



**Auditor of State
Betty Montgomery**

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

Table of Contents

Title	Page
Independent Accountants' Report.....	1
Management's Discussion and Analysis	3
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Assets	11
Statement of Activities.....	12
Fund Financial Statements:	
Balance Sheet - Governmental Funds.....	13
Reconciliation of Total Governmental Fund Balances to Net Assets of Governmental Activities.....	14
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	15
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	16
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget (Non-GAAP Budgetary Basis) and Actual - General Fund	17
Statement of Fiduciary Net Assets - Fiduciary Fund.....	18
Notes to the Basic Financial Statements.....	19
Schedule of Federal Award Expenditures.....	48
Notes to the Schedule of Federal Awards Expenditures.....	50
Independent Accountants' Report on Compliance and on Internal Control Required by <i>Government Auditing Standards</i>	51
Independent Accountants' Report on Compliance with Requirements Applicable to Major Federal Programs and Internal Control Over Compliance in Accordance with <i>OMB Circular A-133</i>	53
Schedule of Findings	55

This page intentionally left blank.



**Auditor of State
Betty Montgomery**

INDEPENDENT ACCOUNTANTS' REPORT

Vanguard-Sentinel Career Centers
Sandusky County
1306 Cedar Street
Fremont, Ohio 43420-1197

To the Board of Education:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Vanguard-Sentinel Career Centers, Sandusky County, Ohio (the District), as of and for the year ended June 30, 2003, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Vanguard-Sentinel Career Centers, Sandusky County, Ohio, as of June 30, 2003, and the respective changes in financial position, where applicable, and the respective budgetary comparison for the General fund thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated February 24, 2004, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

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

We conducted our audit to form opinions on the financial statements that collectively comprise the District's basic financial statements. The Schedule of Federal Awards Expenditures is presented for additional analysis and is not a required part of the basic financial statements. We subjected the Schedule of Federal Awards Expenditures to the auditing procedures applied in the audit of the basic financial statements. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



Betty Montgomery
Auditor of State

February 24, 2004

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003**

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

Financial Highlights

Key financial highlights for fiscal year 2003 are as follows:

- In total, net assets increased \$1,002,682, which represents a 5.28 percent increase from 2002.
- General revenues accounted for \$10,304,763, or 75.28 percent of all revenues. Program specific revenues in the form of charges for services and sales, grants and contributions account for \$3,383,004 or 24.72 percent of the total revenues of \$13,687,767.

The District had \$12,685,085 in expenses related to governmental activities: only \$3,383,004 of these expenses was offset by program specific charges for services, grants or contributions. General revenues supporting governmental activities (primarily taxes and unrestricted grants and entitlements) of \$10,304,763 were adequate to provide for these programs resulting in an increase to net assets from \$18,986,973 to \$19,989,655.

The District's two major governmental funds are the General Fund and Permanent Improvement Fund. The General Fund had \$12,133,291 in revenues and other financing sources and \$11,114,227 in expenditures and other financing uses. The General Fund's fund balance increased from \$3,325,123 to \$4,344,187. The increase is attributable to a large increase in encumbrances that were not paid in FY 2003. The Permanent Improvement Fund had \$500,000 in other financing sources and \$0 in expenditures. The Permanent Improvement Fund's fund balance increased from \$5,001,744 to \$5,501,744. The balance increased because the District did not spend any funds from the Permanent Improvement Fund.

Using the Basic Financial Statements

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003
(Continued)**

The Statement of Net Assets and the Statement of Activities provide information about the activities of the whole District, presenting both an aggregate view of the District's finances and a longer term view of those finances.

Fund financial statements provide a greater level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the District's most significant funds with all other nonmajor funds presented in total in a single column. For Vanguard-Sentinel Career Centers, the General Fund and Permanent Improvement Fund are the most significant funds.

Reporting the School District as a Whole

Statement of Net Assets and Statement of Activities

The statement of net assets and the statement of activities reflect how the District did financially during fiscal year 2003. These statements include all assets and liabilities using the accrual basis of accounting similar to that which is used by most private-sector companies. This basis of accounting considers all of the current fiscal years' revenues and expenses regardless of when cash is received or paid.

These statements report the District's net assets and changes in those assets. This change in net assets is important because it tells the reader whether the financial position of the District as a whole has increased or decreased from the prior fiscal year. Over time, these increases and/or decreases are one indicator of whether the financial position is improving or deteriorating. Causes for these changes may be the result of many factors, some financial, some not. Non-financial factors include the District's property tax base, current property tax laws in Ohio restricting revenue growth, facility conditions, required educational programs, and other factors.

In the Statement of Net Assets and the Statement of Activities, the District discloses a single type of activity:

- Governmental Activities - All of the School District's programs and services are reported here including instruction, support services, non-instructional services, and extracurricular activities.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003
(Continued)**

Reporting the School District's Most Significant Funds

Fund Financial Statements

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

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

The School District as a Whole

The Statement of Net Assets provides the perspective of the District as a whole. This is the first year for government-wide financial statements using the full accrual basis of accounting, therefore a comparison with prior years is not available. A comparative analysis will be provided in future years when prior year information is available. The table below provides a summary of the District's net assets for 2003.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003
(Continued)**

	Governmental Activities
	2003
Assets	
Current assets	\$ 15,008,445
Capital assets	10,734,909
<i>Total assets</i>	25,743,354
Liabilities	
Current liabilities	4,324,993
Long-term liabilities	1,428,706
<i>Total liabilities</i>	5,753,699
Net Assets	
Invested in capital assets, net of debt	10,368,243
Restricted	5,909,918
Unrestricted	3,711,494
<i>Total net assets</i>	\$ 19,989,655

The table below shows the changes in net assets for fiscal year 2003. Since this is the first year the District has prepared financial statements following GASB Statement No. 34, revenue and expense comparisons to fiscal year 2002 are not available. A comparative analysis will be provided in future years when prior year information is available.

	Governmental Activities
	2003
Revenues	
Program revenues:	
Charges for services and sales	\$ 835,191
Operating grants and contributions	2,547,813
General revenues:	
Property taxes	3,611,819
Grants and entitlements	6,250,191
Investment earnings	319,614
Miscellaneous	123,139
<i>Total Revenues</i>	13,687,767

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003
(Continued)**

Expenses	
Program expenses:	
Instruction:	
Regular	302,933
Special	111,588
Vocational	7,369,911
Adult	675,546
Support services:	
Pupil	585,106
Instructional staff	733,870
Board of education	60,695
Administration	719,407
Fiscal	376,828
Operations and maintenance	1,336,442
Pupil transportation	53,311
Central	65,386
Food Service Operations	119,434
Extracurricular activities	8,590
Depreciation – Unallocated	63,007
Loss on Sale of Fixed Assets	103,031
<i>Total Expenses</i>	<u>12,685,085</u>
<i>Changes in net assets</i>	<u><u>\$ 1,002,682</u></u>

Governmental Activities

Net assets of the District's governmental activities increased by \$1,002,682. Total governmental expenses of \$12,685,085 were primarily offset by program revenues of \$3,383,004 and general revenues of \$10,304,763. Program revenues supported 26.67 percent of the total governmental expenses.

The primary sources of revenue for governmental activities are derived from property taxes and grants and entitlements. These two revenue sources represent 72.05 percent of total governmental revenue. Property taxes support 28.47 percent of total expenses while grants and entitlements supported 49.27 percent of total expenses. Between these two revenue items, 77.74 percent of total governmental expenditures were funded.

The largest expense of the District is for instructional programs. Instruction expenses totaled \$8,459,978 or 66.69 percent of total governmental expenses for fiscal 2003.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003
(Continued)**

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. The following table shows, for governmental activities, the total cost of services and the net cost of services for 2003. That is, it identifies the cost of these services supported by tax revenue and unrestricted State grants and entitlements.

