

**Columbiana County Career and
Technical Center**
Audited Financial Statements

June 30, 2008



Mary Taylor, CPA

Auditor of State

Board of Education
Columbiana County Career and Technical Center
9364 State Route 45
Lisbon, Ohio 44432

We have reviewed the *Independent Auditor's Report* of the Columbiana County Career and Technical Center, Columbiana County, prepared by Rea & Associates, Inc., for the audit period July 1, 2007 through June 30, 2008. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

Mary Taylor

Mary Taylor, CPA
Auditor of State

May 6, 2009

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**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY**

JUNE 30, 2008

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**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY**

JUNE 30, 2008

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Rea & Associates, Inc.
ACCOUNTANTS AND BUSINESS CONSULTANTS

122 4th St. NW | PO Box 1020
New Philadelphia, OH 44663-5120

March 25, 2009

To the Board of Education
Columbiana County Career and Technical Center
Lisbon, OH 44432

Independent Auditor's Report

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Columbiana County Career and Technical Center (the "Career Center"), as of and for the year ended June 30, 2008, which collectively comprise the Career Center's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Career Center's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *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 the Career Center, as of June 30, 2008, and the respective changes in financial position and the cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund and the Adult Education Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 25, 2009 on our consideration of the Career Center's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Columbiana County Career and Technical Center
Independent Auditor's Report
March 25, 2009

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

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Career Center's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Hea & Associates, Inc.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

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

Financial Highlights

Key financial highlights for fiscal year 2008 are as follows:

- In total, net assets of governmental activities increased \$686,699 which represents a 6.57% increase from 2007.
- General revenues accounted for \$5,795,360 in revenue or 75.18% of all revenues. Program specific revenues in the form of charges for services and sales, grants and contributions accounted for \$1,913,248 or 24.82% of total revenues of \$7,708,608.
- The Center had \$7,021,909 in expenses related to governmental activities; \$1,913,248 of these expenses were offset by program specific charges for services, grants or contributions. General revenues supporting governmental activities (primarily taxes and unrestricted grants and entitlements) of \$5,795,360 were adequate to provide for these programs.
- The Center's major governmental funds are the general fund, adult education fund and permanent improvement fund. The general fund had \$6,135,584 in revenues and \$5,581,463 in expenditures and other financing uses. During fiscal year 2008, the general fund's fund balance increased \$554,121 from \$2,062,168 to \$2,616,289.
- The adult education fund had \$687,713 in revenues and \$838,485 in expenditures. During fiscal year 2008, the adult education fund's fund balance decreased \$150,772 from \$231,126 to \$80,354.
- The permanent improvement fund had \$641,207 in revenues and other financing sources and \$43,127 in expenditures. During fiscal year 2008, the permanent improvement fund's fund balance increased \$598,080 from \$588,437 to \$1,186,517.

Using these Basic Financial Statements

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

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008

Reporting the Center as a Whole

Statement of Net Assets and the Statement of Activities

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

These two statements report the Center's *net assets* and changes in those assets. This change in net assets is important because it tells the reader that, for the Center as a whole, the *financial position* of the Center has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Non-financial factors include the Center'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 Governmental Activities include the Center's programs and services, including instruction, support services, operation and maintenance of plant, pupil transportation, extracurricular activities, and food service operations.

The Center's statement of net assets and statement of activities can be found on pages 13-14 of this report.

Reporting the Center's Most Significant Funds

Fund Financial Statements

The analysis of the Center's major governmental funds begins on page 9. Fund financial reports provide detailed information about the Center's major funds. The Center uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the Center's most significant funds. The Center's major governmental funds are the general fund, adult education fund and permanent improvement fund.

Governmental Funds

Most of the Center's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called *modified accrual* accounting which measures cash and all other *financial assets* that can readily be converted to cash. The governmental fund financial statements provide a detailed *short-term* view of the Center's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance educational programs. The relationship (or differences) between governmental *activities* (reported in the statement of net assets and the statement of activities) and governmental *funds* is reconciled in the basic financial statements. The basic governmental fund financial statements can be found on pages 15-20 of this report.

Proprietary Funds

The Center maintains a proprietary fund. Internal service funds are an accounting device used to accumulate and allocate costs internally among the Center's various functions. The Center's internal service fund accounts for medical/surgical and dental self-insurance benefits. The basic proprietary fund financial statements can be found on pages 21-23 of this report.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008

Reporting the Center's Fiduciary Responsibilities

The Center acts in a trustee capacity as an agent for individuals or other entities. These activities are reported in agency funds. All of the Center's fiduciary activities are reported in a separate statement of fiduciary net assets on page 24. These activities are excluded from the Center's other financial statements because the assets cannot be utilized by the Center to finance its operations.

Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. These notes to the basic financial statements can be found on pages 25-50 of this report.

The Center as a Whole

Recall that the statement of net assets provides the perspective of the Center as a whole.

The table below provides a summary of the Center's net assets at June 30, 2008 and June 30, 2007.

	Net Assets	
	Governmental Activities <u>June 30, 2008</u>	Governmental Activities <u>June 30, 2007</u>
<u>Assets</u>		
Current and other assets	\$ 6,729,850	\$ 6,012,517
Capital assets, net	<u>6,996,286</u>	<u>7,162,348</u>
Total assets	<u>13,726,136</u>	<u>13,174,865</u>
<u>Liabilities</u>		
Current liabilities	2,222,663	2,352,948
Long-term liabilities	<u>364,806</u>	<u>369,949</u>
Total liabilities	<u>2,587,469</u>	<u>2,722,897</u>
<u>Net Assets</u>		
Invested in capital assets	6,996,286	7,162,348
Restricted	1,187,928	661,708
Unrestricted	<u>2,954,453</u>	<u>2,627,912</u>
Total net assets	<u>\$ 11,138,667</u>	<u>\$ 10,451,968</u>

Over time, net assets can serve as a useful indicator of a government's financial position. At June 30, 2008, the Center's assets exceeded liabilities by \$11,138,667. Of this total, \$2,954,453 is unrestricted in use.

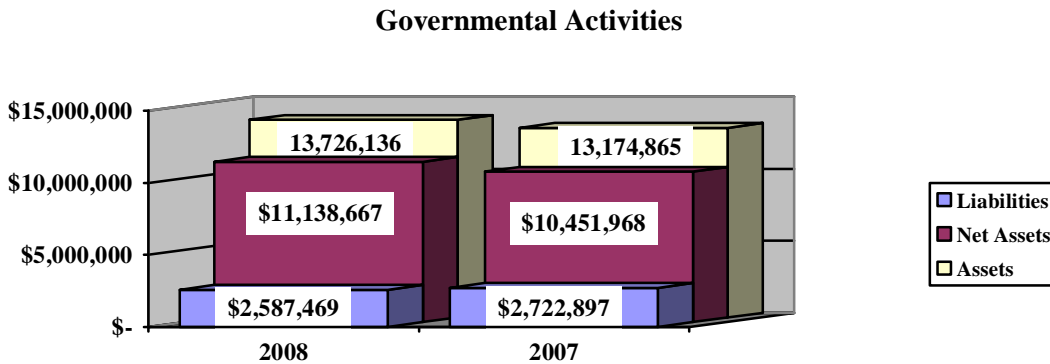
**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

At year-end, capital assets represented 50.97% of total assets. Capital assets include land, construction in progress, land improvements, buildings and improvements, furniture and equipment and vehicles. The Center had \$6,996,286 invested in capital assets at June 30, 2008. These capital assets are used to provide services to the students and are not available for future spending.

A portion of the Center's net assets, \$1,187,928, represents resources that are subject to external restriction on how they may be used. The remaining balance of unrestricted net assets of \$2,954,453 may be used to meet the Center's ongoing obligations to the students and creditors.

The graph below illustrates the governmental activities assets, liabilities and net assets at June 30, 2008 and June 30, 2007:



The table below shows the change in net assets for fiscal years 2008 and 2007.

Change in Net Assets

	Governmental Activities <u>2008</u>	Governmental Activities <u>2007</u>
<u>Revenues</u>		
Program revenues:		
Charges for services and sales	\$ 845,553	\$ 1,098,603
Operating grants and contributions	1,067,695	1,222,703
General revenues:		
Property taxes	1,858,430	1,880,100
Grants and entitlements	3,739,308	3,451,246
Investment earnings	147,422	166,773
Other	<u>50,200</u>	<u>522</u>
Total revenues	<u>7,708,608</u>	<u>7,819,947</u>

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008

Change in Net Assets

	Governmental Activities <u>2008</u>	Governmental Activities <u>2007</u>
<u>Expenses</u>		
Program expenses:		
Instruction:		
Regular	\$ 515,082	\$ 581,936
Special	203,240	244,919
Vocational	2,796,564	2,877,725
Adult/continuing	102,325	86,506
Support services:		
Pupil	556,867	573,256
Instructional staff	524,058	508,387
Board of education	27,402	26,005
Administration	915,026	888,136
Fiscal	293,850	285,747
Operations and maintenance	827,866	740,378
Pupil transportation	1,496	2,993
Central	65,633	68,430
Operations of non-instructional services:		
Food service operations	177,578	255,349
Extracurricular activities	<u>14,922</u>	<u>13,093</u>
Total expenses	<u>7,021,909</u>	<u>7,152,860</u>
Change in net assets	686,699	667,087
Net assets at beginning of year	<u>10,451,968</u>	<u>9,784,881</u>
Net assets at end of year	<u><u>\$ 11,138,667</u></u>	<u><u>\$ 10,451,968</u></u>

Governmental Activities

Net assets of the Center's governmental activities increased \$686,699. Total governmental expenses of \$7,021,909 were offset by program revenues of \$1,913,248 and general revenues of \$5,795,360. Program revenues supported 27.25% of the total governmental expenses.

