



**HICKSVILLE EXEMPTED VILLAGE SCHOOL DISTRICT
DEFIANCE COUNTY**

REGULAR AUDIT

FOR THE YEAR ENDED JUNE 30, 1998



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

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REPORT OF INDEPENDENT ACCOUNTANTS

Hicksville Exempted Village School District
Defiance County
105 Smith Street
Hicksville, Ohio 43604-2246

To the Board of Education:

We have audited the accompanying general-purpose financial statements of Hicksville Exempted Village School District, Defiance County, (the District) as of and for the year ended June 30, 1998, as listed in the table of contents. These general-purpose financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

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

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of Hicksville Exempted Village School District, Defiance County, as of June 30, 1998, and the results of its operations and the cash flows of its proprietary fund type for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 13, 2000 on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

A handwritten signature in black ink, appearing to read "Jim Petro".

Jim Petro
Auditor of State

January 13, 2000

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**COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
FOR THE YEAR ENDED JUNE 30, 1998**

| | Governmental Fund Types | | | |
|---|----------------------------|--------------------|-----------------|---------------------|
| | General | Special Revenue | Debt Service | Capital Projects |
| ASSETS AND OTHER DEBITS | | | | |
| Assets: | | | | |
| Equity in Pooled Cash and Cash Equivalents | \$ 293,166 | \$ 55,167 | \$ 0 | \$ 124,289 |
| Cash and Cash Equivalents: | | | | |
| With Fiscal Agents | | 7,709 | | |
| Receivables: | | | | |
| Taxes | 1,857,732 | | | 196,391 |
| Accounts | 2,714 | | | |
| Accrued Interest | 128 | | | |
| Due from Other Governments | 201,242 | | | |
| Due from Other Funds | 10,700 | | | |
| Materials and Supplies Inventory | 11,333 | | | |
| Fixed Assets (Net of Accumulated Depreciation, Where Applicable) | | | | |
| Other Debits: | | | | |
| Provided from General Government Resources | | | | |
| Total Assets and Other Debits | \$ 2,377,015 | \$ 62,876 | \$ 0 | \$ 320,680 |
| LIABILITIES, EQUITY, AND OTHER CREDITS | | | | |
| Liabilities: | | | | |
| Accounts Payable | \$ 872 | \$ 0 | \$ 0 | \$ 937 |
| Accrued Wages and Benefits | 394,284 | 8,852 | | |
| Compensated Absences Payable | | | | |
| Due to Other Funds | | 6,700 | | |
| Due to Other Governments | 70,193 | 523 | | |
| Deferred Revenue | 1,743,812 | | | 183,900 |
| Other Liabilities | | | | |
| Total Liabilities | 2,209,161 | 16,075 | 0 | 184,837 |
| Fund Equity and Other Credits: | | | | |
| Investment in General Fixed Assets | | | | |
| Retained Earnings | | | | |
| Fund Balances: | | | | |
| Reserved: | | | | |
| Reserved for Encumbrances | 36,981 | 3,240 | | 14,986 |
| Reserved for Inventory | 11,333 | | | |
| Reserved for Property Taxes | 113,921 | | | 12,491 |
| Unreserved: | | | | |
| Unreserved, Undesignated | 5,619 | 43,561 | | 108,366 |
| Total Fund Equity and Other Credits | 167,854 | 46,801 | 0 | 135,843 |
| Total Liabilities, Fund Equity and Other Credits | \$ 2,377,015 | \$ 62,876 | \$ 0 | \$ 320,680 |

The notes to the general-purpose financial statements are an integral part of this statement.

| Proprietary Fund Type | Fiduciary Fund Type | Account Groups | | Totals (Memorandum Only) |
|--------------------------|------------------------|----------------------------|-------------------------------------|--------------------------------|
| | | General Fixed Assets | General Long-Term Obligations | |
| Enterprise | Trust and Agency | | | |
| \$ 4,322 | \$ 20,092 | \$ 0 | \$ 0 | \$ 497,036 |
| | | | | 7,709 |
| | | | | 2,054,123 |
| | | | | 2,714 |
| | | | | 128 |
| | | | | 201,242 |
| | | | | 10,700 |
| 4,963 | | | | 16,296 |
| 53,299 | | 2,154,814 | | 2,208,113 |
| | | | 543,904 | 543,904 |
| \$ 62,584 | \$ 20,092 | \$ 2,154,814 | \$ 543,904 | \$ 5,541,965 |

| | | | | |
|------------------|------------------|---------------------|-------------------|---------------------|
| \$ 0 | \$ 20 | \$ 0 | \$ 0 | \$ 1,829 |
| 14,481 | | | | 417,617 |
| 13,735 | | | 517,640 | 531,375 |
| 2,500 | 1,500 | | | 10,700 |
| 6,027 | | | 26,264 | 103,007 |
| | | | | 1,927,712 |
| | 18,086 | | | 18,086 |
| 36,743 | 19,606 | 0 | 543,904 | 3,010,326 |
| | | 2,154,814 | | 2,154,814 |
| 25,841 | | | | 25,841 |
| | 486 | | | 55,693 |
| | | | | 11,333 |
| | | | | 126,412 |
| | | | | 157,546 |
| 25,841 | 486 | 2,154,814 | 0 | 2,531,639 |
| \$ 62,584 | \$ 20,092 | \$ 2,154,814 | \$ 543,904 | \$ 5,541,965 |

**COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL AND SIMILAR FIDUCIARY FUND TYPES
FOR THE YEAR ENDED JUNE 30, 1998**

| | Governmental Fund Types | |
|--|------------------------------------|----------------------------|
| | General | Special Revenue |
| Revenues: | | |
| Property and Other Local Taxes | \$ 1,926,951 | \$ 0 |
| Intergovernmental | 2,788,761 | 116,862 |
| Tuition and Fees | 3,819 | |
| Earnings of Investments | 34,832 | |
| Extracurricular Activities | | 79,103 |
| Classroom Materials and Fees | 14,689 | |
| Miscellaneous | 2,262 | 15,104 |
| Total Revenues | 4,771,314 | 211,069 |
| Expenditures: | | |
| Current: | | |
| Instruction: | | |
| Regular | 2,260,711 | 32,258 |
| Special | 254,474 | 67,184 |
| Vocational | 88,451 | |
| Other | 4,952 | 19 |
| Support Services: | | |
| Pupils | 208,959 | |
| Instructional Staff | 122,084 | 3,149 |
| Board of Education | 20,166 | |
| Administration | 399,607 | 9,204 |
| Fiscal | 143,524 | |
| Operation and Maintenance of Plant | 412,099 | |
| Pupil Transportation | 214,378 | |
| Central | 20,776 | 2,474 |
| Community Service | 1,487 | |
| Extracurricular activities | 100,063 | 74,428 |
| Capital Outlay | 45,339 | |
| Debt Service: | | |
| Principal | | |
| Interest | | |
| Total Expenditures | 4,297,070 | 188,716 |
| Excess of Revenues Over (Under) Expenditures | 474,244 | 22,353 |
| Other Financing Sources (Uses): | | |
| Proceeds from Sale of Notes | 100,000 | |
| Operating Transfers In | | |
| Other Financing Sources | (228,574) | |
| Operating Transfers Out | 4,597 | 50 |
| Total Other Financing Sources (Uses) | (123,977) | 50 |
| Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses | 350,267 | 22,403 |
| Fund Balance at Beginning of Year | (182,413) | 24,398 |
| Fund Balance at End of Year | \$ 167,854 | \$ 46,801 |