	Governmental Activities	
	2003	
	Total Cost of Services	Net Cost of Services
Program expenses		
Instruction:		
Regular	\$ 302,933	\$ 302,933
Special	111,588	111,588
Vocational	7,369,911	5,394,012
Adult	675,546	45,283
Support services:		
Pupil	585,106	238,859
Instructional staff	733,870	601,258
Board of education	60,695	60,695
Administration	719,407	685,713
Fiscal	376,828	376,828
Operations and maintenance	1,336,442	1,234,470
Pupil transportation	53,311	53,311
Central	65,386	-
Food Service Operations	119,434	22,503
Extracurricular activities	8,590	8,590
Depreciation – Unallocated	63,007	63,007
Loss on Sale of Fixed Assets	103,031	103,031
<i>Total expenses</i>	<u>\$ 12,685,085</u>	<u>\$ 9,302,081</u>

The dependence upon tax revenues and unrestricted state entitlements for governmental activities is apparent as 69.19 percent of instruction activities are supported through taxes and other general revenues. For all governmental activities, support from general revenues is 73.33 percent.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003
(Continued)**

The School District's Funds

The School District's governmental funds are accounted for using the modified accrual basis of accounting. Total governmental funds had revenues of \$14,266,460 and expenditures \$12,731,575. The net positive change of \$1,534,885 in fund balance for the year indicates that the District is able to meet current operating costs.

General Fund Budgeting Highlights

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

During the course of fiscal year 2003, the District amended its General Fund budget as needed. Final budgeted revenues, in the amount of \$12,315,816, were above original budgeted revenues, in the amount of \$12,277,502.

Final expenditures were budgeted at \$12,715,839 while actual expenditures were \$12,488,900. The \$226,939 difference primarily comes from only spending 98 percent of the appropriated amount.

Capital Assets and Debt Administration

Capital Assets

At the end of fiscal year 2003, the District had \$10,734,909 invested in capital assets (net of accumulated depreciation) for governmental activities, a decrease of \$465,196, or 4.15 percent. The primary decrease in capital assets for governmental activities was the result of disposals and annual depreciation exceeding additions for the fiscal year. Additions included routine computer and computer related purchases, and instructional equipment. Disposals primarily consisted computer related equipment and other instructional equipment.

Debt

At June 30, 2003, the District had an outstanding loan, in the amount of \$366,666, the proceeds were used to purchase the Terra Tech campus on Cedar Street and make necessary renovations.

At June 30, 2003, the District's overall legal debt margin was \$227,997,727 with an unvoted debt margin of \$2,533,308.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2003
(Continued)**

Current Issues

Vanguard-Sentinel Career Centers remain stable in the state of a declining economy and uncertainty in State funding. Vanguard-Sentinel Career Centers is primarily a residential/farming community covering nine counties.

Over the past several years, the District has maintained a good financial position. The District has not been on the ballot since 1971 for operating funds. The current five-year forecast indicates the District will not have to request operating funds.

The District agreed to a new three-year contract with all certified and classified employees. This agreement has an expiration date of June 30, 2007.

Contacting the School District's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the District's finances and to reflect the District's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to Jay T. Valasek, Treasurer, Vanguard-Sentinel Career Centers, 1306 Cedar Street, Fremont, Ohio 43420.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Statement of Net Assets
June 30, 2003**

	Governmental Activities
Assets	
Current Assets:	
Equity in Pooled Cash and Cash Equivalents	\$ 10,783,218
Cash and Cash Equivalents in Segregated Accounts	331
Inventory Held for Resale	5,219
Materials and Supplies Inventory	8,465
Accrued Interest Receivable	114,809
Accounts Receivable	14,261
Intergovernmental Receivable	198,184
Prepaid Items	96,061
Property and Other Local Taxes Receivable	3,732,045
Restricted Assets:	
Equity in Pooled Cash and Cash Equivalents	55,852
Noncurrent Assets:	
Non-Depreciable Capital Assets	330,691
Depreciable Capital Assets, net	10,404,218
<i>Total Assets</i>	25,743,354
Liabilities	
Current Liabilities:	
Accounts Payable	41,721
Accrued Wages and Benefits	1,122,063
Deferred Revenue	3,161,209
Noncurrent Liabilities:	
Long-Term Liabilities:	
Due Within One Year	136,721
Due in More Than One Year	1,291,985
<i>Total Liabilities</i>	5,753,699
Net Assets	
Invested in Capital Assets, Net of Related Debt	10,368,243
Restricted for Debt Service	366,666
Restricted for Capital Outlay	5,501,744
Restricted for Other Purposes	41,508
Unrestricted	3,711,494
<i>Total Net Assets</i>	\$ 19,989,655

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Statement of Activities
For the Fiscal Year Ended June 30, 2003**

		Program Revenues		Net (Expense)
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Revenue and Changes in Net Assets
Governmental Activities				Governmental Activities
Instruction:				
Regular	\$ 302,933	\$ -	\$ -	\$ (302,933)
Special	111,588	-	-	(111,588)
Vocational	7,369,911	385,913	1,589,986	(5,394,012)
Adult/Continuing	675,546	275,792	354,471	(45,283)
Support Services:				
Pupils	585,106	-	346,247	(238,859)
Instructional Staff	733,870	-	132,612	(601,258)
Board of Education	60,695	-	-	(60,695)
Administration	719,407	-	33,694	(685,713)
Fiscal	376,828	-	-	(376,828)
Operation and Maintenance of Plant	1,336,442	101,972	-	(1,234,470)
Pupil Transportation	53,311	-	-	(53,311)
Central	65,386	-	65,386	
Food Service Operations	119,434	71,514	25,417	(22,503)
Extracurricular Activities	8,590	-	-	(8,590)
Depreciation - Unallocated	63,007	-	-	(63,007)
Loss on Sale of Fixed Assets	103,031	-	-	(103,031)
<i>Total Governmental Activities</i>	\$ 12,685,085	\$ 835,191	\$ 2,547,813	(9,302,081)
General Revenues				
Property taxes, levied for general purposes				3,611,819
Grants and Entitlements not Restricted to Specific Programs				6,250,191
Investment Earnings				319,614
Miscellaneous				123,139
<i>Total General Revenues</i>				10,304,763
Change in Net Assets				1,002,682
<i>Net Assets Beginning of Year (See Note 3)</i>				18,986,973
<i>Net Assets End of Year</i>				\$ 19,989,655

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Balance Sheet
Governmental Funds
June 30, 2003**