The primary sources of revenue for governmental activities are derived from property taxes, and grants and entitlements. These revenue sources represent 72.62% of total governmental revenue.

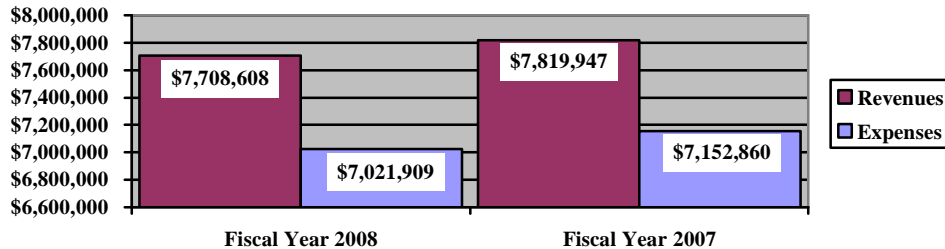
The largest expense of the Center is for instructional programs. Instruction expenses totaled \$3,617,211 or 51.51% of total governmental expenses for fiscal year 2008.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

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

Governmental Activities - Revenues and Expenses



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

Governmental Activities

	Total Cost of Services <u>2008</u>	Net Cost of Services <u>2008</u>	Total Cost of Services <u>2007</u>	Net Cost of Services <u>2007</u>
Program expenses				
Instruction:				
Regular	\$ 515,082	\$ 515,082	\$ 581,936	\$ 581,936
Special	203,240	27,446	244,919	(1,387)
Vocational	2,796,564	1,964,042	2,877,725	1,824,273
Adult/continuing	102,325	3,259	86,506	2,058
Support services:				
Pupil	556,867	131,013	573,256	60,911
Instructional staff	524,058	463,080	508,387	416,506
Board of education	27,402	27,402	26,005	26,005
Administration	915,026	774,969	888,136	769,344
Fiscal	293,850	270,114	285,747	257,162
Operations and maintenance	827,866	821,358	740,378	735,494
Pupil transportation	1,496	1,496	2,993	2,993
Central	65,633	57,633	68,430	60,430
Operations of non-instructional services:				
Food service operations	177,578	39,517	255,349	83,709
Extracurricular activities	<u>14,922</u>	<u>12,250</u>	<u>13,093</u>	<u>12,120</u>
Total expenses	<u>\$ 7,021,909</u>	<u>\$ 5,108,661</u>	<u>\$ 7,152,860</u>	<u>\$ 4,831,554</u>

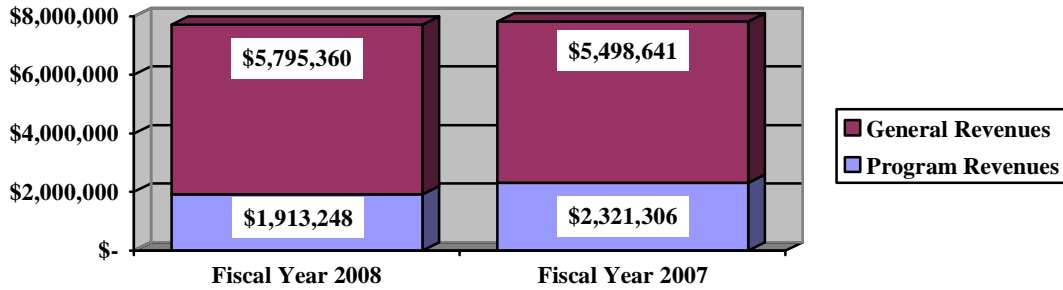
The dependence upon tax and other general revenues for governmental activities is apparent; 69.39% of instruction activities are supported through taxes and other general revenues. For all governmental activities, general revenue support is 72.75%. The Center's taxpayers and unrestricted grants and entitlements from the State are by far the primary support for the Career Center's students.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

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

Governmental Activities - General and Program Revenues



The Career Center's Funds

The Center's governmental funds reported a combined fund balance of \$3,950,863, which is higher than last year's total of \$3,004,404. The schedule below indicates the fund balance and the total change in fund balance as of June 30, 2008 and June 30, 2007.

	<u>Fund Balance June 30, 2008</u>	<u>Fund Balance June 30, 2007</u>	<u>Increase/ (Decrease)</u>	<u>Percentage Change</u>
General	\$ 2,616,289	\$ 2,062,168	\$ 554,121	26.87 %
Adult Education	80,354	231,126	(150,772)	(65.23) %
Permanent Improvement	1,186,517	588,437	598,080	101.64 %
Other Governmental	<u>67,703</u>	<u>122,673</u>	<u>(54,970)</u>	<u>(44.81) %</u>
Total	<u>\$ 3,950,863</u>	<u>\$ 3,004,404</u>	<u>\$ 946,459</u>	<u>31.50 %</u>

General Fund

The Center's general fund balance increased \$554,121. The increase in fund balance can be attributed to several items related to increasing revenues and decreasing expenditures.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

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

	<u>2008</u> <u>Amount</u>	<u>2007</u> <u>Amount</u>	<u>Increase/</u> <u>(Decrease)</u>	<u>Percentage</u> <u>Change</u>
<u>Revenues</u>				
Taxes	\$ 1,873,838	\$ 1,816,421	\$ 57,417	3.16 %
Tuition	247,777	352,171	(104,394)	(29.64) %
Intergovernmental	3,915,102	3,658,740	256,362	7.01 %
Classroom Materials and fees	39,952	53,772	(13,820)	(25.70) %
Other revenues	<u>58,915</u>	<u>33,386</u>	<u>25,529</u>	76.47 %
Total	<u>\$ 6,135,584</u>	<u>\$ 5,914,490</u>	<u>\$ 221,094</u>	3.74 %
<u>Expenditures</u>				
Instruction	\$ 2,663,343	\$ 2,975,229	\$ (311,886)	(10.48) %
Support services	2,316,305	2,363,530	(47,225)	(2.00) %
Extracurricular activities	12,634	12,163	471	3.87 %
Facilities acquisition and construction	<u>17,181</u>	<u>13,452</u>	<u>3,729</u>	27.72 %
Total	<u>\$ 5,009,463</u>	<u>\$ 5,364,374</u>	<u>\$ (354,911)</u>	(6.62) %

Overall revenues of the general fund increased \$221,094 or 3.74%. The most significant increase was in the area of intergovernmental. Intergovernmental revenue increased \$256,362 or 7.01%. This increase is primarily attributable to an increase in personal property tax reimbursements in fiscal year 2008.

Overall expenditures of the general fund decreased \$354,911 or 6.62%. This decrease is due primarily to a decrease in instruction expenditures. Instruction expenditures decreased \$311,886, or 10.48%, as a result of instructional staff reductions in response to declining student enrollment.

Adult Education Fund

The adult education fund had \$687,713 in revenues and \$838,485 in expenditures. During fiscal year 2008, the adult education fund's fund balance decreased \$150,772 from \$231,126 to \$80,354.

Permanent Improvement Fund

The permanent improvement fund had \$641,207 in revenues and other financing sources and \$43,127 in expenditures. During fiscal year 2008, the permanent improvement fund's fund balance increased \$598,080 from \$588,437 to \$1,186,517.

General Fund Budgeting Highlights

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

During the course of fiscal year 2008, the Center amended its general fund budget several times. For the general fund, original budgeted revenues and other financing sources were \$6,043,522 and final budgeted revenues and other financing sources were \$6,106,209. Actual revenues and other financing sources for fiscal year 2008 were \$6,106,536. This represents a \$327 increase from final budgeted revenues.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008

General fund original appropriations (appropriated expenditures including other financing uses) of \$6,357,679 were increased to \$6,402,679 in the final appropriated budget. The actual budget basis expenditures and other financing uses for fiscal year 2008 totaled \$6,167,401, which was \$235,278 less than the final budget appropriations.

