•

GENERAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
JUNE 30, 2000



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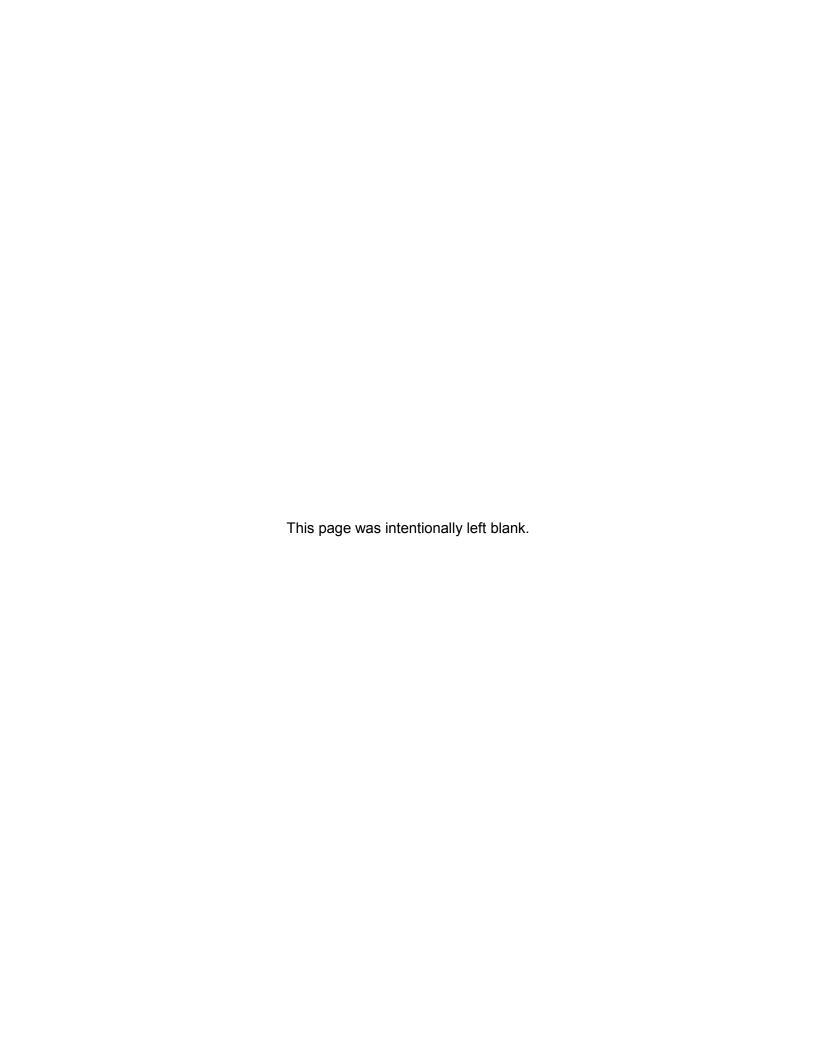
Board of Education Shawnee Local School District Allen County, Ohio

We have reviewed the Independent Auditor's Report of the Shawnee Local School District, Allen County, prepared by E.S. Evans and Company, for the audit period July 1, 1999 to June 30, 2000. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

JIM PETRO Auditor of State

January 8, 2001



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**ELECTED OFFICIALS** 

June 30, 2000

Name	Title	Term of Office	Surety	<u>Amount</u>
Board of Education				
Jeune Eddy	President	1/1/98 - 12/31/01	(A)	\$ 20,000
Dan Evans	Vice President	1/1/98 - 12/31/01	(A)	20,000
Kim Daniel	Member	1/1/98 - 12/31/01	(A)	20,000
James Bronder	Member	1/1/00 - 12/31/03	(A)	20,000
Robert Loescher	Member	1/1/00 - 12/31/03	(A)	20,000

### Statutory Legal Counsel

David Bowers
Prosecuting Attorney

(A) The Ohio Casualty Insurance Company (Position Bonds)
Commencing January 1, 2000 and Expiring January 1, 2003

### ADMINISTRATIVE PERSONNEL

June 30, 2000

<u>Title</u>	Contract Period	Surety	Amount	Period
<u>Treasurer</u> Sheryl L. Hatfield	1/1/00 to Organizational Meeting January 2004	(A)	\$ 20,000	1/9/00 through Organizational Meeting 2004
<u>Superintendent</u>				
William Lodermeier	8/1/96 to 7/31/01	(B)	20,000	1/1/00 to 1/1/03

### **Retained Legal Counsel**

Scott, Scriven & Wahoff Counselors at Law

Bricker & Eckler Counselors at Law

- (A) The Cincinnati Insurance Company
- (B) The Ohio Casualty Insurance Company (Position Bond)

