items

The District reports disbursements for inventory and prepaid items when paid. These items are not reflected as assets in the accompanying financial statements.

#### G. Capital Assets

Acquisitions of property, plant and equipment are recorded as disbursements when paid. The financial statements do not report these assets.

#### H. Compensated Absences

Employees are entitled to cash payments for unused vacation and sick leave in certain circumstances, such as upon leaving employment. Unpaid vacation and sick leave are not reflected as liabilities under the cash basis of accounting used by the District.

#### I. Employer Contributions to Cost-Sharing Pension Plans

The District recognizes the disbursement for employer contributions to cost-sharing pension plans when they are paid. As described in Notes 10 and 11, the employer contributions include portions for pension benefits and for postretirement health care benefits.

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

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

#### J. Long-term Obligations

Cash basis financial statements do not report liabilities for bonds and other long-term obligations. Proceeds of debt are reported when cash is received and principal and interest payments are reported when disbursements are made.

#### K. Interfund Activity

The statements report exchange transactions between funds as receipts in the seller funds and as disbursements in the purchasing funds. Non-exchange flows of cash from one fund to another are reported as interfund transfers. Governmental funds report interfund transfers as other financing sources (uses). The statements do not report repayments from funds responsible for particular disbursements to the funds initially paying the costs.

#### L. Net Assets

Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net assets restricted for other purposes include resources restricted for food service operations, music and athletic programs, and federal and state grants restricted to cash disbursement for specified purposes. The District's policy is to first apply restricted resources when a cash disbursement is incurred for purposes for which both restricted and unrestricted net assets are available.

There are no amounts restricted by enabling legislation.

#### M. Fund Balance Reserves

The District reserves any portion of fund balances which is not available for appropriation or which is legally segregated for a specific future use. Unreserved fund balance indicates that portion of fund balance, which is available for appropriation in future periods. Fund balance reserves have been established for encumbrances.

#### 3. CHANGE IN BASIS OF ACCOUNTING AND RESTATEMENT OF FUND EQUITY

#### A. Change in Basis of Accounting

For 2008, the District ceased to report using generally accepted accounting principles and reported on the cash basis as described in Note 2.C.

#### B. Restatement of Fund Equity

The implementation of this change had the following effects on fund equity of the major and nonmajor funds of the District as they were previously reported. The effects on net assets of governmental activities are also presented.

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

#### 3. CHANGE IN BASIS OF ACCOUNTING AND RESTATEMENT OF FUND EQUITY – (Continued)

			Other
		Bond	Governmental
	General	Retirement	Funds
Fund Balance June 30, 2007	\$1,398,459	\$858,613	\$412,838
Eliminate Asset Accruals	(2,479,823)	(171,369)	(353,477)
Eliminate Liability Accrual	2,789,837	163,232	389,646
Adjusted Fund Balance June 30, 2007	\$1,708,473	\$850,476	\$449,007

Governmental Activities Net Assets June 30, 2007 Eliminate Government-Wide Financial Statement Adjustments:	\$4,244,737
Material and Supplies Inventory	(39,588)
Accrued Interest Receivable	(18)
Accounts Receivable	(2)
Intergovernmental Receivable	(28,253)
Taxes Receivable	(2,920,429)
Capital Assets	(3,799,675)
Accounts Payable	44,688
Accrued Wages and Benefits	387,405
Intergovernmental Payable	147,386
Matured Compensated Absences Payable	20,301
Deferred Revenue	2,614,217
Long Term Liabilities	2,337,187
Adjusted Governmental Activities Net Assets June 30, 2007	\$3,007,956

#### C. Prior Period Adjustment

The District previously included current year receipts on the financial statements and incorrectly allocated revenues to the various District funds. These changes had the following effect on the July 1, 2007, fund balances:

