



Dave Yost • Auditor of State



**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

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# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT

Crestview Local School District  
Van Wert County  
531 E. Tully Street  
Convoy, Ohio 45832

To the Board of Education:

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Crestview Local School District, Van Wert County, Ohio (the District) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for preparing and fairly presenting these financial statements in accordance with the cash accounting basis Note 2A describes. This responsibility includes determining that the cash accounting basis is acceptable for the circumstances. Management is also responsible for designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the District's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinions.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Crestview Local School District, Van Wert County, Ohio, as of June 30, 2013, and the respective changes in cash financial position and the budgetary comparison for the General Fund thereof for the year then ended in accordance with the accounting basis described in Note 2A.

**Accounting Basis**

Ohio Administrative Code § 117-2-03 (B) requires the District to prepare its annual financial report in accordance with accounting principles generally accepted in the United States of America. We draw attention to Note 2A of the financial statements, which describes the basis applied to these statements, which is a basis other than generally accepted accounting principles. We did not modify our opinion regarding this matter.

**Emphasis of Matter**

As discussed in Note 3 to the financial statements, during 2013, the District adopted new accounting guidance in Governmental Accounting Standards Board Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position." We did not modify our opinion regarding this matter.

**Other Matters**

*Supplemental and Other Information*

We audited to opine on the District's financial statements that collectively comprise its basic financial statements.

*Management's Discussion & Analysis* includes tables of net position, changes in net position, and governmental activities. This information provides additional analysis and is not a required part of the basic financial statements.

The Schedule of Federal Award Receipts and Expenditures also presents additional analysis as required by the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations and is also not a required part of the financial statements.

These tables and the Schedule are management's responsibility, and derive from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. We subjected these tables and the Schedule to the auditing procedures we applied to the basic financial statements. We also applied certain additional procedures, including comparing and reconciling these tables and the Schedule directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and in accordance with auditing standards generally accepted in the United States of America. In our opinion, these tables and the Schedule are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Other than the aforementioned procedures applied to the tables, we applied no procedures to any other information in Management's Discussion & Analysis, and we express no opinion or any other assurance on it.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2013, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "D" and "Y".

**Dave Yost**  
Auditor of State

Columbus, Ohio

December 10, 2013

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**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**MANAGEMENT DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2013  
(UNAUDITED)**

The discussion and analysis of the Crestview Local School District's financial performance provides an overall review of the District's financial activities for the fiscal year ended June 30, 2013. The intent of this discussion and analysis is to look at the District's financial performance as a whole; readers should also review the basic financial statements and notes to enhance their understanding of the District's financial performance.

**Financial Highlights**

Key financial highlights for fiscal year 2013 are as follows:

- In total, net position decreased \$91,705 in fiscal year 2013.
- General revenues accounted for \$8,616,342, or 80 percent of all revenues in fiscal year 2013. Program specific revenues in the form of charges for services, operating grants and contributions accounted for \$2,102,437 or 20 percent of total revenues of \$10,718,779 in fiscal year 2013.
- The District's major funds included the General Fund, Permanent Improvement Fund, Local Share Fund, and Ohio School Facilities Commission Fund (OSFC) Fund.
- In fiscal year 2013, the General Fund had \$9,099,001 in receipts and other financing sources and \$8,819,840 in disbursements and other financing uses. The fiscal year 2013 the General Fund's balance increased \$279,161 from the prior fiscal year.
- In fiscal year 2013, the Permanent Improvement Fund had \$147,450 in revenues and \$78,521 in disbursements. The Permanent Improvement Fund's balance increased \$68,929 from the prior fiscal year.
- In fiscal year 2013, the Local Share Fund had \$3,111 in revenues and other financing sources and \$86,107 in disbursements. The Local Share Fund's balance decreased \$82,996 from the prior fiscal year.
- In fiscal year 2013, the OSFC Fund had \$8,334 in receipts and other financing sources and \$338,723 in disbursements. The OSFC Fund's balance decreased \$330,389 from the prior fiscal year.

**Using the Basic Financial Statements**

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

The statement of net position and the statement of activities, both reported on the cash basis, provide information about the activities of the whole District, presenting both an aggregate view of the District's finances and a longer-term view of those finances.

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

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**MANAGEMENT DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2013  
(UNAUDITED)  
(Continued)**

The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

**Reporting the District as a Whole**

**Statement of Net Position and Statement of Activities**

The statement of net position and the statement of activities, both reported on the cash basis, reflects how the District did financially during fiscal year 2013. These statements are reported on the cash basis of accounting, which reflects receipts and disbursements when cash is received or paid.

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

In the statement of net position, cash basis, and the statement of activities, cash basis, the District discloses a single type of activity - governmental activities. All of the District's programs and services are reported here including instruction, support services, non-instructional services, and extracurricular activities.

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

**Fund Financial Statements**

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

**Governmental Funds** - Most of the District's activities are reported in governmental funds, which focus on how monies flow into and out of those funds and the balances left at fiscal year end for spending in future periods. These funds are reported using the cash basis of accounting. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent in the near future to finance educational programs.

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

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**MANAGEMENT DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2013  
(UNAUDITED)  
(Continued)**

**The District as a Whole**

Table 1 provides a summary of the District's net position for fiscal years 2013 and 2012. The increase in the District's current assets was attributed to the increases in property tax revenue and income tax revenue.

**Table 1  
Net Position – Cash Basis  
Governmental Activities**

	<b>2013</b>	<b>2012</b>
<b>Assets:</b>		
Current and Other Assets	\$5,170,031	\$5,261,736
Total Assets	<u>5,170,031</u>	<u>5,261,736</u>
<b>Net Position:</b>		
Restricted	2,633,090	3,003,956
Unrestricted	2,536,941	2,257,780
Total	<u>\$5,170,031</u>	<u>\$5,261,736</u>

Table 2 reflects the changes in net position for fiscal years 2013 and 2012. The decrease in net position was attributed to the overall decrease in revenues.

**Table 2  
Change in Net Position - Cash Basis  
Governmental Activities**

	<b>2013</b>	<b>2012</b>
<b>Revenues:</b>		
<b>Program Revenues:</b>		
Charges for Services and Sales	\$1,427,721	\$1,342,717
Operating Grants and Contributions	673,897	691,147
Capital Grants and Contributions	819	46,256
Total Program Revenues	<u>2,102,437</u>	<u>2,080,120</u>
<b>General Revenues:</b>		
Property Taxes	2,625,190	2,515,602
Income Taxes	954,425	928,828
Grants and Entitlements	4,756,467	4,732,693
Investment Earnings	28,846	27,931
Payments in Lieu of Taxes	201,028	211,939
Gifts and Donations	21,648	29,732
Miscellaneous	973	827
Sale of Capital Assets	252	
Refund of Prior Year Expenditures	27,513	271,119
Total General Revenues	<u>8,616,342</u>	<u>8,718,671</u>
Total Revenues	<u>10,718,779</u>	<u>10,798,791</u>

(Continued)

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**MANAGEMENT DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2013  
(UNAUDITED)  
(Continued)**

**Table 2  
Change in Net Position - Cash Basis  
Governmental Activities  
(Continued)**

	2013	2012
<b>Expenses:</b>		
Instruction	6,077,196	6,016,170
<b>Support Services:</b>		
Pupils	297,797	339,031
Instructional Staff	208,436	192,854
Board of Education	32,852	27,169
Administration	850,007	836,312
Fiscal	268,423	269,790
Operation and Maintenance of Plant	765,542	662,788
Pupil Transportation	325,289	354,157
Central	280,119	263,623
Non-Instructional	424,766	404,985
Extracurricular Activities	468,828	455,940
Capital Outlay	438,947	455,353
<b>Debt Service:</b>		
Principal	134,758	125,371
Interest and Fiscal Charges	237,524	241,135
Total Expenses	10,810,484	10,644,678
Increase/(Decrease) in Net Position	(\$ 91,705)	\$ 154,113

Program receipts account for 20 percent of total receipts in fiscal year 2013 and are represented by restricted intergovernmental receipts, extracurricular activities, and food service sales.

For fiscal year 2013 the major program disbursements for governmental activities are for instruction, which accounts for 56 percent of all governmental disbursements. Other programs which support the instruction process, including pupils, instructional staff, and pupil transportation account for 8 percent of governmental disbursements in fiscal year 2013. Maintenance of the District's facilities also represents a significant disbursement of 7 percent. Principal and interest payments represent a significant disbursement of 3 percent. The remaining 26 percent of the District's disbursements are related to the primary functions of delivering education and providing facilities. These costs are funded almost entirely from property taxes and grants and entitlements.

