



Balestra, Harr & Scherer, CPAs, Inc.

Accounting, Auditing and Consulting Services for Federal, State and Local Governments

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MEDINA COUNTY EDUCATIONAL SERVICE CENTER
MEDINA COUNTY

REGULAR AUDIT

For the Year Ended June 30, 2011
Fiscal Year Audited Under GAGAS: 2011



Dave Yost • Auditor of State

Members of the Board of Education
Medina County Educational Service Center
124 W. Washington Street
Medina, Ohio 44256

We have reviewed the *Independent Auditor's Report* of the Medina County Educational Service Center, Medina County, prepared by Balestra, Harr & Scherer, CPAs, Inc., for the audit period July 1, 2010 through June 30, 2011. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Medina County Educational Service Center is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Dave Yost".

Dave Yost
Auditor of State

February 23, 2012

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**MEDINA COUNTY EDUCATIONAL SERVICE CENTER
MEDINA COUNTY**

**BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

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Balestra, Harr & Scherer, CPAs, Inc.

Accounting, Auditing and Consulting Services for Federal, State and Local Governments

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Independent Auditor's Report

Members of the Board
Medina County Educational Service Center
124 West Washington Street
Medina, Ohio 44256

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Medina County Educational Service Center, Medina County, (the Educational Service Center) as of and for the year ended June 30, 2011, which collectively comprise the Educational Service Center's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Educational Service Center'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, each major fund, and the aggregate remaining fund information of Medina County Educational Service Center, Medina County, Ohio, as of June 30, 2011, and the respective changes in financial position thereof 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 December 21, 2011 on our consideration of the Educational Service Center'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.

Accounting principles generally accepted in the United States of America require this presentation to include Management's discussion and analysis, as listed in the table of contents, to supplement the basic financial statements. Although this information is not part of the basic financial statements, the Governmental Accounting Standards Board considers it essential for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any other assurance.

As described in Note 2-O to the financial statements, the District has implemented Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* and GASB Statement No. 59, *Financial Instruments Omnibus*.



Balestra, Harr & Scherer, CPAs, Inc.
December 21, 2011

Medina County Educational Service Center

Management's Discussion and Analysis

For the Fiscal Year Ended June 30, 2011

(Unaudited)

The discussion and analysis of Medina County Educational Service Center's (the "Educational Service Center") financial performance provides an overall review of the Educational Service Center's financial activities for the fiscal year ended June 30, 2011. The intent of this discussion and analysis is to look at the Educational Service Center's financial performance as a whole. Readers should also review the financial statements and notes to those respective statements to enhance their understanding of the Educational Service Center's financial performance.

Financial Highlights

Key Financial Highlights for 2011 are as follows:

- ❑ In total, net assets decreased by \$.4 million.
- ❑ In fiscal year 2011, the Educational Service Center increased operations by providing substitute teaching and administrative personnel to certain member schools. As a result, there was a 20% increase in total revenues and a 30% increase in expenses.
- ❑ Revenues for governmental activities totaled \$7.0 million in 2011. Of this total, 23% consisted of general revenues while program revenues accounted for the balance of 77%.
- ❑ Program expenses totaled \$7.4 million. Instructional expenses made up 28% of this total while support services accounted for nearly 72%. Other expenses totaled less than 1%.

Using this Annual Report

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

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

Medina County Educational Service Center
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

Reporting the Educational Service Center as a Whole

Statement of Net Assets and the Statement of Activities

While this document contains all the funds used by the Educational Service Center to provide programs and activities, the view of the Educational Service Center as a whole considers all financial transactions and asks the question, "How did we do financially during 2011?" The *Statement of Net Assets* and the *Statement of Activities* answers this question. These statements include all Non-Fiduciary assets and liabilities using the accrual basis of accounting, similar to the accounting used by most private-sector companies. Accrual accounting takes into account all of the current year's revenues and expenses regardless of when cash is received or paid.

These two statements report the Educational Service Center's net assets and changes in those assets. This change in net assets is important because it tells the reader that, for the Educational Service Center as a whole, the financial position of the Educational Service Center has improved or diminished. The causes of this change may be the result of many factors, some financial, some not.

The *Statement of Net Assets* and the *Statement of Activities* are represented by one type of activity; Governmental Activities. The Educational Service Center's programs and services are reported here including instruction, support services, pupil transportation and extracurricular activities.

The government wide financial statements begin on page 10.

Reporting the Educational Service Center's Most Significant Funds

Fund Financial Statements

The analysis of the Educational Service Center's major funds begins on page 8. Fund financial reports provide detailed information about the Educational Service Center's major funds. The Educational Service Center uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the Educational Service Center's most significant funds. The Educational Service Center's major governmental funds are the general fund and the school bus driver training program.

Medina County Educational Service Center

Management's Discussion and Analysis

For the Fiscal Year Ended June 30, 2011

(Unaudited)

Governmental Funds - Most of the Educational Service Center'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 Educational Service Center'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.

Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and the school bus driver training program which are considered to be major funds. Data from the other governmental funds are combined into a single aggregated presentation.

The governmental fund financial statements begin on page 12.

Fiduciary Funds - These funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Educational Service Center's own programs. The accounting for the fiduciary funds is much like that used for governmental activities.

The fiduciary fund financial statements begin on page 16.

Notes to the Financial Statements - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements begin on page 19.

Medina County Educational Service Center
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

The Educational Service Center as a Whole

Recall that the Statement of Net Assets provides the perspective of the Educational Service Center as a whole.

Table 1 provides a summary of the Educational Service Center's net assets for 2011 compared to 2010:

(Table 1)
Net Assets
Governmental Activities

	<u>2011</u>	<u>Restated 2010</u>
Assets		
Current and Other Assets	\$2,010,034	\$2,573,763
Capital Assets	<u>110,749</u>	<u>83,846</u>
Total Assets	2,120,783	2,657,609
Liabilities		
Long-Term Liabilities	166,169	184,468
Other Liabilities	<u>237,617</u>	<u>324,255</u>
Total Liabilities	403,786	508,723
Net Assets		
Invested in Capital Assets	110,749	83,846
Restricted	1,089,157	1,309,558
Unrestricted	<u>517,091</u>	<u>755,482</u>
Total Net Assets	<u>\$1,716,997</u>	<u>\$2,148,886</u>

In 2011, overall assets decreased \$.5 million, primarily as a result of a decrease in cash balances related to the increase in programs and related expenses in fiscal year 2011. Liabilities decreased \$.1 million for a decrease in net assets of \$.4 million from fiscal year 2010.