Capital Assets and Debt Administration

Capital Assets

At the end of fiscal year 2008, the Center had \$6,996,286 invested in land, construction in progress, land improvements, buildings and improvements, furniture and equipment and vehicles. This entire amount is reported in governmental activities. The following table shows June 30, 2008 balances compared to June 30, 2007:

**Capital Assets at June 30
(Net of Depreciation)**

	Governmental Activities	
	2008	2007
Land	\$ 152,290	\$ 152,290
Land improvements	42,182	45,114
Building and improvements	6,220,961	6,437,651
Furniture and equipment	512,800	525,797
Vehicles	-	1,496
Construction in progress	68,053	-
Total	\$ 6,996,286	\$ 7,162,348

The overall decrease in capital assets of \$166,062 is due to depreciation expense of \$345,659 exceeding capital outlays of \$179,597 in fiscal year 2008.

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

Debt Administration

At June 30, 2008, the Center had no debt outstanding.

See Note 9 to the basic financial statements for additional information on the Center's long-term obligations.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

Current Financial Related Activities

The Center's financial affairs are carefully managed to provide the best possible educational services with the financial resources available. As the financial statements report, the Center relies heavily upon grants, entitlements, and local property taxes. These financial resources are used to provide an education commensurate with State requirements and always striving to go beyond the minimum standards.

The uncertain future of growth in State funding presents an ongoing challenge for long-range financial planning. The Center has been on the guarantee since 2000 and has received over \$3.32 million in guarantee funding. There has been no increase in State aid for the past eight years. The 2000 guarantee has been replaced with transitional aid for the 2006 fiscal year and will provide the same level of state funding for 2008 and 2009. It is uncertain how this transitional aid will be phased out and to what extent the Center will be affected by its elimination.

These financial statements represent the continued effort to keep our residents informed of the prudent use of their tax dollars. The Center will continue to meet the financial challenges of providing a sound vocational program in an ever-changing economic environment while maintaining financial integrity.

Contacting the Center's Financial Management

This financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the Center's finances and to show the Center's accountability for the money it receives. If you have questions about this report or need additional financial information contact Ms. Lisa Bruzzese, Treasurer, Columbiana County Career and Technical Center, 9364 State Route 45, Lisbon, Ohio 44432.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

STATEMENT OF NET ASSETS
JUNE 30, 2008

	Governmental Activities
Assets:	
Equity in pooled cash and investments	\$ 4,170,727
Cash with fiscal agent	219,672
Receivables:	
Taxes	1,990,455
Accounts	37,411
Intergovernmental.	304,238
Accrued interest.	1,937
Prepayments.	620
Materials and supplies inventory	4,790
Capital assets:	
Land	152,290
Construction in progress	68,053
Depreciable capital assets, net	6,775,943
Total capital assets, net.	6,996,286
Total assets.	13,726,136
Liabilities:	
Accounts payable.	13,274
Contracts payable.	17,181
Accrued wages and benefits	349,540
Pension obligation payable.	50,185
Intergovernmental payable	39,618
Unearned revenue	1,697,175
Claims payable	55,690
Long-term liabilities:	
Due within one year.	82,956
Due within more than one year	281,850
Total liabilities	2,587,469
Net Assets:	
Invested in capital assets	6,996,286
Restricted for:	
Capital projects	1,186,517
Locally fund projects	578
State funded projects	833
Unrestricted	2,954,453
Total net assets.	\$ 11,138,667

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

	Expenses	Program Revenues		Net (Expense)
		Charges for Services and Sales	Operating Grants and Contributions	Revenue and Changes in Net Assets
				Governmental Activities
Governmental activities:				
Instruction:				
Regular	\$ 515,082	\$ -	\$ -	\$ (515,082)
Special	203,240	-	175,794	(27,446)
Vocational	2,796,564	622,132	210,390	(1,964,042)
Adult/continuing	102,325	-	99,066	(3,259)
Support services:				
Pupil	556,867	10,734	415,120	(131,013)
Instructional staff	524,058	40,926	20,052	(463,080)
Board of education	27,402	-	-	(27,402)
Administration	915,026	81,249	58,808	(774,969)
Fiscal	293,850	16,041	7,695	(270,114)
Operations and maintenance	827,866	1,400	5,108	(821,358)
Pupil transportation	1,496	-	-	(1,496)
Central	65,633	-	8,000	(57,633)
Food service operations	177,578	70,399	67,662	(39,517)
Extracurricular activities	14,922	2,672	-	(12,250)
Total governmental activities	\$ 7,021,909	\$ 845,553	\$ 1,067,695	(5,108,661)

General Revenues:

Property taxes levied for:	
General purposes	1,858,430
Grants and entitlements not restricted to specific programs	3,739,308
Investment earnings	147,422
Miscellaneous	50,200
Total general revenues	5,795,360
Change in net assets	686,699
Net assets at beginning of year	10,451,968
Net assets at end of year	\$ 11,138,667

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2008

	<u>General</u>	<u>Adult Education</u>	<u>Permanent Improvement</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Assets:					
Equity in pooled cash and investments	\$ 2,668,480	\$ 107,622	\$ 1,184,580	\$ 68,118	\$ 4,028,800
Receivables:					
Taxes	1,990,455	-	-	-	1,990,455
Accounts	37,326	85	-	-	37,411
Intergovernmental	155,762	-	-	148,476	304,238
Accrued interest	-	-	1,937	-	1,937
Interfund receivable	145,173	-	-	-	145,173
Prepayments	620	-	-	-	620
Materials and supplies inventory	-	-	-	4,790	4,790
Total assets	<u>\$ 4,997,816</u>	<u>\$ 107,707</u>	<u>\$ 1,186,517</u>	<u>\$ 221,384</u>	<u>\$ 6,513,424</u>
Liabilities:					
Accounts payable	\$ 13,164	\$ 110	-	-	\$ 13,274
Contracts payable	17,181	-	-	-	17,181
Accrued wages and benefits	340,850	6,239	-	2,451	349,540
Compensated absences payable	-	13,220	-	-	13,220
Pension obligation payable	45,046	2,917	-	2,222	50,185
Intergovernmental payable	30,916	4,867	-	3,835	39,618
Interfund payable	-	-	-	145,173	145,173
Deferred revenue	237,195	-	-	-	237,195
Unearned revenue	1,697,175	-	-	-	1,697,175
Total liabilities	<u>2,381,527</u>	<u>27,353</u>	<u>-</u>	<u>153,681</u>	<u>2,562,561</u>
Fund Balances:					
Reserved for encumbrances	280,053	9,950	1,851	3,882	295,736
Reserved for materials and supplies inventory	-	-	-	4,790	4,790
Reserved for prepayments	620	-	-	-	620
Reserved for property tax unavailable for appropriation	56,085	-	-	-	56,085
Unreserved, undesignated, reported in:					
General fund	2,279,531	-	-	-	2,279,531
Special revenue funds	-	70,404	-	59,031	129,435
Capital projects funds	-	-	1,184,666	-	1,184,666
Total fund balances	<u>2,616,289</u>	<u>80,354</u>	<u>1,186,517</u>	<u>67,703</u>	<u>3,950,863</u>
Total liabilities and fund balances	<u>\$ 4,997,816</u>	<u>\$ 107,707</u>	<u>\$ 1,186,517</u>	<u>\$ 221,384</u>	<u>\$ 6,513,424</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

Total governmental fund balances	\$ 3,950,863
<i>Amounts reported for governmental activities on the statement of net assets are different because:</i>	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	6,996,286
Other long-term assets, such as taxes receivable, are not available to pay for current-period expenditures and therefore are deferred in the funds.	237,195
Internal service funds are used by management to charge the costs of insurance to individual funds. The assets and liabilities of the internal service fund are included in governmental activities on the statement of net assets.	305,909
Long-term liabilities, such as compensated absences, are not due and payable in the current period and therefore are not reported in the funds.	<u>(351,586)</u>
Net assets of governmental activities	<u><u>\$ 11,138,667</u></u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