**Governmental Activities**

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

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**MANAGEMENT DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2013  
(UNAUDITED)  
(Continued)**

**Table 3  
Governmental Activities**

	<b>Total Cost of Services</b>	<b>Net Cost of Services</b>	<b>Total Cost of Services</b>	<b>Net Cost of Services</b>
	<b>2013</b>	<b>2013</b>	<b>2012</b>	<b>2012</b>
Instruction	\$ 6,077,196	\$4,742,181	\$ 6,016,170	\$4,794,844
<b>Support Services:</b>				
Pupils	297,797	297,797	339,031	267,722
Instructional Staff	208,436	207,736	192,854	192,791
Board of Education	32,852	32,852	27,169	27,169
Administration	850,007	850,007	836,312	836,312
Fiscal	268,423	268,423	269,790	269,790
Operation and Maintenance of Plant	765,542	730,007	662,788	619,741
Pupil Transportation	325,289	325,289	354,157	354,157
Central	280,119	280,119	263,623	263,623
Non-Instructional	424,766	21,689	404,985	13,816
Extracurricular Activities	468,828	141,537	455,940	148,990
Capital Outlay	438,947	438,128	455,353	409,097
<b>Debt Service</b>				
Principal	134,758	134,758	125,371	125,371
Interest and Fiscal Charges	237,524	237,524	241,135	241,135
<b>Total Expenses</b>	<b><u>\$10,810,484</u></b>	<b><u>\$8,708,047</u></b>	<b><u>\$10,644,678</u></b>	<b><u>\$8,564,558</u></b>

The dependence upon tax revenues and unrestricted state entitlements for governmental activities is apparent. Over 78 percent of instruction activities are supported through taxes and other general revenues. For all governmental activities, support from general revenues is 81 percent.

**The District's Funds**

The District's governmental funds are accounted for using the cash basis of accounting. The District's major government funds are the General Fund, the Permanent Improvement Fund, Local Share Fund, and OSFC Fund. Total governmental funds had receipts and other financing sources of \$10,722,779 and disbursements and other financing uses of \$10,814,484. The net negative change of \$91,705 in fund balance for the year indicates that the District had some difficulty in meeting current costs.

**General Fund Budgeting Highlights**

The District's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the General Fund. During the course of fiscal year 2013, the District amended its General Fund budget as needed. Final expenditures were budgeted at \$8,859,564 while actual expenditures were \$8,655,822.

**Debt Administration**

At June 30, 2013, the District had \$4,680,000 in Ohio School Facilities Commission serial and term bonds and \$139,998 in capital appreciation bonds. The bonds mature in fiscal years 2009 through 2036. There were also capital appreciation bonds in the amount of \$3,478 from the 1993 advanced refunding of the 1988 bond issue. The bonds are retired from the Bond Retirement Debt Service Fund.

For further information regarding the District's debt, see the note 12 to the basic financial statements.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**MANAGEMENT DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2013  
(UNAUDITED)  
(Continued)**

**Current Issues**

The challenge for all governments is to provide quality services to the public while staying within the restrictions imposed by limited, and in some cases shrinking funding. On November 5, 2013, the voters renewed the 1% income school district income tax.

**Contacting the District's Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the District's finances and to reflect the District's accountability for the monies it receives. Questions concerning any of the information in this report or request for additional information should be directed to Laura Metzger, Treasurer, Crestview Local School District, 531 E. Tully Street, Convoy, OH 45832.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**STATEMENT OF NET POSITION - CASH BASIS  
JUNE 30, 2013**

	<u><b>Governmental Activities</b></u>
<b>Assets:</b>	
Equity in Pooled Cash and Cash Equivalents	<u><u>\$5,170,031</u></u>
<b>Net Position:</b>	
<b>Restricted for:</b>	
Debt Service	273,611
Capital Outlay	1,686,897
Other Purposes	672,582
Unrestricted	<u>2,536,941</u>
Total Net Position	<u><u>\$5,170,031</u></u>

*See Accompanying Notes to the Basic Financial Statements.*

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**STATEMENT OF ACTIVITIES - CASH BASIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

	Program Revenues			Net(Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions
<b>Governmental Activities:</b>				<b>Governmental Activities</b>
<b>Instruction:</b>				
Regular	\$3,880,455	\$903,628	\$50,807	(\$2,926,020)
Special	1,145,496		338,027	(807,469)
Vocational	169,173		33,936	(135,237)
Student Intervention Services	602,141		8,617	(593,524)
Other	279,931			(279,931)
<b>Support Services:</b>				
Pupils	297,797			(297,797)
Instructional Staff	208,436		700	(207,736)
Board of Education	32,852			(32,852)
Administration	850,007			(850,007)
Fiscal	268,423			(268,423)
Operation and Maintenance of Plant	765,542	4,508	31,027	(730,007)
Pupil Transportation	325,289			(325,289)
Central	280,119			(280,119)
Operation of Non-Instructional Services	424,766	192,294	210,783	(21,689)
Extracurricular Activities	468,828	327,291		(141,537)
Capital Outlay	438,947			(438,128)
<b>Debt Service:</b>				
Principal	134,758			(134,758)
Interest and Fiscal Charges	237,524			(237,524)
<b>Totals</b>	<b>\$10,810,484</b>	<b>\$1,427,721</b>	<b>\$673,897</b>	<b>\$819</b>

**General Revenues:**

**Taxes:**

Property Taxes, Levied for General Purposes	2,165,870
Property Taxes, Levied for Capital Outlay	128,434
Property Taxes, Levied for Debt Service	298,743
Property Taxes, Levied for School Facilities	32,143
Payments in Lieu of Taxes	201,028
Income Taxes	954,425
Grants and Entitlements not Restricted to Specific Programs	4,756,467
Gifts and Donations	21,648
Investment Earnings	28,846
Miscellaneous	973
Proceeds from Sale of Capital Assets	252
Refund of Prior Year Expenditures	27,513
<b>Total General Revenues</b>	<b>8,616,342</b>
Change in Net Position	(91,705)
Net Position Beginning of Year	5,261,736
Net Position End of Year	<b>\$5,170,031</b>

See Accompanying Notes to the Basic Financial Statements



**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**STATEMENT OF CASH BASIS ASSETS AND FUND BALANCES  
GOVERNMENTAL FUNDS  
JUNE 30, 2013**

	<u>General Fund</u>	<u>Permanent Improvement Fund</u>	<u>Local Share Fund</u>	<u>OSFC FUND</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Assets:</b>						
Equity in Pooled Cash and Cash Equivalents	<u>\$2,922,850</u>	<u>\$541,734</u>	<u>\$524,019</u>	<u>\$621,144</u>	<u>\$560,284</u>	<u>\$5,170,031</u>
<b>Fund Balances:</b>						
Restricted			524,019	621,144	575,918	1,721,081
Committed	392,262	541,734				933,996
Assigned	33,153					33,153
Unassigned	<u>2,497,435</u>				<u>(15,634)</u>	<u>2,481,801</u>
Total Fund Balances	<u>\$2,922,850</u>	<u>\$541,734</u>	<u>\$524,019</u>	<u>\$621,144</u>	<u>\$560,284</u>	<u>\$5,170,031</u>

See Accompanying Notes to the Basic Financial Statements

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND  
CHANGES IN CASH FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

	<u>General Fund</u>	<u>Permanent Improvement Fund</u>	<u>Local Share Fund</u>	<u>OSFC FUND</u>	<u>All Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>						
Property and Other Local Taxes	\$2,165,870	\$128,434			\$330,886	\$2,625,190
Income Tax	954,425					954,425
Intergovernmental	4,721,536	19,016		\$819	689,812	5,431,183
Interest	27,277		\$1,243	56	270	28,846
Tuition and Fees	893,297					893,297
Rent	4,508					4,508
Extracurricular Activities	111,649				215,642	327,291
Gifts and Donations					21,648	21,648
Sales/Charges for Services					202,625	202,625
Payments in Lieu of Taxes	201,028					201,028
Miscellaneous	973					973
<b>Total Revenues</b>	<u>9,080,563</u>	<u>147,450</u>	<u>1,243</u>	<u>875</u>	<u>1,460,883</u>	<u>10,691,014</u>
<b>Expenditures:</b>						
<b>Current:</b>						
<b>Instruction:</b>						
Regular	3,754,656	60,014			65,785	3,880,455
Special	801,258				344,238	1,145,496
Vocational	169,173					169,173
Student Intervention Services	593,524				8,617	602,141
Other	279,931					279,931
<b>Support Services:</b>						
Pupils	297,797					297,797
Instructional Staff	207,736				700	208,436
Board of Education	32,852					32,852
Administration	850,007					850,007
Fiscal	252,656	4,390			11,377	268,423
Operation and Maintenance of Plant	661,732				103,810	765,542
Pupil Transportation	325,289					325,289
Central	280,119					280,119
Operation of Non-Instructional Services	57,958				366,808	424,766
Extracurricular Activities	251,152				217,676	468,828
Capital Outlay		14,117	86,107	338,723		438,947
<b>Debt Service:</b>						
Principal					134,758	134,758
Interest					237,524	237,524
<b>Total Expenditures</b>	<u>8,815,840</u>	<u>78,521</u>	<u>86,107</u>	<u>338,723</u>	<u>1,491,293</u>	<u>10,810,484</u>
Excess of Revenues Over (Under) Expenditures	<u>264,723</u>	<u>68,929</u>	<u>(84,864)</u>	<u>(337,848)</u>	<u>(30,410)</u>	<u>(119,470)</u>
<b>Other Financing Sources and Uses:</b>						
Transfers In					4,000	4,000
Proceeds from Sale of Capital Assets	252					252
Refund of Prior Year Expenditures	18,186		1,868	7,459		27,513
Transfers Out	(4,000)					(4,000)
<b>Total Other Financing Sources and Uses</b>	<u>14,438</u>		<u>1,868</u>	<u>7,459</u>	<u>4,000</u>	<u>27,765</u>
<b>Net Change in Fund Balances</b>	<u>279,161</u>	<u>68,929</u>	<u>(82,996)</u>	<u>(330,389)</u>	<u>(26,410)</u>	<u>(91,705)</u>
Fund Balance (Deficit) at Beginning of Year	2,643,689	472,805	607,015	951,533	586,694	5,261,736
<b>Fund Balance (Deficit) at End of Year</b>	<u>\$2,922,850</u>	<u>\$541,734</u>	<u>\$524,019</u>	<u>\$621,144</u>	<u>\$560,284</u>	<u>\$5,170,031</u>