Medina County Educational Service Center
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

Table 2 shows the changes in net assets for fiscal year 2011 and 2010 and will help further explain the change from the prior year.

(Table 2)
Governmental Activities

	2011	2010
<i>Revenues</i>		
<i>Program Revenues:</i>		
Charges for Services	\$ 5,193,901	\$ 4,093,769
Operating Grants	151,293	122,402
<i>General Revenue:</i>		
Grants and Entitlements not Restricted to Specific Programs	1,582,792	1,558,452
Other	25,422	28,332
<i>Total Revenues</i>	6,953,408	5,802,955
<i>Program Expenses</i>		
Instruction	2,049,812	1,102,341
Support Services	5,302,626	4,562,564
Operation of Non-Instructional Services	12,177	0
Extracurricular Activities	20,682	17,706
<i>Total Expenses</i>	7,385,297	5,682,611
Increase (Decrease) in Net Assets	\$ (431,889)	\$ 120,344

The net assets decreased \$.4 million from fiscal year 2010. In fiscal year 2011, the Educational Service Center took over providing substitute teachers and classified substitutes for certain member schools. As charges for services increased, costs of providing the programs did as well.

As a result of the implementation of Governmental Accounting Standards Board Statement No. 54, "*Fund Balance Reporting and Governmental Fund Type Definitions*", the Drug Court Fund has been reclassified as an Agency Fund. There was no activity in the fund for fiscal year 2010, therefore, there is no restatement of revenues and expenses. See Note 2R for more details.

Medina County Educational Service Center
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

Governmental Activities

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. Table 3 shows, for governmental activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by tax revenue and unrestricted State entitlements. All governmental activities had total revenues of \$7.0 million and expenses of \$7.4 million.

(Table 3)
Governmental Activities

	2011		2010	
	Total Cost of Service	Net Cost of Service	Total Cost of Service	Net Cost of Service
Instruction	\$ 2,049,812	\$ 521,493	\$ 1,102,341	\$ 73,556
Support Services:				
Pupil and Instructional Staff	3,928,847	1,053,785	3,481,112	926,684
Board of Governors	43,865	14,346	38,666	(27,697)
Administration	312,978	103,219	190,700	67,808
Fiscal	227,689	74,911	253,089	99,473
Business	349,882	118,090	274,334	61,686
Pupil Transportation	13,681	4,474	18,044	18,044
Central	425,684	140,862	306,619	229,180
Operation of Non-Instructional	12,177	3,852	0	0
Extracurricular Activities	20,682	5,071	17,706	17,706
Total	\$ 7,385,297	\$ 2,040,103	\$ 5,682,611	\$ 1,466,440

Instruction and Student Support Services related to instruction comprise 81% of governmental program expenses. Administration, Fiscal and Business expenses account for 12%, Central expenses account for 6% and other expenses account for 1% of governmental program expenses.

Financial Analysis of the Educational Service Center's Funds

Governmental Funds

The focus of the Educational Service Center's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Educational Service Center's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the Educational Service Center's net resources available for spending at year-end.

Medina County Educational Service Center
Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2011
(Unaudited)

The Educational Service Center's governmental funds (as presented on the balance sheet on page 12) reported a total fund balance of \$1.8 million, which is \$.5 million under last year's balance of \$2.2 million. The most significant change within the Educational Service Center was reported in the General Fund with a decrease in fund balance of \$.5 million. The additional services provided increased revenues by \$1.1 million over fiscal year 2010 and increased expenditures by \$1.8 million. The School Bus Driver Training Fund had a decrease in fund balance of \$4,936.

Capital Assets

At the end of fiscal year 2011 the Educational Service Center had \$110,749 invested in furniture, fixtures and equipment and vehicles. Table 4 shows fiscal year 2011 balances compared with 2010.

(Table 4)
Capital Assets at June 30
(Net of Depreciation)

	Governmental Activities	
	2011	2010
Furniture, Fixtures and Equipment	\$ 72,561	\$ 55,999
Vehicles	38,188	27,847
Totals	\$ 110,749	\$ 83,846

Total capital assets increased \$26,903 over fiscal year 2010. Additions of vehicles and equipment exceeded depreciation expense accounting for the increase. For additional information, see Note 8.

Current Financial Related Activities

Medina County Educational Service Center is financially sound. The Board and administration closely monitor its revenue and expenditures in accordance with board policy. The Educational Service Center is committed to serving its local school districts and will continue to do so. While many outside factors can affect the economy, the Educational Service Center is committed to providing the best services possible and to be fiscally responsible now and in the future.

Contacting the Educational Service Center's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the Educational Service Center's finances and to show the Educational Service Center's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact Michelle McNeely, Treasurer, at Medina County Educational Service Center, 124 W. Washington St., Medina, Ohio 44256 or call 330-723-6393.

Medina County Educational Service Center
Statement of Net Assets
June 30, 2011

	Governmental Activities
Assets	
Equity in Pooled Cash and Investments	\$ 1,949,015
Accounts Receivable	61,019
Depreciable Capital Assets (Net)	110,749
<i>Total Assets</i>	2,120,783
Liabilities	
Accounts Payable	17,556
Accrued Wages and Benefits	150,248
Intergovernmental Payable	69,813
Long Term Liabilities:	
Due Within One Year	69,439
Due In More Than One Year	96,730
<i>Total Liabilities</i>	403,786
Net Assets	
Invested in Capital Assets	110,749
Restricted for Other Purposes	1,089,157
Unrestricted	517,091
<i>Total Net Assets</i>	\$ 1,716,997

See accompanying notes to the basic financial statements.