### **INDEX OF FUNDS**

#### Governmental Fund Types:

#### General Fund Type:

General Fund

#### **Special Revenue Fund Types:**

Principal's Fund

School Managed Activity Funds

**Development Block Grant Fund** 

**Education Management Information System Fund** 

Miscellaneous State Grants

Education for Economic Security Fund

Title VI-B - Education of the Handicapped Act Fund

Title I - Special Education Needs of Disadvantaged Children Fund

Title VI - Consolidated of Federal Programs for Elementary and

Secondary Education Fund

Drug Free School Fund

**Auxiliary Service Fund** 

#### **Capital Projects Fund Types**:

Permanent Improvement Fund

School Net Fund

#### **Proprietary Fund Types:**

#### **Enterprise Fund Types**:

Food Services Fund

Uniform School Supplies Fund

#### Fiduciary Fund Types:

#### Trust Fund Types:

#### Expendable Trust Fund:

Special Trust Fund

### Nonexpendable Trust Fund:

Beatrice M. Guyton Scholarship Fund

Clarence M. Boger First Year Teacher Fund

Lappin Scholarship Fund

#### Agency Fund Type:

Student Managed Activity Funds

**District Agency Funds** 



### E.S. Evans and Company

### **Certified Public Accountants and Consultants**

205 West Elm Street • Lima, Ohio 45801 • Phone: (419) 223-3075 P.O. Box 298 • Lima, Ohio 45802 • Fax: (419) 222-8507 • E-mail: askus@esevans.com

Robert E. Wendel, CPA

Dan F. Clifford, CPA

E.S. Evans, CPA, PFS (1930-1999)

December 13, 2000

#### INDEPENDENT AUDITOR'S REPORT

Board of Education Shawnee Local School District Allen County, Ohio

and

Auditor of State of Ohio Columbus, Ohio

We have audited the accompanying general purpose financial statements of the Shawnee Local School District as of and for the year ended June 30, 2000. 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 <u>Government Auditing Standards</u>, 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose 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 the Shawnee Local School District, as of June 30, 2000, and the results of its operations and the cash flows of its proprietary fund types and nonexpendable trust funds for the year then ended in conformity with generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also issued a report dated December 13, 2000 on our consideration of Shawnee Local School District 's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u>, and should be read in conjunction with this report in considering the results of our audit.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of Shawnee Local School District, Allen County, Ohio taken as a whole. The accompanying Schedule of Federal Awards Expenditures is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, <u>Audits of States, Local Governments, and Non-Profit Organizations</u>, and is not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects, in relation to the general purpose financial statements taken as a whole.

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## COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS June 30, 2000

	Governmental Fund Types					
			Capital			
		General	Special Revenue	Projects		
Assets and Other Debits				•		
Equity in Pooled Cash, Cash Equivalents & Investments	\$	1,426,970 \$	309,940 \$	340,072		
Restricted Cash & Investments		490,091	-	-		
Receivables -						
Taxes		9,927,753	-	568,735		
Accounts		1,117	50	-		
Intergovernmental		2,750	-	-		
Accrued Interest		61,978	-	-		
Due From Other Funds		40,000	-	-		
Prepaid Items		23,281	-	-		
Inventory		79,580	-	-		
Fixed Assets (Net, where applicable,						
of Accumulated Depreciation)		-	-	-		
Amount to be Provided for Retirement of						
General Long-Term Debt			<u>-</u>			
Total Assets and Other Debits	\$	12,053,520 \$	309,990 \$	908,807		
Liabilities, Fund Equity and Other Credits						
Liabilities:						
Accounts Payable	\$	195,649 \$	27,483 \$	60,849		
Accrued Salaries and Benefits		1,188,728	17,744	-		
Due to Other Funds		-	-	-		
Due to Students		-	-	-		
Compensated Absences Payable		17,775	-	-		
Intergovernmental Payable		242,605	4,774	-		
Deferred Revenue		8,818,843	-	568,735		
Undistributed Monies		-	-	-		
Total Liabilities		10,463,600	50,001	629,584		
Fund Equity and Other Credits:						
Investment in General Fixed Assets		-	-	-		
Retained Earnings		-	-	-		
Fund Balance -						
Reserved for Encumbrances		373,113	57,731	122,662		
Reserved for Inventory		79,580	-	-		
Reserved for Prepaid Items		23,281	-	-		
Reserved for Property Taxes		1,108,910	-	-		
Reserved for Endowments		-	-	-		
Reserved for Budget Stabilization		490,091	-	-		
Reserved for Bus Purchase		30,504	-	-		
Unreserved Fund Balance	_	(515,559)	202,258	156,561		
Total Fund Equity and Other Credits		1,589,920	259,989	279,223		
Total Liabilities, Fund Equity & Other Credits	\$	12,053,520 \$	309,990 \$	908,807		