The notes to the general-purpose financial statements are an integral part of this statement.

| Governmental Fund Types | | Fiduciary Fund Type | Totals (Memorandum Only) |
|----------------------------|---------------------|------------------------|--------------------------------|
| Debt Service | Capital Projects | Expendable Trust | |
| \$ 0 | \$ 83,764 | \$ 0 | \$ 2,010,715 |
| | 128,229 | | 3,033,852 |
| | | | 3,819 |
| | | | 34,832 |
| | | | 79,103 |
| | | | 14,689 |
| | 21,784 | 600 | 39,750 |
| 0 | 233,777 | 600 | 5,216,760 |
| | 115,063 | | 2,408,032 |
| | | | 321,658 |
| | | | 88,451 |
| | | | 4,971 |
| | | | 208,959 |
| | | | 125,233 |
| | | 600 | 20,766 |
| | | | 408,811 |
| | 2,004 | | 145,528 |
| | | | 412,099 |
| | | | 214,378 |
| | | | 23,250 |
| | | | 1,487 |
| | | | 174,491 |
| | | | 45,339 |
| 217,104 | | | 217,104 |
| 11,470 | | | 11,470 |
| 228,574 | 117,067 | 600 | 4,832,027 |
| (228,574) | 116,710 | 0 | 384,733 |
| 228,574 | | | 100,000 |
| | | | 228,574 |
| | | | (228,574) |
| | | | 4,647 |
| 228,574 | 0 | 0 | 104,647 |
| 0 | 116,710 | 0 | 489,380 |
| | 19,133 | | (138,882) |
| \$ 0 | \$ 135,843 | \$ 0 | \$ 350,498 |

**COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
ALL GOVERNMENTAL AND SIMILAR FIDUCIARY
FOR THE YEAR ENDED JUNE 30, 1998**

| | General Fund | | |
|--|-------------------|-------------------|---|
| | Budget | Actual | Variance: Favorable (Unfavorable) |
| Revenues: | | | |
| Property and Other Local Taxes | \$ 1,810,156 | \$ 1,850,956 | \$ 40,800 |
| Intergovernmental | 2,846,515 | 2,788,761 | (57,754) |
| Interest | 21,352 | 34,842 | 13,490 |
| Extracurricular Activities | | | |
| Classroom Materials and fees | 10,000 | 14,689 | 4,689 |
| Miscellaneous | 8,642 | 9,913 | 1,271 |
| Total Revenues | 4,696,665 | 4,699,161 | 2,496 |
| Expenditures: | | | |
| Current: | | | |
| Instruction: | | | |
| Regular | 2,266,694 | 2,266,588 | 106 |
| Special | 259,946 | 259,946 | 0 |
| Vocational | 88,206 | 88,206 | 0 |
| Other | 4,554 | 4,554 | 0 |
| Support Services: | | | |
| Pupils | 209,759 | 209,759 | 0 |
| Instructional Staff | 117,810 | 117,810 | 0 |
| Board of Education | 20,172 | 20,172 | 0 |
| Administration | 397,059 | 397,059 | 0 |
| Fiscal | 141,642 | 141,642 | 0 |
| Operation and Maintenance of Plant | 425,673 | 425,673 | 0 |
| Pupil Transportation | 232,018 | 232,018 | 0 |
| Central | 20,776 | 20,776 | 0 |
| Community Services | 1,487 | 1,487 | 0 |
| Extracurricular activities | 100,679 | 100,679 | 0 |
| Capital Outlay | 61,409 | 61,409 | 0 |
| Debt Services | | | |
| Total Expenditures | 4,347,884 | 4,347,778 | 106 |
| Excess of Revenues Over (Under) Expenditures | 348,781 | 351,383 | 2,602 |
| Other Financing Sources (Uses): | | | |
| Proceeds from sale of notes | 100,000 | 100,000 | 0 |
| Advances In | 7,264 | 5,000 | (2,264) |
| Advances Out | (8,200) | (8,200) | 0 |
| Operating Transfers In | | | |
| Operating Transfers Out | (228,574) | (228,574) | 0 |
| Other Sources (Uses) | | 4,597 | 4,597 |
| Total Other Financing Sources (Uses) | (129,510) | (127,177) | 2,333 |
| Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses | 219,271 | 224,206 | 4,935 |
| Fund Balances at Beginning of Year | 26,528 | 26,528 | 0 |
| Prior Year Encumbrances Appropriated | 4,579 | 4,579 | 0 |
| Fund Balance at end of Year | \$ 250,378 | \$ 255,313 | \$ 4,935 |

| Special Revenue | | |
|------------------|------------------|---|
| Budget | Actual | Variance: Favorable (Unfavorable) |
| \$ 0 | \$ 0 | \$ 0 |
| 114,574 | 113,464 | (1,110) |
| 82,011 | 79,103 | (2,908) |
| 8,900 | 15,104 | 6,204 |
| 205,485 | 207,671 | 2,186 |
| 33,273 | 33,273 | 0 |
| 67,662 | 67,662 | 0 |
| 3,270 | 3,270 | 0 |
| 9,354 | 9,354 | 0 |
| 2,474 | 2,474 | 0 |
| 76,397 | 77,189 | (792) |
| 192,430 | 193,222 | (792) |
| 13,055 | 14,449 | 1,394 |
| 1,200 | 6,700 | 5,500 |
| 50 | 50 | 0 |
| 1,250 | 6,750 | 5,500 |
| 14,305 | 21,199 | 6,894 |
| 28,548 | 28,548 | 0 |
| 2,180 | 2,180 | 0 |
| \$ 45,033 | \$ 51,927 | \$ 6,894 |

| Debt Service | | |
|--------------|-------------|---|
| Budget | Actual | Variance: Favorable (Unfavorable) |
| \$ 0 | \$ 0 | \$ 0 |
| 0 | 0 | 0 |
| 228,574 | 228,574 | 0 |
| 228,574 | 228,574 | 0 |
| (228,574) | (228,574) | 0 |
| 228,574 | 228,574 | 0 |
| 228,574 | 228,574 | 0 |
| 0 | 0 | 0 |
| \$ 0 | \$ 0 | \$ 0 |

(Continued)

**COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
ALL GOVERNMENTAL AND SIMILAR FIDUCIARY
FOR THE YEAR ENDED JUNE 30, 1998
(Continued)**

| | Capital Projects | | |
|--|-------------------|-------------------|---|
| | Budget | Actual | Variance: Favorable (Unfavorable) |
| Revenues: | | | |
| Property and Other Local Taxes | \$ 71,273 | \$ 71,273 | \$ 0 |
| Intergovernmental | 125,013 | 128,229 | 3,216 |
| Interest | | | |
| Extracurricular Activities | | | |
| Classroom Materials and fees | | | |
| Miscellaneous | 25,000 | 21,784 | (3,216) |
| Total Revenues | 221,286 | 221,286 | 0 |
| Expenditures: | | | |
| Current: | | | |
| Instruction: | | | |
| Regular | 144,624 | 144,624 | 0 |
| Special | | | |
| Vocational | | | |
| Other | | | |
| Support Services: | | | |
| Pupils | | | |
| Instructional Staff | | | |
| Board of Education | | | |
| Administration | | | |
| Fiscal | 2,004 | 2,004 | 0 |
| Operation and Maintenance of Plant | | | |
| Pupil Transportation | | | |
| Central | | | |
| Community Services | | | |
| Extracurricular activities | | | |
| Capital Outlay | | | |
| Debt Services | | | |
| Total Expenditures | 146,628 | 146,628 | 0 |
| Excess of Revenues Over (Under) Expenditures | 74,658 | 74,658 | 0 |
| Other Financing Sources (Uses): | | | |
| Proceeds from sale of notes | | | |
| Advances In | | | |
| Advances Out | | | |
| Operating Transfers In | | | |
| Operating Transfers Out | | | |
| Other Sources (Uses) | | | |
| Total Other Financing Sources (Uses) | 0 | 0 | 0 |
| Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses | 74,658 | 74,658 | 0 |
| Fund Balances at Beginning of Year | 14,253 | 14,253 | 0 |
| Prior Year Encumbrances Appropriated | 19,455 | 19,455 | 0 |
| Fund Balance at end of Year | \$ 108,366 | \$ 108,366 | \$ 0 |

The notes to the general-purpose financial statements are an integral part of this statement.

| Expendable Trust | | |
|------------------|--------|---|
| Budget | Actual | Variance: Favorable (Unfavorable) |
| \$ 0 | \$ 0 | \$ 0 |
| 700 | 600 | (100) |
| 700 | 600 | (100) |
| 600 | 600 | 0 |
| 100 | 0 | (100) |
| \$ 100 | \$ 0 | \$ (100) |

| Totals (Memorandum Only) | | |
|--------------------------|--------------|---|
| Budget | Actual | Variance: Favorable (Unfavorable) |
| \$ 1,881,429 | \$ 1,922,229 | \$ 40,800 |
| 3,086,102 | 3,030,454 | (55,648) |
| 21,352 | 34,842 | 13,490 |
| 82,011 | 79,103 | (2,908) |
| 10,000 | 14,689 | 4,689 |
| 43,242 | 47,401 | 4,159 |
| 5,124,136 | 5,128,718 | 4,582 |
| 2,444,591 | 2,444,485 | 106 |
| 327,608 | 327,608 | 0 |
| 88,206 | 88,206 | 0 |
| 4,554 | 4,554 | 0 |
| 209,759 | 209,759 | 0 |
| 121,080 | 121,080 | 0 |
| 20,772 | 20,772 | 0 |
| 406,413 | 406,413 | 0 |
| 143,646 | 143,646 | 0 |
| 425,673 | 425,673 | 0 |
| 232,018 | 232,018 | 0 |
| 23,250 | 23,250 | 0 |
| 1,487 | 1,487 | 0 |
| 177,076 | 177,868 | (792) |
| 61,409 | 61,409 | 0 |
| 228,574 | 228,574 | 0 |
| 4,916,116 | 4,916,802 | (686) |
| 208,020 | 211,916 | 3,896 |
| 100,000 | 100,000 | 0 |
| 8,464 | 11,700 | 3,236 |
| (8,200) | (8,200) | 0 |
| 228,574 | 228,574 | 0 |
| (228,574) | (228,574) | 0 |
| 50 | 4,647 | 4,597 |
| 100,314 | 108,147 | 7,833 |
| 308,334 | 320,063 | 11,729 |
| 69,329 | 69,329 | 0 |
| 26,214 | 26,214 | 0 |
| \$ 403,877 | \$ 415,606 | \$ 11,729 |

**COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND EQUITY
PROPRIETARY FUND TYPE
FOR THE YEAR ENDED JUNE 30, 1998**

| | Proprietary Fund Type |
|---|----------------------------------|
| | Enterprise |
| Operating Revenues: | |
| Charges for Services | \$ 145,285 |
| Classroom Materials and Fees | 62,967 |
| Total Operating Revenues | 208,252 |
| Operating Expenses: | |
| Salaries | 85,383 |
| Fringe Benefits | 35,215 |
| Purchased Services | 6,174 |
| Materials and Supplies | 163,249 |
| Depreciation | 2,261 |
| Other | 498 |
| Total Operating Expenses | 292,780 |
| Operating Loss | (84,528) |
| Non-Operating Revenues: | |
| Federal Donated Commodities | 18,544 |
| Intergovernmental | 60,831 |
| Total Non-Operating Revenues | 79,375 |
| Net Loss | (5,153) |
| Retained Earnings at Beginning of Year | 30,994 |
| Retained Earnings at End of Year | \$ 25,841 |

The notes to the general-purpose financial statements are an integral part of this statement.

**COMBINED STATEMENT OF CASH FLOWS
 PROPRIETARY FUND TYPE
 FOR THE FISCAL YEAR ENDED JUNE 30, 1998**

| | Proprietary Fund Type |
|--|----------------------------------|
| | Enterprise |
| Cash Flows from Operating Activities: | |
| Operating Loss | \$ (84,528) |
| Adjustment to Reconcile Operating Loss to Net Cash Used in Operating Activities: | |
| Depreciation | 2,261 |
| (Increase) Decrease in Assets: | |
| Materials and Supplies | 2,273 |
| Increase (Decrease) in Liabilities: | |
| Accounts Payable | (99) |
| Accrued Wages and Benefits | (10,989) |
| Compensated Absences Payable | 13,735 |
| Deferred Revenue | (5,253) |
| Due to Other Funds | (5,000) |
| Due to Other Governments | 624 |
| Total Adjustments | (2,448) |
| Net Cash Used by Operating Activities | (86,976) |
| Cash Flows from Noncapital Financing Activities: | |
| Purchase of Fixed Asset | (4,783) |
| Federal Donated Commodities | 18,544 |
| Intergovernmental | 60,831 |
| Net Cash Provided by Noncapital Financing Activities | 74,592 |
| Net Decrease in Cash and Cash Equivalents | (12,384) |
| Cash and Cash Equivalents at Beginning of Year | 16,706 |
| Cash and Cash Equivalents at End of Year | \$ 4,322 |

The notes to the general-purpose financial statements are an integral part of this statement.

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NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998

NOTE 1 - DESCRIPTION OF THE SCHOOL DISTRICT AND REPORTING ENTITY

Hicksville Exempted Village School District (the District) is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio.

The District operates under a locally-elected five-member Board form of government and provides educational services as mandated by state and/or federal agencies. This Board of Education controls the District's two instructional/support facilities staffed by 30 non-certified and 67 certificated full time teaching personnel who provide services to 1,036 students and other community members.

The reporting entity is comprised of the primary government, component units and other organizations that are included to ensure that the financial statements of the 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, preschool 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 for the organization. The District has no component units.

The District is associated with organizations which are defined as jointly governed organizations and group purchasing pools. These organizations include the Northwest Ohio Computer Association, the Northern Buckeye Education Council, the Four County Joint Vocational School, the Northern Buckeye Education Council's Employee Insurance Benefits Program, and the Northern Buckeye Education Council Workers' Compensation Group Rating Plan. These organizations are presented in Notes 14 and 15 to the general purpose financial statements.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

A. Basis Of Presentation - Fund Accounting

The District uses funds and account groups to report its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain District functions or activities.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

For financial statement presentation purposes, the various funds of the District are grouped into the following generic fund types under the broad fund categories governmental, proprietary and fiduciary.