Medina County Educational Service Center
Statement of Activities
For the Fiscal Year Ended June 30, 2011

	Program Revenues			Net (Expense) Revenue and Changes in Net Assets
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Governmental Activities
Governmental Activities				
Instruction:				
Regular	\$ 1,488,379	\$ 961,283	\$ 45,882	\$ (481,214)
Special	371,416	322,471	545	(48,400)
Vocational	1,596	1,074	0	(522)
Adult continuing	187,558	92,198	104,866	9,506
Other	863	0	0	(863)
Support services:				
Pupils	1,164,120	782,722	0	(381,398)
Instructional staff	2,764,727	2,092,340	0	(672,387)
Board of governors	43,865	29,519	0	(14,346)
Administration	312,978	209,759	0	(103,219)
Fiscal	227,689	152,778	0	(74,911)
Business	349,882	231,792	0	(118,090)
Pupil transportation	13,681	9,207	0	(4,474)
Central	425,684	284,822	0	(140,862)
Operation of non-instructional services	12,177	8,325	0	(3,852)
Extracurricular activities	20,682	15,611	0	(5,071)
<i>Total Governmental Activities</i>	<u>\$ 7,385,297</u>	<u>\$ 5,193,901</u>	<u>\$ 151,293</u>	<u>(2,040,103)</u>

General Revenues

Grants and Entitlements not Restricted to Specific Programs	1,582,792
Investment Earnings	20,047
Miscellaneous	5,375
Total General Revenues	<u>1,608,214</u>
Change in Net Assets	(431,889)
Net Assets Beginning of Year Restated (See Note 2R)	<u>2,148,886</u>
Net Assets End of Year	<u>\$ 1,716,997</u>

See accompanying notes to the basic financial statements.

Medina County Educational Service Center
Balance Sheet
Governmental Funds
June 30, 2011

	General	School Bus Driver Training Program	Other Governmental Funds	Total Governmental Funds
Assets				
Equity in Pooled Cash and Investments	\$ 1,839,625	\$ 99,287	\$ 10,103	\$ 1,949,015
Accounts Receivable	58,774	2,245	0	61,019
<i>Total Assets</i>	<u>\$ 1,898,399</u>	<u>\$ 101,532</u>	<u>\$ 10,103</u>	<u>\$ 2,010,034</u>
Liabilities and Fund Balances				
Liabilities				
Accounts Payable	\$ 16,979	\$ 577	\$ 0	\$ 17,556
Accrued Wages and Benefits	150,000	248	0	150,248
Intergovernmental Payable	69,128	685	0	69,813
Deferred Revenue	14,567	0	0	14,567
<i>Total Liabilities</i>	250,674	1,510	0	252,184
Fund Balances				
Restricted	983,988	100,022	10,103	1,094,113
Committed	245,900	0	0	245,900
Assigned	162,143	0	0	162,143
Unassigned	255,694	0	0	255,694
<i>Total Fund Balances</i>	<u>1,647,725</u>	<u>100,022</u>	<u>10,103</u>	<u>1,757,850</u>
<i>Total Liabilities and Fund Balances</i>	<u>\$ 1,898,399</u>	<u>\$ 101,532</u>	<u>\$ 10,103</u>	<u>\$ 2,010,034</u>

See accompanying notes to the basic financial statements.

Medina County Educational Service Center
Reconciliation of Total Governmental Fund Balances to
Net Assets of Governmental Activities
June 30, 2011

Total Governmental Fund Balances	\$	1,757,850
 <i>Amounts reported for governmental activities in the statement of net assets are different because:</i>		
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.		110,749
Other long-term assets are not available to pay for current-period expenditures and therefore, are deferred in the funds. Fees and Services		14,567
Some expenses reported in the statement of activities do not use the current financial resources and therefore, are not reported as expenditures in governmental funds. Compensated Absences		<u>(166,169)</u>
<i>Net Assets of Governmental Activities</i>	<u>\$</u>	<u>1,716,997</u>

See accompanying notes to the basic financial statements.

Medina County Educational Service Center
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2011

	General	School Bus Driver Training Program	Other Governmental Funds	Total Governmental Funds
Revenues:				
Intergovernmental	\$ 1,582,792	\$ 104,866	\$ 0	\$ 1,687,658
Investment income	20,047	0	0	20,047
Tuition and fees	73,511	0	0	73,511
Customer sales and services	5,011,665	92,246	2,091	5,106,002
Gifts and donations	545	0	45,882	46,427
Miscellaneous	0	5,375	0	5,375
<i>Total Revenues</i>	<u>6,688,560</u>	<u>202,487</u>	<u>47,973</u>	<u>6,939,020</u>
Expenditures:				
Current:				
Instruction:				
Regular	1,428,450	0	57,451	1,485,901
Special	369,951	0	0	369,951
Vocational	1,596	0	0	1,596
Adult continuing	0	206,846	0	206,846
Other	0	577	286	863
Support services:				
Pupils	1,163,113	0	0	1,163,113
Instructional staff	2,803,109	0	2,311	2,805,420
Board of governors	43,865	0	0	43,865
Administration	311,698	0	0	311,698
Fiscal	227,026	0	0	227,026
Business	344,439	0	0	344,439
Pupil transportation	13,681	0	0	13,681
Central	423,241	0	0	423,241
Operation of non-instructional services	12,177	0	0	12,177
Extracurricular activities	20,092	0	590	20,682
<i>Total Expenditures</i>	<u>7,162,438</u>	<u>207,423</u>	<u>60,638</u>	<u>7,430,499</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	(473,878)	(4,936)	(12,665)	(491,479)
Other Financing Sources (Uses):				
Transfers in	0	0	1,761	1,761
Transfers out	(1,761)	0	0	(1,761)
<i>Total Other Financing Sources and (Uses)</i>	<u>(1,761)</u>	<u>0</u>	<u>1,761</u>	<u>0</u>
<i>Net Change in Fund Balance</i>	(475,639)	(4,936)	(10,904)	(491,479)
<i>Fund balance (deficit) at beginning of year</i> <i>Restated (See Note 2R)</i>	<u>2,123,364</u>	<u>104,958</u>	<u>21,007</u>	<u>2,249,329</u>
<i>Fund balance (deficit) at end of year</i>	<u>\$ 1,647,725</u>	<u>\$ 100,022</u>	<u>\$ 10,103</u>	<u>\$ 1,757,850</u>

See accompanying notes to the basic financial statements.

Medina County Educational Service Center
Reconciliation of the Changes
in Fund Balances of Governmental Funds to the Statement of Activities
For the Fiscal Year Ended June 30, 2011

Net Change in Fund Balances - Total Governmental Funds	\$	(491,479)
 <i>Amounts reported for governmental activities in the statement of activities are different because:</i>		
 Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current period.		
Current Year Depreciation	\$ (37,852)	
Capital Asset Additions	64,755	26,903
 Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		
Fees and Services		14,388
 Some expenses reported in the statement of activities do not use the current financial resources and therefore are not reported as expenditures in governmental funds.		
(Increase) Decrease in Compensated Absences		18,299
 Change in Net Assets of Governmental Activities	 \$	 <u>(431,889)</u>

See accompanying notes to the basic financial statements.