	<u>General</u>	<u>Adult Education</u>	<u>Permanent Improvement</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Revenues:					
From local sources:					
Taxes	\$ 1,873,838	\$ -	\$ -	\$ -	\$ 1,873,838
Tuition.	247,777	464,766	-	-	712,543
Charges for services.	-	-	-	66,625	66,625
Earnings on investments.	-	-	141,207	-	141,207
Extracurricular.	-	-	-	2,672	2,672
Classroom materials and fees.	39,952	-	-	11,272	51,224
Other local revenues.	58,915	2,449	-	3,774	65,138
Intergovernmental - state.	3,915,102	220,498	-	36,051	4,171,651
Intergovernmental - federal	-	-	-	632,903	632,903
Total revenues.	<u>6,135,584</u>	<u>687,713</u>	<u>141,207</u>	<u>753,297</u>	<u>7,717,801</u>
Expenditures:					
Current:					
Instruction:					
Regular	464,183	-	-	-	464,183
Special.	199,976	-	-	-	199,976
Vocational.	1,999,184	569,874	-	90,155	2,659,213
Adult/continuing education	-	-	-	102,307	102,307
Support services:					
Pupil.	71,675	19,471	-	466,559	557,705
Instructional staff	433,714	73,690	-	500	507,904
Board of education	27,402	-	-	-	27,402
Administration.	703,368	146,544	-	23,422	873,334
Fiscal	265,954	28,906	-	-	294,860
Operations and maintenance.	806,599	-	-	5,300	811,899
Central.	7,593	-	-	51,817	59,410
Food service operations	-	-	-	137,919	137,919
Extracurricular activities.	12,634	-	-	2,288	14,922
Facilities acquisition and construction	17,181	-	43,127	-	60,308
Total expenditures	<u>5,009,463</u>	<u>838,485</u>	<u>43,127</u>	<u>880,267</u>	<u>6,771,342</u>
Excess (deficiency) of revenues over (under) expenditures	<u>1,126,121</u>	<u>(150,772)</u>	<u>98,080</u>	<u>(126,970)</u>	<u>946,459</u>
Other financing sources (uses):					
Transfers in	-	-	500,000	72,000	572,000
Transfers (out).	<u>(572,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(572,000)</u>
Total other financing sources (uses)	<u>(572,000)</u>	<u>-</u>	<u>500,000</u>	<u>72,000</u>	<u>-</u>
Net change in fund balances	554,121	(150,772)	598,080	(54,970)	946,459
Fund balances at beginning of year.	<u>2,062,168</u>	<u>231,126</u>	<u>588,437</u>	<u>122,673</u>	<u>3,004,404</u>
Fund balances at end of year.	<u>\$ 2,616,289</u>	<u>\$ 80,354</u>	<u>\$ 1,186,517</u>	<u>\$ 67,703</u>	<u>\$ 3,950,863</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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, 2008

Net change in fund balances - total governmental funds \$ 946,459

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

Government funds report capital outlays as expenditures. However, in the statement of activities, the costs of those assets are allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capital outlay in the current period.

Capital asset additions	\$	179,597	
Current year depreciation		<u>(345,659)</u>	
 Total			 (166,062)

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

Delinquent taxes		(15,408)	
Accrued interest		<u>(4,301)</u>	
 Total			 (19,709)

Some expenses reported in the statement of activities, such as compensated absences, do not require the use of financial resources and therefore are not reported as expenditures in governmental funds. (12,369)

Internal service fund for self- insurance is not reported in the expenditures and related internal service fund revenues are eliminated. The net expense of the internal service fund is allocated among the governmental activities. (61,620)

Change in net assets of governmental activities \$ 686,699

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Revenues:				
From local sources:				
Taxes	\$ 1,895,984	\$ 1,915,650	\$ 1,915,650	\$ -
Tuition	245,307	247,851	247,851	-
Classroom materials and fees	39,542	39,952	39,952	-
Other local revenues	10,667	10,778	10,778	-
Intergovernmental - state	3,720,404	3,758,994	3,759,340	346
Total revenues.	<u>5,911,903</u>	<u>5,973,225</u>	<u>5,973,571</u>	<u>346</u>
Expenditures:				
Current:				
Instruction:				
Regular	504,718	508,290	477,047	31,243
Special.	194,717	196,095	198,172	(2,077)
Vocational.	2,278,088	2,294,212	2,255,174	39,038
Support services:				
Pupil.	147,728	148,774	71,514	77,260
Instructional staff	467,193	470,500	448,283	22,217
Board of education	49,425	49,775	30,318	19,457
Administration.	836,220	842,139	724,265	117,874
Fiscal	284,844	286,860	265,825	21,035
Operations and maintenance.	908,449	914,879	828,579	86,300
Central.	11,916	12,000	7,593	4,407
Extracurricular activities.	12,864	12,955	12,629	326
Facilities acquisition and construction.	13,405	13,500	50,129	(36,629)
Total expenditures	<u>5,709,566</u>	<u>5,749,979</u>	<u>5,369,528</u>	<u>380,451</u>
Excess of revenues over expenditures.	<u>202,337</u>	<u>223,246</u>	<u>604,043</u>	<u>380,797</u>
Other financing sources (uses):				
Refund of prior year expenditure.	11,382	11,500	11,481	(19)
Transfers (out)	(567,980)	(572,000)	(572,000)	-
Advances in.	120,237	121,484	121,484	-
Advances (out)	(80,133)	(80,700)	(225,873)	(145,173)
Total other financing sources (uses)	<u>(516,494)</u>	<u>(519,716)</u>	<u>(664,908)</u>	<u>(145,192)</u>
Net change in fund balance	(314,157)	(296,470)	(60,865)	235,605
Fund balance at beginning of year	2,340,768	2,340,768	2,340,768	-
Prior year encumbrances appropriated	77,679	77,679	77,679	-
Fund balance at end of year	<u>\$ 2,104,290</u>	<u>\$ 2,121,977</u>	<u>\$ 2,357,582</u>	<u>\$ 235,605</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenues:				
From local sources:				
Tuition	\$ 538,428	\$ 457,062	\$ 464,766	\$ 7,704
Other local revenues	2,739	2,325	2,364	39
Intergovernmental - state	258,834	219,720	223,423	3,703
Total revenues.	<u>800,000</u>	<u>679,107</u>	<u>690,553</u>	<u>11,446</u>
Expenditures:				
Current:				
Instruction:				
Vocational.	579,086	633,207	566,405	66,802
Support services:				
Pupil.	22,497	24,600	19,601	4,999
Instructional staff	73,185	80,025	73,458	6,567
Administration.	94,617	103,460	146,482	(43,022)
Fiscal	33,106	36,200	28,837	7,363
Total expenditures	<u>802,492</u>	<u>877,492</u>	<u>834,783</u>	<u>42,709</u>
Net change in fund balance	(2,492)	(198,385)	(144,230)	54,155
Fund balance at beginning of year	238,403	238,403	238,403	-
Prior year encumbrances appropriated	2,492	2,492	2,492	-
Fund balance at end of year	<u>\$ 238,403</u>	<u>\$ 42,510</u>	<u>\$ 96,665</u>	<u>\$ 54,155</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

STATEMENT OF FUND NET ASSETS
PROPRIETARY FUND
JUNE 30, 2008

	Governmental Activities - Internal Service Fund
Assets:	
Current assets:	
Equity in pooled cash and investments	\$ 141,927
Cash with fiscal agent	<u>219,672</u>
 Total assets	 <u>361,599</u>
Liabilities:	
Current liabilities:	
Claims payable.	<u>55,690</u>
 Total liabilities	 <u>55,690</u>
Net Assets:	
Unrestricted.	<u>305,909</u>
 Total net assets	 <u><u>\$ 305,909</u></u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

	<u>Governmental Activities - Internal Service Fund</u>
Operating revenues:	
Sales/charges for services	\$ 889,151
Total operating revenues	<u>889,151</u>
Operating expenses:	
Purchased services.	133,512
Claims	<u>827,775</u>
Total operating expenses.	<u>961,287</u>
Operating loss	(72,136)
Nonoperating revenues:	
Interest revenue	<u>10,516</u>
Total nonoperating revenues.	<u>10,516</u>
Change in net assets	(61,620)
Net assets at beginning of year.	<u>367,529</u>
Net assets at end of year	<u><u>\$ 305,909</u></u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

	Governmental Activities - Internal Service Fund
Cash flows from operating activities:	
Cash received from sales/charges for services.	\$ 889,151
Cash payments for purchased services	(133,512)
Cash payments for claims	<u>(823,773)</u>
Net cash used by operating activities	<u>(68,134)</u>
Cash flows from investing activities:	
Interest received.	<u>10,516</u>
Net cash provided by investing activities	<u>10,516</u>
Net decrease in cash and investments	(57,618)
Cash and investments at beginning of year	<u>419,217</u>
Cash and investments at end of year.	<u><u>\$ 361,599</u></u>
Reconciliation of operating loss to net cash used by operating activities:	
Operating loss.	\$ (72,136)
Changes in assets and liabilities:	
Increase in claims payable.	<u>4,002</u>
Net cash used by operating activities	<u><u>\$ (68,134)</u></u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
FIDUCIARY FUND
JUNE 30, 2008

	Agency
Assets:	
Equity in pooled cash and investments	\$ 10,705
Total assets.	\$ 10,705
Liabilities:	
Due to students	\$ 10,705
Total liabilities	\$ 10,705

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 1 - DESCRIPTION OF THE CENTER

The Columbiana County Career and Technical Center (the "Center") is organized under section 3311.88 of the Ohio Revised Code. The Center provides vocational education for 9 school districts serving all eligible students throughout 501 square miles of eastern Ohio, including Columbiana and portions of Mahoning and Jefferson counties. The Center fosters cooperative relationships with business and industry, professional organizations, participating school districts and other interested, concerned groups and organizations to consider, plan, and implement educational programs designed to meet the common needs and interests of students. The Center is staffed by 62 certified employees and 20 non-certified employees to provide service to approximately 732 students.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

A. Reporting Entity

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

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

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

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

JOINTLY GOVERNED ORGANIZATIONS

Area Cooperative Computerized Educational Service System (ACCESS)

ACCESS is a jointly governed organization among 22 school districts and 2 county educational service centers. ACCESS was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to the administrative and instructional functions among member districts. Each of the governments of these schools supports ACCESS based upon a per pupil charge dependent upon the software package utilized. ACCESS is governed by a Board of Directors consisting of superintendents of the members school districts. The degree of control exercised by any school district is limited to its representation on the Board. In accordance with GASB Statement No. 14, the Center does not have any equity interest in ACCESS. Financial information can be obtained from the treasurer for the Mahoning County Educational Service Center, who serves as fiscal agent, at 100 DeBartolo Place, Suite 104, Youngstown, Ohio 44512-7019.