	<u>General Fund</u>	<u>Permanent Improvement Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Assets				
Current Assets:				
Equity in Pooled Cash and Cash Equivalents	\$ 4,522,452	\$ 5,501,744	\$ 759,022	\$ 10,783,218
Cash and Cash Equivalents in				
Segregated Accounts	331	-	-	331
Inventory Held for Resale	-	-	5,219	5,219
Materials and Supplies Inventory	-	-	8,465	8,465
Accrued Interest Receivable	114,809	-	-	114,809
Accounts Receivable	4,404	-	9,857	14,261
Interfund Receivable	101,500	-	-	101,500
Intergovernmental Receivable	71,421	-	126,763	198,184
Prepaid Items	91,763	-	4,298	96,061
Property and Other Local Taxes Receivable	3,732,045	-	-	3,732,045
Restricted Assets:				
Equity in Pooled Cash and Cash Equivalents	55,852	-	-	55,852
Total Assets	<u>\$ 8,694,577</u>	<u>\$ 5,501,744</u>	<u>\$ 913,624</u>	<u>\$ 15,109,945</u>
Liabilities				
Current Liabilities:				
Accounts Payable	41,304	-	417	41,721
Accrued Wages and Benefits	1,047,113	-	74,950	1,122,063
Interfund Payable	-	-	101,500	101,500
Deferred Revenue	3,261,973	-	115,784	3,377,757
Total Liabilities	<u>4,350,390</u>	<u>-</u>	<u>292,651</u>	<u>4,643,041</u>
Fund Balances				
Reserved:				
Reserved for Encumbrances	1,041,638	-	8,832	1,050,470
Reserved for Property Taxes	470,072	-	-	470,072
Reserved for Budget Stabilization	55,852	-	-	55,852
Reserved for Prepays	91,763	-	-	91,763
Reserved for Inventory	-	-	13,864	13,864
Unreserved, Designated:				
Designated for Budget Stabilization	475,798	-	-	475,798
Unreserved, Undesignated, Reported in:				
General Fund	2,209,064	-	-	2,209,064
Special Revenue Funds	-	-	231,611	231,611
Debt Service Funds	-	-	366,666	366,666
Capital Projects Funds	-	5,501,744	-	5,501,744
Total Fund Balances	<u>4,344,187</u>	<u>5,501,744</u>	<u>620,973</u>	<u>10,466,904</u>
Total Liabilities and Fund Balances	<u>\$ 8,694,577</u>	<u>\$ 5,501,744</u>	<u>\$ 913,624</u>	<u>\$ 15,109,945</u>

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

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

Total governmental fund balances \$ 10,466,904

*Amounts reported for governmental activities in the
statement of net assets are different because of the following:*

Capital assets used in governmental activities are not financial
resources and therefore are not reported in the funds 10,734,909

Other long-term assets are not available to pay for current-
period expenditures and therefore are deferred in the funds

Accounts Receivable	\$ 4,033
Intergovernmental Receivable	111,751
Property Taxes Receivable	<u>100,764</u>

Total 216,548

Intergovernmental payable includes contractually required
pension contributions not expected to be paid with
available expendable resources and, therefore, not
reported in the funds (28,690)

Some liabilities are not due and payable in the current
period and, therefore, are not reported in the funds

School Facilities Loan Payable	(366,666)
Compensated Absences Payable	<u>(1,033,350)</u>

Total (1,400,016)

Net assets of governmental activities \$ 19,989,655

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2003**

	General Fund	Permanent Improvement Fund	All Other Governmental Funds	Total Governmental Funds
Revenues				
Property and Other Local Taxes	\$ 3,585,328	\$ -	\$ -	\$ 3,585,328
Intergovernmental	7,820,105	-	1,005,028	8,825,133
Interest	319,180	-	434	319,614
Tuition and Fees	68,865	-	309,029	377,894
Rent	101,972	-	-	101,972
Gifts and Donations	-	-	3,395	3,395
Customer Sales and Services	-	-	191,793	191,793
Miscellaneous	233,691	-	18,209	251,900
<i>Total Revenues</i>	<u>12,129,141</u>	<u>-</u>	<u>1,527,888</u>	<u>13,657,029</u>
Expenditures				
Current:				
Instruction:				
Regular	277,628	-	-	277,628
Special	105,911	-	-	105,911
Vocational	6,863,586	-	245,164	7,108,750
Adult/Continuing	-	-	618,227	618,227
Support Services:				
Pupils	222,847	-	353,061	575,908
Instructional Staff	566,414	-	130,664	697,078
Board of Education	60,679	-	-	60,679
Administration	698,536	-	35,423	733,959
Fiscal	370,496	-	-	370,496
Operation and Maintenance of Plant	1,301,072	-	-	1,301,072
Pupil Transportation	47,214	-	-	47,214
Central	-	-	65,379	65,379
Food Service Operations	-	-	102,763	102,763
Extracurricular Activities	8,590	-	-	8,590
Debt Service:				
Principal Retirement	-	-	66,667	66,667
<i>Total Expenditures</i>	<u>10,522,973</u>	<u>-</u>	<u>1,617,348</u>	<u>12,140,321</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>1,606,168</u>	<u>-</u>	<u>(89,460)</u>	<u>1,516,708</u>
Other Financing Sources (Uses)				
Transfers In	-	500,000	91,254	591,254
Proceeds from Sale of Fixed Assets	2,812	-	-	2,812
Refund of Prior Year Expenditures	1,338	-	-	1,338
Other Financing Sources	-	-	14,027	14,027
Transfers Out	(591,254)	-	-	(591,254)
<i>Total Other Financing Sources and Uses</i>	<u>(587,104)</u>	<u>500,000</u>	<u>105,281</u>	<u>18,177</u>
<i>Net Change in Fund Balances</i>	1,019,064	500,000	15,821	1,534,885
<i>Fund Balance at Beginning of Year (restated)</i>	3,325,123	5,001,744	605,152	8,932,019
<i>Fund Balance at End of Year</i>	<u>\$ 4,344,187</u>	<u>\$ 5,501,744</u>	<u>\$ 620,973</u>	<u>\$ 10,466,904</u>

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

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

Net change in fund balances - total governmental funds \$ 1,534,885

Amounts reported for governmental activities on the statement of activities are different because of the following:

Governmental funds report capital outlays as expenditures. However, on the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current year:

Capital Outlay - Depreciable Capital Assets	\$ 672,039	
Depreciation	<u>(1,031,391)</u>	
Total		(359,352)

Capital assets are removed from the capital asset account on the statement of net assets results in a loss on disposal of capital assets on the statement of activities.

Loss on Disposal of Capital Assets		(103,031)
------------------------------------	--	-----------

Revenues on the statement of activities that do not provide current financial resources are not reported as revenues in the governmental funds.

Property Taxes	\$ 26,491	
Intergovernmental	(8,776)	
Tuition and Fees	(2,340)	
Miscellaneous	<u>(2,812)</u>	
Total		12,563

Repayment of principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities on the statement of net assets.

		66,667
--	--	--------

Some expenses reported on the statement of activities, such as compensated absences and intergovernmental payables representing contractually required pension contributions, do not require the use of current financial resources, and therefore are not reported as expenditures in governmental funds:

Compensated Absences Payable		<u>(149,050)</u>
------------------------------	--	------------------

<i>Change in net assets of governmental activities</i>		<u><u>\$ 1,002,682</u></u>
--	--	----------------------------

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Statement of Revenues, Expenditures and Changes in Fund Balance
Budget (Non-GAAP Basis) and Actual Comparison
General Fund
For the Fiscal Year Ended June 30, 2003**

	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues				
Property and Other Local Taxes	\$ 3,637,631	\$ 3,637,631	\$ 3,602,882	\$ (34,749)
Intergovernmental	7,863,001	7,750,243	7,760,151	9,908
Interest	325,000	375,000	426,170	51,170
Tuition and Fees	130,000	130,000	68,785	(61,215)
Rent	95,000	95,000	101,972	6,972
Miscellaneous	190,442	190,442	230,223	39,781
<i>Total Revenues</i>	<u>12,241,074</u>	<u>12,178,316</u>	<u>12,190,183</u>	<u>11,867</u>
Expenditures				
Current:				
Instruction:				
Regular	288,294	281,994	277,824	4,170
Special	103,965	106,445	105,412	1,033
Vocational	7,519,038	7,630,308	7,490,274	140,034
Support Services:				
Pupils	211,151	230,651	224,303	6,348
Instructional Staff	603,178	579,478	568,665	10,813
Board of Education	98,806	82,306	69,250	13,056
Administration	735,429	885,879	872,705	13,174
Fiscal	410,486	549,436	541,145	8,291
Operation and Maintenance of Plant	1,506,252	1,584,152	1,556,215	27,937
Pupil Transportation	62,498	51,648	50,335	1,313
Extracurricular Activities	17,000	8,600	8,590	10
<i>Total Expenditures</i>	<u>11,556,097</u>	<u>11,990,897</u>	<u>11,764,718</u>	<u>226,179</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>684,977</u>	<u>187,419</u>	<u>425,465</u>	<u>238,046</u>
Other Financing Sources (Uses)				
Transfers In	31,428	-	31,428	31,428
Proceeds from Sale of Fixed Assets	5,000	5,000	2,813	(2,187)
Refund of Prior Year Expenditures	-	-	637	637
Advances In	-	132,500	132,500	-
Transfers Out	(1,090,000)	(623,442)	(622,682)	760
Advances Out	(132,500)	(101,500)	(101,500)	-
<i>Total Other Financing Sources and Uses</i>	<u>(1,186,072)</u>	<u>(587,442)</u>	<u>(556,804)</u>	<u>30,638</u>
<i>Net Change in Fund Balances</i>	(501,095)	(400,023)	(131,339)	268,684
<i>Fund Balance at Beginning of Year (restated)</i>	3,227,974	3,227,974	3,227,974	-
Prior Year Encumbrances Appropriated	401,827	401,827	401,827	-
<i>Fund Balance (Deficit) at End of Year</i>	<u>\$ 3,128,706</u>	<u>\$ 3,229,778</u>	<u>\$ 3,498,462</u>	<u>\$ 268,684</u>