Medina County Educational Service Center
Statement of Fiduciary Net Assets
Fiduciary Funds
June 30, 2011

	Private Purpose Trust	
	Special Trust	Agency Fund
Assets		
Equity in Pooled Cash and Investments	\$ 113,644	\$ 70
Liabilities		
Undistributed Monies	\$ 0	\$ 70
Net Assets		
Held in Trust for Scholarships	\$ 113,644	

See accompanying notes to the basic financial statements.

Medina County Educational Service Center
Statement of Changes in Fiduciary Net Assets
Fiduciary Fund
For the Fiscal Year Ended June 30, 2011

	Private Purpose Trust	
	Special Trust	
Additions		
Gifts and Contributions	\$ 925	
Interest	4,828	
<i>Total Additions</i>	5,753	
Deductions		
Scholarships Awarded	4,771	
<i>Change in Net Assets</i>	982	
<i>Net Assets Beginning of Year</i>	112,662	
<i>Net Assets End of Year</i>	\$ 113,644	

See accompanying notes to the basic financial statements.

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Medina County Educational Service Center

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2011

Note 1 - Description of The School District

The Medina County Educational Service Center (the Educational Service Center) and its Governing Board were established in 1914. The first regular meeting of the Governing Board was July 18, 1914. On June 20, 1989, the Educational Service Center was chartered by the State Board of Education. The Educational Service Center supplies supervisory, administrative, technological and other needed services to all the school districts in Medina County.

The Educational Service Center operates under a locally elected five-member Board form of government and provides educational services as mandated by state or federal agencies. The Board controls the Educational Service Center's instructional/support facilities staffed by 193 noncertificated, 474 certificated teaching personnel, and 9 administrators who provide services to 29,099 students through the school districts in Medina County.

Reporting Entity

The reporting entity is comprised of the primary government, component units and other organizations that are included to ensure that the financial statements of the Educational Service Center are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate for the Educational Service Center. For the Educational Service Center, this includes all the agencies and departments that provide the following services: general operations and related special education, supervisory, administrative and fiscal activities of the Educational Service Center.

Component units are legally separate organizations for which the Educational Service Center is financially accountable. The Educational Service Center is financially accountable for an organization if the Educational Service Center appoints a voting majority of the organization's governing board and (1) the Educational Service Center is able to significantly influence the programs or services performed or provided by the organization; or (2) the Educational Service Center is legally entitled to or can otherwise access the organization's resources; the Educational Service Center is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or if the Educational Service Center is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the Educational Service Center in that the Educational Service Center approves the budget, the issuance of debt or the levying of taxes. The Educational Service Center has no component units.

The Educational Service Center is associated with the Northeast Ohio Network for Educational Technology (NEOnet) which is defined as a Jointly Governed Organization, the Sheakley Uniservice, Inc's Worker's Compensation Group Rating Program which is defined as an Insurance Purchasing Pool, and the Stark County Schools Council of Governments which is defined as a Risk Sharing Pool. Each of these is presented in Note 7 to the basic financial statements.

Note 2 - Summary of Significant Accounting Policies

The significant accounting policies followed in the preparation of these financial statements are summarized below. These policies conform to generally accepted accounting principles (GAAP) for local governmental units prescribed in the statements issued by the Governmental Accounting Standards Board (GASB) and other recognized authoritative sources. The Educational Service Center also applies Financial Accounting Standards Board (FASB) Statements and Interpretations issued prior to November 30, 1989 to its governmental activities unless those pronouncements conflict with or contradict GASB

Medina County Educational Service Center

Notes to the Basic Financial Statements For the Fiscal Year Ended June 30, 2011

pronouncements. The FASB has codified its standards and the standards issued prior to November 30, 1989 are included in the codification.

The most significant of the Educational Service Center's accounting policies are described below.

A. Basis of Presentation

The Educational Service Center's basic financial statements consist of government-wide 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 Educational Service Center as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The statement of net assets presents the financial condition of the governmental activities of the Educational Service Center at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Educational Service Center's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Educational Service Center, with certain limitations. 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 Educational Service Center.

Fund Financial Statements During the year, the Educational Service Center segregates transactions related to certain Educational Service Center 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 Educational Service Center at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by type.

B. Fund Accounting

The Educational Service Center uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Educational Service Center functions or activities. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. The various funds of the Educational Service Center are grouped into the categories governmental and fiduciary.

Governmental Funds Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which

Medina County Educational Service Center

Notes to the Basic Financial Statements For the Fiscal Year Ended June 30, 2011

they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Educational Service Center's major governmental funds:

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

School Bus Driver Training Program The school bus driver training program accounts for all financial resources and expenditures for school bus driver training.

The other governmental funds of the Educational Service Center account for grants and other resources to which the Educational Service Center is bound to observe constraints imposed upon the use of the resources.

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

C. Measurement Focus

Government-wide Financial Statements The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the Educational Service Center are included on the statement of net assets. The statement of activities presents increases (i.e. revenues) and decreases (i.e. expenses) in total net assets.

Fund Financial Statements All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The private purpose trust fund is reported using the economic resources measurement focus.

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. Fiduciary funds also use the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting

Medina County Educational Service Center

Notes to the Basic Financial Statements For the Fiscal Year Ended June 30, 2011

arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

Revenues - Exchange and Non-Exchange Transactions Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. “Measurable” means the amount of the transaction can be determined and “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 Educational Service Center, available means expected to be received within sixty days of the fiscal year-end.

Nonexchange transactions, in which the Educational Service Center receives value without directly giving equal value in return, include grants, entitlements and donations. 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 Educational Service Center must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Educational Service Center on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year-end: grants, investment earnings, tuition, customer services and charges for services, rentals and fees.

Deferred Revenue Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before the eligibility requirements are met are also recorded as deferred revenue.

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

Expenses/Expenditures On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The 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. Budgetary Data

Although not legally required, the Educational Service Center adopts a budget for all funds. The budget includes the estimated resources and expenditures for each fund and consists of three parts; Part (A) includes entitlement funding from the State, Part (B) includes the cost of all other lawful expenditures of the Center (which are apportioned by the State Department of Education to each local board of education under the supervision of the Center), and Part (C) includes the adopted appropriation resolution.