Governmental Fund Types Governmental funds are those through which most governmental functions of the District are financed. The acquisition, use and balances of the District's expendable financial resources and the related current liabilities (except those accounted for in proprietary funds) are accounted for through governmental funds. The following are the District's governmental fund types:

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

Special Revenue Funds Special revenue funds are used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

Debt Service Funds Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Capital Projects Funds Capital projects funds are 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).

Proprietary Fund Types Proprietary funds are used to account for the District's ongoing activities which are similar to those found in the private sector. The following are the District's proprietary fund types:

Enterprise Funds Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Fiduciary Fund Types Fiduciary funds are used to account for assets held by the District in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds. The District's fiduciary funds include expendable trust funds and agency funds. Expendable trust funds are accounted for in essentially the same manner as governmental funds. The District's agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

Account Groups To make a clear distinction between fixed assets related to specific funds and those of general government, and between long-term obligations related to specific funds and those of a general nature, the following account groups are used:

General Fixed Assets Account Group This account group is established to account for all fixed assets of the District, other than those accounted for in the proprietary funds.

General Long-Term Obligations Account Group This account group is established to account for all long-term obligations of the District except those accounted for in the proprietary funds.

B. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types and expendable trust funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All proprietary fund types are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made.

The modified accrual basis of accounting is followed for the governmental, expendable trust and agency funds. Under this basis, revenues are recognized in the accounting period when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current fiscal year or soon enough thereafter to be used to pay liabilities of the current fiscal year. The available period for the District is sixty days after year end.

In applying the susceptible to accrual concept under the modified accrual basis, the following revenue sources are deemed both measurable and available: taxpayer assessed income tax, interest, tuition, grants, and student fees.

The District reports deferred revenues on its combined balance sheet. Deferred revenues arise when a potential revenue does not meet both the measurable and available criteria for recognition in the current period. In the subsequent period, when both revenue recognition criteria are met, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized. Property taxes measurable as of June 30, 1998, and delinquent property taxes whose availability is indeterminable and which are intended to finance fiscal year 1999 operations, have been recorded as deferred revenue.

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

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

The accrual basis of accounting is utilized for reporting purposes by the proprietary fund type. Revenues are recognized when they are earned, and expenses are recognized when they are incurred. The fair value of donated commodities used during the year is reported in the operating statement as an expense with a like amount reported as donated commodities revenue.

C. Budgetary Data

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, are legally required to be budgeted and appropriated. The legal level of budgetary control is at the object level within each function. Any budgetary modifications at this level may only be made by resolution of the Board of Education.

Advances in and Advances out are not required to be budgeted since they represent a temporary cash flow resource and are intended to be repaid.

Tax Budget Prior to January 15, the Superintendent and Treasurer submit to the Board of Education a proposed operating budget for the fiscal year commencing the following July 1. The budget includes proposed expenditures and the means of financing for all funds. Public hearings are publicized and conducted to obtain taxpayers' comments. The express purpose of this budget document is to reflect the need for existing or increased tax rates. By no later than January 20, the Board-adopted budget is filed with the County Budget Commission for rate determination.

Estimated Resources By April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the Budget Commission and receives the commission's certificate of estimated resources which states the projected revenue of each fund. Prior to June 30, the District must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the appropriation measure. On or about July 1, the certificate is amended to include any unencumbered cash balances from the preceding year. The certificate may be further amended during the year if projected increases or decreases in revenue are identified by the District Treasurer. The amounts reported in the budgetary statements reflect the amounts in the final amended certificate issued during fiscal year 1998. Prior to year-end, the District requested an amended certificate of estimated resources that reflected actual revenue for the fiscal year.

Appropriations Upon receipt from the County Auditor of an amended certificate of estimated resources based on final assessed values and tax rates or a certificate saying no new certificate is necessary, the annual appropriation resolution must be legally enacted by the Board of Education at the fund, function, and object level of expenditures, which are the legal levels of budgetary control. Prior to the passage of the annual appropriation measure, the Board may pass a temporary appropriation measure to meet the ordinary expenses of the District. The appropriation resolution, by fund, must be within the estimated resources as certified by the County Budget Commission. Any revisions that alter the total of any fund appropriations or alter total function appropriations within a fund, or alter object appropriations within functions, must be approved by the Board of Education. The Board may pass supplemental fund appropriations so long as the total appropriations by fund do not exceed the amounts set forth in the most recent certificate of estimated resources. During the year, several supplemental appropriations were legally enacted; however, none of these amendments were significant. The budget figures which appear in the statements of budgetary comparisons represent the final appropriation amounts, including all supplemental appropriations. Formal

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

budgetary integration is employed as a management control device during the year for all funds, other than agency funds, consistent with statutory provisions.

Encumbrances As part of formal budgetary control, purchase orders, contracts and other commitments for the expenditure of monies are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. Encumbrances plus expenditures may not legally exceed appropriations at the legal level of control. On the GAAP basis, encumbrances outstanding at fiscal year end are reported as a reservation of fund balance for subsequent-year expenditures for governmental funds and reported in the notes to the financial statements for proprietary funds.

Lapsing of Appropriations At the close of each year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriation. Encumbered appropriations are carried forward to the succeeding fiscal year and are not reappropriated.

D. Cash and Cash Equivalents

To improve cash management, cash received by the District is pooled. Monies for all funds, including proprietary funds, are maintained in this pool. Individual fund integrity is maintained through the District's records. Each fund's interest in the pool is presented as "equity in pooled cash and cash equivalents" on the combined balance sheet.

The District has invested funds in the State Treasury Asset Reserve of Ohio (STAR Ohio) during 1998. STAR Ohio is an investment pool managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on June 30, 1998.

Under existing Ohio statutes all investment earnings are assigned to the general fund unless statutorily required to be credited to a specific fund. Interest revenue of \$34,832 was credited to the General Fund.

For purposes of the combined statement of cash flows and for presentation on the combined balance sheet, investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the District are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

E. Inventory

Inventories of governmental funds are stated at cost while inventories of proprietary funds are stated at the lower of cost or market. For all funds, cost is determined on a first-in, first-out basis. Inventory in governmental funds consists of expendable supplies held for consumption. The cost of inventory items is recorded as an expenditure in the governmental fund types when purchased. Reported material and supplies inventory is equally offset by a fund balance reserve in the governmental funds which indicates that it does not constitute available spendable resources even though it is a component of net current assets. Inventories of proprietary funds consist of donated food, purchased food, and school supplies held for resale and are expended when used.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

F. Fixed Assets and Depreciation

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction costs are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. Fixed assets utilized in the proprietary funds are capitalized in the respective fund. All fixed assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the dates received. The District maintains a capitalization threshold of \$500 except for the cost of textbooks. This is based primarily on the uniqueness of these items to a school operation and an existing five-year textbook adoption policy. Public domain ("infrastructure") general fixed assets consisting of curbs, gutters, sidewalks, drainage systems and lighting systems are not capitalized, as these assets are immovable and of value only to the government. The District does not possess any infrastructure.

Improvements are capitalized. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized. Interest incurred during the construction of general fixed assets is also not capitalized.

Assets in the general fixed assets account group are not depreciated. Depreciation of furniture and equipment and vehicles in the proprietary fund types is computed using the straight-line method over an estimated useful life of 10 years. Improvements to fund fixed assets are depreciated over the remaining useful lives of the related fixed assets.