See Accompanying Notes to the Basic Financial Statements

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCE - BUDGET (NON-GAAP BASIS) AND ACTUAL  
GENERAL FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>Revenues:</b>				
Property and Other Local Taxes	\$2,174,000	\$2,195,000	\$2,165,870	(\$29,130)
Income Tax	880,000	960,000	954,425	(5,575)
Intergovernmental	4,289,500	4,663,783	4,721,536	57,753
Interest	20,000	25,000	27,277	2,277
Tuition and Fees	713,000	883,000	880,650	(2,350)
Rent	5,000	5,000	4,508	(492)
Total Revenues	<u>8,081,500</u>	<u>8,731,783</u>	<u>8,754,266</u>	<u>22,483</u>
<b>Expenditures:</b>				
<b>Current:</b>				
<b>Instruction:</b>				
Regular	3,037,783	3,672,107	3,610,830	61,277
Special	791,090	829,720	801,258	28,462
Vocational	161,025	169,975	169,173	802
Student Intervention Services	623,000	595,000	593,524	1,476
Other	313,850	331,050	279,931	51,119
<b>Support Services:</b>				
Pupils	282,481	292,751	297,797	(5,046)
Instructional Staff	195,836	207,211	207,736	(525)
Board of Education	30,738	34,538	32,852	1,686
Administration	853,567	850,855	850,082	773
Fiscal	249,795	256,851	252,748	4,103
Operation and Maintenance of Plant	621,150	621,150	626,788	(5,638)
Pupil Transportation	362,040	413,040	325,289	87,751
Central	271,450	270,450	280,539	(10,089)
Extracurricular Activities	208,270	208,270	221,679	(13,409)
Total Expenditures	<u>8,002,075</u>	<u>8,752,968</u>	<u>8,550,226</u>	<u>202,742</u>
Excess of Revenues Over (Under) Expenditures	<u>79,425</u>	<u>(21,185)</u>	<u>204,040</u>	<u>225,225</u>
<b>Other Financing Sources and Uses:</b>				
Proceeds from Sale of Capital Assets			252	252
Refund of Prior Year Expenditures		17,500	18,186	686
Transfers Out		(106,596)	(105,596)	1,000
Total Other Financing Sources and Uses		<u>(89,096)</u>	<u>(87,158)</u>	<u>1,938</u>
Net Change in Fund Balances	79,425	(110,281)	116,882	227,163
Fund Balance (Deficit) at Beginning of Year	1,409,826	1,409,826	1,409,826	
Prior Year Encumbrances Appropriated	9,085	9,085	9,085	
Fund Balance (Deficit) at End of Year	<u>\$1,498,336</u>	<u>\$1,308,630</u>	<u>\$1,535,793</u>	<u>\$227,163</u>

See Accompanying Notes to the Basic Financial Statements

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**STATEMENT OF FIDUCIARY NET POSITION - CASH BASIS  
FIDUCIARY FUNDS  
JUNE 30, 2013**

	<u>Private Purpose Trust</u>	<u>Agency Fund</u>
<b>Assets:</b>		
Equity in Pooled Cash and Cash Equivalents	<u>\$2,830</u>	<u>\$23,860</u>
 <b>Net Position:</b>		
Held in Trust for Scholarships	<u>\$2,830</u>	
Held for Student Activities		<u>\$23,860</u>

*See Accompanying Notes to the Basic Financial Statements*

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION - CASH BASIS  
FIDUCIARY FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

	<u>Private Purpose Trust</u>
<b>Additions:</b>	
Gifts/Donations	\$1,655
<b>Deductions:</b>	
Payments in Accordance with Trust Agreements	<u>3,671</u>
Change in Net Position	(2,016)
Net Position Beginning of Year	<u>4,846</u>
Net Position End of Year	<u><u>\$2,830</u></u>

*See Accompanying Notes to the Basic Financial Statements*

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**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

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

Crestview Local School District (the "District") is organized under Article VI, Section 2 and 3 of the Constitution of the State of Ohio. The District operates under a locally-elected Board form of government consisting of five members elected at-large for staggered four-year terms. The District provides educational services as authorized by state statute and/or federal guidelines.

The District is located in a community within Van Wert County. The District is staffed by 40 non-certificated employees and 76 certificated employees who provide services to 858 students and other community members.

**Reporting Entity**

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

Component units are legally separate organizations for which the District is financially accountable. The District is financially accountable for an organization if the District appoints a voting majority of the organization's governing board and (1) the District is able to significantly influence the programs or services performed or provided by the organization; or (2) the District is legally entitled to or can otherwise access the organization's resources; the District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the District in that the District approves the budget, the issuance of debt, or the levying of taxes. The District does not have any component units.

The District is associated with three organizations, which are defined as jointly governed organizations, and insurance purchasing pools. These organizations include the Northwest Ohio Area Computer Services Cooperative, Vantage Career Center, and the Van Wert Area School Insurance Group. These organizations are presented in Notes 14 and 15 of the financial statements.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

As discussed further in Note 2.A and 2.B, these financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. Following are the more significant of the District's accounting policies.

**A. Basis of Accounting**

Although Ohio Administrative Code Section 117-2-03 (B) requires the District's financial report to follow generally accepted accounting principles (GAAP), the District chooses to prepare its financial statements and notes in accordance with the cash basis of accounting. The District recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

As a result of the use of this cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved). Differences between disbursements reported in the government-wide and fund financial statements versus budgetary expenditures result from encumbrances outstanding at the beginning and end of the fiscal year.

**B. Basis of Presentation**

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

**1. Government-Wide Financial Statements**

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

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

**2. Fund Financial Statements**

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

**C. Fund Accounting**

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



**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**1. Governmental Funds:**

The District classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other non-exchange transactions as governmental funds. The District's major funds are the General Fund, the Local Share Fund, and the Ohio School Facilities Commission (OSFC) Fund.

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

**Permanent Improvement Fund** - The Permanent Improvement fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds).

**Local Share Fund** – The Local Share Fund is used to account for the revenues and expenditures related to the local share of expenditures for the new construction.

**Ohio School Facilities Commission (OSFC) Fund** – The OSFC Fund is used to account for revenues and expenditures related to the construction of new school buildings.

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

**2. Fiduciary Funds**

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

**D. Budgetary Process**

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

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

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

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

**E. Cash and Investments**

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

During fiscal year 2013, the District's investments included only nonnegotiable certificates of deposit and Federal National Mortgage Association Bonds.

Following Ohio Statutes, the Board of Education has by resolution specified the funds to receive an allocation of interest earnings. Interest revenue credited to the General Fund during fiscal year 2013 was \$27,277 which included \$13,229 assigned to other District Funds.

**F. Restricted Assets**

Assets are reported as restricted when limitations on their use change the nature or normal understanding of the availability of the asset. Such constraints are either externally imposed by creditors, contributors, grantors, laws of other governments, or imposed by law through constitutional provisions or enabling legislation. Restricted assets include revenues restricted for debt service, capital outlay and other purposes.

**G. Capital Assets**

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

**H. Compensated Absences**

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

**I. Long-term Obligations**

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

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**J. Employer Contributions to Cost-Sharing Pension Plans**

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

**K. Net Position**

Net position are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

Net position restricted for debt service, capital outlay, and other purposes which include activities for food service operations, music and athletic programs, and federal and state grants restricted to expenditure for specific purposes. The District's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position n are available.

The District's policy is to first apply restricted resources when a cash disbursement is incurred for purposes for which both restricted and unrestricted net positions are available. There were no net positions restricted by enabling legislation at June 30, 2013.