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Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2011

In fiscal year 2004, the Educational Service Center's requirement to file budgetary information with the Ohio Department of Education was eliminated. Even though the budgetary process for the Center was discretionary, the Center continued to have its Board approve appropriations and estimated revenues. The Educational Service Center's Board adopts an annual appropriation resolution, which 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 level of control has been established by the Board at the fund level for all funds. The Treasurer has been authorized to allocate appropriations to the function and object levels without resolution by the Board. Throughout the year, estimated resources and appropriations may be amended or supplemented as circumstances warrant.

F. Cash and Investments

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

During fiscal year 2011, investments were limited to U.S. Federal Government Agencies, Certificates of Deposit and STAROhio, (the State Treasurer's Investment Pool). Except for investment contracts that had a remaining maturity of one year or less at the time of purchase, investments are reported at fair market value which is based on quoted market prices. Investment contracts and money market investments that had a remaining maturity of one year or less at the time of purchase are reported at cost or amortized cost.

The Educational Service Center invested funds in STAROhio during 2011. STAROhio is an investment pool managed by the State Treasurer's Office which allows governments within the State to pool their funds for investment purposes. STAROhio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's share price which is the price the investment could be sold for on June 30, 2011.

Following Ohio statutes, the Governing Board may, by resolution, identify the funds to receive an allocation of interest earnings. Interest revenue credited to the general fund during fiscal year 2011 amounted to \$20,047, which includes \$661 assigned from other Educational Service Center funds.

Investments of the cash management pool and investments with a maturity of three months or less at the time they are purchased by the Educational Service Center are presented on the financial statements as "Equity in Pooled Cash and Investments". Investments with an original maturity of more than three months are reported as "Investments".

G. Capital Assets

The Educational Service Center's capital assets are general capital assets. General capital assets are capital assets which are associated with and generally arise from governmental activities. 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.

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Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2011

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The Educational Service Center maintains a capitalization threshold of \$500. The Educational Service Center 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 and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>
Furniture, Fixtures and Equipment	5 - 10 Years
Vehicles	5 Years

H. Interfund Balances

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "Interfund Receivables/Payables." These amounts are eliminated in the governmental activities column of the statement of net assets.

I. Compensated Absences

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the Educational Service Center will compensate the employees for the benefits through paid time off or some other means.

Sick leave benefits are accrued as a liability using the termination method. The liability is based on an estimate of the amount of accumulated sick leave that will be paid as a termination benefit.

For governmental funds, compensated absences are recognized as liabilities and expenditures as payments come due each period upon the occurrence of employee resignations and retirement. These amounts are reported in the account "Matured Compensated Absences Payable" in the funds from which the employees will be paid.

J. Accrued Liabilities and Long-term Obligations

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

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of the funds. However, claims and judgments 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 normally expected to be paid

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Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2011

with expendable available financial resources. Bonds are recognized as a liability on the fund financial statements when due.

K. Interfund Activity

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

L. Net Assets

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

The Educational Service Center applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available. Net assets restricted for other purposes included assets restricted for grants. At June 30, 2011, the Educational Service Center had no assets restricted by enabling legislation.

M. Fund Balance

In accordance with Governmental Accounting Standards Board Statement No. 54, "*Fund Balance Reporting and Governmental Fund Type Definitions*," the Educational Service Center classifies its fund balance based on the purpose for which the resources were received and the level of constraint placed on the resources. The classifications are as follows:

Nonspendable – The nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of loans receivable, as well as property acquired for resale, unless the use of the proceeds from the collection of those receivables or from the sale of those properties is restricted, committed or assigned.

Restricted – Fund balance is reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or is imposed by law through constitutional provisions.

Committed – The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by a formal action (resolution) of the Educational Service Center Governing Board. Those committed amounts cannot be used for any other purpose unless the Educational Service Center Governing Board removes or changes the specified use by taking the same type of action (resolution) it employed to previously commit those amounts. Committed fund balance also incorporates

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Notes to the Basic Financial Statements For the Fiscal Year Ended June 30, 2011

contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned – Amounts in the assigned fund balance classification are intended to be used by the Educational Service Center for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the general fund, assigned amounts represent intended uses established by policies of the Educational Service Center Governing Board.

Unassigned – Unassigned fund balance is the residual classification for the general fund and includes all spendable amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed or assigned.

The Educational Service Center applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

N. Estimates

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

O. Implementation of New Accounting Policies

For the year ended June 30, 2011, the Educational Service Center has implemented Governmental Accounting Standards Board (GASB) Statement No. 54, “*Fund Balance Reporting and Governmental Fund Type Definitions*” and GASB Statement No. 59, “*Financial Instruments Omnibus*.”

GASB Statement No. 54 enhances the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The requirements of this statement classify fund balance as nonspendable, restricted, committed, assigned and/or unassigned.

GASB Statement No. 59 updated and improved existing standards regarding financial reporting and disclosure requirements of certain financial instruments and external investment pools for which significant issues have been identified in practice. Implementation of this GASB statement did not affect the presentation of the financial statements of the Educational Service Center.

R. Restatement of Fund Balances

On July 1, 2010, the Educational Service Center implemented Governmental Accounting Standards Board Statement No. 54, “*Fund Balance Reporting and Governmental Fund Type Definitions*”. As a result, the in-home autism program and nursing services funds, previously reported as General Fund, were

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Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2011

reclassified to Special Revenue Funds. In addition, the drug court fund, previously reported as General Fund, was reclassified as an Agency Fund for GAAP reporting purposes. The following is the effect of the change in fund balances:

	<u>General Fund</u>	<u>School Bus Driver Training Program</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Fund Balance June 30, 2010	\$ 2,124,437	\$ 104,958	\$ 20,199	\$ 2,249,594
Fund Reclassification	<u>(1,073)</u>	<u>0</u>	<u>808</u>	<u>(265)</u>
Restated Fund Balance July 1, 2011	<u>\$ 2,123,364</u>	<u>\$ 104,958</u>	<u>\$ 21,007</u>	<u>\$ 2,249,329</u>

The following is the effect of the change in Net Assets:

	<u>Governmental Activities</u>
Net Assets June 30, 2010	\$ 2,149,151
Fund Reclassification	<u>(265)</u>
Restated Net Assets July 1, 2011	<u>\$ 2,148,886</u>

The following is the effect of the change in Agency Fund assets and liabilities:

	<u>Agency Fund</u>
Assets and Liabilities June 30, 2010	\$ 0
Fund Reclassification	<u>265</u>
Restated Assets and Liabilities, July 1, 2010	<u>\$ 265</u>

Note 3 – Fund Balance

Fund balance can be classified as nonspendable, restricted, committed, assigned and/or unassigned based primarily on the extent to which the Educational Service Center is bound to observe constraints imposed upon the use of the resources in governmental funds.