G. Intergovernmental Revenues

For governmental funds, intergovernmental revenues, such as entitlements and grants awarded on a non-reimbursement basis, are recorded as receivables and revenues when measurable and available. Reimbursement type grants are recorded as receivables and revenues when the related expenditures are incurred. Other than commodities, grants and entitlements for proprietary fund operations are recognized as non-operating revenues in the accounting period in which they are earned and became measurable.

The District currently participates in several State and federal programs, categorized as follows:

Entitlements

General Fund

State Foundation Program
School Bus Purchase

Non-Reimbursable Grants

Special Revenue Funds

Title VI-B - Flow Through
Eisenhower Grant - Flow Through
Title I
Title VI
Drug Free Schools - Flow Through
Preschool Disabilities - Flow Through
Educational Management Information System
Professional Development

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

Capital Projects Funds

School Net Plus
School Net Technology Grant

Reimbursable Grants

General Fund

Driver Education

Proprietary Funds

National School Breakfast Program
National School Lunch Program
Government Donated Commodities

H. Interfund Assets/Liabilities

Receivables and payables resulting from transactions between funds for services provided or goods received are classified as "due from other funds" or "due to other funds" on the balance sheet. Short-term interfund loans are classified as "interfund receivables" and "interfund payables". Long-term interfund loans are classified as "advances to/from other funds" and are equally offset by a fund balance reserve account which indicates that they do not constitute available expendable resources since they are not a component of net current assets.

I. Compensated Absences

The District has adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 16, "Accounting for Compensated Absences". In conformity with GASB Statement No. 16, the District accrues vacation as earned by its employees if the leave is attributable to past service and it is probable that the District will compensate the employees for the benefits through paid time or some other means, such as cash payments at termination or retirement. Likewise, District accrues for sick pay benefits as earned by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future. These compensated absences are measured using the rates in effect at June 30, 1998.

For governmental funds, the District provides a liability for unpaid accumulated sick leave and vacation time for eligible employees in the period the employees become eligible to receive payment. The current portion of unpaid compensated absences is the amount to be paid using expendable available resources and is reported as an accrued liability in the fund from which the individuals who have accumulated the unpaid compensated absences are paid. The balance of the liability is reported in the General Long-Term Obligations Account Group. In proprietary funds, compensated absences are expensed when earned. The entire amount of unpaid compensated absences is reported as a fund liability.

J. Accrued Liabilities and Long-Term Obligations

In general, governmental fund payables and accrued liabilities are reported as obligations of the funds regardless of whether they will be liquidated with current resources. However, claims and judgments, compensated absences, contractually required pension contributions and special termination benefits that will be paid from governmental funds are reported as a liability in the general long-term obligations account group to the extent that they will not be paid with current expendable available financial resources. In general, amounts paid more than sixty days after year end are considered not to have been paid with current available financial resources. Bonds and capital leases are recognized as a liability of the general long-term obligations account group until due.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

Long-term debt and other obligations financed by proprietary funds are reported as liabilities in the appropriate proprietary funds.

Under Ohio law, a debt retirement fund must be created and used for the payment of tax anticipation notes. Generally accepted accounting principles requires the reporting of the liability in the funds that received the proceeds.

K. Interfund Transactions

Quasi-external transactions are accounted for as revenues and expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

L. Fund Balance Reserves

The District reserves fund balance for amounts that are legally segregated for a specific purpose or which are not available for appropriation. Unreserved fund balance indicates that portion of fund equity which is available for appropriation in future periods. Fund equity reserves are established for encumbrances, inventory and property taxes. The reserve for property taxes represents taxes recognized as revenue under generally accepted accounting principles but not available for appropriation under State statute.

M. Estimates

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

N. Pass-Through Grants

The Eisenhower, Title VI-B, Drug Free Schools and Handicapped Preschool Special Revenue Funds are pass-through grants in which the Northwest Ohio Education Service Center is the primary recipient. In accordance with GASB Statement No. 24 "Accounting and Financial Reporting for Certain Grants and Other Financial Assistance" the secondary recipients should report monies spent on their behalf by the primary recipient as revenue and operating expenses.

O. Total Columns on General-Purpose Financial Statements

Total columns on the general-purpose financial statements are captioned "Totals (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 3 - BUDGETARY BASIS OF ACCOUNTING

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

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

encumbrances. The Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual, All Governmental Fund Types and Expendable Trust Funds and the Combined Statement of Revenues, Expenses and Changes in Fund Equity - Budget (Non-GAAP Basis) and Actual, All Proprietary Fund Types and Nonexpendable Trust Funds are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and GAAP basis are:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Encumbrances are treated as expenditures for all funds (budget basis) rather than as a reservation of fund balance for governmental fund types.
4. Proceeds from and principal payment on bond and tax anticipation notes are reported on the operating statement (budget basis) rather than on the balance sheet (GAAP basis).
5. The District repays short-term note debt from the debt service fund (budget basis) as opposed to the fund that received the proceeds (GAAP basis). Debt service fund resources used to pay both principal and interest have been allocated accordingly.

The following table summarizes the adjustments necessary to reconcile the GAAP and budgetary basis statements by fund type:

| Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses All Governmental Fund Types and Expendable Trust Funds | | | | | |
|--|------------|--------------------|--------------|------------------|---------------------|
| | General | Special Revenue | Debt Service | Capital Projects | Expendable Trust |
| GAAP Basis | \$ 350,267 | \$ 22,403 | \$ — | \$ 116,710 | \$ — |
| Change in receivables and other assets not recognized on budget basis - July 1 to June 30 | (67,153) | 3,302 | — | (12,491) | — |
| Change in liabilities not recognized on budget basis - July 1 to June 30 | (21,055) | (1,266) | — | (13,638) | — |
| Reserve for encumbrances - budgetary basis | (37,853) | (3,240) | — | (15,923) | — |
| Budgetary Basis | \$ 224,206 | \$ 21,199 | \$ — | \$ 74,658 | \$ — |

NOTE 4 - DEPOSITS AND INVESTMENTS

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

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

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

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

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

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

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

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

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

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

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

During fiscal year 1998, the District's investments were limited to STAR Ohio.

At fiscal year-end, the District had \$7,709 in cash and cash equivalents held by the Northwest Educational Service Center which is included on the balance sheet as "cash and cash equivalents with fiscal agents."

Cash on Hand

At fiscal year end, the District had \$150 in undeposited cash on hand which is included on the balance sheet of the District as part of "equity in pooled cash and cash equivalents."

The following information classifies deposits and investments by categories of risk as defined in GASB Statement 3, "Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements".

Deposits At fiscal year end, the carrying amount of the District's deposits was \$83,833 and the bank balance was \$259,672. \$161,500 of the bank balance was covered by federal depository insurance. \$98,422 was uninsured and uncollateralized. Although the securities serving as collateral were held by the pledging institution in the pledging institution's name and all State statutory requirements for the deposit of money had been followed, noncompliance with federal requirements would potentially subject the District to a successful claim by the FDIC.