-	Proprietary Fund Type		Fiduciary Fund Types Trust and	<u>A</u>	ccount Group Fixed	s	Long-Term	=	(Memorandum
-	Enterprise		Agency	-	Assets		Obligations		Only)
\$	256,673 -	\$	1,321,367 -	\$	-	\$	- -	\$	3,655,022 490,091
	_		_		_		_		10,496,488
	846		_		_		_		2,013
	15,581		_		_		_		18,331
	-		-		_		-		61,978
	_		-		_		-		40,000
	_		_		_		_		23,281
	5,960		-		_		-		85,540
	- ,								,
	45,405		-		16,899,895		-		16,945,300
	-		-		_		1,381,640		1,381,640
\$	324.465	\$	1,321,367	\$	16,899,895	\$		\$	33,199,684
Τ.		•	1,0=1,001	· Ť =	, ,	= * =	.,,.	• *	
									•
\$	39,255	\$	1,069	\$	_	\$	_	\$	324,305
Ψ	34,538	Ψ	-	Ψ	_	Ψ	_	Ψ	1,241,010
	40,000		-		_		_		40,000
	-		14,063		_		-		14,063
	15,996		-		-		1,210,143		1,243,914
	60,265		-		-		171,497		479,141
	3,575		-		-		-		9,391,153
	-		4,556		-		_		4,556
-	193,629	- •	19,688		_		1,381,640	-	12,738,142
-	,	- •	-,	_			, ,		,,
	_		-		16,899,895		-		16,899,895
	130,836		6,501		-		-		137,337
	-		-		-		-		553,506
	-		-		-		-		79,580
	-		-		-		-		23,281
	-		-		-		-		1,108,910
	-		1,186,149		-		-		1,186,149
	-		-		-		-		490,091
	-		-		-		-		30,504
_			109,029			_	-		(47,711)
	130,836		1,301,679	_	16,899,895		-		20,461,542
\$	324,465	\$	1,321,367	\$	16,899,895	\$	1,381,640	\$	33,199,684

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### COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES AND SIMILAR TRUST FUNDS

For the Year Ended June 30, 2000

		Governmenta	al Fu	und Types
	_			Special
		General		Revenue
Revenues:	_		-	
Taxes	\$	10,477,584	\$	-
Tuition and Fees		50,039		-
Intergovernmental		3,275,181		582,414
Interest		263,536		13,126
Extracurricular Activities		-		243,112
Rent		6,618		-
Gifts and Donations		197,370		26,186
Miscellaneous		11,263		497
Total Revenues	_	14,281,591	_	865,335
Expenditures:				
Current -				
Instruction -				
Regular		6,484,016		49,214
Special		906,573		280,452
Vocational		262		-
Other		13,198		_
Support Services -		-,		
Pupils		580,833		9,347
Instruction		422,999		12,803
Board of Education		10,616		, -
Administration		1,689,405		10,691
Fiscal		447,953		, -
Operation and Maintenance		1,996,633		-
Transportation		793,214		-
Central		-		7,279
Non-Instructional Services		-		193,089
Extracurricular Activities		340,880		289,264
Capital Outlay		-		· -
Total Expenditures	_	13,686,582	_	852,139
Excess (Deficiency) of Revenues Over (Under) Expenditures	_	595,009	_	13,196

	Governmental Fund Types Capital Projects	-	Fiduciary Fund Type Expendable Trust	Totals (Memorandum Only)
\$	580,867	\$	-	\$ 11,058,451
	-		-	50,039
	74,610		-	3,932,205
	22,961		679	300,302
	-		-	243,112
	-		-	6,618
	-		876	224,432
	-	_	-	11,760
	678,438		1,555	15,826,919
	6,688		-	6,539,918
	-		-	1,187,025
	-		-	262
	-		-	13,198
	-		-	590,180
	17,756		-	453,558
	-		-	10,616
	-		-	1,700,096
	10,893		-	458,846
	633,850		-	2,630,483
	-		-	793,214
	-		-	7,279
	-		-	193,089
	- 12 200		-	630,144
	12,390	-		12,390
·	681,577	-		15,220,298
į	(3,139)	_	1,555	606,621

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## COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES AND SIMILAR TRUST FUNDS