INSURANCE PURCHASING POOL

Ohio Mid-Eastern Regional Educational Services Agency

The District is a participant with several other school districts in an insurance purchasing pool to operate the Ohio Mid-Eastern Regional Educational Service Agency (OME-RESA). OME-RESA was formed for the purpose of providing insurance. OME-RESA is governed by a board of directors consisting of the superintendents of the member school districts. The degree of control exercised by any participating school district is limited to its representation on the Board.

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

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

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

B. Fund Accounting

The Center uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

GOVERNMENTAL FUNDS

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

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

The following are the Center's 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 for any purpose provided it is expended or transferred according to the general laws of Ohio.

Adult Education Fund - The adult education fund is used to account for transactions made in connection with adult education classes. Receipts include, but are not limited to, tuition from patrons and students and reimbursement from the State Department of Education. Expenditures include supplies, salaries and textbooks.

Permanent Improvement Fund - The permanent improvement fund is used to account for all transactions related to acquiring, construction or improving projects that are approved by Section 5705, Ohio Revised Code.

Other governmental funds of the Center are used to account for (a) financial resources to be used for the acquisition, construction, or improvement of capital facilities other than those financed by proprietary and trust funds; and (b) for grants and other resources whose use is restricted to a particular purpose.

PROPRIETARY FUND

Proprietary funds are used to account for the Center's ongoing activities which are similar to those often found in the private sector. The Center has no enterprise funds. The following is a description of the Center's internal service fund:

Internal Service Fund - The internal service fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the Center, or to other governments, on a cost-reimbursement basis. The only internal service fund of the Center accounts for a self-insurance program which provides medical/surgical and dental benefits to employees.

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 Center under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Center's own programs. The Center has no trust funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Center's agency fund accounts for student activities and Center agency services.

C. Basis of Presentation and Measurement Focus

Government-wide Financial Statements - The statement of net assets and the statement of activities display information about the Center as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. Internal service fund operating activity is eliminated to avoid overstatement of revenues and expenses.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

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

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the governmental activities of the Center. 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 amounts paid by the recipient of goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues not classified as program revenues are presented as general revenues of the Center.

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the Center are included on the statement of net assets.

Fund Financial Statements - Fund financial statements report detailed information about the Center. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column and all nonmajor funds are aggregated into one column. The internal service fund is presented in a single column on the face of the proprietary fund statements. Fiduciary funds are reported by fund type.

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

Like the government-wide statements, the internal service fund is accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of this fund are included on the statement of fund net assets. The statement of changes in fund net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the Center finances and meets the cash flow needs of its proprietary activity.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operation. The principal operating revenues of the Center's internal service fund is charges for sales and services. Operating expenses for internal service funds include the claims and services and administrative expenses. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Agency funds do not report a measurement focus as they do not report operations.

D. Basis of Accounting

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

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

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

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

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

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

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

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

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

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

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

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

E. Budgets

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

1. Prior to January 15, the Superintendent and Treasurer submit to the Board of Education a proposed operating budget for the fiscal year commencing the following July 1. The budget includes proposed expenditures and the means of financing for all funds. Public hearings are publicized and conducted to obtain taxpayers' comments. The expressed purpose of this budget document is to reflect the need for existing (or increased) tax rates.
2. By no later than January 20, the board-adopted budget is filed with the Columbiana County Budget Commission for tax rate determination.
3. Prior to April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the Budget Commission and receives the Commission's certificate of estimated resources which states the projected revenue of each fund. Prior to June 30, the Center must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as a basis for the appropriation measure. On or about July 1, the certificate is amended to include any unencumbered balances from the preceding year as reported by the Center Treasurer. The certificate may be further amended during the year if projected increases or decreases in revenue are identified by the Center Treasurer. The amounts reported as the original and final budgeted amounts in the budgetary statements reflect the amounts in the certificate when the original and final appropriations were adopted.
4. By July 1, the annual appropriation resolution is legally enacted by the Board of Education at the fund level of expenditures, which is the legal level of budgetary control. State statute permits a temporary appropriation to be effective until no later than October 1 of each year. Resolution appropriations by fund must be within the estimated resources as certified by the County Budget Commission and the total of expenditures and encumbrances may not exceed the appropriation totals.
5. Any revisions that alter the total of any fund appropriation must be approved by the Board of Education.
6. Formal budgetary integration is employed as a management control device during the year for all funds consistent with the general obligation bond indenture and other statutory provisions. All funds completed the year within the amount of their legally authorized cash basis appropriation.
7. Appropriations amounts are as originally adopted, or as amended by the Board of Education through the year by supplemental appropriations, which either reallocated or increased the original appropriated amounts. All supplemental appropriations were legally enacted by the Board prior to June 30, 2008, however, none of these amendments were significant. The budget figures, as shown in the accompanying budgetary statement, reflect the original and final appropriation amounts including all amendments and modifications.

Although the legal level of budgetary control was established at the fund level of expenditures, the budgetary statements present comparisons at the fund and function level of expenditures as elected by the Center Treasurer.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
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NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008

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

8. Unencumbered appropriations lapse at year-end. Encumbered appropriations are carried forward to the succeeding fiscal year and need not be reappropriated. Expenditures plus encumbrances may not legally exceed budgeted appropriations at the fund level.

F. Cash and Investments

To improve cash management, cash received by the Center is pooled in a central bank account. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the Center's records. Each fund's interest in the pool is presented as "equity in pooled cash and cash equivalents" on the basic financial statements.

During fiscal year 2008, investments were limited to investments in the State Treasury Asset Reserve of Ohio (STAR Ohio), non-negotiable certificates of deposit and a repurchase agreement. Except for nonparticipating investment contracts, investments are reported at fair value, which is based on quoted market prices. Nonparticipating investment contracts such as repurchase agreements and non negotiable certificates of deposit are reported at cost.

The Center has invested funds in STAR Ohio during fiscal year 2008. 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 shares price which is the price the investment could be sold for on June 30, 2008.

Under existing Ohio statutes all investment earnings are assigned to the general fund unless statutorily required to be credited to a specific fund. By policy of the Board of Education, investment earnings are assigned to the permanent improvement capital projects fund. Interest revenue credited to the permanent improvement fund during fiscal year 2008 amounted to \$141,207, which includes \$108,906 assigned from other Center funds.

For presentation on the basic financial statements, investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the Center are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

An analysis of the Center's investment account at fiscal year-end is provided in Note 4.

G. Inventory

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

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

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

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COLUMBIANA COUNTY, OHIO**

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

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

H. Capital Assets

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

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and deductions during the year. Donated capital assets are recorded at their fair market values as of the date received. The Center maintains a capitalization threshold of \$2,500. 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. The Center does not possess infrastructure.

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

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>
Land improvements	5 - 20 years
Buildings and improvements	20 - 50 years
Furniture and equipment	5 - 20 years
Vehicles	6 - 10 years

I. Interfund Balances

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

J. Compensated Absences

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

In accordance with the provisions of GASB Statement No. 16, "Accounting for Compensated Absences", a liability for vacation leave is accrued if a) the employees' rights to payment are attributable to services already rendered; and b) it is probable that the employer will compensate the employees for the benefits through paid time off or other means, such as cash payment at termination or retirement. An accrual for earned sick leave is made to the extent that it is probable that the benefits will result in termination (severance) payments. A liability for sick leave is accrued using the vesting method; i.e., the liability is based on the sick leave accumulated at June 30, 2008, by those employees who are currently eligible to receive termination (severance) payments, as well as those employees expected to become eligible in the future.

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

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

The Center records a liability for accumulated unused sick leave for employees after 20 years of current service with the Center, or after 15 years of service and at least 45 years of age or after 10 years of service and at least 50 years old.

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

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

For governmental fund financial statements, the current portion of unpaid compensated absences is the amount expected to be paid using expendable available resources. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated unpaid leave are paid. The noncurrent portion of the liability is not reported.

K. Accrued Liabilities and Long-Term Obligations

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

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

L. Fund Balance Reserves

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

M. Net Assets

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

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

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

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

N. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary fund. For the Center, these revenues are charges for services for the employee self-insurance program. Operating expenses are necessary costs incurred to provide the good or service that are the primary activity of the fund, including claims and administrative expenses.

O. Prepayments

Certain payments to vendors reflect the costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. These items are reported as assets on the balance sheet using the consumption method. A current asset for the prepaid amounts is recorded at the time of the purchase and the expenditure/expense is reported in the year in which services are consumed. At fiscal year-end, because prepayments are not available to finance future governmental fund expenditures, the fund balance is reserved by an amount equal to the carrying value of the asset on the fund financial statements.