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For the Fiscal Year Ended June 30, 2011

The constraints placed on fund balance for the major governmental funds and all other governmental funds are presented as follows:

	<u>General</u>	<u>Bus Driver Training Program</u>	<u>Other Governmental Funds</u>	<u>Total</u>
Restricted for:				
Contract Service Fees	\$ 983,988	\$ 0	\$ 0	\$ 983,988
Training	0	100,022	0	100,022
Other Purposes	0	0	10,103	10,103
Total Restricted	<u>983,988</u>	<u>100,022</u>	<u>10,103</u>	<u>1,094,113</u>
Committed to:				
Termination Benefits	245,900	0	0	245,900
Assigned for:				
Encumbrances	23,114	0	0	23,114
Service Program Fees	<u>139,029</u>	<u>0</u>	<u>0</u>	<u>139,029</u>
Total Assigned	<u>162,143</u>	<u>0</u>	<u>0</u>	<u>162,143</u>
Unassigned	<u>255,694</u>	<u>0</u>	<u>0</u>	<u>255,694</u>
Total Fund Balance (Deficit)	<u>\$ 1,647,725</u>	<u>\$ 100,022</u>	<u>\$ 10,103</u>	<u>\$ 1,757,850</u>

Note 4 - Deposits and Investments

State statutes classify monies held by the Educational Service Center 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 Educational Service Center 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 Governors has identified as not required for use within the current two year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

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

Protection of Educational Service Center'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

Medina County Educational Service Center

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pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

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

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal 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;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in these divisions are made only through eligible institutions;
6. The State Treasurer's investment pool (STAROhio);
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.

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 Educational Service Center, 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.

Custodial credit risk for deposits is the risk that in the event of bank failure, the government's deposits may not be returned to it. Protection of Educational Service Center cash and deposits is provided by the Federal Deposit Insurance Corporation, as well as qualified securities pledged by the institution holding

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the assets. By law, financial institutions must collateralize all uninsured public deposits. The face value of the pooled collateral must equal at least 105% of uninsured public funds deposited. Collateral is held by trustees including the Federal Reserve Bank and designated third party trustees of the financial institutions.

Custodial credit risk for an investment is the risk that in the event of failure of the counterparty, the Educational Service Center will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. These securities, held by the counterparty and not in the Educational Service Center's name, must be obligations of or guaranteed by the United States and mature or be redeemable within five years of the date of the related repurchase agreement. The Educational Service Center's policy is to invest money with financial institutions that are able to abide by the laws governing insurance and collateral of public funds.

Cash on Hand: At year end, the Educational Service Center had \$100 in undeposited cash on hand which is included on the balance sheet of the Educational Service Center as part of equity in pooled cash and cash equivalents.

Deposits: The carrying value of the Educational Service Center's deposits totaled \$1,510,859 and the bank balances of the deposits totaled \$1,611,637. \$827,341 of the bank balance was covered by federal depository insurance and \$784,296 was uninsured and uncollateralized. Although the securities serving as collateral were held by the pledging institution in the pledging institution's name, and all State statutory requirements for the deposit of money had been followed, noncompliance with federal requirements could potentially subject the Educational Service Center to a successful claim by the FDIC.

Investments

Investments are reported at fair value. As of June 30, 2011, the Educational Service Center had the following investments:

Standard & Poor Rating		Fair Value	Investment Maturities (in months) 0 - 6	% Total Investment
AAAm	STAROhio	\$ 353,526	\$ 353,526	64.07%
AAA	Federal Home Loan Bank	98,546	98,546	17.86%
AAA	Federal Farm Credit Bank	99,698	99,698	18.07%
	Totals	<u>\$ 551,770</u>	<u>\$ 551,770</u>	<u>100.00%</u>

Interest Rate Risk: The Ohio Revised Code generally limits security purchases to those that mature within five years of the settlement date. The Educational Service Center's policy indicates that the investments must mature within five years, unless matched to a specific obligation or debt of the Educational Service Center.

Credit Risk: The Educational Service Center's investments at June 30, 2011 in STAROhio is rated AAAm by Standard & Poor's and the Federal Home Loan Bank and Federal Farm Credit Bank are rated AAA by Standard and Poor's.

Medina County Educational Service Center

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For the Fiscal Year Ended June 30, 2011

Concentration of Credit Risk: The Educational Service Center places no limit on the amount the Educational Service Center may invest in any one issuer. More than 5% of the Educational Service Center's investments are in STAROhio, Federal Home Loan Bank and Federal Farm Credit Bank as listed above.

Note 5 - Receivables

Receivables at June 30, 2011, consisted of charges for services. All receivables are considered collectible within one year and in full. A summary of the principal items of receivables are as follows:

	<u>Amounts</u>
<i>General Fund</i>	
Customer Services	\$ 58,774
<i>Special Revenue Fund:</i>	
Bus Driver Training	<u>2,245</u>
Receivables	<u><u>\$ 61,019</u></u>

Note 6 – State Funding

The Educational Service Center is funded by the State Board of Education from State funds for the cost of salaries, employer's retirement contributions and travel expenses of supervisory teachers approved by the State Board of Education. To cover all other expenditures, the Educational Service Center receives \$38.83 for each of the 29,099 students who are provided services. The \$38.83 is comprised of the following: \$6.50 times the ADM (total number of pupils under the Educational Service Center's supervision) is apportioned by the State Board of Education among the local school districts to which the Educational Service Center provides services. These payments are received through the State's foundation program. Simultaneously, \$32.33 times the ADM is paid by the State Board of Education from State funds.

If additional funding is required, and if a majority of the boards of education of the local school districts approve, the cost for all other lawful expenditures in excess of \$38.83 times the ADM approved by the State Board of Education is apportioned back to the local school districts and received through the state foundation program. The State Board of Education initiates and supervises the procedure by which the local boards approve or disapprove the apportionment.