For the Year Ended June 30, 2000

	_	Governmen	tal	Fund Types
Other Financing Sources (Uses):	_	General		Special Revenue
Operating Transfers In	\$	309,040	\$	-
Proceeds from Sale of Fixed Assets		4,775		851
Other Financing Sources		874		-
Operating Transfers Out	_	(309,040)		
Total Other Financing Sources (Uses)	_	5,649		851
Excess (Deficiency) of Revenues and Other Sources Over (Under) Expenditures and Other Uses		600,658		14,047
Fund Balances (Deficits) at Beginning of Year	_	989,262		245,942
Fund Balances (Deficits) at End of Year	\$_	1,589,920	\$	259,989

Governmental Fund Types	Fiduciary Fund Type		Totals
Capital Projects	Expendable Trust	_	(Memorandum Only)
\$ -	\$ -	\$	309,040
-	-		5,626
-	-		874
		_	(309,040)
<u>-</u>	<u>-</u>	-	6,500
(3,139)	1,555		613,121
282,362	13,096	_	1,530,662
\$ 279,223	\$ 14,651	\$	2,143,783

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# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET (NON-GAAP BASIS) AND ACTUAL - ALL GOVERNMENTAL FUNDS TYPES AND SIMILAR TRUST FUNDS

For the Year Ended June 30, 2000

### Governmental Fund Types General Fund

	_		General Fund	<u>ر</u>	
	_	Revised Budget	 Actual		Variance Favorable (Unfavorable)
Revenues:					
Taxes	\$	10,029,967	\$ 10,029,967	\$	-
Tuition and Fees		28,414	28,414		-
Intergovernmental		3,272,188	3,272,188		-
Interest		197,893	205,341		7,448
Extracurricular Activities		-	-		-
Miscellaneous	_	237,127	 237,238		111
Total Revenues	_	13,765,589	 13,773,148		7,559
Expenditures:					
Current -					
Instruction -					
Regular		6,624,201	6,624,201		-
Special		950,128	950,128		-
Vocational		262	262		-
Other		19,159	19,159		-
Support Services -					
Pupils		622,375	622,375		-
Instruction		474,447	474,447		-
Board of Education		40,356	40,356		-
Administration		1,751,238	1,751,238		-
Fiscal		476,099	476,099		-
Operation and Maintenance		2,244,469	2,244,469		-
Transportation		815,242	815,242		-
Central Services		-	-		-
Non-Instructional Services		-	-		-
Extracurricular Activities		342,067	342,067		-
Capital Outlay	_	-	 -		
Total Expenditures	_	14,360,043	 14,360,043		
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	_	(594,454)	 (586,895)		7,559

The accompanying notes are an integral part of these financial statements.

(continued)

### Governmental Fund Types

	S	рес	ial Revenue	e F		Capital Projects Funds						
_	Revised Budget	· _	Actual	-	Variance Favorable (Unfavorable)		Revised Budget	· -	Actual	<u>.</u>	Variance Favorable (Unfavorable)	
\$	-	\$	-	\$	-	\$	580,867	\$	580,867	\$	-	
	-		-		-		-		-		-	
	582,533		582,533		-		74,610		74,610		-	
	12,614		13,667		1,053		21,425		23,016		1,591	
	243,112		243,112		-		-		-		-	
_	26,633		26,633	•		_	-	_	-			
_	864,892		865,945	_	1,053		676,902		678,493		1,591	
	71,600		71,600		-		6,688		6,688		-	
	283,240		283,240		-		-		-		-	
	-		-		-		-		-		-	
	-		-		-		-		-		-	
	9,422		9,422		-		-		-		-	
	12,803		12,803		-		20,600		20,600		-	
	-		-		-		-		-		-	
	10,783		10,783		-		-		-		-	
	-		-		-		10,892		10,892		-	
	-		-		-		782,159		782,159		-	
	-		-		-		-		-		-	
	7,281		7,281		-		-		-		-	
	248,124		248,124		-		-		-		-	
	331,386		331,386		-		-		-		-	
_	-		-	-		_	16,132	_	16,132			
_	974,639	_	974,639	-		_	836,471	_	836,471			
_	(109,747)	. <u>-</u>	(108,694)	•	1,053		(159,569)	. <u>-</u>	(157,978)	<u>.</u> .	1,591	

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# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET (NON-GAAP BASIS) AND ACTUAL - ALL GOVERNMENTAL FUNDS TYPES AND SIMILAR TRUST FUNDS