Investments The District's investments are categorized below to give an indication of the level of risk assumed by the District at fiscal year end. Category 1 includes investments that are insured or registered or for which the securities are held by the District or its agent in the District's name. Category 2 includes uninsured and unregistered investments which are held by the counterpart's trust department or agent in the District's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterpart, or by its trust department or agent but not in the District's name. The District's investments in STAR Ohio, an investment pool operated by the Ohio State Treasurer, are unclassified investments since they are not evidenced by securities that exist in physical or book entry form.

| | Carrying Value | Market Value |
|-------------------------|-------------------|-----------------|
| STAR Ohio, Unclassified | \$ 413,053 | \$ 413,053 |

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

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

| | Cash and Cash Equivalents/ Deposits | Investments |
|------------------|---|-------------|
| GASB Statement 9 | \$ 497,036 | \$ --- |
| Cash on Hand | (150) | --- |
| Investments: | | |
| STAR Ohio | (413,053) | 413,053 |
| GASB Statement 3 | \$ 83,833 | \$ 413,053 |

NOTE 5 - PROPERTY TAXES

Property taxes are levied and assessed on a calendar year basis. Second half distributions occur in a new fiscal year. Property taxes include amounts levied against all real, public utility and tangible personal (used in business) property located in the District. Real property taxes are levied after April 1 on the assessed value listed as of the prior January 1, the lien date. Public utility property taxes attached as a lien on December 31 of the prior year, were levied April 1 and are collected with real property taxes. Assessed values for real property taxes are established by State law at thirty-five percent of appraised market value. All property is required to be revalued every six years. Public utility property taxes are assessed on tangible personal property at eighty-eight percent of true value (with certain exceptions) and on real property at thirty-five percent of true value. Tangible personal property taxes are levied after April 1 on the value listed as of December 31 of the current year. Tangible personal property assessments are twenty-five percent of true value. The assessed values upon which the fiscal year 1998 taxes are based as follows:

| | 1997 Second Half Collections | | 1998 First Half Collections | |
|---|---------------------------------|---------|-----------------------------|---------|
| | Amount | Percent | Amount | Percent |
| Agricultural/Residential and Other Real Estate | \$ 43,463,730 | 74.03% | \$ 44,623,120 | 74.69% |
| Public Utility Personal | 5,643,580 | 9.61% | 5,602,590 | 9.37% |
| Tangible Personal Property | 9,602,096 | 16.36% | 9,520,675 | 15.94% |
| Total | \$ 58,709,406 | 100.00% | \$ 59,746,385 | 100.00% |
| Tax rate per \$1,000 of assessed valuation | \$ 30.70 | | \$ 33.20 | |

Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established. Tangible personal property taxes 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.

The District receives property taxes from Defiance County. The County Auditor periodically advances to the District its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 1998, are available to finance fiscal year 1998 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

Accrued property taxes receivable represent delinquent taxes outstanding and real property, personal property and public utility taxes which became measurable as of June 30, 1998. Although total property tax collections for the next fiscal year are measurable, only the amount available as an advance at June 30 is intended to finance current year operations. The receivable is therefore offset by a credit to deferred revenue for that portion not intended to finance current year operations. The amount available as an advance at June 30, 1998 was \$126,412 and is recognized as revenue. \$113,921 was available to the general fund and \$12,491 was available to the capital projects fund. At June 30, 1997, \$43,012 was available to the general fund.

NOTE 6 - INCOME TAX

The District levies a voted tax of .75 percent for general operations on the income of residents and of estates. The tax was effective on January 1, 1992, and is a continuing tax. 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.

NOTE 7 - RECEIVABLES

Receivables at June 30, 1998, consisted of taxes, accounts and intergovernmental grants. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of State programs, and the current year guarantee of federal funds. A summary of the principal items of intergovernmental receivables follows:

| Intergovernmental Receivables | Amounts |
|-------------------------------|------------|
| General Fund: | |
| Income taxes | \$ 201,242 |

NOTE 8 - FIXED ASSETS

A summary of the changes in General Fixed Assets Account Group is as follows:

| | Balance <u>6/30/97</u> | Additions | Deductions | Balance <u>6/30/98</u> |
|------------------------------------|---------------------------|-------------------|------------------|---------------------------|
| Land and Land Improvements | \$ 19,033 | \$ 3,922 | \$ --- | \$ 22,955 |
| Buildings | 703,128 | 46,067 | --- | 749,195 |
| Vehicles | 397,350 | 53,382 | 26,970 | 423,762 |
| Furniture, fixtures, and equipment | 851,210 | 133,628 | 25,936 | 958,902 |
| Total | <u>\$1,970,721</u> | <u>\$ 236,999</u> | <u>\$ 52,906</u> | <u>\$ 2,154,814</u> |

A summary of changes in the Enterprise Fund fixed assets is as follows:

| | Balance <u>6/30/97</u> | Additions | Deductions | Balance <u>6/30/98</u> |
|------------------------------------|---------------------------|-----------------|---------------|---------------------------|
| Furniture, fixtures, and equipment | \$ 113,905 | \$ 4,783 | \$ --- | \$ 118,688 |
| Accumulated depreciation | (63,128) | (2,261) | --- | (65,389) |
| Total | <u>\$ 50,777</u> | <u>\$ 2,522</u> | <u>\$ ---</u> | <u>\$ 53,299</u> |

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

NOTE 9 - DEFINED BENEFIT PENSION PLANS

A. School Employees Retirement System

The District contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple employer public employee retirement system administered by the School Employees Retirement Board. SERS provides basic retirement benefits, disability, survivor, and health care benefits based on eligible service credit to members and beneficiaries. Benefits are established by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available financial report that includes financial statements and required supplementary information for SERS. That report may be obtained by writing to the School Employees Retirement System, 45 North Fourth Street, Columbus, Ohio 43215-3634.

Plan members are required to contribute 9 percent of their annual covered salary and the District is required to contribute 14 percent; for fiscal year 1998, 10.5 percent was the portion to fund pension obligations. The contribution rates are not determined actuarially, but are established by SERS's Retirement Board within the rates allowed by State statute. The adequacy of the contribution rates is determined annually. The District's required contributions for pension obligations to SERS for the fiscal years ended June 30, 1998, 1997, and 1996 were \$80,685, \$70,499 and \$64,750, respectively; 46.8 percent has been contributed for fiscal year 1998 and 100 percent for the fiscal years 1997 and 1996. \$42,931 representing the unpaid contribution for fiscal year 1998, is recorded as a liability within the respective funds and the general long-term obligations account group.

B. State Teachers Retirement System

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

Plan members are required to contribute 9.3 percent of their annual covered salary and the District is required to contribute 14 percent; 12 percent was the portion used to fund pension obligations. Contribution rates are established by STRS, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. The District's required contributions for pension obligations to STRS for the fiscal years ended June 30, 1998, 1997, and 1996 were \$344,694, \$324,914 and \$274,243, respectively; 83.9 percent has been contributed for fiscal year 1998 and 100 percent for the fiscal years 1997 and 1996. \$55,352 represents the unpaid contribution for fiscal year 1998, and is recorded as a liability within the respective funds.

C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System have an option to choose Social Security or the School Employees Retirement System/State Teachers Retirement System. As of June 30, 1998, four members of the Board of Education have elected Social Security. The Board's liability is 6.2 percent of wages paid.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

NOTE 10 - POSTEMPLOYMENT BENEFITS

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

For STRS, all benefit recipients are required to pay a portion of health care costs in the form of a monthly premium. By Ohio Law, the cost of coverage paid from STRS funds shall be included in the employer contribution rate, currently 14 percent of covered payroll. The board currently allocates employer contributions equal to two percent of covered payroll to the Health Care Reserve Fund for which payments for health care benefits are paid. For the District, this amount equaled \$49,242 during the 1998 fiscal year. As of July 1, 1997, eligible benefit recipients totaled 88,718. For the year ended June 30, 1997, net health care costs paid by STRS were \$192,077,000.