Note 7 – Jointly Governed Organizations and Public Entity Risk Pool

A. Jointly Governed Organizations

The Northeast Ohio Network for Educational Technology (NEOnet) is a consortium of school districts which have voluntarily formed in order to provide for the schools common needs. NEOnet is 1 of 23 sites in the Ohio Education Computer Network providing computer services to schools in their respective geographic areas. NEOnet serves school districts primarily in Summit, Medina and Portage Counties. The governance of NEOnet is controlled by an Assembly, Board of Directors and several subcommittees. The Agreement explains the role of each group and the methods used to make decisions. The Security Policy details the process of gaining access to our resources. The Student Data Release Form should be accessed to start the process of downloading student data. The assembly exercises total control over the

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For the Fiscal Year Ended June 30, 2011

operation of the consortium including budgeting, appropriating, contracting, and designating management. All the consortium revenues are generated from charges for services and State funding.

B. Insurance Purchasing Pool

The Educational Service Center participates in a group rating plan for workers' compensation as established under section 4123.29 of the Ohio Revised Code. The Sheakley Uniservice, Inc's Group Rating Program was established as an insurance purchasing pool.

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

C. Risk Sharing Pool

The Stark County Schools Council of Governments is a risk sharing pool created pursuant to State statute for the purpose of carrying out a cooperative program for the provision and administration of health care benefits. The Assembly is the legislative decision-making body of the Council. The Assembly is comprised of the superintendents or executive officers of the members, who have been appointed by the respective governing body of each member.

The intent of the insurance pool is to achieve a reduced, stable and competitive rate for the Educational Service Center by the grouping with other members of the Health Benefits Program. The experience of all participating districts are calculated as one and a common premium rate is applied to all member districts. New members must maintain a reserve amount equal to 30 percent of claims paid for the preceding twelve month period.

Note 8 - Capital Assets

Capital asset activity for the fiscal year ended June 30, 2011 was as follows:

	Balance 6/30/10	Additions	Reductions	Balance 6/30/11
Governmental Activities				
<i>Capital Assets, being depreciated:</i>				
Furniture, Fixtures and Equipment	\$ 352,919	\$ 42,265	\$ (15,935)	\$ 379,249
Vehicles	43,374	22,490	0	65,864
Total Capital Assets, being depreciated	<u>396,293</u>	<u>64,755</u>	<u>(15,935)</u>	<u>445,113</u>
Less Accumulated Depreciation:				
Furniture, Fixtures and Equipment	(296,920)	(25,703)	15,935	(306,688)
Vehicles	(15,527)	(12,149)	0	(27,676)
Total Accumulated Depreciation	<u>(312,447)</u>	<u>(37,852)</u>	<u>15,935</u>	<u>(334,364)</u>
Governmental Activities Capital Assets, Net	<u>\$ 83,846</u>	<u>\$ 26,903</u>	<u>\$ 0</u>	<u>\$ 110,749</u>

Medina County Educational Service Center

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2011

Depreciation expense was charged as follows:

Governmental Activities:	
Instruction:	
Adult Education	\$ 4,218
Support Services:	
Pupil	545
Instructional Staff	23,235
Administration	247
Fiscal	493
Business	6,829
Central	2,285
	<hr/>
Total Depreciation	\$ 37,852

Note 9 - Risk Management

Property and Liability

The Educational Service Center is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Educational Service Center contracted with Leonard Insurance Company for a Commercial Package Policy starting September 1, 2010 through August 31, 2011. The policy covers all furniture and equipment that has a value equal or greater than \$500. In addition, the Commissioners of Medina County provide insurance coverage for the contents of the office space they provide to the Educational Service Center.

Professional liability was protected by the Leonard Insurance Company starting September 1, 2010 through August 31, 2011. Coverage is \$2,000,000 annual aggregate/\$1,000,000 single occurrence limit and no deductible for each claim. An Umbrella increases the annual aggregate by \$2,000,000 and each occurrence by \$2,000,000. A school leaders error and omissions policy is also provided by Leonard Insurance Company with an aggregate limit of \$1,000,000 and a deductible of \$2,500. Vehicles were covered by the Leonard Insurance Company as well. The policy holds a \$250 deductible for comprehensive and \$500 deductible for collision. The policy includes coverage for hired and nonowned automobiles. Automobile liability has a \$1,000,000 combined single limit of liability. Settled claims have not exceeded this commercial coverage in any of the past sixteen years and there has not been a significant reduction in coverage from the prior year.

For fiscal year 2011, the Educational Service Center participated in the Sheakley Uniservice, Inc's Workers' Compensation Group Rating Program, an insurance purchasing pool (Note 7B). The Program 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 Program. Each participant pays its rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings of the program. A participant will then either receive money from or be required to contribute to the "equity pooling fund". This "equity pooling fund" arrangement insures that each participant shares equally in the overall performance of the program.

Medina County Educational Service Center

Notes to the Basic Financial Statements For the Fiscal Year Ended June 30, 2011

Participation in the program is limited to districts that can meet the selection criteria. The Districts apply for participation each year. The firm of Sheakley Uniservice, Inc. provides administrative, cost control, and actuarial services to the program. Each year the Educational Service Center pays an enrollment fee to the program to cover the costs of administration.

Note 10 - Pension Plans

A. School Employees Retirement System

Plan Description – The Educational Service Center contributes to the School Employees Retirement System of Ohio (“SERS”), a cost-sharing multiple-employer defined benefit pension plan. SERS provides retirement, disability and survivor benefits; annual cost-of-living adjustments; and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by state statute per Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report can be obtained by contacting SERS, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling toll free (800) 878-5853. It is also posted on SERS’ website at www.ohsers.org under *Employers/Audit Resources*.

Funding Policy – Plan members are required to contribute 10 percent of their annual covered salary and the School is required to contribute at an actuarially determined rate. The current rate is 14 percent of annual covered payroll. A portion of the Educational Service Center's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for fiscal year 2011, 11.81 percent of annual covered salary was the portion used to fund pension obligations. The remaining 2.19 percent of the 14 percent employer contribution rate is allocated to the Health Care and Medicare B Funds. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts, by the SERS’ Retirement Board. The Educational Service Center's contributions to SERS for pension obligations for the years ended June 30, 2011, 2010 and 2009 were \$214,851, \$230,040 and \$147,423, respectively. 100% of the contributions have been made for the three fiscal years.