			Other	Total
		Bond	Governmental	Governmental
	General	Retirement	Funds	Activities
Adjusted Cash Fund Balance, June 30, 2007	\$1,708,473	\$850,476	\$449,007	\$3,007,956
Current Receipts Posted in Prior Audit Period			(1,264)	(1,264)
Funds Incorrectly Allocated	83,849	(68,436)	(15,413)	
Restated Cash Fund Balance, July 1, 2007	\$1,792,322	\$782,040	\$432,330	\$3,006,692

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

#### 4. COMPLIANCE

Ohio Administrative Code, Section 117-2-03 (B), requires the District to prepare its annual financial report in accordance with generally accepted accounting principles. However, the District prepared its financial statements on a cash basis, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The accompanying financial statements omit assets, liabilities, net assets/fund balances, and disclosures that, while material, cannot be determined at this time. The District can be fined and various other administrative remedies may be taken against the District.

#### 5. BUDGETARY BASIS OF ACCOUNTING

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Budgetary Basis presented for the general fund is prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The difference between the budgetary basis and the cash basis is outstanding year end encumbrances are treated as cash disbursements (budgetary basis) rather than as a reservation of fund balance (cash basis).

The encumbrances outstanding at year end (budgetary basis) amounted to:

General Fund \$88,058

#### 6. DEPOSITS AND INVESTMENTS

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

Active monies are public monies determined to be necessary to meet current demands upon the District Treasury. Active 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 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.

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 held by the District can be deposited or invested in the following securities:

1. United States Treasury bills, bonds, notes, 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;

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

#### 6. DEPOSITS AND INVESTMENTS – (Continued)

- 2. Bonds, notes, debentures, or any other obligation or security 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 must exceed the principal value of the agreement by at least two percent and to 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 or Ohio local governments;
- Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;
- 6. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations provided that investments in securities described in this division are made through eligible institutions,
- 7. The State Treasurer's investment pool (STAR Ohio); and
- 8. Commercial paper and bankers acceptances if training requirements have been met.

Investments in stripped principal or interest obligations, reverse purchase 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.

At year end, the District had \$20 in undeposited cash on hand which is included as part of "Equity in Pooled Cash and Cash Equivalents."

#### Deposits

Custodial credit risk for deposits is the risk that in the event of bank failure, the District will not be able to recover deposits or collateral securities that are in the possession of an outside party. At year end, \$2,647,680 of the District's bank balance of \$2,935,866 was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the District's name.

The District has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the District or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least one hundred five percent of the deposits being secured.

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

#### 7. LONG TERM OBLIGATIONS

Changes in long-term obligations of the District during fiscal year 2008 were as follows:

	Balance at July 1, 2007	<u>Deductions</u>	Balance at June 30, 2008	Due Within One Year
General Obligation Bonds	<u>\$1,890,000</u>	\$200,000	<u>\$1,690,000</u>	<u>\$200,000</u>

Debt outstanding at June 30, 2008, consisted of General Obligation Bonds totaling \$1,690,000 (interest rate was 2.0 to 5.0 percent at June 30, 2008). The bonds were issued on February 1, 2004, and consist of current interest bonds. The current interest bonds will mature in December 2015.

Total expenditures for interest for the above debt for the period ended June 30, 2008, was \$70,500.

The scheduled payments of principal and interest on debt outstanding at June 30, 2008, are as follows:

Year Ending June 30,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$200,000	\$66,000	\$266,000
2010	200,000	60,750	260,750
2011	200,000	55,000	255,000
2012	200,000	48,000	248,000
2013	200,000	39,250	239,250
2014-2016	690,000	55,000	745,000
Total	\$1,690,000	\$324,000	\$2,014,000

#### 8. PROPERTY TAXES

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

Property taxes include amounts levied against all real, public utility, and tangible personal (used in business) property located in the District. Real and public utility property tax revenues received in calendar year 2008 represent the collection of calendar year 2007 taxes. Real property taxes for 2008 were levied after April 1, 2007, on the assessed values as of January 1, 2007, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, 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 real and tangible personal property taxes for 2008 were levied after April 1, 2007, on the assessed values as of December 31, 2006, the lien date. Public utility real property is assessed at 35 percent of true value; tangible personal property is currently assessed at varying percentages of true value. Public utility property taxes are payable on the same dates as real property taxes described previously.