**L. Interfund Activity**

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

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

**M. Fund Balance**

Fund Balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon use of the resources in governmental funds. The classifications are as follows:

**Non-spendable** - The non-spendable classification includes amounts that cannot be spent because they are not in spendable form or legally or contractually required to be maintained intact. The "not in spendable form" includes items that are not expected to be converted to cash.

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

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Committed** - The committed classification includes amounts that can be used only for the specific purposes imposed by a formal action (resolution) of the Board of Education. The committed amounts cannot be used for any other purpose unless the Board of Education removes or changes the specified use by taking the same type of action (resolution) it employed to previously commit those amounts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

**Assigned** - Amounts in the assigned classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds, other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by the Board of Education.

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

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

**3. COMPLIANCE AND CHANGE IN ACCOUNTING PRINCIPLE**

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

**Change in Accounting Principle**

For 2013, the District implemented Governmental Accounting Standard Board (GASB) Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position." GASB Statement No. 63 identifies net position, rather than net assets, as the residual of all other elements presented in a statement of financial position. This change was incorporated in the District's 2013 financial statements; however, there was no effect on beginning net position/fund balance.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**4. BUDGETARY BASIS OF ACCOUNTING**

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

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

<b>Net Change in Fund Balance</b>	
Cash Basis	\$279,161
Adjustment for Encumbrances	(1,943)
Funds Budgeted Elsewhere**	<u>(160,336)</u>
Budget Basis	<u><u>\$116,882</u></u>

\*\* - Certain funds that are legally budgeted in separate general and Special Revenue funds are considered part of the general fund per GASB 54. This includes the Power Plant Donations Fund (001-9809, Workbooks/Resale Fund (001-9999), Driver's Ed Fund (011), Rotary Funds (014), and School Support Funds (018).

**5. DEPOSITS AND INVESTMENTS**

Monies held by the District are classified by State statute into three categories.

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

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

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

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

1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**5. DEPOSITS AND INVESTMENTS (Continued)**

2. Bonds, notes, debentures, or any other obligation or security issued by any federal government agency or instrumentality including, but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above;
4. Bonds and other obligations of the State of Ohio or Ohio local governments;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;
6. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations;
7. The State Treasurer's investment pool (STAR Ohio); and
8. Commercial paper and bankers acceptances if training requirements have been met.

Investments in stripped principal or interest obligations, reverse 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. Investments may only be made through specified dealers and institutions.

**A. Cash on Hand**

As of June 30, 2013, the District had \$1,600 in undeposited cash on hand which is included as part of "Equity in Pooled Cash and Cash Equivalents."

**B. Deposits**

Custodial credit risk for deposits is the risk that in the event of bank failure, the government's deposits may not be returned to it. The District has no deposit policy for custodial risk beyond the requirements of State statute. Protection of District cash and deposits is provided by the federal deposit insurance corporation as well as qualified securities pledged by the institution holding the assets. By law, financial institutions must collateralize all public deposits. The face value of the pooled collateral must equal at least 105 percent of public funds deposited. Collateral is held by trustees including the Federal Reserve Bank and designated third party trustees of the financial institutions.

At June 30, 2013, the carrying amount of the District's deposits was \$5,195,121 and the bank balance was \$5,305,215. Of the bank balance, \$4,372,880 was covered by federal depository insurance (FDIC) and \$932,335 was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging institution's trust department not in the District's name.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**5. DEPOSITS AND INVESTMENTS (Continued)**

**C. Investments**

**Interest Rate Risk** - The District has no investment policy that addresses interest rate risk. State statute requires that an investment mature within five years from the date of purchase, unless matched to a specific obligation or debt of the District, and that an investment must be purchased with the expectation that it will be held to maturity. State statute limits investments in commercial paper to a maximum maturity of 180 days from the date of purchase. Repurchase agreements are limited to 30 days and the market value of the securities must exceed the principal value of the agreement by at least 2 percent and be marked to market daily.

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The District has no investment policy dealing with investment custodial risk beyond the requirements of ORC 135.14(M) (2) which states, "Payments for investments shall be made only upon the delivery of securities representing such investments to the Treasurer, investing authority, or qualified trustee. If the securities transferred are not represented by a certificate, payment shall be made only upon receipt of confirmation of transfer from custodian by the treasurer, governing board, or qualified trustee."

**6. PROPERTY TAXES**

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

Property taxes include amounts levied against all real, public utility property, and tangible personal (used in business) property located in the District. Real property tax revenues received in calendar year 2013 represent the collection of calendar year 2012 taxes. Real property taxes received in calendar year 2013 were levied after April 1, 2012, on the assessed values as of January 1, 2012, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value.

Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semiannually. If paid annually, first payment is due December 31; if paid semiannually, the 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 revenues received in calendar year 2013 represent the collection of calendar year 2012 taxes. Public utility real and tangible personal property taxes received in calendar year 2013 became a lien on December 31, 2011, were levied after April 1, 2012, and are collected with real property taxes. Public utility real property is assessed at 35 percent of true value; public utility tangible personal property is currently assessed at varying percentages of true value.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**6. PROPERTY TAXES (Continued)**

Tangible personal property tax revenues received in calendar year 2013 (other than public utility property) represent the collection of calendar year 2013 taxes. Tangible personal property taxes received in calendar year 2013 were levied after April 1, 2012, on the value as of December 31, 2011. In prior years, tangible personal property was assessed at 25 percent of true value for capital assets and 23 percent for inventory. The tangible personal property tax is being phased out. The assessment percentage for all property, including inventory, for 2013 is zero.

Amounts paid 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.

The District receives property taxes from Van Wert County. The County Auditor periodically advances to the District its portion of the taxes collected. Second-half real property tax payments collected by the counties by June 30, 2013, are available to finance fiscal year 2013 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

The assessed values upon which the fiscal year 2013 taxes were collected are:

	<b>2012 Second- Half Collections</b>		<b>2013 First- Half Collections</b>	
	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>
Agricultural/Residential and other Real Estate	\$ 97,598,990	91.6%	\$ 97,551,920	91.4%
Public Utilities	6,736,900	6.3%	6,902,910	6.5%
General	2,182,920	2.1%	2,242,030	2.1%
Total Assessed Value	<u>\$106,518,810</u>	<u>100.0%</u>	<u>\$106,696,860</u>	<u>100.0%</u>
Tax rate per \$1,000 of assessed valuation	\$41.30		\$41.30	

**7. INCOME TAXES**

The District levies a voted tax of 1 percent for general operations on the income of residents and of estates. The tax levy was effective on January 1, 2010, for a five-year period. Employers of residents are required to withhold income tax on compensation and remit the tax to the State. Taxpayers are required to file an annual return. The State makes quarterly distributions to the District after withholding amounts for administrative fees and estimated refunds. Income tax revenue is credited to the General Fund.

**8. PAYMENT IN LIEU OF TAXES**

According to State law, the District has entered into agreements with a number of property owners under which the District has granted property tax abatements to those property owners. The property owners have agreed to make payments to the District which reflect all or a portion of the property taxes which the property owners would have paid if their taxes had not been abated. The property owner's contractual promise to make these payments in lieu of taxes generally continue until the agreement expires. Payments in lieu of taxes for fiscal year 2013 were \$201,028.



**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**9. RISK MANAGEMENT**

**A. Property and Liability**

The District 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 2013, the District carried property and general liability insurance and boiler and machinery insurance. Professional liability is protected with \$1,000,000 each occurrence, \$3,000,000 in annual aggregate limit. Vehicles are covered by Selective Insurance Company. Automobile liability has a \$1,000,000 combined single limit of liability. In addition, there is a \$3,000,000 excess liability policy, which provides additional liability coverage to both the general liability policy and the auto policy.

Settled claims have not exceeded this commercial coverage in any of the past three years.

The Treasurer's position bond, Superintendent's and Board Members' bonds are provided by Travelers Casualty and Surety Company.

**B. Health Care Benefits**

The District participates in the Van Wert Area School Insurance Group (VWASIG), a public entity shared risk pool consisting of five members (See Note 15). Each member pays premiums to VWASIG for employee medical, dental, and life insurance benefits to the employees of the participants. VWASIG is responsible for the payment of all the VWASIG liabilities to its employees, dependants, and designated beneficiaries accruing as a result of the withdrawal. Upon termination of VWASIG, all members' claims would be paid without regard to the member's account balance.

**C. Workers' Compensation**

The District participates in the Ohio School Boards Association Workers' Compensation Group Rating Plan (the Plan), an insurance purchasing pool. The intent of the Plan is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the Plan. The workers' compensation experience of the participants is calculated as one experience and a common premium rate is applied to all participants in the Plan. Each participant pays its workers' compensation premium to the State based on the rate for the Plan rather than its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings percentage of the Plan. A participant will then either receive money from or be required to contribute to the "Equity Pooling Fund." This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the Plan. Participation in the Plan is limited to participants that can meet the Plan's selection criteria. The firm of Gates McDonald & Company provides administrative, cost control and actuarial services to the Plan.