B. State Teachers Retirement System

Plan Description – The Educational Service Center participates in the State Teachers Retirement System of Ohio (“STRS Ohio”), a cost-sharing, multiple-employer defined benefit pension plan. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a publicly-available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to STRS Ohio, 275 East Broad Street, Columbus, Ohio 43215-3371, by calling (888) 227-7877, or by visiting the STRS Ohio website 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 member contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DC Plan allows members to allocate their member contributions and employer contributions equal to 10.5 percent of earned compensation among various investment accounts. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The Combined Plan offers features of both the DC Plan and the

Medina County Educational Service Center

Notes to the Basic Financial Statements For the Fiscal Year Ended June 30, 2011

DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. DC and Combined Plan members will transfer to the DB Plan during their fifth year of membership unless they permanently select the DC or Combined Plan. Benefits are established by Chapter 3307 of the Ohio Revised Code.

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

Funding Policy – For the fiscal year ended June 30, 2011, plan members were required to contribute 10 percent of their annual covered salaries. The Educational Service Center was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. For fiscal year 2010, 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 employer contributions.

The Educational Service Center's required contributions for pension obligations to the DB Plan for the fiscal years ended June 30, 2011, 2010 and 2009 were \$334,399, \$194,973 and \$189,843, respectively. 100% of the contributions have been made for the three fiscal years. Contributions to the DC and Combined Plans for fiscal year 2011 were \$28,698 made by the Educational Service Center and \$20,498 made by the plan members.

C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System have an option to choose Social Security or the School Employees Retirement System/State Teachers Retirement System. As of June 30, 2011, two of the governing board members have elected social security. The Board's liability is 6.2% of wages paid.

Note 11 - Postemployment Benefits

A. State Teachers Retirement System

Plan Description – The Educational Service Center contributes to the cost sharing multiple employer defined benefit Health Plan administered by the State Teachers Retirement System of Ohio (STRS) 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 premium. 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 authorized 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 2011, STRS Ohio allocated employer contributions equal to 1% of covered payroll to the Health Care

Medina County Educational Service Center

Notes to the Basic Financial Statements For the Fiscal Year Ended June 30, 2011

Stabilization Fund. The Educational Service Center's contributions for health care for fiscal years ended June 30, 2011, 2010 and 2009 were \$25,723, \$14,998 and \$14,603, respectively.

B. School Employees Retirement System

Plan Description — The Educational Service Center participates in two cost-sharing multiple employer defined benefit OPEB plans administered by SERS for non-certified retirees and their beneficiaries, a Health Care Plan and a Medicare Part B Plan. The Health Care Plan included 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 SERS' Health Care and Medicare B plans are included in its *Comprehensive Annual Financial Report*. The report can be obtained by contacting SERS, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling toll free (800) 878-5853. It is also posted on SERS' website at www.ohsers.org under *Employers/Audit Resources*.

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 allocated 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 2011, 1.43 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 2011, this amount was \$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.

The Educational Service Center's contributions for the years ended June 30, 2011, 2010 and 2009 were \$26,015, \$8,280 and \$67,468, respectively.

The Retirement Board, acting with the advice of the actuary, allocates a portion of the current employer contribution rate to the Medicare B Fund. For fiscal year 2011, the actuarially required allocation was .76 percent. The School's contributions for the years ended June 30, 2011, 2010 and 2009 were \$13,826, \$13,680, and \$12,164, respectively, which equaled the required contributions each year.

Note 12 - Employee Benefits

A. Compensated Absences

Certified and Classified employees earn five to twenty days of vacation per year, depending upon length of service. Accumulated unused vacation time up to five days of the prorated share of the current year is paid to all employees upon termination of employment. Administrators, supervisors, and classified employees earn sick leave at the rate of one and one-fourth days per month. Sick leave may be accumulated up to 240 days. Upon retirement, payment is made for one-fourth of the total sick leave accumulation, up to a maximum accumulation of 240 days.

Medina County Educational Service Center
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2011

B. Life Insurance

The Educational Service Center provides \$50,000 life insurance and accidental death and dismemberment insurance to most employees through Educational Employees Life Insurance Trust.

Note 13 - Long - Term Obligations

The changes in the Educational Service Center's long-term obligations during the year consist of the following:

	Outstanding 6/30/10	Additions	Reductions	Outstanding 6/30/11	Amounts Due in One Year
Governmental Activities:					
Compensated Absences	\$ 184,468	\$ 74,790	\$ 93,089	\$ 166,169	\$ 69,439
Total Governmental Activities					
Long-Term Liabilities	<u>\$ 184,468</u>	<u>\$ 74,790</u>	<u>\$ 93,089</u>	<u>\$ 166,169</u>	<u>\$ 69,439</u>

Compensated absences will be paid from the general fund.

Note 14 – Contingencies

A. Grants

The Educational Service Center received financial assistance from federal and state 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 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 Educational Service Center at June 30, 2011.

B. Litigation

The Educational Service Center is not a part of or involved in any legal proceedings at this time. The Educational Service Center management is of the opinion that ultimate disposition of any future claims and legal proceedings will not have a material effect, if any, on the financial condition of the Educational Service Center.

Note 15 – Interfund Transfers

In fiscal year 2011, General Fund transferred \$1,761 to the Spark Program Fund to cover operating costs.



Balestra, Harr & Scherer, CPAs, Inc.

Accounting, Auditing and Consulting Services for Federal, State and Local Governments

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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards*

Members of the Board
Medina County Educational Service Center
124 West Washington Street
Medina, Ohio 44256

To the Board:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Medina County Educational Service Center, Medina County, Ohio (the Educational Service Center), as of and for the year ended June 30, 2011, which collectively comprise the Educational Service Center's basic financial statements and have issued our report thereon dated December 21, 2011 wherein we noted that the Educational Service Center implemented GASB Statements No. 54 and 59. 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 Educational Service Center's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of opining on the effectiveness of the Educational Service Center's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Educational Service Center's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in more than a reasonable possibility that a material misstatement of the Educational Service Center's financial statements will not be prevented, or detected and timely corrected.

Internal Control over Financial Reporting (Continued)

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, 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.

Compliance and Other Matters

As part of reasonably assuring whether the Educational Service Center'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 intend this report solely for the information and use of management, the Board, and others within the Educational Service Center. We intend it for no one other than these specified parties.



Balestra, Harr & Scherer, CPAs, Inc.
December 21, 2011

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Dave Yost • Auditor of State

MEDINA COUNTY EDUCATIONAL SERVICE CENTER

MEDINA COUNTY

CLERK'S CERTIFICATION

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

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
MARCH 8, 2012**