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Statement of Net Assets
Fiduciary Fund
June 30, 2003**

	<u>Agency Fund</u>
Assets	
Equity in Pooled Cash and Cash Equivalents	\$ 45,021
Accounts Receivable	53
Intergovernmental Receivable	686
	<hr/>
<i>Total Assets</i>	45,760
	<hr/>
Liabilities	
Accounts Payable	705
Due to Students	45,055
	<hr/>
<i>Total Liabilities</i>	\$ 45,760
	<hr/> <hr/>

SEE ACCOMPANYING NOTES TO BASIC FINANCIAL STATEMENTS

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003**

Note 1 - Description of the District and Reporting Entity

Vanguard-Sentinel Career Centers are a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. Vanguard-Sentinel Career Centers (the District) is a joint vocational District as defined by § 3311.18 of the Ohio Revised Code. The District operates under an appointed Board of Education consisting of 15 members. Each participating exempted village, local and city District with the exception of Fremont City District has one representative on the Board of Education; Fremont City School District has two representatives on the Board. The District provides educational services as authorized by State statute and/or Federal guidelines.

The District was established in 1965 for the purpose of providing vocational education to students in Sandusky County. Clyde, Fremont, Gibsonburg, and Lakota School Districts were the initial districts. The first students attended the district in September 1968. Port Clinton City School District joined in 1971 and Old Fort in 1975. In 1985, a new building was opened in Tiffin, Ohio to provide vocational education to students in Seneca and Wyandot counties. Member districts of the Sentinel Career Center in Tiffin are: Bettsville, Fostoria, Hopewell-Loudon, Mohawk, New Riegel, Seneca East, Tiffin City and Upper Sandusky schools.

The District serves an area of approximately 1600 square miles. The District is the 6th largest joint vocational District in the State of Ohio (among 49 joint vocational districts) in terms of enrollment with an enrollment of 1,088 students. The District employed 10 administrative and supervisory personnel, 110 certificated employees and 31 non-certificated employees.

Reporting Entity

A reporting entity consists of the primary government, component units, and other organizations that are included to insure that the financial statements are not misleading. The primary government of the District consists of all funds, departments, boards, and agencies that are not legally separate from the District. For the Vanguard-Sentinel Career Centers, this includes general operations, food service, adult education, and student related activities of the District.

Component units are legally separate organizations for which the District is financially accountable. The District is financially accountable for an organization if the District appoints a voting majority of the organization's governing board and (1) the District is able to significantly influence the programs or services performed or provided by the organization; or (2) the District is legally entitled to or can otherwise access the organization's resources; the District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the District in

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

that the District approves the budget, the issuance of debt, or the levying of taxes. The District has no component units.

The District is associated with certain organizations which are defined as a jointly governed organization and 3 insurance pools. These organizations include the Northern Ohio Educational Computer Association, Ohio School Plan, San-Ott Employee Welfare Benefit Association, and the Ohio Association of School Business Officials Workers' Compensation Group Rating Plan. These organizations are presented in Notes 18 and 19 to the general purpose financial statements.

Note 2 - Summary of Significant Accounting Policies

The basic financial statements of Vanguard-Sentinel Career Centers have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its governmental funds provided they do not conflict with or contradict GASB pronouncements. Following are the more significant of the District's accounting policies.

A. Basis of Presentation

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

Government-Wide Financial Statements

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

The statement of net assets presents the financial condition of the governmental activities of the District at fiscal year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the District'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 and grants, contributions, and interest that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

general revenues of the District, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

Fund Financial Statements

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

B. Fund Accounting

The District uses funds to maintain its financial records during the fiscal year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain District functions or activities. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the District are reported in two categories: governmental and fiduciary.

Governmental Funds

Governmental funds are those through which most governmental functions of the District are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The District has two major governmental funds:

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

Permanent Improvement Fund - The Permanent Improvement Fund accounts for resources transferred from the General Fund to be used for acquisition, construction, or improvement of capital facilities.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

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

Fiduciary Funds

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private purpose trust funds, and agency funds. Trust funds are used to account for assets held by the District under a trust agreement for individuals, private organizations, or other governments and are not available to support the District's own programs. The District has no trust funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The District's agency funds account for various student-managed activities.

C. Measurement Focus

Government-Wide Financial Statements

The government-wide financial statements are prepared using a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of the District are included on the Statement of Net Assets. The Statement of Activities presents increases (e.g. revenues) and decreases (e.g. 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 are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reflects 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 fund financial statements for governmental funds.

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

accounting and fiduciary funds use the accrual basis of accounting. Differences in the accrual and modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

Revenues - Exchange and Nonexchange 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 the 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 the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, available means expected to be received within sixty days of fiscal year end.

Nonexchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, entitlements, and donations. On the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the fiscal year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the District must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. On the 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 both measurable and available at fiscal year end: property taxes available as an advance, grants, interest, tuition, student fees, charges for services, and rent.

Deferred Revenues

Deferred revenues arise when assets are recognized before revenue recognition criteria have been satisfied.

Property taxes for which there was an enforceable legal claim as of June 30, 2003, but which were levied to finance fiscal year 2004 operations, are recorded as deferred revenue. Grants and entitlements received before the eligibility requirements are met are also recorded as deferred revenue.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

On governmental fund financial statements, receivables that will not be collected within the available period are 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 Process

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

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

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

F. Cash and Investments

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

During fiscal year 2003, investments were limited to nonnegotiable certificates of deposit and STAR Ohio. Nonnegotiable certificates are reported at cost. STAR Ohio is an investment pool, managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on June 30, 2003.

Following Ohio statutes, the Board of Education has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the General Fund during fiscal year 2003, was \$319,180, which includes \$192,184 assigned from other funds.

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

G. Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30, 2003, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of purchase and an expenditure/expense is reported in the year in which services are consumed.

H. Inventory

Inventory is presented at cost, which is determined on a first-in, first-out basis. Inventory is recorded as an expenditure/expense when used.

Inventory consists of supplies held for resale and donated and purchased food.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

I. Restricted Assets

Restricted Assets in the general fund represent cash and cash equivalents whose use is limited by legal requirements. Restricted assets include amounts required by State statute to create a reserve for budget stabilization.