For the Year Ended June 30, 2000

Governmental Fund Types
General Fund

			General Fund	
	_	Revised Budget	Actual	Variance Favorable (Unfavorable)
Other Financing Sources (Uses):				
Operating Transfers In	\$	309,040 \$	309,040 \$	-
Proceeds from Sale of Fixed Assets		4,775	4,775	-
Refund of Prior Year Expenditures		43,123	27,308	(15,815)
Advances In		19,087	19,087	-
Operating Transfers Out		(309,040)	(309,040)	-
Refund of Prior Year Receipts		-	-	-
Advances Out	_	(39,087)	(39,087)	
Total Other Financing Sources (Uses)	_	27,898	12,083	(15,815)
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses		(566,556)	(574,812)	(8,256)
Prior Year Encumbrances Appropriated		450,528	450,528	-
Fund Balances (Deficit) at Beginning of Year		1,454,274	1,454,274	<u>-</u>
Fund Balances (Deficit) at End of Year	\$_	1,338,246 \$	1,329,990 \$	(8,256)

### Governmental Fund Types

	Spec	cial Revenue F	unds	Capital Projects Funds							
	Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)					
\$	- \$	- \$	- \$	- \$	- \$	<u>-</u>					
•	851	851	-	-	-	-					
	-	-	-	-	-	-					
	-	-	-	-	-	-					
	-	-	-	-	-	-					
	(121)	(121)	-	-	-	-					
_		<u>-</u>									
-	730	730			<u> </u>						
	(109,017)	(107,964)	1,053	(159,569)	(157,978)	1,591					
	116,250	116,250	-	87,636	87,636	-					
_	215,874	215,874		225,305	225,305						
\$_	223,107 \$	224,160 \$	1,053 \$	153,372 \$	154,963 \$	1,591					

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# COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET (NON-GAAP BASIS) AND ACTUAL - ALL GOVERNMENTAL FUNDS TYPES AND SIMILAR TRUST FUNDS

For the Year Ended June 30, 2000

		Types st Funds Variance				
		Revised				Favorable
		Budget		Actual	(l	Jnfavorable)
Revenues:	·		-		`_	
Taxes	\$	-	\$	-	\$	-
Tuition and Fees		-		-		-
Intergovernmental		-		-		-
Interest		602		671		69
Extracurricular Activities		-		-		-
Miscellaneous		876	_	876	_	
Total Revenues		1,478	_	1,547	_	69
Expenditures:						
Current -						
Instruction -						
Regular		-		-		-
Special		-		-		-
Vocational		-		-		-
Other		-		-		-
Support Services -						
Pupils		-		-		-
Instruction		-		-		-
Board of Education		-		-		-
Administration		-		-		-
Fiscal		-		-		-
Operation and Maintenance		-		-		-
Transportation		-		-		-
Central Services		-		-		-
Non-Instructional Services		500		500		-
Extracurricular Activities		-		-		-
Capital Outlay	•		_		_	
Total Expenditures		500	_	500	_	-
Excess (Deficiency) of Revenues						
Over (Under) Expenditures	•	978	_	1,047	_	69

The accompanying notes are an integral part of these financial statements.

(continued)

Totals (Memorandum Only)

	(1	AIGH	loraridum Omy	)
				Variance
	Revised			Favorable
į	Budget	_	Actual	( <u>Unfavorable</u>
\$	10,610,834	\$	10,610,834	\$ -
Ψ	28,414	Ψ	28,414	Ψ -
	3,929,331		3,929,331	_
	232,534		242,695	10,161
	243,112		243,112	-
	264,636		264,747	111
į	15,308,861	_	15,319,133	10,272
,				
	6,702,489		6,702,489	_
	1,233,368		1,233,368	-
	262		262	-
	19,159		19,159	-
	631,797		631,797	-
	507,850		507,850	-
	40,356		40,356	-
	1,762,021		1,762,021	-
	486,991		486,991	-
	3,026,628		3,026,628	-
	815,242		815,242	-
	7,281		7,281	-
	248,624		248,624	-
	673,453		673,453	-
	16,132	_	16,132	
,	16,171,653	_	16,171,653	
	(862,792)		(852,520)	10,272
	, ,/	_	, , = 3/	- ,

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## COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET (NON-GAAP BASIS) AND ACTUAL - ALL GOVERNMENTAL FUNDS TYPES AND SIMILAR TRUST FUNDS

For the Year Ended June 30, 2000

Fiduciary Fund Types
Expendable Trust Funds

	Expendable Trust Funds					
		Revised				/ariance avorable
		Budget		Actual		nfavorable)
Other Financing Sources (Uses):	_		_			<del></del>
Operating Transfers In	\$	-	\$	-	\$	-
Proceeds from Sale of Fixed Assets		-		-		-
Refund of Prior Year Expenditures		-		-		-
Advances In		-		-		-
Operating Transfers Out		-		-		-
Refund of Prior Year Receipts		-		-		-
Advances Out	_		_			
Total Other Financing Sources (Uses)	_		_			
Excess of Revenues and Other Sources						
Over (Under) Expenditures and Other Uses		978		1,047		69
Prior Year Encumbrances Appropriated		-		-		-
Fund Balances (Deficit) at Beginning of Year	_	13,534	_	13,534		
Fund Balances (Deficit) at End of Year	\$_	14,512	\$_	14,581	\$	69