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

#### 8. PROPERTY TAXES – (Continued)

Tangible personal property tax revenues received in calendar year 2008 (other than public utility property) represent the collection of calendar year 2008 taxes. Tangible personal property taxes for 2008 were levied after April 1, 2007, on the value as of December 31, 2006. Tangible personal property is currently assessed at 25 percent of true value. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20.

The District receives property taxes from Williams 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 to be advanced can vary based on the date the tax bills are sent.

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

	2007 Second- Half Collections		2008 First- Half Collections	
	Amount	Percent	Amount	Percent
Agricultural/Residential	\$63,849,460	70%	\$64,635,560	75%
Industrial/Commercial	12,845,740	14%	13,073,880	15%
Public Utility	2,312,690	3%	1,990,750	2%
Tangible Personal	11,948,430	13%	7,198,490	8%
Total Assessed Value	\$90,956,320	100%	\$86,898,680	100%
Tax rate per \$1,000 of assessed valuation	\$65.15	\$65.40		

#### 9. RISK MANAGEMENT

#### A. Comprehensive

The District maintains comprehensive insurance coverage with private carriers for liability, real property, building contents, and vehicles. Vehicle policies include liability coverage for bodily injury and property damage. In addition, real property contents are fully insured.

For fiscal year 2008, the District participated in the Ohio School Plan (the Plan), an insurance purchasing pool (Note 15). Each participant enters into an individual agreement with the Plan for insurance coverage and pays annual premiums to the Plan based on the types and limits of coverage and deductibles selected by the participant.

Settled claims have not exceeded the amount of commercial coverage in any of the past three years, and there has been no significant reduction in the amount of insurance coverage from last year.

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

#### 9. RISK MANAGEMENT – (Continued)

#### B. Employee Insurance Benefits Program

The District participates in the Northern Buckeye Education Council Employee Insurance Benefits Program (the Program), a public entity shared risk pool (Note 15) consisting of school districts within Defiance, Fulton, Henry, and Williams Counties and other eligible governmental entities. The District pays monthly premiums to the Northern Buckeye Education Council for the benefits offered to its employees, which includes health, dental, and life insurance. Northern Buckeye Education Council is responsible for the management and operations of the program. The agreement for the Program provides for additional assessments to participants if the premiums are insufficient to pay the program costs for the fiscal year. Upon withdrawal from the Program, a participant is responsible for any claims not processed and paid and any related administrative costs.

#### C. Workers' Compensation Group Rating Plan

The District participates in the Northern Buckeye Education Council Workers' Compensation Group Rating Plan (the Plan), an insurance purchasing pool (Note 15). The Plan is intended to reduce premiums for the participants. The workers' compensation experience of the participating school districts is calculated as one experience and a common premium rate is applied to all school districts in the Plan. Each participant pays its workers' compensation premium to the State based on the rate for the Plan rather than its individual rate.

Participation in the Plan is limited to educational entities that can meet the Plan's selection criteria. Each participant must apply annually. The Plan provides the participants with a centralized program for the processing, analysis and management of workers' compensation claims and a risk management program to assist in developing safer work environments. Each participant must pay its premiums, enrollment or other fees, and perform its obligations in accordance with the terms of the agreement.

#### 10. DEFINED BENEFIT PENSION PLAN

#### A. School Employees Retirement System

Plan Description - The District contributes to the School Employees Retirement System (SERS), a cost-sharing multiple employer 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.

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

#### 10. DEFINED BENEFIT PENSION PLAN – (Continued)

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 School 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 \$85,731, \$90,435 and \$80,054 respectively; 57 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006.

#### B. State Teachers Retirement System

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 <a href="https://www.strsoh.org">www.strsoh.org</a>.

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.

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.