J. Capital Assets

All of the District's capital assets are general capital assets resulting from expenditures in governmental funds. These assets are reported in the governmental activities column on the government-wide statement of net assets but are not reported on the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and reductions during the fiscal year. Donated capital assets are recorded at their fair market value on the date donated. The District maintains a capitalization threshold of five hundred dollars. The District does not have any infrastructure. Improvements are capitalized. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

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

<u>Description</u>	<u>Useful Lives</u>
Buildings and Building Improvements	40 years
Furniture, Fixtures, and Equipment	5 - 15 years
Vehicles	5 years

K. Interfund Assets/Liabilities

On fund financial statements, receivables and payables resulting from short-term interfund loans or interfund services provided and used are classified as "Interfund Receivables/Payables". Interfund balances within governmental activities are eliminated on the government-wide statement of net assets.

L. 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 the District

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

will compensate the employees for the benefits through time off or some other means. The District records a liability for accumulated unused vacation time when earned for all employees.

Sick leave benefits are accrued as a liability using the vesting method. The liability includes the employees who are currently eligible to receive termination benefits and those the District has identified as probable of receiving payment in the future. The amount is based on accumulated sick leave and employees' wage rates at fiscal year end, taking into consideration any limits specified in the District's termination policy. The District records a liability for accumulated unused sick leave for all employees with at least twenty years of service or with any amount of service and at least forty-five years of age.

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

On governmental fund financial statements, compensated absences are recognized as a liability and expenditure to the extent payments come due each period upon the occurrence of employee resignations and retirements. These amounts are recorded in the account "Matured Compensated Absences Payable" in the fund from which the employees who have accumulated unpaid leave are paid.

M. Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities, and long-term obligations are reported on 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, compensated absences and contractually required pension contributions that are paid from governmental funds are reported as liabilities on the fund financial statements only to the extent that they are due for payment during the current year. Long-term loans and the capital lease are recognized as a liability on the fund financial statements when due.

N. Net Assets

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

The District's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

O. Fund Balance Reserves and Designations

The District reserves those portions of fund balance which are legally segregated for a specific future use or which do not represent available expendable resources and, therefore, are not available for appropriation or expenditure. Unreserved fund balance indicates that portion which is available for appropriation in future periods. Fund balance reserves have been established for property taxes, encumbrances, inventory, prepaids, and budget stabilization.

The reserve for property taxes represents taxes recognized as revenue under generally accepted accounting principles but not available for appropriation under State statute. The reserve for budget stabilization represents monies required to be set aside by State statute to protect against cyclical changes in revenues and expenditures. The designation for budget stabilization represents revenues set aside that exceed statutorily required amounts.

P. Interfund Transactions

Transfers within governmental activities are eliminated on the government-wide financial statements.

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.

Q. Extraordinary and Special Items

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of management and are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during fiscal year 2003.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

R. 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.

Note 3 - Change in Accounting Principles and Restatement of Fund Equity

A. Change in Accounting Principles

For fiscal year 2003, the District has implemented Governmental Accounting Standards Board (GASB) Statement No. 34, "Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments"; GASB Statement No. 37, "Basic Financial Statements for State and Local Governments: Omnibus"; GASB Statement No. 38, "Certain Financial Statement Note Disclosures"; and GASB Interpretation No. 6, "Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements". At June 30, 2003, there was no effect on fund balances as a result of implementing GASB Statements 37 and 38.

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

The beginning net asset amount for governmental activities reflects the change in fund balance for governmental funds at June 30, 2002, caused by the conversion to the full accrual basis of accounting.

GASB Statement No. 37 makes certain clarifications regarding escheat property and modifies several provisions of GASB Statement No. 34, including Management's Discussion and Analysis. GASB Statement No. 38 modifies, establishes, and rescinds certain financial statement disclosure requirements.

GASB Interpretation No. 6 clarifies the application of standards for modified accrual recognition of certain liabilities and expenditures in areas where differences have arisen, or potentially could arise, in interpretation and practice. The District restated the fund liability of compensated absences that had not matured during fiscal year 2003.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

B. Restatement of Fund Equity

The restatement due to the implementation of the above statements and interpretation had the following effect on fund balance of the major and nonmajor funds of the District as they were previously reported.

The transition from governmental fund balance to net assets of governmental activities is also presented:

	General Fund	Permanent Improvement Fund	Other Governmental Funds	Total Governmental Activities
Fund Balance June 30, 2002	\$ 3,206,222	\$ 5,001,744	\$ 625,335	\$ 8,833,301
Prior Year Fund Balance Adjustments	100,575	-	(100,575)	-
GASB Statement No. 34 Adjustment:				
Interpretation No. 6	18,326	-	1,033	19,359
Change in Fund Structure	-	-	79,359	79,359
Adjusted Fund Balance	<u>\$ 3,325,123</u>	<u>\$ 5,001,744</u>	<u>\$ 605,152</u>	<u>8,932,019</u>
GASB Statement No. 34 Adjustments:				
Accounts Receivable				3,140
Intergovernmental Receivable				123,760
Property Taxes Receivable				74,273
Capital Assets				11,200,104
School Facilities Loan Payable				(433,333)
Compensated Absences Payable				(912,990)
Governmental Activities Net Assets at June 30, 2002				<u>\$ 18,986,973</u>

Note 4 - Accountability

At June 30, 2003, the Career Development, Adult Basic Literacy Education, and Vocational Grants special revenue funds had deficit fund balances of \$7,138, \$4,410 and \$60,829, respectively, resulting from adjustments for accrued liabilities. The General Fund provides transfers to cover deficit balances; however, this is done when cash is needed rather than when accruals occur.

Note 5 - Budgetary Basis of Accounting

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Fund Balance - Budget (Non-GAAP Basis) and Actual for the General Fund is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget.

The major differences between the budget basis and the fund financial statements are as follows:

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

The adjustments necessary to reconcile the GAAP and budgetary basis statements for the General Fund are as follows:

Net Change in Fund Balance	
GAAP Basis	\$ 1,019,064
<u>Increase (Decrease) Due To:</u>	
Revenue Accruals:	
Accrued FY 2002, Received in Cash FY 2003	721,048
Accrued FY 2003, Not Yet Received in Cash	(660,006)
Expenditure Accruals:	
Accrued FY 2002, Paid in Cash FY 2003	(1,158,225)
Accrued FY 2003, Not Yet Paid in Cash	996,654
Advances In	132,500
Advances Out	(101,500)
Refund of Prior Years Expenditure	(700)
Encumbrances Outstanding at Fiscal Year End (Budget Basis)	(1,080,174)
Budget Basis	\$ (131,339)

Note 6 - Deposits and Investments

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

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the District Treasury, in commercial accounts

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

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

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

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

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

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool (STAR Ohio); and
7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred eighty days in an amount not to exceed 25 percent of the interim monies available for investment at any one time.

Investments in stripped principal or interest obligations, reverse repurchase agreements, and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage, and short selling are also prohibited. An investment must mature within five years from the date of purchase, unless matched to a specific obligation or debt of the District, and must be purchased with the expectation that it will be held to maturity.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the Treasurer or qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

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

At fiscal year end, the carrying amount of the District's deposits was \$10,751,244 and the bank balance was \$11,180,230. Of the bank balance, \$700,000 was covered by federal depository insurance, \$8,201,098 was pledged with individual securities, and \$2,279,132 was collateralized with pooled securities. Although the securities were held by the pledging financial institution, or by its' trust department or safekeeping agent, but not in the District's name and all State statutory requirements for the deposits of money had been followed, non-compliance with federal requirements would potentially subject the District to a successful claim by the Federal Deposit Insurance Corporation.

The District's investments are categorized to give an indication of the level of risk assumed by the District at fiscal year end. Category 1 includes investments that are insured or registered for which the securities are held by the District or its agent in the District's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the District's name. Category 3 includes uninsured

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

and unregistered investments for which the securities are held by the counterparty, or by its trust department or agent but not in the District's name. STAR Ohio is an unclassified investment since it is not evidenced by securities that exist in physical or book entry form. At June 30, 2003, the fair value of funds on deposit with STAR Ohio was \$132,847.