Totals (Memorandum Only)

,	Revised Budget	_	Actual	(	Variance Favorable Unfavorable)
\$	309,040	\$	309,040	\$	-
	5,626		5,626		-
	43,123		27,308		(15,815)
	19,087		19,087		-
	(309,040)		(309,040)		-
	(121)		(121)		-
ı	(39,087)	_	(39,087)		
ı	28,628	_	12,813		(15,815)
	(834,164)		(839,707)		(5,543)
	654,414		654,414		-
	1,908,987	_	1,908,987	•	
\$	1,729,237	\$_	1,723,694	\$	(5,543)

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# COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS - ALL PROPRIETARY FUND TYPES AND SIMILAR FIDUCIARY FUNDS

For the Year Ended June 30, 2000

		Proprietary Fund Type		Fiduciary Fund Type		Totals
		Enterprise	Ν	lonexpendable Trust	<del>)</del> -	(Memorandum Only)
Operating Revenues:	Φ	005.004	Φ		Φ	005.004
Sales	\$	665,384	\$	-	\$	665,384
Contributions and Donations	•	<u> </u>	-	5,000	-	5,000
Total Operating Revenues		665,384	-	5,000	_	670,384
Operating Expenses:						
Salaries		236,058		-		236,058
Fringe Benefits		110,050		-		110,050
Purchased Services		33,449		-		33,449
Materials and Supplies		471,045		-		471,045
Cost of Sales		5,525		-		5,525
Depreciation		7,672		-		7,672
Scholarships, Awards & Registrations		-		65,051		65,051
Capital Outlay		8,023	_	-	_	8,023
Total Operating Expenses		871,822	_	65,051	_	936,873
Operating Income (Loss)		(206,438)	_	(60,051)	_	(266,489)
Non-Operating Revenues (Expenses):						
Interest/Unrealized Gains		8,586		71,477		80,063
Operating Grants		122,462		-		122,462
Federal Donated Commodities		66,158		-		66,158
Total Non-Operating Revenues	•		-			
and (Expenses)		197,206	_	71,477	_	268,683
Net Income (Loss)		(9,232)		11,426		2,194
Retained Earnings/Fund Balance (Deficit) at Beginning of Year		140,068	-	1,275,602	<u>-</u>	1,415,670
Retained Earnings/Fund Balance (Deficit) at End of Year	\$	130,836	\$	1,287,028	\$	1,417,864

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## COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND EQUITY - BUDGET (NON-GAAP BASIS) AND ACTUAL - ALL PROPRIETARY FUND TYPES AND SIMILAR FIDUCIARY FUNDS

For the Year Ended June 30, 2000

**Proprietary Fund Types Enterprise Funds** Variance Revised **Favorable** Budget Actual (Unfavorable) Revenues: Sales 664,539 664,539 Federal and State Subsidies 106,880 122,695 15,815 Interest 7,711 8,561 850 Contributions and Donations **Total Revenues** 779,130 795,795 16,665 Expenditures: Salaries 244,041 244,041 Fringe Benefits 103,649 103,649 **Purchased Services** 35,385 35,385 Materials and Supplies 485,159 485,159 Miscellaneous Capital Outlay 8,023 8,023 **Total Expenditures** 876,257 876,257 Excess/(Deficiency) of Revenues Over/(Under) Expenditures (80,462)16,665 (97,127)Other Financing Sources (Uses): Advances In 20,000 20,000 Total Other Financing Sources (Uses) 20,000 20,000 Excess (Deficiency) of Revenues and Other Sources Over/(Under) Expenditues and Other Uses (77,127)(60,462)16,665 Prior Year Encumbrances Appropriated 87,499 87,499

The accompanying notes are an integral part of these financial statements.