**10. DEFINED BENEFIT PENSION PLAN**

**A. State Teachers Retirement System**

**Plan Description** - The District participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing, multiple-employer public employee retirement system. 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 43215-3371, by calling (888) 227-7877, or by visiting the STRS Ohio website at [www.strsoh.org](http://www.strsoh.org).

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**10. DEFINED BENEFIT PENSION PLAN (Continued)**

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DBP offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on member contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DCP 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 CP offers features of both the DB Plan and the DC 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** - Chapter 3307 of the Ohio Revised Code provides statutory authority of member and employer contributions. Contribution rates are established by 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. For the fiscal year ended June 30, 2013, plan members were required to contribute 10 percent of their annual covered salaries. The District was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations.

The District's required contributions to STRS Ohio for the DBP and for the defined benefit portion of the CP were \$516,299 and \$30,050 for the fiscal year ended June 30, 2013; \$525,545 and \$28,956 for the fiscal year ended June 30, 2012 and \$501,248 and \$28,551, for the fiscal year ended June 30, 2011. For fiscal year 2013, 83 percent has been contributed for the DBP and 83 percent has been contributed for the CP. The full amount has been contributed for fiscal years 2012 and 2011.

The contribution to STRS Ohio for the DCP for fiscal year 2013 was \$5,848 made by the District and \$4,177 made by the plan members. In addition, member contributions of \$21,744 were made for fiscal year 2013 for the defined contribution portion of the CP.

**B. School Employees Retirement System**

**Plan Description** - The District contributes to the School Employees Retirement System (SERS), a cost-sharing multiple employer defined benefit pension plan. SERS provides retirement and disability and survivor benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by Chapter 3309 of the Ohio Revised Code. SERS issues a stand-alone financial report that can be obtained by visiting the SERS website at [www.ohsers.org](http://www.ohsers.org) under employers/audit resources.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**10. DEFINED BENEFIT PENSION PLAN (Continued)**

**Funding Policy** - Plan members are required to contribute 10 percent of their annual covered salary and the District is required to contribute 14 percent of annual covered payroll. 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. The Retirement Board, acting with the advice of the actuary, allocates the employer contribution rate among four of the system's funds (pension trust fund, death benefit fund, Medicare B fund, and health care fund). For the fiscal year ended June 30, 2013, the allocation to pension and death benefits was 13.10 percent. The remaining .90 percent of the 14 percent employer contribution rate was allocated to the Medicare B and health care funds. The District's required contribution for pension obligations to SERS for the fiscal years ended June 30, 2013, 2012 and 2011 was \$146,574, \$132,457, and \$128,018, respectively. For fiscal year 2013, 49 percent has been contributed. The full amount has been contributed for fiscal years 2012 and 2011.

**C. Social Security System**

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System of Ohio have an option to choose Social Security or the School Employees Retirement System. As of June 30, 2013, one member of the Board of Education has selected Social Security. The contribution rate is 6.2 percent of wages.

**11. POST-EMPLOYMENT BENEFITS**

**A. State Teachers Retirement System**

**Plan Description** – The District contributes to the cost sharing multiple employer defined benefit Health Plan administered by the State Teachers Retirement System of Ohio (STRS Ohio) for eligible retirees who participated in the Defined Benefit or Combined Pension plans offered by STRS Ohio. Ohio law authorizes STRS Ohio to off the Plan. Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums. The Plan is included in STRS Ohio's financial report which can be obtained by calling (888) 227-7877 or by visiting the STRS Ohio Web site at [www.strsoh.org](http://www.strsoh.org).

**Funding Policy** – Chapter 3307 of the Ohio Revised Code 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 Health Care Plan. All benefit recipients, for the most recent year, pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2013, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to postemployment healthcare.

The School District's contributions for health care for the fiscal years ended June 30, 2013, 2012, and 2011 were \$42,027, \$42,975, and \$41,261, respectively; for fiscal year 2013, 83 percent has been contributed. The full amount has been contributed for fiscal years 2012 and 2011.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**11. POST-EMPLOYMENT BENEFITS (Continued)**

**B. School Employee Retirement System**

**Post-employment Benefits**

In addition to a cost-sharing multiple-employer defined benefit pension plan the School Employees Retirement System of Ohio (SERS) administers two post-employment benefit plans.

**Medicare Part B Plan**

The Medicare Part B plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries as set forth in Ohio Revised Code (ORC) 3309.69. Qualified benefit recipients who pay Medicare Part B premiums may apply for and receive a monthly reimbursement from SERS. The reimbursement amount is limited by statute to the lesser of the January 1, 1999 Medicare Part B premium or the current premium. The Medicare Part B monthly premium for calendar year 2013 was \$104.90 for most participants, but could be as high as \$335.70 per month depending on their income. SERS' reimbursement to retirees was \$45.50.

The Retirement Board, acting with the advice of the actuary, allocates a portion of the current employer contribution rate to the Medicare B Fund. For fiscal year 2013, the actuarially required allocation is .74%. The District's contributions for the years ended June 30, 2013, 2012 and 2011 were \$8,280, \$7,822, and \$8,238, respectively. For fiscal year 2013, 49 percent has been contributed. The full amount has been contributed for fiscal years 2012 and 2011.

**Health Care Plan**

ORC 3309.375 and 3309.69 permit SERS to offer health care benefits to eligible retirees and beneficiaries. SERS' Retirement Board reserves the right to change or discontinue any health plan or program. SERS offers several types of health plans from various vendors, including HMOs, PPOs, Medicare Advantage and traditional indemnity plans. A prescription drug program is also available to those who elect health coverage. SERS employs two third-party administrators and a pharmacy benefit manager to manage the self-insurance and prescription drug plans, respectively. The ORC provides the statutory authority to fund SERS' postemployment benefits through employer contributions. Active members do not make contributions to the postemployment benefit plans.

The Health Care Fund was established under, and is administered in accordance with Internal Revenue Code 105(e). Each year after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer 14% contribution to the Health Care Fund. For the year ended June 30, 2013, the health care allocation is .16%. An additional health care surcharge on employers is collected for employees earning less than an actuarially determined minimum compensation amount, pro-rated according to service credit earned. Statutes provide that no employer shall pay a health care surcharge greater than 2% of that employer's SERS-covered payroll; nor may SERS collect in aggregate more than 1.5% of the total statewide SERS-covered payroll for the health care surcharge. For fiscal year 2013, the minimum compensation level was established at \$20,525. The surcharge, added to the unallocated portion of the 14% employer contribution rate is the total amount assigned to the Health Care Fund. The District's contributions assigned to health care for the years ended June 30, 2013, 2012, and 2011 were \$1,790, \$5,736, and \$15,501, respectively. For fiscal year 2013, 49 percent has been contributed. The full amount has been contributed for fiscal years 2012 and 2011.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**11. POST-EMPLOYMENT BENEFITS (Continued)**

The SERS Retirement Board establishes the rules for the premiums paid by the retirees for health care coverage for themselves and their dependents or for their surviving beneficiaries. Premiums vary depending on the plan selected, qualified years of service, Medicare eligibility, and retirement status. The financial reports of SERS' Health Care and Medicare B plans are included in its Comprehensive Annual Financial Report. The report can be obtained on SERS' website at [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

**12. LONG TERM OBLIGATIONS**

The changes in the District's long-term obligations during fiscal year 2013 were as follows:

<u>General Long-Term Debt</u>	<u>Interest Rate</u>	<u>Balance at 6/30/12</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance at 6/30/13</u>	<u>Due within One Year</u>
General Obligation Bonds						
1993 School Improvement Capital Appreciation Accretion	5.7 to 5.85%	\$ 8,236		\$ 4,758	\$ 3,478	\$ 3,478
2008 School Improvement Term	4.0 to 4.25%	106,117	\$ 5,307	45,242	66,182	
Serial	3.0 to 3.625%	4,405,000		130,000	4,405,000	135,000
Capital Appreciation Original Issue	3.75 to 4.01%	405,000			275,000	
Accretion		139,998			139,998	
Premium on Capital Appreciation		56,212	14,780		70,992	
Total General Long-Term Debt		<u>\$5,284,740</u>	<u>\$20,087</u>	<u>\$186,081</u>	<u>\$5,118,746</u>	<u>\$138,478</u>

**1993 General Obligation Bonds** - On July 1, 1993, the District issued bonds to refund \$2,600,000 School Improvement Bonds Dated December 1, 1988 which were outstanding in the principal amounts of \$2,360,000 and \$665,000 in School Improvement Bonds dated October 1, 1991 which were outstanding in the principal amount of \$640,000. The bond issue included current interest bonds and capital appreciation bonds in the amount of \$2,790,000 and \$662,135, respectively. The current interest bonds were paid in full as of June 30, 2006. The remaining capital appreciation bonds will mature in fiscal years 2014 for \$50,000. The capital appreciation bonds bear an interest rate of 5.70 percent to 5.85 percent. Capital appreciation bonds are not subject to redemption prior to maturity.