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

	Cash and Cash Equivalents/	
	Deposits	Investments
GASB Statement No. 9	\$ 10,884,422	\$ -
Cash on Hand	(331)	-
STAR Ohio	(132,847)	132,847
GASB Statement No. 3	\$ 10,751,244	\$ 132,847

Note 7 - Receivables

Receivables at June 30, 2003, consisted of accounts (rent and billings for user charged services), intergovernmental, property taxes, interfund, and accrued interest. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of State programs, and the current year guarantee of federal funds. All receivables are considered collectible within one year.

A summary of the principal items of intergovernmental receivables follows:

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

	Amount
Governmental Activities	
General Fund	\$ 71,421
Other Governmental Funds	
Adult Education	46,398
Public School Support Fund	500
Career Development	7,605
Safe School Help Line	4,410
VEPD	62,274
Title V	4,872
Improving Teacher Quality	704
Total Other Governmental Funds	126,763
Total Intergovernmental Receivables	\$ 198,184

Note 8 - Property Taxes

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

Property taxes include amounts levied against all real property, public utility property, and tangible personal (used in business) property located in the District. Real and public utility property tax revenues received in calendar year 2003 represent the collection of calendar year 2002 taxes. Real property taxes received in calendar year 2003 were levied after April 1, 2002, on the assessed values as of January 1, 2002, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31, with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility real and tangible personal property taxes received in calendar year 2003 were levied after April 1, 2002, on the assessed values as of December 31, 2001, the lien date. Public utility real property is assessed at 35 percent of true value; public utility tangible personal property is currently assessed at varying percentages of true value. Public utility property taxes are payable on the same dates as real property taxes described previously.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Tangible personal property tax revenues received in calendar year 2003 (other than public utility property) represent the collection of calendar year 2003 taxes. Tangible personal property taxes received in calendar year 2003 were levied after April 1, 2002, on the value as of December 31, 2002. Tangible personal property is currently assessed at 25 percent of true value for capital assets and 24 percent of true value for inventory. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20.

The District receives property taxes from nine counties. The County Auditors periodically advance to the District its portion of the taxes collected. Second-half real property tax payments collected by the Counties by June 30, 2003, are available to finance fiscal year 2003 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

Accrued property taxes receivable includes the late personal property tax settlement, real property, public utility property, and tangible personal property taxes which were measurable as of June 30, 2003, and for which there was an enforceable legal claim. Although total property tax collections for the next fiscal year are measurable, only the amount available as an advance at June 30 is intended to finance current fiscal year operations and is reflected as revenue at fiscal year end. The receivable is offset by a credit to deferred revenue for that portion not intended to finance current year operations. The amount available as an advance at June 30, 2003, was \$470,072 in the General Fund. The amount available as an advance at June 30, 2002, was \$487,626, in the General Fund.

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

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

	2002 Second- Half Collections		2003 First- Half Collections	
	Amount	Percent	Amount	Percent
Agricultural/Residential and Other Real Estate	\$ 1,994,494,720	80.01%	\$ 2,049,827,380	80.92%
Public Utility	133,757,680	5.37%	135,022,400	5.33%
Tangible Personal	364,422,414	14.62%	348,458,299	13.75%
Total Assessed Value	<u>\$ 2,492,674,814</u>	<u>100.00%</u>	<u>\$ 2,533,308,079</u>	<u>100.00%</u>
Tax rate per \$1,000 of assessed valuation	<u>\$ 1.60</u>		<u>\$ 1.60</u>	

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Note 9 - Capital Assets

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

	<u>Balance at 07/01/02</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance at 06/30/03</u>
Governmental Activities				
Nondepreciable Capital Assets				
Land	\$ 330,691	\$ -	\$ -	\$ 330,691
Depreciable Capital Assets				
Buildings and Building Improvements	14,370,918	-	-	14,370,918
Furniture, Fixtures, and Equipment	4,901,108	605,845	460,791	5,046,162
Vehicles	455,926	66,194	19,990	502,130
Total Depreciable Capital Assets	<u>19,727,952</u>	<u>672,039</u>	<u>480,781</u>	<u>19,919,210</u>
Less Accumulated Depreciation				
Buildings and Building Improvements	5,843,489	415,324	-	6,258,813
Furniture, Fixtures, and Equipment	2,848,705	540,024	359,611	3,029,118
Vehicles	166,344	76,043	15,326	227,061
Total Accumulated Depreciation	<u>8,858,538</u>	<u>1,031,391</u>	<u>374,937</u>	<u>9,514,992</u>
Depreciable Capital Assets, Net	<u>10,869,414</u>	<u>(359,352)</u>	<u>105,844</u>	<u>10,404,218</u>
Governmental Activities				
Capital Assets, Net	<u>\$ 11,200,105</u>	<u>\$ (359,352)</u>	<u>\$ 105,844</u>	<u>\$ 10,734,909</u>

Depreciation expense was charged to governmental functions as follows:

Instruction:	
Regular	\$ 21,419
Special	918
Vocational	827,703
Adult	13,332
Support Services:	
Pupils	13,312
Instructional Staff	11,059
Administration	20,639
Fiscal	7,231
Operation and Maintenance of Plant	40,095
Pupil Transportation	6,092
Food Service Operations	6,584
Unallocated	63,007
Total Depreciation Expense	<u>\$ 1,031,391</u>

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Note 10 - Interfund Assets/Liabilities

At June 30, 2003, the General Fund had an interfund receivable, in the amount of \$101,500. The Career Development, Safe Schools Help Line, VEPD, Title V and Title II-A special revenue funds had interfund payables, in the amount of \$10,000, \$5,000, \$80,000, \$5,000 and \$1,500, respectively, resulting from the provision of cash flow resources from the General Fund until the receipt of grant monies by the special revenue funds.

Note 11 - Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During fiscal year 2003, the District contracted for the following insurance coverage:

Coverage provided by Indiana Insurance Company:	
Buildings and Contents - replacement cost (\$1,000 deductible)	\$37,643,684
Commercial Computer Coverage	719,409
Coverage provided by Ohio School Plan:	
Commercial Auto Coverage	
Each Accident	\$ 2,000,000
Aggregate	2,000,000
Medical Payments	5,000
General Liability (\$5,000 deductible)	
Each Occurrence	2,000,000
Aggregate	4,000,000

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

For fiscal year 2003, the District participated in the Ohio School Plan (Plan), an insurance purchasing pool. Each participant enters into an individual agreement with the Plan for insurance coverage and pays annual premiums to the Plan based on the types and limits of coverage and deductibles selected by the participant.

For fiscal year 2003, the District participated in the Ohio Association of School Business Officials Workers' Compensation Group Rating Plan (GRP), an insurance purchasing pool. The intent of the GRP is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the GRP. Participants in the GRP are placed on tiers according to their loss history. Participants with low loss histories are rewarded

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

with greater savings than participants with higher loss histories. Each participant pays its workers' compensation premium to the state based on the rate for its GRP tier rather than its individual rate. Participation in the GRP is limited to Districts that can meet the GRP's selection criteria. The firm of Sheakley Uniservice, Inc. provides administrative, cost control, assistance with safety programs, and actuarial services to the GRP.

Note 12 - Defined Benefit Pension Plans

A. State Teachers Retirement System

The District contributes to the State Teachers Retirement System of Ohio (STRS), a cost-sharing multiple employer public employee retirement system administered by the State Teachers Retirement Board. STRS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to members and beneficiaries. Benefits are established by Chapter 3307 of the Ohio Revised Code. STRS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to the State Teachers Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3771.