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

#### 10. DEFINED BENEFIT PENSION PLAN – (Continued)

Funding Policy - For the fiscal year ended June 30, 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. For fiscal year 2007, the portion used to fund pension obligations was also 13 percent. 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 \$373,673, \$414,607, and \$369,110 respectively; 88 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006.

#### C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System of Ohio have an option to choose Social Security or the School Retirement System. As of June 30, 2008, three members of the Board of Education have elected Social Security. The contribution rate is 6.2 percent of wages.

#### 11. POST-EMPLOYMENT BENEFITS

#### A. School Employee Retirement System

Plan Description – The District participates in two cost-sharing multiple employer defined benefit OPEB plans administered by the School Employees Retirement System 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 minimum compensation amount. For 2008, the minimum compensation level was established at \$35.800.

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.

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

#### 11. POST-EMPLOYMENT BENEFITS – (Continued)

The District's contributions for health care for the fiscal years ended June 30, 2008, 2007, and 2006, were \$50,984, \$37,439, and \$36,274 respectively; 57 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 2008, this actuarially required allocation was 0.66 percent of covered payroll. The District's contributions for Medicare Part B for the fiscal year ended June 30, 2008 was \$6,177.

#### B. State Teachers Retirement System

Plan Description – The District contributes to the cost sharing multiple employer defined benefit Health 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 \$28,744, \$31,893, and \$28,393 respectively; 88 percent has been contributed for fiscal year 2008 and 100 percent for fiscal years 2007 and 2006.

#### 12. COMPENSATED ABSENCES

The criteria for determining vacation and sick leave components are derived from negotiated agreements and State laws. Employees earn ten to twenty days of vacation per year, depending upon length of service. Accumulated unused vacation time is paid to administrators upon termination of employment. The Superintendent earns 20 days per year of which the 10 additional days must be used within the current contract year. Employees who are not on an eleven or twelve month contract do not earn vacation time. Employees earn sick leave at the rate of one and one-fourth days per month. Upon retirement, payment is made for one-fourth of the total sick leave accumulation, up to a maximum accumulation of 230 days.

#### 13. 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 year-end or offset by similarly restricted resources received during the year must be held in cash at year-end and carried forward to be used for the same purposes in future years.

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

#### 13. STATUTORY RESERVES – (Continued)

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

	Textbooks	Capital Acquisition
Set-aside Cash Balance as of June 30, 2007	\$126,528	
Current Year Set-aside Requirement	99,674	\$99,674
Current Year Offsets	(210,876)	(164,313)
Qualifying Disbursements	(123,237)	
Total	(107,911)	\$(64,639)
Balance Carried Forward to FY 2009	\$(107,911)	

The District had offsets and qualifying disbursements during the year that reduced the set-aside amounts to below zero. The negative amounts may be used to offset future year textbook set-aside requirements, however, they may not be used to reduce future capital set-aside requirements.

#### 14. JOINTLY GOVERNED ORGANIZATIONS

#### A. Northwest Ohio Computer Association

The District is a participant in the Northwest Ohio Computer Association (NWOCA). NWOCA is an association of public school districts within the boundaries of Defiance, Fulton, Henry, and Williams counties. The organization 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.

The NWOCA Assembly consists of a superintendent from each participating school district and a representative from the fiscal agent. The Assembly elects the Council. NWOCA is governed by a Council chosen from two representatives from each of the four counties in which the member school districts are located and the representative from the member school district serving as fiscal agent for NWOCA. The degree of control exercised by any participating school district is limited to its representation on the Board. All payments made by the District for services received are made to the Northern Buckeye Education Council. NWOCA is governed by the Northern Buckeye Education Council and its participating members. Total disbursements made by the District to NWOCA were \$76,850. Financial information can be obtained from Robin Pfund, who serves as Treasurer, at 22-900 State Route 34, Archbold, Ohio 43502.