139,577

149,949

139,577

166,614

16,665

Fund Equity (Deficit) Beginning of Year

Fund Equity (Deficit) End of Year

_	Non-E	Expendable Trust Funds					Totals (Memorandum Only)					
_	Revised Budget		Actual	(	Variance Favorable Unfavorable)	_	Revised Budget	_	Actual	<u>(</u>	Variance Favorable Jnfavorable)	
\$	- - 64,815 5,000	\$	- - 71,649 5,000	\$	- - 6,834 <u>-</u>	\$	664,539 106,880 72,526 5,000	\$	664,539 122,695 80,210 5,000	\$	- 15,815 7,684 -	
_	69,815		76,649		6,834	_	848,945	_	872,444	-	23,499	
	- - - - 65,310		- - - - 65,310		- - - -		244,041 103,649 35,385 485,159 65,310		244,041 103,649 35,385 485,159 65,310		- - - -	
-	-		-			-	8,023	_	8,023	-		
_	65,310		65,310			_	941,567	_	941,567	-		
_	4,505		11,339		6,834	_	(92,622)	_	(69,123)	-	23,499	
-	-		-			-	20,000	-	20,000	-	-	
_	-		-			_	20,000	_	20,000	-		
	4,505 446 1,268,121		11,339 446 1,268,121		6,834 - -		(72,622) 87,945 1,407,698		(49,123) 87,945 1,407,698		23,499 - -	
\$	1,273,072	\$	1,279,906	\$	6,834	\$	1,423,021	\$	1,446,520	\$	23,499	
· =	· '	: :	, ,	•		· =	· ,	· =			<u> </u>	

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## COMBINED STATEMENT OF CASH FLOWS - ALL PROPRIETARY FUND TYPES AND SIMILAR FIDUCIARY FUNDS

For the Year Ended June 30, 2000

	Proprietary Fund Type	
Increase (Decrease) in Cash and Cash Equivalents	Enterprise	_
Cash Flows from Operating Activities:		
Cash Received from Customers Cash Payments to Suppliers for Goods and Services Cash Payments to Employees for Services Cash Payments for Employee Benefits	\$ 664,538 (446,040 (244,041 (88,381	)
Net Cash Provided by (Used for) Operating Activities	(113,924	.)
Cash Flows from Noncapital Financing Activities:		
Operating Grants Received	122,696	;
Advances In	20,000	)
Net Cash Provided by (Used for) Noncapital Investing Activities	142,696	;
Cash Flows from Capital Financing Activities:		
Acquisition of Capital Assets	(8,023	()
Cash Flows from Investing Activities:		
Interest/Unrealized Gains	8,970	<u> </u>
Net Increase (Decrease) in Cash and Cash Equivalents	29,719	)
Cash and Cash Equivalents at Beginning of Year	226,954	
Cash and Cash Equivalents at End of Year	\$ 256,673	<u>;</u>

Ν	Fiduciary Fund Type Ionexpendable Trust	(	Totals (Memorandum Only)
\$	5,000 (65,055) - - (60,055)	\$	669,538 (511,095) (244,041) (88,381) (173,979)
	- - -		122,696 20,000 142,696
			(8,023)
	71,649		80,619
	11,594 1,268,567		41,313 1,495,521
\$	1,280,161	\$	1,536,834

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### COMBINED STATEMENT OF CASH FLOWS - ALL PROPRIETARY FUND TYPES AND SIMILAR FIDUCIARY FUNDS

For the Year Ended June 30, 2000

		Proprietary Fund Type
Reconciliation of Operating Income (Loss) to Net	-	Enterprise
Cash Provided by (Used for) Operating Activities		
Operating Income (Loss)	\$_	(206,438)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:		
Depreciation		7,672
Donated Commodities Used During Year		66,158
Changes in Assets and Liabilities -		
(Increase)/Decrease in Accounts Receivable		(846)
(Increase)/Decrease in Commodities Inventory		5,911
Increase/(Decrease) in Accounts Payable		5,525
Increase/(Decrease) in Accrued Salaries and Benefits		(5,760)
Increase/(Decrease) in Compensated Absences Payable		(3,322)
Increase/(Decrease) in Intergovernmental Payable		22,768
Increase/(Decrease) in Deferred Revenue	_	(5,592)
Total Adjustments	-	92,514
Net Cash Provided by (Used for) Operating Activities	\$_	(113,924)

	Fiduciary und Type		Totals
Non	expendable Trust	(	(Memorandum Only)
\$	(60,051)	\$	(266,489)
	-		7,672 66,158
	-		(846)
	-		5,911
	(4)		5,521
	-		(5,760)
	-		(3,322)
	-		22,768
			(5,592)
	(4)		92,510
\$	(60,055)	\$	(173,979)

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note A - Description of the School District and Reporting Entity

#### Description of the School

Shawnee Local School District is organized under Article VI, Sections 2 and 3 of the Constitution of the State of Ohio. The School District operates under a locally elected, five-member Board. The School District provides educational services as authorized by its charter or further mandated by state and/or federal agencies. The Board controls the Local School District staffed by 140 certified teaching personnel and 100 non-certified support personnel to provide services to 2,604 students.

The School District is located in Allen County, and includes the Village of Ft. Shawnee and portions of Shawnee and American Townships.