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

A DB or Combined Plan member with five or more years credited service who becomes disabled may qualify for a disability benefit. Eligible spouses and dependents of these active members who die before retirement may qualify for survivor benefits. Members in the DC Plan who

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

become disabled are entitled only to their account balance. If a member dies before retirement benefits begin, the member's designated beneficiary is entitled to receive the member's account balance.

Plan members are required to contribute 9.3 percent of their annual covered salary and the District is required to contribute 14 percent; 9.5 percent was the portion used to fund pension obligations for fiscal year 2002. Contribution rates are established by STRS, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. The District's required contribution for pension obligations to STRS for the fiscal years ended June 30, 2003, 2002, and 2001 were \$890,493, \$851,128, and \$813,823, respectively; 100 percent has been contributed for all three fiscal years.

B. School Employees Retirement System

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

Plan members are required to contribute 9 percent of their annual covered salary and the District is required to contribute an actuarially determined rate. The current rate is 14 percent of annual covered payroll; 8.17 percent was the portion used to fund pension obligations for fiscal year 2003. 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 District's required contribution for pension obligations to SERS for the fiscal years ended June 30, 2003, 2002, and 2001 were \$156,435, \$149,717, and \$146,167, respectively; 100 percent has been contributed for all three fiscal years.

C. Social Security System

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Note 13 - Postemployment Benefits

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

The State Teachers Retirement Board has statutory authority over how much, if any, of the health care costs will be absorbed by STRS. Most benefit recipients pay a portion of the health care cost in the form of a monthly premium. By law, the cost of coverage paid from STRS funds shall be included in the employer contribution rate, currently 14 percent of covered payroll. For fiscal year 2003, the Board allocated employer contributions equal to 1.0 percent of covered payroll to the Health Care Reserve Fund. For the District, this amount was \$63,699.

STRS pays health care benefits from the Health Care Reserve Fund. The balance in the Fund was \$2.8 billion at June 30, 2003. For the fiscal year ended June 30, 2003, net health care costs paid by STRS were \$352,301,000, and STRS had 108,294 eligible benefit recipients.

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

For this fiscal year ended June 30, 2003, employer contributions to fund health care benefits were 5.83 percent of covered payroll. In addition, SERS levies a surcharge to fund health care benefits equal to 14 percent of the difference between a minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 2003, the minimum pay has been established at \$14,500. For the District, the amount to fund health care benefits, including surcharge, was \$78,186 for fiscal year 2003.

The surcharge, added to the unallocated portion of the 14 percent employer contribution rate, provides for maintenance of the asset target level for the health care fund. The target level for the health care reserve is 150 percent of annual health care expenses. Expenses for health care for the fiscal year ended June 30, 2003, were \$204,930,737, and the target level was \$307.4 million. At June 30, 2003, SERS had net assets available for payment of health care benefits of \$303.6 million. SERS has approximately 50,000 participants currently receiving health care benefits.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Note 14 - Other Employee Benefits

A. Compensated Absences

The criteria for determining vacation and sick leave benefits are derived from negotiated agreements and State laws. Classified employees earn ten to twenty days of vacation per year, depending upon length of service. Accumulated unused vacation time is paid to classified employees and administrators upon termination of employment. Teachers do not earn vacation time. Teachers, administrators, and classified employees earn sick leave at a rate of one and one-fourth days per month. Sick leave may be accumulated up to a maximum of one hundred eighty-five days for teachers and two hundred forty days for classified and administrative personnel. Upon retirement, payment is made for twenty-eight percent (28%) of the value of employee's accrued but unused sick leave days. Employees must have seven years of service in the district.

B. Health Care Benefits

The District provides medical and life insurance benefits to all employees through the San-Ott Schools Employee Welfare Benefit Association.

Note 15 - Long-Term Obligations

Changes in the District's long-term obligations during fiscal year 2003 were as follows:

	Balance at 07/01/02	Additions	Reductions	Balance at 06/30/03	Amounts Due Within One Year
<u>Governmental Activities</u>					
General Long-Term Obligations					
School Facilities Loan					
FY 1993 0.00%	\$ 433,333	\$ -	\$ 66,667	\$ 366,666	\$ 66,667
Compensated Absences Payable	912,990	188,493	39,443	1,062,040	70,054
Total Governmental Activities					
Long-Term Obligations	<u>\$1,346,323</u>	<u>\$ 188,493</u>	<u>\$ 106,110</u>	<u>\$1,428,706</u>	<u>\$ 136,721</u>

FY 1993 School Facilities Loan – On May 31, 1993, the State Board of Education granted a \$1,000,000 interest free loan for the purpose of purchasing the Terra Tech campus on Cedar Street and making necessary renovations. Payments of \$33,333 are made semi-annually beginning March 31, 1994 and maturing on September 30, 2008.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Compensated absences will be paid from the General Fund, Food Service, Adult Education, Career Development, ABLE, and VEPD special revenue funds.

The District's overall debt margin was \$227,997,727 with an unvoted debt margin of \$2,533,308 at June 30, 2003.

Principal and interest requirements to retire the general obligation debt outstanding at June 30, 2003, were as follows:

Fiscal Year	Principal	Interest	Total
2004	\$ 66,667	\$ -	\$ 66,667
2005	66,667	-	66,667
2006	66,667	-	66,667
2007	66,666	-	66,666
2008	66,666	-	66,666
2009	33,333	-	33,333
	\$ 366,666	\$ -	\$ 366,666

Note 16 - Set Asides

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

The following cash basis information identifies the changes in the fund balance reserves for textbooks and capital improvements during fiscal year 2003.

	Textbooks	Capital Improvements	Budget Stabilization
Balance June 30, 2002	\$ -	\$ -	\$ 55,852
Current Year Set Aside Requirement	157,156	157,156	-
Qualifying Expenditures	(157,156)	(157,156)	-
Balance June 30, 2003	\$ -	\$ -	\$ 55,852
Amount Carried Forward to Fiscal Year 2004	\$ -	\$ -	\$ 55,852

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

Note 17 - Interfund Transfers

During fiscal year 2003, the General Fund made transfers to other governmental funds, in the amount of \$591,254 to subsidize various programs in other funds.

Note 18 - Jointly Governed Organization

Northern Ohio Educational Computer Association - The Northern Ohio Educational Computer Association (NOECA) is a jointly governed organization among forty Districts. The Jointly governed organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to administrative and instructional functions among member Districts and educational service centers. Each of the governments of these schools supports NOECA based upon a per pupil charge dependent upon the software packages utilized

The NOECA assembly consists of a superintendent from each participating District and a representative from the fiscal agent. NOECA is governed by a Board of Directors chosen from the general membership of the NOECA assembly. The Board of Directors consists of a representative from the fiscal agent, the chairman of each of the operating committees, and two assembly members from each county in which participating Districts are located. The degree of control exercised by any participating District is limited to its representation on the Board. Financial information can be obtained by contacting Betty Schwiefert, who serves as controller, at 2900 South Columbus Avenue, Sandusky, Ohio 44870.

Note 19 - Insurance Pools

A. Ohio School Plan

The District participates in the Ohio School Plan (Plan), an insurance purchasing pool established under § 2744.081 of the Ohio Revised Code. The Plan is an unincorporated nonprofit association of its members which enables the participants to provide for a formalized joint insurance purchasing program for maintaining adequate insurance protection and provides risk management programs and other administrative services. The Plan's business and affairs are conducted by a fifteen member board consisting of superintendents, treasurers, the president of Harcum-Hyre Insurance Agency, Inc., and a member of the Hylant Group, Inc. The Hylant Group, Inc. is the Plan's administrator and is responsible for processing claims. Harcum-Hyre Insurance Agency serves as the sales and marketing representative which establishes agreements between the Plan and its members. Financial information can be obtained from Harcum-Hyre Insurance Agency, 246 East Sycamore Street, Columbus, Ohio 43206.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

**B. Ohio Association of School Business Officials Workers'
Compensation Group Rating Plan**

The District participates in a group rating plan for workers' compensation as established under § 4123.29 of the Ohio Revised Code. The Ohio Association of School Business Officials (OASBO) Workers' Compensation Group Rating Plan (GRP) was established as a group insurance purchasing pool.