**School Facility Construction and Improvement Bonds, Series 2008** – On March 20, 2009, the District issued \$5,329,998 in voted general obligation bonds for the purpose of paying the local share of school construction under the State of Ohio Classroom Facilities Assistance Program, together with the land acquisition and other improvements to school facilities, equipment, site improvements, and all necessary appurtenances thereto. The bonds consist of \$785,000 in serial bonds, \$4,405,000 in term bonds and \$139,998 capital appreciation bonds. The capital appreciation bonds were sold at a premium of \$182,420. The bonds will be retired from the Bond Retirement Fund from a voted tax levy.

The Bonds are issuable as Bonds which pay interest semiannually (the "Current Interest Bonds") and as Bonds which do not pay interest currently but accrete in value in lieu thereof until their maturity date (the "Capital Appreciation Bonds"). The Bonds will be dated, mature, and bear interest or, in the case of the Capital Appreciation Bonds, accrete in value, all as more particularly described herein.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013  
(Continued)**

**12. LONG TERM OBLIGATIONS (Continued)**

**A. The Current Interest Bonds**

The Current Interest Bonds are issued in fully registered form in denominations of \$5,000 or any integral multiple thereof. Annual principal, and any premium, on all Current Interest Bonds are payable upon presentation and surrender by the registered owner thereof at the principal office of the Registrar. Semiannual interest on the Current Interest Bonds is payable each June 1 and December 1, commencing December 1, 2008, by check or draft to be mailed by the Paying Agent and Registrar to the registered owner as shown in the registration records maintained by the Paying Agent and Registrar as bond registrar on the 15<sup>th</sup> day of the month preceding such interest payment date.

The Current Interest Bonds (Serial Bonds) shall bear interest at the respective rates per annum shall be as follows:

<u>Maturity Date (December 1)</u>	<u>Principal Amount Maturing</u>	<u>Interest Rate</u>
2013	\$135,000	3.500%
2014	140,000	3.625%

The Current Interest Bonds (Term Bonds) shall bear interest at the respective rates per annum shall be as follows:

<u>Maturity Date (December 1)</u>	<u>Principal Amount Maturing</u>	<u>Interest Rate</u>
2020	\$490,000	4.000%
2022	375,000	4.000%
2025	630,000	4.000%
2028	730,000	4.000%
2032	1,155,000	4.125%
2035	1,025,000	4.250%

**B. The Capital Appreciation Bonds**

The Capital Appreciation Bonds will be dated their date of issuance. The Capital Appreciation Bonds do not bear current interest, but will accrete in value from their date of issuance. The accreted value so accrued and compounded shall be the Compound Accreted Amount. Payment of the Compound Accreted Amount shall be made upon presentation and surrender thereof at the principal office of the Paying Agent and Registrar. The Compound Accreted Amount of the Capital Appreciation Bonds as of each Compound Date is set forth in the Accretion Table provided below.

<u>Maturity Date</u>	<u>Original Principal Amount</u>	<u>Accreted Value at Maturity</u>
2015	\$53,085	\$150,000
2016	46,385	150,000
2017	40,528	150,000

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**12. LONG TERM OBLIGATIONS (Continued)**

**C. Mandatory Sinking Fund Redemption**

The Current Interest Bonds due December 1, 2020 are subject to mandatory sinking fund redemption. The mandatory sinking fund redemption is to occur on December 1, 2018, and on each December 1 thereafter at 100% of the principal amount thereof plus accrued interest to the date of redemption according to the following schedule:

<u>Year</u>	<u>Principal Amount to be Redeemed</u>
2018	\$155,000
2019	165,000

Unless otherwise called for redemption, the remaining \$170,000 principal amount of the Bonds due December 1, 2020 is to be paid at stated maturity.

The Current Interest Bonds due December 1, 2022 are subject to mandatory sinking fund redemption. The mandatory sinking fund redemption is to occur on December 1, 2021, and on each December 1 thereafter at 100% of the principal amount thereof plus accrued interest to the date of redemption according to the following schedule:

<u>Year</u>	<u>Principal Amount to be Redeemed</u>
2021	\$185,000

Unless otherwise called for redemption, the remaining \$190,000 principal amount of the Bonds due December 1, 2022 is to be paid at stated maturity.

The Current Interest Bonds due December 1, 2025 are subject to mandatory sinking fund redemption. The mandatory sinking fund redemption is to occur on December 1, 2023, and on each December 1 thereafter at 100% of the principal amount thereof plus accrued interest to the date of redemption according to the following schedule:

<u>Year</u>	<u>Principal Amount to be Redeemed</u>
2023	\$200,000
2024	210,000

Unless otherwise called for redemption, the remaining \$220,000 principal amount of the Bonds due December 1, 2025 is to be paid at stated maturity.

The Current Interest Bonds due December 1, 2028 are subject to mandatory sinking fund redemption. The mandatory sinking fund redemption is to occur on December 1, 2026, and on each December 1 thereafter at 100% of the principal amount thereof plus accrued interest to the date of redemption according to the following schedule:

<u>Year</u>	<u>Principal Amount to be Redeemed</u>
2026	\$230,000
2027	245,000

Unless otherwise called for redemption, the remaining \$255,000 principal amount of the Bonds due December 1, 2028 is to be paid at stated maturity.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**12. LONG TERM OBLIGATIONS (Continued)**

The Current Interest Bonds due December 1, 2032 are subject to mandatory sinking fund redemption. The mandatory sinking fund redemption is to occur on December 1, 2029, and on each December 1 thereafter at 100% of the principal amount thereof plus accrued interest to the date of redemption according to the following schedule:

<u>Year</u>	<u>Principal Amount to be Redeemed</u>
2029	\$265,000
2030	285,000
2031	295,000

Unless otherwise called for redemption, the remaining \$310,000 principal amount of the Bonds due December 1, 2032 is to be paid at stated maturity.

The Current Interest Bonds due December 1, 2035 are subject to mandatory sinking fund redemption. The mandatory sinking fund redemption is to occur on December 1, 2033, and on each December 1 thereafter at 100% of the principal amount thereof plus accrued interest to the date of redemption according to the following schedule:

<u>Year</u>	<u>Principal Amount to be Redeemed</u>
2033	\$330,000
2034	340,000

Unless otherwise called for redemption, the remaining \$355,000 principal amount of the Bonds due December 1, 2035 is to be paid at stated maturity.

**D. Optional Redemption**

The Current Interest Bonds maturing on December 1, 2018 and thereafter are subject to optional redemption, in whole or in part on any date in any order of maturity as determined by the Board of Education and by lot within a maturity, at the option of the Board of Education on or after December 1, 2018 at par, which is 100% of the face value of the Current Interest Bonds. The Capital Appreciation Bonds are not subject to redemption prior to scheduled maturity.

The annual requirements to service the principal and interest of the serial and term bonds to maturity are as follows:

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 135,000	\$ 187,644	\$ 322,644
2015	140,000	182,744	322,744
2016		180,207	180,207
2017		180,206	180,206
2018		180,207	180,207
2019– 2023	865,000	818,131	1,683,131
2024 – 2028	1,105,000	621,931	1,726,931
2029 – 2033	1,410,000	368,834	1,778,834
2034 – 2036	1,025,000	66,406	1,091,406
Total	<u>\$4,680,000</u>	<u>\$2,786,310</u>	<u>\$7,466,310</u>



**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**12. LONG TERM OBLIGATIONS (Continued)**

The annual requirements to service the principal and interest of the 1993 issue of Capital Appreciation bonds to maturity are as follows:

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$3,478	\$46,522	\$50,000
Total	<u>\$3,478</u>	<u>\$46,522</u>	<u>\$50,000</u>

The annual requirements to service the principal and interest of the 2008 issue of Capital Appreciation bonds to maturity are as follows:

<u>Fiscal Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 53,085	\$ 96,915	\$150,000
2017	46,385	103,615	150,000
2018	40,528	109,472	150,000
Total	<u>\$139,998</u>	<u>\$310,002</u>	<u>\$450,000</u>

At June 30, 2013, the District's overall legal debt margin was \$4,462,226, with an un-voted debt margin of \$106,697.

**13. SET ASIDE DISCLOSURE**

As stated in House Bill 412, revised in Senate Bill 345, school districts are required to maintain reserves for capital acquisition and maintenance. A reserve represents resources whose use is limited because of contractual or statutory restrictions. The following cash basis information describes the change in the year-end set-aside amounts. Disclosure of this information is required by State statute.