P. Estimates

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

Q. Interfund Activity

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

R. Extraordinary and Special Items

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
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NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008

NOTE 3 - ACCOUNTABILITY AND COMPLIANCE

A. Change in Accounting Principles

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

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

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

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

B. Deficit Fund Balances

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

<u>Nonmajor fund</u>	<u>Deficit</u>
Adult basic education	686
Vocational education	2,002
Title VI	19
Drug free schools	19
Miscellaneous federal grants	18

The general fund is liable for the deficits in these funds and provides transfers when cash is required, not when accruals occur. The deficit fund balances in the Title VI, Drug free schools and Miscellaneous federal grants funds resulted from adjustments for accrued liabilities.

The deficit fund balances in the Adult basic education and Vocational education funds resulted from both the reporting of short-term interfund loans as a fund liability rather than as an other financing source and adjustments for accrued liabilities.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
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NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008

NOTE 4 - DEPOSITS AND INVESTMENTS

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

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

Inactive deposits are public deposits that the Board of 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.

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

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

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

NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)

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

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

A. Cash on Hand

At year-end, the Center had \$900 in undeposited cash on hand which is included on the financial statements of the Center as part of "equity in pooled cash and cash equivalents."

B. Cash with Fiscal Agent

The Center is self-insured through a fiscal agent. The money held by the fiscal agent cannot be identified as an investment or deposit, since it is held in a pool made up of numerous participants. The amount held by the fiscal agent at June 30, 2008 was \$219,672. This amount is not included in the "deposits" or "investments" reported below.

C. Deposits with Financial Institutions

At June 30, 2008, the carrying amount of all Center deposits was \$618,441, exclusive of the \$484,543 repurchase agreement included in investments below. Based on the criteria described in GASB Statement No. 40, "Deposits and Investment Risk Disclosures", as of June 30, 2008, \$500,000 of the Center's bank balance of \$647,000 was exposed to custodial risk as discussed below, while \$147,000 was covered by the Federal Deposit Insurance Corporation.

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

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

NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)

D. Investments

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

<u>Investment Type:</u>	<u>Fair Value</u>	<u>Investment Maturities 6 months or less</u>
Repurchase agreement	\$ 484,543	\$ 484,543
STAR Ohio	<u>3,077,548</u>	<u>3,077,548</u>
Total	<u>\$ 3,562,091</u>	<u>\$ 3,562,091</u>

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

Custodial Credit Risk: For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Center will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Of the Center's \$484,543 investment in repurchase agreements, the entire balance is collateralized by underlying securities that are held by the investment's counterparty, not in the name of the Center. Ohio law requires the market value of the securities subject to repurchase agreements must exceed the principal value of securities subject to a repurchase agreement by 2%. The Center has no investment policy dealing with investment custodial risk beyond the requirement in State statute that prohibits payment for investments prior to the delivery of the securities representing such investments to the treasurer or qualified trustee.

Credit Risk: Standard & Poor's has assigned STAR Ohio an AAAM money market rating.

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

<u>Investment Type:</u>	<u>Fair Value</u>	<u>% of Total</u>
Repurchase agreement	\$ 484,543	13.60
STAR Ohio	<u>3,077,548</u>	<u>86.40</u>
Total	<u>\$ 3,562,091</u>	<u>100.00</u>

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

NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)

E. Reconciliation of Cash and Investments to the Statement of Net Assets

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

<u>Cash and investments per note</u>	
Carrying amount of deposits	\$ 618,441
Investments	3,562,091
Cash with fiscal agent	219,672
Cash on hand	<u>900</u>
Total	<u>\$ 4,401,104</u>
 <u>Cash and investments per statement of net assets</u>	
Governmental activities	\$ 4,390,399
Agency funds	<u>10,705</u>
Total	<u>\$ 4,401,104</u>

NOTE 5 - INTERFUND TRANSACTIONS

- A.** Interfund balances at June 30, 2008 as reported on the fund statements, consist of the following individual interfund receivables and payables:

<u>Receivable fund</u>	<u>Payable fund</u>	<u>Amount</u>
General	Nonmajor governmental funds	\$ 145,173

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

Interfund balances between governmental funds are eliminated on the government-wide financial statements.

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

Transfers from the general fund to:	<u>Amount</u>
Permanent improvement fund	\$ 500,000
Nonmajor governmental funds	<u>72,000</u>
Total	<u>\$ 572,000</u>

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
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**NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

NOTE 5 - INTERFUND TRANSACTIONS - (Continued)

Interfund transfers between governmental funds are eliminated on the government-wide financial statements.

All transfers were made in compliance with Ohio Revised Code Sections 5705.14, 5705.15 and 5705.16.

NOTE 6 - PROPERTY TAXES

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

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

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

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

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 6 - PROPERTY TAXES - (Continued)

The Center receives property taxes from Columbiana, Mahoning, Jefferson and Carroll Counties. The County Treasurers collect property taxes on behalf of the Center. The County Auditors periodically advances to the Center its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2008, are available to finance fiscal year 2008 operations. The amount available to be advanced can vary based on the date tax bills are sent.

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

The amount available as an advance at June 30, 2008 was \$56,085 in the general fund. This amount has been recorded as revenue. The amount that was available as an advance at June 30, 2007 was \$97,895 in the general fund.

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

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

	2007 Second Half Collections		2008 First Half Collections	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
Agricultural/residential and public utility real estate	\$ 774,911,300	77.59	\$ 782,820,597	78.09
Commercial/Industrial real estate	124,693,690	12.49	126,506,852	12.62
Public utility real estate	57,890,370	5.80	51,234,455	5.11
Tangible personal property	<u>41,219,860</u>	<u>4.12</u>	<u>41,851,891</u>	<u>4.18</u>
Total	<u>\$ 998,715,220</u>	<u>100.00</u>	<u>\$ 1,002,413,795</u>	<u>100.00</u>
Tax rate per \$1,000 of assessed valuation	\$2.80		\$2.80	

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 7 - RECEIVABLES

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

Governmental activities:

Taxes	\$ 1,990,455
Accounts	37,411
Intergovernmental	304,238
Accrued Interest	<u>1,937</u>
Total	<u>\$ 2,334,041</u>

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

NOTE 8 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2008, was as follows:

	Balance <u>06/30/07</u>	Additions	Deductions	Balance <u>06/30/08</u>
Governmental activities				
<i>Capital assets, not being depreciated:</i>				
Land	\$ 152,290	\$ -	\$ -	\$ 152,290
Construction in progress	<u>-</u>	<u>68,053</u>	<u>-</u>	<u>68,053</u>
Total capital assets, not being depreciated	<u>152,290</u>	<u>68,053</u>	<u>-</u>	<u>220,343</u>
<i>Capital assets, being depreciated:</i>				
Land improvements	283,592	-	-	283,592
Buildings and improvements	7,801,879	37,646	-	7,839,525
Furniture and equipment	1,492,548	73,898	-	1,566,446
Vehicles	<u>109,360</u>	<u>-</u>	<u>-</u>	<u>109,360</u>
Total capital assets, being depreciated	<u>9,687,379</u>	<u>111,544</u>	<u>-</u>	<u>9,798,923</u>
<i>Less: accumulated depreciation:</i>				
Land improvements	(238,478)	(2,932)	-	(241,410)
Buildings and improvements	(1,364,228)	(254,336)	-	(1,618,564)
Furniture and equipment	(966,751)	(86,895)	-	(1,053,646)
Vehicles	<u>(107,864)</u>	<u>(1,496)</u>	<u>-</u>	<u>(109,360)</u>
Total accumulated depreciation	<u>(2,677,321)</u>	<u>(345,659)</u>	<u>-</u>	<u>(3,022,980)</u>
Governmental activities capital assets, net	<u>\$ 7,162,348</u>	<u>\$ (166,062)</u>	<u>\$ -</u>	<u>\$ 6,996,286</u>

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 8 - CAPITAL ASSETS - (Continued)

Depreciation expense was charged to governmental functions as follows:

<u>Instruction:</u>	
Regular	\$ 26,013
Vocational	217,748
<u>Support services:</u>	
Pupil	4,593
Instructional staff	10,821
Administration	14,084
Fiscal	2,916
Operations and maintenance	10,081
Pupil transportation	1,496
Central	5,144
Food service operations	<u>52,763</u>
Total depreciation expense	<u>\$ 345,659</u>

NOTE 9 - LONG-TERM OBLIGATIONS

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

	Balance Outstanding			Balance Outstanding	Amounts Due in
	<u>06/30/07</u>	<u>Additions</u>	<u>Reductions</u>	<u>06/30/08</u>	<u>One Year</u>
Governmental activities:					
Compensated absences	\$ 369,949	\$ 104,252	\$ (109,395)	\$ 364,806	\$ 82,956
Total long-term obligations, governmental activities	<u>\$ 369,949</u>	<u>\$ 104,252</u>	<u>\$ (109,395)</u>	<u>\$ 364,806</u>	<u>\$ 82,956</u>

Compensated absences will be paid from the fund which the employee is paid, which for the Center are primarily the general fund, adult education fund and the food service fund (a nonmajor governmental fund).