The Executive Director of OASBO, or his designee, serves as coordinator of the GRP. Each year, the participating Districts pay an enrollment fee to the Plan to cover the costs of administering the program.

C. San-Ott Schools Employee Welfare Benefit Association

The District has joined together with other Districts in the area to form the San-Ott Schools Employee Welfare Benefit Association, whose purpose is to provide health coverage and benefits to and for the eligible employees of Association members and their dependents. The District pays premiums to the Association based upon the benefits structure selected. The Association Trust Agreement provides that the Association will be self-sustaining through member premiums and will reinsure through commercial companies for specific claims in excess of \$200,000 and aggregate claims in excess of 120 percent of expected claims.

Note 20 - Contingencies

A. Grants

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

B. Litigation

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

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2003
(Continued)**

C. State School Funding Decision

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

The Supreme Court relinquished jurisdiction over the case and directed "...the Ohio General Assembly to enact a school funding scheme that is thorough and efficient..." The District is currently unable to determine what effect, if any, this decision will have on its future state funding and its financial operations.

This page intentionally left blank.

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Schedule of Federal Awards Expenditures
(Non-GAAP Basis)
For the Year Ended June 30, 2003**

FEDERAL GRANTOR <i>Pass Through Grantor</i> Program Title	Pass Through Entity Number	Federal CFDA Number
U.S. DEPARTMENT OF AGRICULTURE		
<i>Passed Through Ohio Department of Education:</i>		
<u>Nutrition Cluster:</u>		
Food Donation		10.550
National School Lunch Program	051458-LLP4-2002 051458-LLP4-2003	10.555
Total U.S. Department of Agriculture - Nutrition Cluster		
U.S. DEPARTMENT OF EDUCATION		
<i>Direct Program:</i>		
Federal Pell Grant Program		84.063
<i>Passed Through Ohio Department of Education:</i>		
Adult Education State Grant Program	051458-ABS1-2002 051458-ABS1-2002-C 051458-ABS1-2003	84.002
Eisenhower Professional Development State Grants	051458-MSS1-2002	84.281
Innovative Education Program Strategies	051458-C2S1-2003	84.298
Vocational Education: Basic Grants to States	051458-20A0-2001 051458-20A0-2002 051458-20C1-2002 051458-20C1-2003	84.048
<i>Passed Through Sandusky City School District</i>		
Safe and Drug-Free Schools and Communities State Grants	051458-DRS1-2003	84.186
Improving Teacher Quality State Grants	051458-TRS1-2003	84.367
Total Department of Education		
Total Federal Awards Receipts and Expenditures		

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS SCHEDULE.

<u>Receipts</u>	<u>Non-Cash Receipts</u>	<u>Disbursements</u>	<u>Non-Cash Disbursements</u>
\$ -	\$ 14,027	\$ -	\$ 18,362
2,962	-	2,962	-
<u>21,260</u>	<u>-</u>	<u>21,260</u>	<u>-</u>
<u>24,222</u>	<u>14,027</u>	<u>24,222</u>	<u>18,362</u>
57,410	-	57,410	-
7,974	-	7,974	-
18,686	-	18,686	-
126,805	-	126,805	-
<u>153,465</u>	<u>-</u>	<u>153,465</u>	<u>-</u>
261	-	-	-
<u>1,069</u>	<u>-</u>	<u>5,942</u>	<u>-</u>
(500)	-	1,270	-
4,243	-	17,273	-
57,242	-	22,138	-
352,884	-	399,884	-
-	-	1,400	-
35,586	-	34,186	-
<u>449,455</u>	<u>-</u>	<u>476,151</u>	<u>-</u>
445	-	-	-
<u>1,089</u>	<u>-</u>	<u>1,793</u>	<u>-</u>
<u>663,194</u>	<u>-</u>	<u>694,761</u>	<u>-</u>
<u>\$ 687,416</u>	<u>\$ 14,027</u>	<u>\$ 718,983</u>	<u>\$ 18,362</u>

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Notes to the Schedule of Federal Awards Expenditures
Fiscal Year Ended June 30, 2003**

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

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

NOTE B - FOOD DISTRIBUTION

Non-monetary assistance, such as food received from the U.S. Department of Agriculture, is reported in the Schedule at the fair market value of the commodities received and consumed. Cash receipts from the U.S. Department of Agriculture are commingled with State grants. It is assumed federal monies are expended first. At June 30, 2003, the District had no significant food commodities in inventory.

NOTE C - MATCHING REQUIREMENTS

Certain Federal programs require that the District contribute non-Federal funds (matching funds) to support the Federally-funded programs. The District has complied with the matching requirements. The expenditure of non-Federal matching funds is not included on the Schedule.

NOTE D - NEGATIVE RECEIPTS

CFDA # 84.002 includes a negative receipt of \$14,026 due to a carryover transfer from project 051458-ABS1-2002 to project 051458-ABS1-2002-C. The negative receipt in CFDA # 84.048 of \$500 represents a refund of money paid to ODE for unspent funds leftover when the final expenditure report was filed.



**Auditor of State
Betty Montgomery**

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

Vanguard-Sentinel Career Centers
Sandusky County
1306 Cedar Street
Fremont, Ohio 43420-1197

To the Board of Education:

We have audited the financial statements of Vanguard-Sentinel Career Centers, Sandusky County, (the District) as of and for the year ended June 30, 2003, and have issued our report thereon dated February 24, 2004 wherein we noted during the year ended June 30, 2003, the District implemented a new financial reporting model, as required by the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*. However, we noted an immaterial instance of noncompliance that we have reported to management of the District in a separate letter dated February 24, 2004.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the District in a separate letter dated February 24, 2004.

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



Betty Montgomery
Auditor of State

February 24, 2004



**Auditor of State
Betty Montgomery**

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

Vanguard-Sentinel Career Centers
Sandusky County
1306 Cedar Street
Fremont, Ohio 43420-1197

To the Board of Education:

Compliance

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

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

In our opinion, the District complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended June 30, 2003.

Internal Control over Compliance

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

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

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



Betty Montgomery
Auditor of State

February 24, 2004

**VANGUARD-SENTINEL CAREER CENTERS
SANDUSKY COUNTY**

**Schedule of Findings
OMB Circular A -133 §.505
Fiscal Year Ended June 30, 2003**

1. SUMMARY OF AUDITOR'S RESULTS

<i>(d)(1)(i)</i>	Type of Financial Statement Opinion	Unqualified
<i>(d)(1)(ii)</i>	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(ii)</i>	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(iii)</i>	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
<i>(d)(1)(iv)</i>	Were there any material internal control weakness conditions reported for major federal programs?	No
<i>(d)(1)(iv)</i>	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
<i>(d)(1)(v)</i>	Type of Major Programs' Compliance Opinion	Unqualified
<i>(d)(1)(vi)</i>	Are there any reportable findings under § .510?	No
<i>(d)(1)(vii)</i>	Major Programs (list):	Vocational Education - Basic Grants to States CFDA # 84.048
<i>(d)(1)(viii)</i>	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others
<i>(d)(1)(ix)</i>	Low Risk Auditee?	Yes

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

None.

3. FINDINGS FOR FEDERAL AWARDS

None.



**Auditor of State
Betty Montgomery**

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

Telephone 614-466-4514
800-282-0370

Facsimile 614-466-4490

VANGUARD-SENTINEL CAREER CENTERS

SANDUSKY 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 16, 2004**