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

For this fiscal year, employer contributions to fund health care benefits were 3.5 percent of covered payroll. In addition, SERS levies a surcharge to fund health care benefits equal to 14 percent of the difference between a minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 1998, the minimum pay has been established at \$12,400. For the District, the amount to fund health care benefits, including surcharge, equaled \$27,637 during the 1998 fiscal year. The number of participants currently receiving health care benefits is 48,200. For the fiscal year ended June 30, 1997, net health care costs paid by SERS were \$97,429,197.

NOTE 11 - OTHER EMPLOYEE BENEFITS

A. Compensated Absences

Employees earn vacation at rates specified under State of Ohio law and based on credited service. Clerical, Technical, and Maintenance and Operation employees with one or more years of service are entitled to vacation ranging from 10 to 20 days. Employees with less than one year of service earn .38 vacation day per month worked, not to exceed five days. Certain employees are permitted to carry over vacation leave earned in the current year into the next year.

All employees are entitled to a sick leave credit equal to one and one-quarter days for each month of service (earned on a pro rate basis for less than full-time employees). This sick leave will either be absorbed by time off due to illness or injury or, within certain limitations, be paid to the employee upon retirement. The amount paid to an employee upon retirement is limited to one-fourth of the accumulated sick leave to a maximum of 55 days.

At June 30, 1998 the current amount of unpaid compensated absences, in all funds except for the proprietary funds, and the balance of the liability in the General Long-Term Obligation Account Group were \$0 and \$517,640 respectively. The liability for compensated absences in the proprietary funds at June 30, 1998 was \$13,735.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

NOTE 12 - LONG-TERM OBLIGATIONS

During the year ended June 30, 1998, the following changes occurred in obligations reported in the General Long-Term Obligations Account Group:

| | Interest Rate | Balance at June 30, 1997 | Additions | Reductions | Balance at June 30, 1998 |
|------------------------------|---------------|--------------------------|-------------------|-------------------|--------------------------|
| Energy Conservation Note | 7.75% | \$ 86,658 | \$ --- | \$ 86,658 | \$ --- |
| Tax Abatement Borrowing Note | 5.00% | 30,708 | --- | 30,708 | --- |
| Tax Anticipation Note | 4.89% | --- | 100,000 | 100,000 | --- |
| Employee benefit obligations | --- | 493,747 | 23,893 | --- | 517,640 |
| SERS and SERS surcharge | --- | 20,232 | 26,264 | 20,232 | 26,264 |
| Total | | <u>\$ 631,345</u> | <u>\$ 150,157</u> | <u>\$ 237,598</u> | <u>\$ 543,904</u> |

There was no debt outstanding at June 30, 1998.

Total expenditures for interest for the above debt for the period ended June 30, 1998 was \$11,470. The Energy Conservation Note and the Tax Abatement Borrowing Note were issued in October 1991 and June 1995 respectively, and were due to mature in October 2001 and July 1998 respectively. The Tax Anticipation Note was issued July 1, 1997 and matured December 30, 1997. All notes were paid off during the fiscal year ended June 30, 1998.

NOTE 13 - SEGMENT INFORMATION FOR ENTERPRISE FUNDS

The District maintains three Enterprise Funds which provide lunchroom/cafeteria, uniform school supply and vocational/education services. Segment information for the year ended June 30, 1998 was as follows:

| | Food Service | Uniform School Supplies | Vocational Education | Total Enterprise Funds |
|-------------------------|--------------|-------------------------|----------------------|------------------------|
| Operating Revenues | \$ 145,285 | \$ 59,062 | \$ 3,905 | \$ 208,252 |
| Depreciation | 2,261 | --- | --- | 2,261 |
| Operating Income (Loss) | (81,716) | (3,140) | 328 | (84,528) |
| Operating Grants | 60,831 | --- | --- | 60,831 |
| Net Income (Loss) | (2,341) | (3,140) | 328 | (5,153) |
| Total Assets | 60,805 | 1,087 | 692 | 62,584 |
| Total Liabilities | 36,743 | --- | --- | 36,743 |
| Total Equity (deficit) | 24,062 | 1,087 | 692 | 25,841 |
| Net working capital | (29,237) | 1,087 | 692 | (27,458) |

NOTE 14 - JOINTLY GOVERNED ORGANIZATIONS

A. Northwest Ohio Computer Association

The District is a participant in the Northwest Ohio Computer Association (NWOCA). NWOCA is an association of public school districts within the boundaries of Defiance, Fulton, Henry, and Williams counties. The organization was formed for the purpose of applying modern technology with the aid of computers and

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

other electronic equipment to administrative and instructional functions among member districts. NWOCA is governed by the Northern Buckeye Education Council and its participating members. Financial information can be obtained from Cindy Siler, who serves as treasurer, at 22-900 State Route 34, Archbold, Ohio 43502.

B. Northern Buckeye Education Council

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

C. Four County Joint Vocational School

The Four County Joint Vocational School is a distinct political subdivision of the State of Ohio operated under the direction of a Board consisting of one representative from each of the educational service centers from the counties of Defiance, Fulton, Henry, and Williams; one representative from each of the city school districts; one representative from each of the exempted village school districts; and one additional representative from Fulton County educational service center. The Four County Joint Vocational School possesses its own budgeting and taxing authority. To obtain financial information write to the Four County Joint Vocational School, Michele Zeedyk, who serves as treasurer, at Route 1, Box 245A, Archbold, Ohio 43502.

NOTE 15 - RISK MANAGEMENT

A. Comprehensive

The District maintains comprehensive insurance coverage with private carriers for liability, real property, building contents, and vehicles. Vehicle policies include liability coverage for bodily injury and property damage. In addition, real property contents are 90 percent coinsured. Settled claims have not exceeded the amount of commercial coverage in any of the past three years, and there has been no significant reduction in the amount of insurance coverage from last year.

B. Employee Insurance Benefits Program

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

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

C. Workers' Compensation Group Program

The District participates in the Ohio School Board Association Workers' Compensation Group Rating Plan (the Plan), an insurance purchasing pool (Note 16). The Plan is intended to reduce premiums for the participants. The workers' compensation experience of the participating districts is calculated as one experience and a common premium rate is applied to all districts in the Plan. Each participant pays its workers' compensation premium to the State based on the rate for the Plan rather than its individual rate.

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

NOTE 16 - GROUP PURCHASING POOLS

A. Northern Buckeye Education Council's Employee Insurance Benefits Program

The Northern Buckeye Education Council's Employee Insurance Benefits Program included health, dental, drug, and life insurance plans. The health, drug, and dental plans are risk-sharing pools among approximately 30 members, and the life insurance plan is a group purchasing pool among 29 members. The purpose of the plans is for its members to pool funds or resources to purchase commercial insurance products and enhance the wellness opportunities for employees.

Each member pays a monthly premium amount, which is established annually by the Council, to the treasurer to comply with the terms of any contracts with any third-party claims administrator or insurance company. The insurance group is governed by a council consisting of two representatives from each of the four counties in which the member school districts are located. The degree of control exercised by any participating member is limited to its representation on the council. Financial information can be obtained from Cindy Siler, who serves as treasurer, at 22-900 State Route 34, Archbold, Ohio 43502.