B. Legal Debt Margin

The Ohio Revised Code provides that voted net general obligation debt of the Center shall never exceed 9% of the total assessed valuation of the Center. The code further provides that unvoted indebtedness shall not exceed 1/10 of 1% of the property valuation of the Center. The code additionally states that unvoted indebtedness related to energy conservation debt shall not exceed 9/10 of 1% of the property valuation of the Center. The assessed valuation used in determining the Center's legal debt margin has been modified by House Bill 530 which became effective March 30, 2006. In accordance with House Bill 530, the assessed valuation used in the Center's legal debt margin calculation excluded tangible personal property used in business, telephone or telegraph property, interexchange telecommunications company property, and personal property owned or leased by a railroad company and used in railroad operations. The effects of these debt limitations at June 30, 2008, are a voted debt margin of \$86,231,230 and an unvoted debt margin of \$958,125.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 10 - EMPLOYEE BENEFITS

A. Compensated Absences

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

Teachers, administrators, and classified employees earn sick leave at the rate of one and one-fourth days per month. Sick leave may be accumulated up to a maximum of 312 days for administrators, 270 days for classified and 269 for certified personnel. Upon retirement, payment is made for one-fourth of accrued but unused sick leave to a maximum of 78 days for administrators, 47 days for classified employees and 68 days for certified employees.

B. Life Insurance

The Center provides life insurance and accidental death and dismemberment insurance to most employees through Safeco Life Insurance Company.

NOTE 11 - RISK MANAGEMENT

A. Comprehensive

The Center is exposed to various risks of loss related to torts; theft or damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During fiscal year 2008, the Center's insurance coverage was as follows:

<u>Type of Coverage</u>	<u>Deductible</u>	<u>Liability Limit</u>
Building and Contents - replacement cost	\$ 1,000	\$21,090,002
Boiler	1,000	21,090,002
EDP Coverage	1,000	394,200
Garagekeepers	500	120,000
Automobile Liability	500	1,000,000
General Liability:		
Per occurrence	n/a	1,000,000
Aggregate	n/a	2,000,000
Umbrella Liability:		
Per occurrence	2,500	2,000,000
Aggregate	10,000	2,000,000

Settled claims have not exceeded this commercial coverage in any of the past three years. The general liability aggregate limit has been reduced from \$5,000,000 to \$2,000,000 and the umbrella liability aggregate limit has been reduced from \$4,000,000 to \$2,000,000. There have been no other significant reductions in coverage from prior year.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 11 - RISK MANAGEMENT - (Continued)

B. Health Insurance

Medical/surgical and dental insurance is offered to employees through a self-insurance internal service fund. The Center is a member of a claims servicing pool, in which monthly premiums are paid to the fiscal agent who in turn pays the claims on the Center's behalf. The claims liability of \$55,690 reported in the internal service fund at June 30, 2008, is based on an estimate provided by the third party administrator and the requirements of Governmental Accounting Standards Board Statement No. 10, "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues", as amended by GASB Statement No. 30, "Risk Financing Omnibus", which requires that a liability for unpaid claim costs, including estimates of costs relating to incurred, but not reported claims, be reported. Changes in claims activity for the current and previous fiscal year is as follows:

<u>Fiscal Year</u>	<u>Beginning Balance</u>	<u>Claims Incurred</u>	<u>Claims Payments</u>	<u>Ending Balance</u>
2008	\$ 51,688	\$ 827,775	\$ (823,773)	\$ 55,690
2007	45,391	723,238	(716,941)	51,688

C. Workers' Compensation

The Center participates in the Ohio Association of School Business Officials Workers' Compensation Group Rating Plan (the "Plan"), an insurance purchasing pool (Note 2.A.). The intent of the Plan is to achieve the benefit of a reduced premium for the Center by virtue of its grouping and representation with other participants in the Plan. Participants in the Plan are placed on tiers according to their loss history. Participants with low loss histories are rewarded 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 Plan tier rather than its individual rate. Participation in the Plan is limited to school districts that can meet the Plan's selection criteria. The firm of Sheakley UniService, Inc. provides administrative, cost control, assistance with safety programs, and actuarial services to the Plan.

NOTE 12 - PENSION PLANS

A. School Employees Retirement System

Plan Description - The Center contributes to the School Employees Retirement System (SERS), a cost-sharing, multiple-employer defined benefit pension plan. SERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746. It is also posted on the SERS' Ohio website, www.ohsers.org, under *Forms and Publications*.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 12 - PENSION PLANS - (Continued)

Funding Policy - Plan members are required to contribute 10 percent of their annual covered salary and the Center is required to contribute at an actuarially determined rate. The current Center rate is 14 percent of annual covered payroll. A portion of the Center's contribution is used to fund pension obligations with the remainder being used to fund health care benefits. For fiscal year 2008, 9.16 percent of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended by the SERS' Retirement Board up to a statutory maximum amount of 10 percent for plan members and 14 percent for employers. Chapter 3309 of the Ohio Revised Code provides statutory authority for member and employer contributions. The Center's required contributions for pension obligations to SERS for the fiscal years ended June 30, 2008, 2007 and 2006 were \$69,636, \$75,793 and \$72,497, respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006.

B. State Teachers Retirement System of Ohio

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

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on a member's lifetime contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5 percent of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The member may elect to receive a lifetime monthly annuity or a lump sum withdrawal. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. The DB portion of the Combined Plan payment is payable to a member on or after age 60; the DC portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50. Benefits are established by Chapter 3307 of the Ohio Revised Code.

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

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

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 12 - PENSION PLANS - (Continued)

The Center's required contributions for pension obligations to STRS Ohio for the fiscal years ended June 30, 2008, 2007, and 2006 were \$353,146, \$372,883, and \$410,054, respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006. Contributions to the DC and Combined Plans for fiscal year 2008 were \$9,502 made by the Center and \$9,050 made by the plan members.

C. Social Security System

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

NOTE 13 - POSTEMPLOYMENT BENEFITS

A. School Employees Retirement System

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

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

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

The Center's contributions for health care for the fiscal years ended June 30, 2008, 2007, and 2006 were \$47,036, \$36,365 and \$38,191, respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006.

The Retirement Board, acting with advice of the actuary, allocates a portion of the employer contribution to the Medicare B Fund. For fiscal year 2008, this actuarially required allocation was 0.66 percent of covered payroll. The Center's contributions for Medicare Part B for the fiscal years ended June 30, 2008, 2007, and 2006 were \$5,017, \$5,154, and \$5,770, respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 13 - POSTEMPLOYMENT BENEFITS - (Continued)

B. State Teachers Retirement System of Ohio

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

Funding Policy - Ohio law authorizes STRS Ohio to offer the Plan and gives the Retirement Board authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. Active employee members do not contribute to the Plan. All benefit recipients pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2008, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. The Center's contributions for health care for the fiscal years ended June 30, 2008, 2007, and 2006 were \$27,165, \$28,683 and \$31,543, respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006.

NOTE 14 - BUDGETARY BASIS OF ACCOUNTING

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

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

- (a) Revenues and other financing sources are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis);
- (b) Expenditures and other financing uses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis);
- (c) In order to determine compliance with Ohio law, and to reserve that portion of the applicable appropriation, total outstanding encumbrances (budget basis) are recorded as the equivalent of an expenditure, as opposed to a reservation of fund balance for that portion of outstanding encumbrances not already recognized as an account payable (GAAP basis);
- (d) Advances-in and advances-out are operating transactions (budget basis) as opposed to balance sheet transactions (GAAP basis).

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 14 - BUDGETARY BASIS OF ACCOUNTING - (Continued)

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

Net Change in Fund Balance

	<u>General fund</u>	<u>Adult education</u>
Budget basis	\$ (60,865)	\$ (144,230)
Net adjustment for revenue accruals	162,013	(2,840)
Net adjustment for expenditure accruals	49,167	(14,659)
Net adjustment for other sources/uses	92,908	-
Adjustment for encumbrances	<u>310,898</u>	<u>10,957</u>
GAAP basis	<u>\$ 554,121</u>	<u>\$ (150,772)</u>

NOTE 15 - CONTINGENCIES

A. Grants

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

B. Litigation

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

NOTE 16 - STATUTORY RESERVES

The Center is required by State law to set-aside certain general fund revenue amounts, as defined by statute, into various reserves. These reserves are calculated and presented on a cash basis. During the fiscal year ended June 30, 2008, the reserve activity was as follows:

	<u>Textbooks/ Instructional Materials</u>	<u>Capital Acquisition</u>
Set-aside balance as of June 30, 2007	\$ (1,008,001)	\$ -
Current year set-aside requirement	65,883	65,883
Current year offsets	-	(500,000)
Qualifying disbursements	<u>(225,515)</u>	<u>(230,912)</u>
Total	<u>\$ (1,167,633)</u>	<u>\$ (665,029)</u>
Balance carried forward to FY 2009	<u>\$ (1,167,633)</u>	<u>\$ -</u>

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY, OHIO**

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

NOTE 16 - STATUTORY RESERVES - (Continued)

Although the Center had offsets and qualifying disbursements during the year that reduced the set-aside amount below zero for the capital acquisition reserve, this extra amount may not be used to reduce the set-aside requirement for future years. The negative amount is therefore not presented as being carried forward to the next fiscal year.