	<u>Capital Acquisition</u>
Set-aside Reserve Balance as of June 30, 2012	
Current Year Set-aside Requirement	\$150,725
Current Year Offsets	(150,725)
Total	_____
Balance Carried Forward to Fiscal Year 2014	_____
Set Aside Reserve Balance June 30, 2013	<u>\$ 0</u>

Excess qualified expenditures and current year offsets for capital improvements do not carry forward.

The District issued bonds for the construction of a new facility related to the Ohio School Facilities Program. The District is responsible for tracking the amount of the bond proceeds that may be used as an offset in future periods.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**14. JOINTLY GOVERNED ORGANIZATIONS**

**A. Northwest Ohio Area Computer Services Cooperative**

The District is a participant in the Northwest Ohio Area Computer Services Cooperative (NOACSC), which is a computer consortium. NOACSC is an association of educational entities within the boundaries of Allen, Hancock, Mercer, Paulding, Putnam, and Van Wert Counties, and the Cities of St. Mary's and Wapakoneta. The organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to administrative and instructional functions among member educational entities. The governing board of NOACSC consists of two representatives from each county elected by majority vote of all charter member educational entities within each county. Financial information can be obtained from Raymond Burden, who serves as Director, 645 South Main Street, Lima, Ohio 45804.

**B. Vantage Career Center**

The Vantage Career Center is a distinct political subdivision of the State of Ohio, which provides vocational education to students. The Center is operated under the direction of a Board consisting of one representative from each of the participating school districts' elected boards. The Board is its own budgeting and taxing authority.

Financial information can be obtained from the Vantage Career Center, 818 North Franklin Street, Van Wert, Ohio 45891.

**15. INSURANCE POOLS**

**A. Van Wert Area School Insurance Group (VWASIG)**

The Van Wert Area School Insurance Group (VWASIG) is a public entity shared risk pool consisting of five members. VWASIG is a Voluntary Employee Benefit Association under Section 501(c)(9) of the Internal Revenue Code and provides medical, dental, and life insurance benefits to the employees of the participants. Each member appoints a representative to the Board of Trustees. The Board of Trustees is the legislative and managerial body of VWASIG. Financial information can be obtained from the Van Wert City School District, who serves as fiscal agent, 641 North Jefferson Street, Van Wert, Ohio 45891.

**16. CONTINGENCIES**

**A. Grants**

The District received financial assistance from federal and state agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the District at June 30, 2013.

**CRESTVIEW LOCAL SCHOOL DISTRICT  
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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**17. FUND BALANCE**

Fund balance is classified as non-spendable, restricted, committed, assigned, and/or unassigned based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in governmental funds.

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

<b>Fund Balance</b>	<b>General</b>	<b>Permanent Improvement</b>	<b>Building Construction</b>	<b>Classroom Facilities</b>	<b>Other Governmental</b>	<b>Total Governmental Funds</b>
Restricted for:						
Regular Instruction					\$ 13,330	\$ 13,330
Special Instruction					7,987	7,987
Athletics					193,227	193,227
Food Service Operations					60,306	60,306
Facilities Maintenance					27,457	27,457
Debt Retirement					273,611	273,611
Building Construction			\$524,019	\$621,144		1,145,163
Total Restricted			524,019	621,144	575,918	1,721,081
Committed for						
Permanent Improvement		\$541,734				541,734
Retirement Obligations	\$ 392,262					392,262
Total Committed	392,262	541,734				933,996
<b>Assigned for:</b>						
Educational Activities	31,210					31,210
Unpaid Obligations (encumbrances)	1,943					1,943
Total Assigned	33,153					33,153
Unassigned	2,497,435				(15,634)	2,481,801
Total Fund Balance	<u>\$2,922,850</u>	<u>\$541,734</u>	<u>\$524,019</u>	<u>\$621,144</u>	<u>\$560,284</u>	<u>\$5,170,031</u>

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**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

<b>Federal Grantor/ Pass Through Grantor Program Title</b>	<b>Federal CFDA Number</b>	<b>Receipts</b>	<b>Non-Cash Receipts</b>	<b>Expenditures</b>	<b>Non-Cash Expenditures</b>
<b>United States Department of Agriculture</b> (Passed through Ohio Department of Education)					
State Administrative Expenses for Child Nutrition	10.560	\$13,985		\$996	
Child Nutrition Cluster:					
Non-Cash Assistance (Food Distribution)					
National School Lunch Program	10.555		\$25,608		\$25,608
Cash Assistance:					
School Breakfast Program	10.553	38,290		38,290	
National School Lunch Program	10.555	158,382		158,382	
Total Child Nutrition Cluster		<u>196,672</u>	<u>25,608</u>	<u>196,672</u>	<u>25,608</u>
Total United States Department of Agriculture		<u>210,657</u>	<u>25,608</u>	<u>197,668</u>	<u>25,608</u>
<b>United States Department of Education</b> (Passed through Ohio Department of Education)					
Title I Grants to Local Educational Agencies	84.010	169,737		161,750	
Special Education Grants to States	84.027	176,907		190,348	
Improving Teacher Quality State Grants	84.367	25,283		27,476	
<b>ARRA</b> Race to the Top Incentive Grant, Recovery Act	84.395	20,824		20,570	
Total United States Department of Education		<u>392,751</u>		<u>400,144</u>	
Total Federal Financial Assistance		<u>\$603,408</u>	<u>\$25,608</u>	<u>\$597,812</u>	<u>\$25,608</u>

*See accompanying notes to the Schedule of Federal Awards Receipts and Expenditures.*

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**NOTES TO SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES  
FISCAL YEAR ENDED JUNE 30, 2013**

**NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

The accompanying Schedule of Federal Awards Receipts and Expenditures (the Schedule) reports the Crestview Local School District (the School District's) federal award programs' receipts and expenditures. The Schedule has been prepared on the cash basis of accounting.

**NOTE B - CHILD NUTRITION CLUSTER**

The School District commingles cash receipts from the U.S. Department of Agriculture with similar State grants. When reporting expenditures on this Schedule, the School District assumes it expends federal monies first.

**NOTE C – FOOD DONATION PROGRAM**

The School District reports commodities consumed on the Schedule at the entitlement value. The School District allocated donated food commodities to the respective program that benefitted from the use of those donated food commodities.



# Dave Yost • Auditor of State

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

Crestview Local School District  
Van Wert County  
531 E. Tully Street  
Convoy, Ohio 45832

To the Board of Education:

We have audited in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Crestview Local School District (the District) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated December 10, 2013, wherein we noted the District adopted the provisions of Government Accounting Standards Board Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position. We also noted the District uses a special purpose framework other than generally accepted accounting principles.

### ***Internal Control Over Financial Reporting***

As part of our financial statement audit, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinions on the financial statements, but not to the extent necessary to opine on the effectiveness of the District's internal control. Accordingly, we have not opined on it.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the District's financial statements. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all internal control deficiencies that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control that we consider material weaknesses. However, unidentified material weaknesses may exist.

***Compliance and Other Matters***

As part of reasonably assuring whether the District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed an instance of noncompliance or other matters we must report under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2013-001.

***Entity's Response to Findings***

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

***Purpose of this Report***

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**Dave Yost**  
Auditor of State

Columbus, Ohio

December 10, 2013





# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

Crestview Local School District  
Van Wert County  
531 E. Tully Street  
Convoy, Ohio 45832

To the Board of Education:

### ***Report on Compliance for Each Major Federal Program***

We have audited the Crestview Local School District's (the District) compliance with the applicable requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that could directly and materially affect each of the Crestview Local School District's major federal programs for the year ended June 30, 2013. The *Summary of Audit Results* in the accompanying schedule of findings identifies the District's major federal programs.

### ***Management's Responsibility***

The District's Management is responsible for complying with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

### ***Auditor's Responsibility***

Our responsibility is to opine on the District's compliance for each of the District's major federal programs based on our audit of the applicable compliance requirements referred to above. Our compliance audit followed auditing standards generally accepted in the United States of America; the standards for financial audits included in the Comptroller General of the United States' *Government Auditing Standards*; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. These standards and OMB Circular A-133 require us to plan and perform the audit to reasonably assure whether noncompliance with the applicable compliance requirements referred to above that could directly and materially affect a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe our audit provides a reasonable basis for our compliance opinion on the District's major programs. However, our audit does not provide a legal determination of the District's compliance.

### ***Basis for Qualified Opinion on Special Education Grant***

As described in finding 2013-002 in the accompanying schedule of findings, the District did not comply with requirements regarding cash management applicable to its Special Education major federal program. Compliance with this requirement is necessary, in our opinion, for the District to comply with requirements applicable to this program.

***Qualified Opinion on Special Education Grant***

In our opinion, except for the noncompliance described in the *Basis for Qualified Opinion on Special Education Grant* paragraph, the Crestview Local School District complied, in all material respects, with the requirements referred to above that could directly and materially affect its *Special Education Grants to States* for the year ended June 30, 2013.