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

#### 14. JOINTLY GOVERNED ORGANIZATIONS – (Continued)

#### B. Northern Buckeye Education Council

The Northern Buckeye Education Council (NBEC) was established in 1979 to foster cooperation among various educational entities located in Defiance, Fulton, Henry, and Williams counties. NBEC is organized under Ohio laws as a regional council of governments pursuant to a written agreement entered into by its member educational entities and bylaws adopted by the representatives of the member educational entities. NBEC is governed by an elected Board consisting of two representatives from each of the four counties in which the member educational entities are located. The Board is elected from an Assembly consisting of a representative from each participating educational entity. Total disbursements made by the District to NBEC were \$250. To obtain financial information, write to the Northern Buckeye Education Council, Robin Pfund, who serves as Treasurer, at 22-900 State Route 34, Archbold, Ohio 43502.

#### C. Four County Career Center

The Four County Career Center is a distinct political subdivision of the State of Ohio operated under the direction of a Board consisting of five representatives from the Northwest Ohio Educational Service Centers - one each from the counties of Defiance, Fulton, Henry, and Williams and one additional representative; one representative from each of the city school districts; one representative from each of the exempted village school districts. The Four County Career Center possesses its own budgeting and taxing authority. Total disbursements made by the District to the Four County Career Center were \$300. To obtain financial information, write to the Four County Career Center, Jennifer Bonner, who serves as Treasurer, at 22-900 State Route 34, Archbold, Ohio 43502.

#### D. Northwestern Ohio Educational Research Council, Inc.

The Northwestern Ohio Educational Research Council, Inc. (NOERC) is a jointly governed organization formed to bring educational entities into a better understanding of their common educational problems, facilitate and conduct practical educational research, coordinate educational research among members, provide a means for evaluating and disseminating the results of research, serve as a repository for research and legislative materials and provide opportunities for training. The NOERC serves twenty-five county area of Northwest Ohio. The Board of Directors consists of superintendents from two educational service centers, two exempted village school districts, five local school districts, and five city school districts, as well as representatives from two private or parochial schools and three institutions of higher education. Each active member is entitled to one vote on all issues addressed by the Board of Directors. Total disbursements made by the District to NOERC during were \$300. Financial information can be obtained from the Northwestern Ohio Educational Research Council, Inc., P.O. Box 456, Ashland, Ohio 44805.

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

#### 15. GROUP PURCHASING POOLS

#### A. Northern Buckeye Education Council Employee Insurance Benefits Program

Northern Buckeye Education Council Employee Insurance Benefits Program (the Pool) is a public entity shared risk pool consisting of educational entities located in Defiance, Fulton, Henry, and Williams counties. The Pool is governed by the Northern Buckeye Education Council and its participating members. Total disbursements made by the District to Northern Buckeye Education Council for insurance benefits were \$624,054. Financial information can be obtained from Northern Buckeye Education Council, Robin Pfund, who serves as Treasurer, at 22-900 State Route 34, Archbold, Ohio 43502.

#### B. Northern Buckeye Education Council 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 Northern Buckeye Education Council Workers' Compensation Group Rating Plan (WCGRP) was established through the Northern Buckeye Education Council (NBEC) as an insurance purchasing pool. The WCGRP is governed by the Northern Buckeye Education Council and the participating members of the WCGRP. The Executive Director of the NBEC coordinates the management and administration of the program. The District paid an enrollment fee of \$718 to the WCGRP to cover the costs of administering the program.

#### C. Ohio School Plan

The District belongs to the Ohio School Plan (the "Plan"), an unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management program and other administrative services to approximately 400 Ohio schools ("Members").

Pursuant to Section 2744.081 of the Ohio Revised Code, the Plan is deemed a separate legal entity. The Plan provides property, general liability, educator's legal liability, automobile and violence coverages, modified for each member's needs. The Plan pays judgments, settlements and other expenses resulting from covered claims that exceed the member's specific deductible.

The Plan issues its own policies and reinsures the Plan with reinsurance carriers. Only if the Plan's paid liability loss ratio exceeds 65 percent and is less than 80 percent does the Plan contribute to paid claims. (See the Plan's audited financial statements on the website for more details.) The individual members are responsible for their self-retention (deductible) amounts, which vary from member to member.