NOTE 17 - CONTRACTUAL COMMITMENTS

As of June 30, 2008, the Career Center had a contractual commitment for kitchen renovations.

	<u>Contractual Commitment</u>		<u>Expended</u>		<u>Balance June 30, 2008</u>
Stitle Construction	\$ 241,150		\$ 23,613		\$ 217,537



Rea & Associates, Inc.
ACCOUNTANTS AND BUSINESS CONSULTANTS

122 4th St. NW | PO Box 1020
New Philadelphia, OH 44663-5120

March 25, 2009

To the Board of Education
Columbiana County Career and Technical Center
Lisbon, OH 44432

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Columbiana County Career and Technical Center (the "Career Center") as of and for the year ended June 30, 2008, which collectively comprise the Career Center's basic financial statements and have issued our report thereon dated March 25, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Career Center's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Career Center's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Career Center's internal control over financial reporting.

A *control deficiency* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Columbiana County Career and Technical Center
Independent Auditor's Report on Internal Control Over
Financial Reporting and on Compliance and Other
Matters Based on an Audit of Financial Statements
Performed in Accordance with Government Auditing Standards
March 25, 2009
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Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. 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 the management of the Career Center in a separate letter dated March 25, 2009.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Career Center's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, 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 or other matters that are required to be reported under *Government Auditing Standards*. However, we noted certain immaterial instances of noncompliance that we have reported to management of the Career Center in a separate letter dated March 25, 2009.

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

Hea & Associates, Inc.



Rea & Associates, Inc.
ACCOUNTANTS AND BUSINESS CONSULTANTS

122 4th St. NW | PO Box 1020
New Philadelphia, OH 44663-5120

March 25, 2009

To the Board of Education
Columbiana County Career and Technical Center
Lisbon, OH 44432

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

Compliance

We have audited the compliance of the Columbiana County Career and Technical Center (the "Career Center") with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular A-133, *Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. The Career Center's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Career Center's management. Our responsibility is to express an opinion on the Career Center's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Career Center'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 Career Center's compliance with those requirements.

As described in item 2008-001 in the accompanying Schedule of Findings and Questioned Costs, the Career Center did not comply with requirements regarding allowable costs applying to its Carl D. Perkins Grant. Compliance with this requirement is necessary, in our opinion, for the Career Center to comply with requirements applicable to this program.

In our opinion, except for the noncompliance described in the preceding paragraph, the Career Center 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, 2008.

Internal Control Over Compliance

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

A *control deficiency* in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, we noted matters involving the internal control over federal compliance not requiring inclusion in this report, that we reported to the Career Center's management in a separate letter dated March 25, 2009.

The Career Center's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. We did not audit the Career Center's response and, accordingly, we express no opinion on it.

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

Hea & Associates, Inc.

COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2008

Federal Grantor/ <i>Pass Through Grantor</i> Program Title	CFDA Number	Pass Through Entity Number	Receipts	Non-Cash Receipts	Disbursements	Non-Cash Disbursements
<u>U. S. DEPARTMENT OF AGRICULTURE</u>						
<i>Passed through Ohio Department of Education:</i>						
Nutrition Cluster:						
School Breakfast Program	10.553	2008	\$ 19,978		\$ 19,978	
National School Lunch Program	10.555	2008	47,643	\$ 1,589	47,643	\$ 1,589
Total Nutrition Cluster			<u>67,621</u>		<u>67,621</u>	
Total U.S. Department of Agriculture			<u>67,621</u>	<u>1,589</u>	<u>67,621</u>	<u>1,589</u>
<u>U.S. DEPARTMENT OF EDUCATION</u>						
<i>Direct Federal Program:</i>						
Federal Pell Grant Program	84.063	N/A	205,205		205,205	
<i>Passed through Ohio Department of Education:</i>						
Adult Education - State Grant Program	84.002	2007	0		6,917	
		2008	<u>127,354</u>		<u>197,532</u>	
Total Adult Education - State Grant Program			127,354		204,449	
Vocational Education - Basic Grants to States	84.048	2007	47,311		65,981	
		2008	76,844		147,725	
		2008	<u>171,568</u>		<u>173,918</u>	
Total Vocational Education - Basic Grants to States			295,723		387,624	
Safe and Drug-Free Schools and Communities	84.184	2008	1,492		1,492	
State Grants for Innovative Programs	84.298	2008	1,791		1,791	
Improving Teacher Quality State Grants	84.367	2008	4,441		4,441	
Small, Rural School Achievement Program	84.358A	2008	<u>38,619</u>		<u>38,619</u>	
Total U.S. Department of Education			<u>674,625</u>		<u>843,621</u>	
Total Federal Financial Assistance			<u>\$ 742,246</u>	<u>\$ 1,589</u>	<u>\$ 911,242</u>	<u>\$ 1,589</u>

See accompanying notes to the Schedule of Expenditures of Federal Awards.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY**

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2008**

NOTE A: SIGNIFICANT ACCOUNTING POLICIES

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

NOTE B: NUTRITION CLUSTER

Reimbursement monies are commingled with local receipts and state grants. It is assumed federal moneys are expended first.

Food Distribution Program nonmonetary assistance is reported in the schedule of expenditures of federal awards at the entitlement value of the commodities received and disbursed. At June 30, 2008, the Career Center had no significant food commodities inventory.

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
OMB CIRCULAR A-133, SECTION .505
JUNE 30, 2008**

1. SUMMARY OF AUDITOR'S RESULTS

(d)(1)(i)	Type of Financial Statement Opinion	Unqualified
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other internal control deficiencies reported at the financial statement level (GAGAS)?	No
(d)(1)(iii)	Was there any reported material non-compliance at the financial statement level (GAGAS)?	No
(d)(1)(iv)	Was there any material internal control weakness conditions reported for major federal programs?	No
(d)(1)(iv)	Were there any other internal control deficiencies reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Qualified
(d)(1)(vi)	Are there any reportable findings under Section .510?	Yes
(d)(1)(vii)	Major Programs (list):	Federal Carl E. Perkins Grant Program: CFDA #84.048
(d)(1)(viii)	Dollar Threshold: Type A/B Programs	Type A: >\$300,000 Type B: All others
(d)(1)(ix)	Low Risk Auditee?	Yes

2. FINDINGS RELATING TO THE FINANCIAL STATEMENTS

NONE

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
OMB CIRCULAR A-133, SECTION .505
JUNE 30, 2008**

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS
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Material Noncompliance

FINDING NUMBER	2008-001
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Program Information:

CFDA #84.048 - Carl E. Perkins Grant
US Department of Education
Passed through the Ohio Department of Education

Criteria: OMB Circular A-87 establishes principals and standards for determining allowable direct and indirect costs for federal awards. This Circular indicates costs must meet the general criteria of Attachment A, paragraph C.1. Two of these criteria are the cost must be necessary and reasonable for the proper and efficient performance and administration of Federal awards and it must be adequately documented.

Condition/ Questioned Costs: We reviewed adjustments to the grant and one reclassification for salaries and benefits was not adequately documented. There was no indication of who the adjustment was for, the time period related to the adjustment, or whether the expenses were allowed under the program. This adjustment was for \$36,453.

Effect: We have identified \$36,453 in questioned costs related to unallowed costs. Charging of questioned costs could impact the Career Center's ability to continue participation in future grant funding.


Recommendation: Further education and or continuing education may be necessary to ensure adequate knowledge of program requirements and allowed/unallowed expenses. Should there be any question of allowability, the Director should contact the pass-through agency for guidance. Additionally, appropriate supporting documentation should be maintained by the Director and/or Treasurer for all amounts charged to the federal grant.

Management's Response: See attached letter.

March 31, 2009

Response to Audit Finding 2008-001

The adjustment referred to in the above finding was made by a previous treasurer who left the district in August of 2007. Since that time, the procedure is to require all back up and/or supporting documentation to be attached on allowable expenditure adjustments made to any account.


Lisa Bruzzese, Treasurer

**COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER
COLUMBIANA COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS
OMB CIRCULAR A-133, SECTION .315(b)
JUNE 30, 2008**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; Explain
2007-001	Federal Pell Grant Program, CFDA #84.063, controls ensuring they draw down Pell moneys for all students who are eligible.	Yes	



Mary Taylor, CPA
Auditor of State

COLUMBIANA COUNTY CAREER AND TECHNICAL CENTER

COLUMBIANA 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
MAY 19, 2009**