***Unmodified Opinion on Each of the Other Major Federal Programs***

In our opinion, Crestview Local School District complied in all material respects with the requirements referred to above that could directly and materially affect its other major federal program identified in the summary of auditor's results section of the accompanying schedule of findings for the year ended June 30, 2013.

***Other Matters***

The results of our auditing procedures disclosed an instance of noncompliance which OMB Circular A-133 requires us to report, described in the accompanying schedule of finding as items 2013-003. This finding did not require us to modify our compliance opinion on each major federal program.

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

***Report on Internal Control over Compliance***

The District's management is responsible for establishing and maintaining effective internal control over compliance with the applicable compliance requirements referred to above. In planning and performing our compliance audit, we considered the District's internal control over compliance with the applicable requirements that could directly and materially affect a major federal program, to determine our auditing procedures appropriate for opining on each major federal program's compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not to the extent needed to opine on the effectiveness of internal control over compliance. Accordingly, we have not opined on the effectiveness of the District's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. Therefore, we cannot assure we have identified all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. However, as discussed below, we identified a certain deficiency in internal control over compliance that we consider to be a material weakness.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, when performing their assigned functions, to prevent, or to timely detect and correct, noncompliance with a federal program's applicable compliance requirement. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a federal program's compliance requirement will not be prevented, or timely detected and corrected. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings as item 2013-002 to be material weakness.

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

This report only describes the scope of our tests of internal control over compliance and the results of this testing based on OMB Circular A-133 requirements. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping initial "D".

**Dave Yost**  
Auditor of State

Columbus, Ohio

December 10, 2013

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**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**SCHEDULE OF FINDINGS  
OMB CIRCULAR A-133 § .505  
JUNE 30, 2013**

**1. SUMMARY OF AUDITOR'S RESULTS**

<i>(d)(1)(i)</i>	<b>Type of Financial Statement Opinion</b>	Unmodified
<i>(d)(1)(ii)</i>	<b>Were there any material control weaknesses reported at the financial statement level (GAGAS)?</b>	No
<i>(d)(1)(ii)</i>	<b>Were there any significant deficiencies in internal control reported at the financial statement level (GAGAS)?</b>	No
<i>(d)(1)(iii)</i>	<b>Was there any reported material noncompliance at the financial statement level (GAGAS)?</b>	Yes
<i>(d)(1)(iv)</i>	<b>Were there any material internal control weaknesses reported for major federal programs?</b>	Yes
<i>(d)(1)(iv)</i>	<b>Were there any significant deficiencies in internal control reported for major federal programs?</b>	No
<i>(d)(1)(v)</i>	<b>Type of Major Programs' Compliance Opinion</b>	Qualified – Special Education Cluster Unmodified – Nutrition Cluster
<i>(d)(1)(vi)</i>	<b>Are there any reportable findings under § .510(a)?</b>	Yes
<i>(d)(1)(vii)</i>	<b>Major Programs (list):</b>	<b>Special Education Cluster</b> CFDA# 84.027 Special Education Grants to States <b>Nutrition Cluster</b> CFDA# 10.553 School Breakfast Program CFDA# 10.555 National School Lunch Program
<i>(d)(1)(viii)</i>	<b>Dollar Threshold: Type A/B Programs</b>	Type A: > \$ 300,000 Type B: all others
<i>(d)(1)(ix)</i>	<b>Low Risk Auditee?</b>	No

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

**1. Not Reporting in Accordance with GAAP**

**FINDING NUMBER 2013-001**

**NONCOMPLIANCE**

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

**Ohio Adm. Code Section 117-2-03 (B)** requires the District to prepare its annual financial report in accordance with generally accepted accounting principles (GAAP). However, the District prepared its financial statements in accordance with standards established by the Auditor of State for governmental entities not required to prepare annual reports in accordance with generally accepted accounting principles. The accompanying financial statements omit assets, liabilities, fund equities, and disclosures that, while material, cannot be determined at this time. Pursuant to Ohio Rev. Code Section 117.38 the District may be fined and subject to various other administrative remedies for its failure to file the required financial report.

The Districts should prepare its financial statements according to generally accepted accounting principles to provide the users with more meaningful financial statements.

**Official's Response:**

The District plans to continue preparing the GASB type cash basis reports because of the cost involved with preparing GAAP statements.

**3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS**

**2. Cash Management**

<b>Finding Number</b>	2013-002
<b>CFDA Title and Number</b>	CFDA# 84.027 Special Education Grants to States
<b>Federal Award Number / Year</b>	2013
<b>Federal Agency</b>	U.S. Department of Education
<b>Pass-Through Agency</b>	Ohio Department of Education

**NONCOMPLIANCE AND MATERIAL WEAKNESS**

**FINDING NUMBER 2013-002  
 (Continued)**

**34 CFR 80.20 (b)(7)**, states that procedures for minimizing the time elapsing between the transfer of funds from the U.S. Treasury and disbursement by grantees and sub-grantees must be followed whenever advance payment procedures are used. Grantees must establish reasonable procedures to ensure that receipts of reports on sub-grantees' cash balances and cash disbursements in sufficient time to enable them to prepare completed and accurate cash transactions reports to the awarding agency. When advances are made by letter-of-credit or electronic transfer of funds methods, the grantee must make draw-downs as close as possible to the time of making disbursement. Grantees must monitor cash draw-downs by their sub-grantees to assure that they conform substantially to the same standards of timing and amount as apply to advances to the grantees.

The School District received advance payments of Special Education Grant Funds from the Ohio Department of Education (ODE) via the CCIP Project Cash Request (PCR) forms. On October 31, 2012, the District received and posted a \$62,005 drawdown for November expenditures (included \$13,858 in reimbursement funds). From November 30, 2012 to January 25, 2013, a balance of \$25,059 remained unspent by the District.

In order to avoid cuts in funding and other repercussions from the Federal government, the School District should implement policies and procedures to provide that Federal funds are not accumulated, but rather, are spent as close as possible to the date of receipt.

**Official's Response:**

The Treasurer will make drawdowns more accurate and timely in the future.

**3. Semi-Annual Certifications**

<b>Finding Number</b>	2013-003
<b>CFDA Title and Number</b>	CFDA# 84.027 Special Education Grants to States  <b>Nutrition Cluster</b> CFDA# 10.553 School Breakfast Program CFDA# 10.555 National School Lunch Program
<b>Federal Award Number / Year</b>	2013
<b>Federal Agency</b>	U.S. Department of Education U.S. Department of Agriculture
<b>Pass-Through Agency</b>	Ohio Department of Education

**NONCOMPLIANCE**

**2 CFR Part 225, Attachment B, Section 8(h)(3)** states where employees are expected to work solely on a single Federal award or cost objective, charges for their salary and wages will be supported by periodic certifications that the employee worked solely on that program for the period covered by the certification. Those certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having firsthand knowledge of the work performed by the employee.

**FINDING NUMBER 2013-003**  
**(Continued)**

The District did not complete the semi-annual certifications for the Nutrition Cluster or Special Education Cluster employees in fiscal year 2013.

The District should implement procedures to comply with federal requirements and complete semi-annual certifications for lunchroom and special education employees that work solely on those programs.

**Official's Response:**

The District was not aware of this requirement and from now on, the employees will be verified.



**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
OMB CIRCULAR A -133 § .315 (B)  
JUNE 30, 2013**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b><i>Explain</i></b>
2012-001	Ohio Rev. Code Section 117.38 & Ohio Admin. Code Section 117-2-03(B) – Failed to prepare financial statements in accordance with GAAP	No	Repeated as finding number 2013-001
2012-002	Ohio Department Education comprehensive continuous Improvement Plan (CCIP) 2012, Assurance Number 6 Inaccurate reporting of expenditures on project cash request for special education cluster	Yes	
2012-003	OMB Circular A-133 Section 300(a), 300(c), and 320(a) & OMB Circular A-133, Subpart C, Section 300(d) – failed to accurately report federal revenues and expenditures on the federal schedule and resulted in a single audit not being performed timely	Partially	Included in separate letter to management.
2012-004	2 CFR Part 225, Attachment B, Section 8(h)(3) – failed to complete semi-annual certifications for the Nutrition Cluster and Special Education Cluster employees	No	Repeated as finding number 2013-003

**CRESTVIEW LOCAL SCHOOL DISTRICT  
VAN WERT COUNTY**

**CORRECTIVE ACTION PLAN  
OMB CIRCULAR A -133 § .315 (c)  
JUNE 30, 2013**

Finding Number	Planned Corrective Action	Anticipated Completion Date	Responsible Contact Person
2013-002	The Treasurer will make the drawdowns more accurate and timely.	Immediately	Treasurer
2013-003	The employees will be verified.	Immediately	Treasurer



# Dave Yost • Auditor of State

**CRESTVIEW LOCAL SCHOOL DISTRICT**

**VAN WERT 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  
JANUARY 23, 2014**