B. Ohio School Board Association Workers' Compensation Group Rating Plan

The District participates in a group rating plan for workers' compensation as established under § 4123.29 of the Ohio Revised Code. The Ohio School Board Association Workers' Compensations Group Rating Program (WCGRP) was established through the Ohio School Boards Association (OSBA) as an insurance pool.

The Board of Directors of the Ohio School Board Association Workers Compensation Plan has designated the Executive Director or his designee shall serve as the coordinator of the program. Each year, the participating members pay an enrollment fee to the WCGRP to cover the costs of administering the program.

NOTE 17 - INTERFUND TRANSACTIONS

Interfund balances at June 30, 1998 consist of the following individual fund receivables and payables.

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

| | Due From Other Funds | Due To Other Funds |
|-----------------------|-------------------------|-----------------------|
| General Fund | \$ 10,700 | \$ --- |
| Enterprise Fund | --- | 2,500 |
| Special Revenue Funds | --- | 6,700 |
| Agency Funds | --- | 1,500 |
| Total all fund types | <u>\$ 10,700</u> | <u>\$ 10,700</u> |

NOTE 18 - TRANSFERS

Transfers for the fiscal year ended June 30, 1998 consisted of the following:

| | Transfers In | Transfers Out |
|-------------------|-------------------|-------------------|
| Debt Service Fund | \$ 228,574 | \$ --- |
| General Fund | --- | 228,574 |
| Total | <u>\$ 228,574</u> | <u>\$ 228,574</u> |

NOTE 19 - AGENCY FUNDS

Combined Statement of Changes
in Assets and Liabilities

| | Balance at July 1, 1997 | Additions | Deductions | Balance at June 30, 1998 |
|-------------------|----------------------------|------------------|------------------|-----------------------------|
| Cash | \$ 10,186 | \$ 60,797 | \$ 50,891 | \$ 20,092 |
| Total assets | <u>\$ 10,186</u> | <u>\$ 60,797</u> | <u>\$ 50,891</u> | <u>\$ 20,092</u> |
| Other liabilities | \$ 10,186 | \$ 60,797 | \$ 50,891 | \$ 20,092 |
| Total liabilities | <u>\$ 10,186</u> | <u>\$ 60,797</u> | <u>\$ 50,891</u> | <u>\$ 20,092</u> |

NOTE 20 - LEGAL COMPLIANCE

Expenditures exceeded appropriations at the legal level of control during a portion of the fiscal year contrary to Ohio Revised Code § 5705.41 (B)

NOTE 21 - YEAR 2000 ISSUE

The year 2000 issue is the result of shortcoming in many electronic data processing systems and other equipment that may affect the District's operations.

The District has completed an inventory of computer systems and other equipment necessary to conducting District operations and has identified such systems as being financial reporting, payroll and employee

NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998
(Continued)

benefits, and educational statistics reporting (through the State's Education Management and Information System (EMIS)). The District's school building has heating, air conditioning and ventilation systems, which have efficiency utilization measures within the system. The District can manually override any computerized controls within the system.

The District contracts with the Northwest Ohio Computer Association (NWOCA) for its financial operations including financial reporting, payroll and employee benefits, and educational statistics reporting. NWOCA is responsible for remediating these systems.

Defiance County collects property taxes for distribution to the District. The County is responsible for remediating its tax collection system.

The State of Ohio distributes a substantial sum of money to the District in the form of "Foundation" payments. Further, the State processes a significant amount of financial and non-financial information about the District through EMIS. The State is responsible for remediating these systems.

To the best of management's knowledge and belief, as of January 13 2000, the government experienced no interruptions of operation or serviced related to the Year 2000 issue. However, because of the unprecedented nature of the Year 2000 issue, matters may yet arise, and parties with whom the District does business may also experience Year 2000 readiness issues that are as yet, unknown.

NOTE 22 - STATE SCHOOL FUNDING DECISION

On March 24, 1997, the Ohio Supreme Court rendered a decision declaring certain portions of the Ohio school funding plan unconstitutional. The Court stayed the effect of its ruling for one year to allow the Ohio General Assembly to design a plan to remedy the perceived defects in that system. Declared unconstitutional was the State's "school foundation program", which provides significant amounts of monetary support to this District. During the fiscal year ended June 30, 1998 the District received \$2,592,553 of school foundation support for its general fund.

Since the Supreme Court Ruling, numerous pieces of legislation have been passed by the Ohio General Assembly in an attempt to address the issues identified by the Court. The Court of Common Pleas in Perry County has reviewed the new laws, and in a decision issued on February 26, 1999, determined they are not sufficiently responsive to the constitutional issues raised under the "thorough and efficient" clause of the Ohio Constitution. The State has appealed the decision made by the Court of Common Pleas to the Ohio Supreme Court. At this time, the Ohio Supreme Court has not rendered an opinion on this issue. The decision of the Court of Common Pleas in the Perry County has been stayed by the Ohio Supreme Court, and, as such, school districts are still operating under the laws that the Common Pleas Court declared unconstitutional.

As of the date of these financial statements, the District is unable to determine what effect, if any, this ongoing litigation will have on its future State funding under this program and on its financial operations.



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

Toledo City School District
Lucas County
420 East Manhattan Boulevard
Toledo, Ohio 43608-1294

To the Board of Education:

We have audited the financial statements of Hicksville Exempted Village School District, Defiance County, (the District) as of and for the year ended June 30, 1998, and have issued our report thereon dated January 13, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 1998-10120-001. We also noted certain immaterial instances of noncompliance that we have reported to management of the District in a separate letter dated January 13, 2000.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the District in a separate letter dated January 13, 2000.

Hicksville Exempted Village School District
Defiance County
Report of Independent Accountants on Compliance and on
Internal Control Required by *Government Auditing Standards*
Page 2

This report is intended for the information and use of management and the Board of Education, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "Jim Petro". The signature is fluid and cursive, with a large loop at the end.

Jim Petro
Auditor of State

January 13, 2000

**SCHEDULE OF FINDINGS
JUNE 30, 1998**

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

FINDING NUMBER 1998-10120-001

Noncompliance Citation

Ohio Revised Code § 5705.41(B) prohibits a subdivision from making an expenditure unless it has been properly appropriated. The following fund line items were found to have expenditures which exceeded appropriations by the amounts indicated during a part of the audit period:

| | |
|---|--------|
| <u>General Fund</u> | |
| Support Services-Pupil | 18,203 |
| Support Services-Instructional Staff | 15,547 |
| Support Services-Fiscal | 14,609 |
| Support Services-Operations and Maintenance | 43,559 |
| Support Service-Pupil Transportation | 35,793 |
| Capital Outlay | 47,477 |
| Transfers-Out | 79,806 |
| <u>Special Revenues funds</u> | |
| Instructional-Special | 8,127 |
| <u>Debt Service funds</u> | |
| Debt Service | 81,521 |
| <u>Capital Projects funds</u> | |
| Instructional-Regular | 1,162 |

Expenditures exceeded appropriations in forty three percent of the financial statement expenditure line items.

We recommend the District compare fund line item actual expenditures to their appropriated amounts throughout the year, and make appropriate amendments to their annual appropriation resolution prior to approving expenditures for fund line items that will exceed their appropriated amounts.



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HICKSVILLE EXEMPTED VILLAGE SCHOOL DISTRICT

DEFIANCE 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
FEBRUARY 1, 2000**