The Plan's audited financial statements conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2007 and 2006 (the latest information available):

	2007	2006
Assets	\$2,646,185	\$1,730,236
Liabilities	1,621,941	941,026
Members' Equity	1,024,244	789,210

You can read the complete audited financial statements for The Ohio School Plan at the Plan's website, www.ohioschoolplan.org.

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

#### 16. INTERFUND BALANCES

#### A. INTERFUND TRANSFERS

The General Fund transferred \$16,000 to the Food Service fund to subsidize operations and \$19,379 to the Bond Retirement fund to subsidize the retirement of general obligation bonds.

#### B. INTERFUND ADVANCES

At June 30, 2008, the General Fund had unpaid interfund cash advances, in the amount of \$16,379, for loans made to the Food Service special revenue fund in 2001 and 2002.

#### 17. CONTINGENCIES

#### A. Grants

The District received financial assistance from federal and state agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies.

Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the District at June 30, 2008.

#### B. Litigation

There are currently no matters in litigation with the District as defendant.

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# 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

North Central Local School District Williams County 400 East Baubice Street Pioneer, Ohio 43554-9637

To the Board of Education:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the North Central Local School District, Williams County, (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 December 18, 2008, wherein, we noted the District changed its accounting basis from accounting principles generally accepted in the United States of America to the cash basis. 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.

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.

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.

One Government Center / Suite 1420 / Toledo, OH 43604-2246 Telephone: (419) 245-2811 (800) 443-9276 Fax: (419) 245-2484 www.auditor.state.oh.us North Central Local School District Williams County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by Government Auditing Standards Page 2

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all internal control deficiencies that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

We noted certain matters that we reported to the District's management in a separate letter dated December 18, 2008.

#### **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 an instance of noncompliance that we must report under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2008-001.

We also noted certain noncompliance matters not requiring inclusion in this report that we reported to the District's management in a separate letter dated December 18, 2008.

The District's response to the finding identified in our audit 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 the audit committee, management, and Board of Education. We intend it for no one other than these specified parties.

Mary Taylor, CPA Auditor of State

Mary Taylor

December 18, 2008

#### SCHEDULE OF FINDINGS JUNE 30, 2008

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

#### **FINDING NUMBER 2008-001**

#### **Noncompliance Citation**

Ohio Revised Code § 117.38 provides that each public office shall file a financial report for each fiscal year. The auditor of state may prescribe forms by rule or may issue guidelines, or both, for such reports. If the auditor of state has not prescribed a rule regarding the form for the report, the public office shall submit its report on the form utilized by the public office. Ohio Administrative Code §117-2-03 further clarifies the requirements of Ohio Revised Code § 117.38.

Ohio Administrative Code §117-2-03(B) requires the District to prepare its annual financial report in accordance with generally accepted accounting principles. The District prepares its financial statements in accordance with the cash basis of accounting. This presentation differs from accounting principles generally accepted in the United States of America (GAAP). There would be variances on the financial statements between this accounting practice and GAAP that, while presumably material, cannot be reasonably determined at this time. The District can be fined and various other administrative remedies may be taken against the District.

We recommend the District take the necessary steps to ensure that the financial report is prepared in accordance with generally accepted accounting principles.

#### Officials Response:

Management believes reporting on a basis of accounting other than generally accepted accounting principles (GAAP) is more cost efficient.

#### 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; <i>Explain</i>
2007-001	Ohio Revised Code § 5705.41 (B) – Permanent Improvement budgetary expenditures exceeded appropriations.	Yes	N/A
2007-002	Significant Deficiency – Financial Reporting: Financial statement adjustments and reclassifications.	No	Partially Corrected. Reissued as management letter comment.



# Mary Taylor, CPA Auditor of State

## NORTH CENTRAL LOCAL SCHOOL DISTRICT WILLIAMS 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.

**CLERK OF THE BUREAU** 

Susan Babbitt

**CERTIFIED JANUARY 6, 2009**