### Reporting Entity

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

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

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note A - Description of the School District and Reporting Entity (continued)

Reporting Entity (continued)

The following activities are included within the reporting entity:

Parochial Schools - Within the School District boundaries, Lima Central Catholic High School and St. Charles Elementary School are operated through the Toledo Catholic Diocese. Current State legislation provides funding to these parochial schools. These monies are received and disbursed on behalf of the parochial schools by the Treasurer of the School District, as directed by the parochial schools. The activity of these State monies by the School District are reflected in a special revenue fund for financial reporting purposes.

Charter School – Within the School District boundaries, the Golden Bridge Academy is operational. Current State legislation provides funding to this charter school. These monies are received and disbursed on behalf of the charter school by the Treasurer of the School District, as directed by the charter school. The activity of these State monies by the School District are reflected in a special revenue fund for financial reporting purposes.

The School District is associated with the Northwest Ohio Area Computer Services Cooperative, which is a joint venture, and the Apollo Joint Vocational School which is a joint governed organization. Information about these organizations is presented in notes M and N to the general purpose financial statements.

Note B - Summary of Significant Accounting Policies

#### **Basis of Presentation**

The financial statements of the Shawnee Local School 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 School 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 School District's accounting policies are described below.

#### Basis of Presentation - Fund Accounting

The School District uses funds and account groups to report on 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 School District functions or activities.

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

Basis of Presentation - Fund Accounting (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 restrictions or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities not recorded in the funds because they do not directly affect net available expendable resources.

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

#### Governmental Fund Types

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

<u>General Fund</u> - The General Fund is the operating fund of the School 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 School District for any purpose provided it is expended or transferred according to the general laws of Ohio.

<u>Special Revenue Funds</u> - Special revenue funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes.

<u>Capital Projects Funds</u> - The 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 or trust funds).

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

#### **Proprietary Fund Types**

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

<u>Enterprise Funds</u> - Enterprise funds are used to account for School District activities 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 School District in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The School District's fiduciary funds include expendable trust, nonexpendable trust, and agency funds. Expendable trust funds are accounted for in essentially the same manner as governmental funds. Nonexpendable trust funds are accounted for in essentially the same manner as proprietary funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

#### **Account Groups**

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

<u>General Fixed Assets Account Group</u> - This account group is established to account for all fixed assets of the School District, other than those accounted for in the proprietary or trust funds.

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

Account Groups (continued)

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

### 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 funds and nonexpendable trust funds 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 and nonexpendable trust fund operating statements present increases (i.e., revenues) and decreases (i.e., 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. This available period for the School District is sixty days after fiscal year end.

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

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

#### Measurement Focus and Basis of Accounting (continued)

The School 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, 2000, and delinquent property taxes, whose availability is indeterminable and which are intended to finance fiscal year 2000 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.

The accrual basis of accounting is utilized for reporting purposes by the proprietary fund types and nonexpendable trust fund. Revenues are recognized in the accounting period in which they are earned, and expenses are recognized at the time they are incurred. The fair value of donated commodities used during the year is reported on the operating statement as an expense with a like amount reported as donated commodities revenue. Unused donated commodities are reported as deferred revenue.

#### **Budgetary Process**

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 appropriations 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 primary 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.

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

#### **Budgetary Process (continued)**

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 Allen County Budget Commission for rate determination.

#### **Estimated Resources**

Prior to April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the County Budget Commission and receives the commission's certificate of estimated resources which states the projected revenue of each fund. Prior to June 30, the School 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 School District Treasurer. The amounts reported in the budgetary statements reflect the amounts in the final amended certificate issued during fiscal year 2000.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

**Budgetary Process (continued)** 

#### **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 School District. The appropriation resolution, by fund, must be within the estimated resources as certified by the County Budget Commission and the total of expenditures and encumbrances may not exceed the appropriation totals at any level of control. Any revisions that alter the total of any fund appropriation, 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 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. Expenditures plus encumbrances may not legally exceed appropriations. 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.

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

**Budgetary Process (continued)** 

#### **Lapsing of Appropriations**

At the close of each fiscal 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.

#### Cash and Cash Equivalents

To improve cash management, all cash received by the School District is pooled. Monies for all funds, including proprietary funds, are maintained in this pool. Individual fund integrity is maintained through the School 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.

During fiscal year 2000, investments were limited to commercial paper and federal agency securities. Except for investment contracts and money market investments that had a remaining maturity of one year or less at the time of purchase, investments are reported at fair value which is based on quoted market prices. Investment contracts and money market investments that had a remaining maturity of one year or less at the time of purchase are reported at cost or amortized cost.

The District has invested funds in the State Treasury Asset Reserve of Ohio (STAROhio) during fiscal year 2000. STAROhio is an investment pool managed by the State Treasurer's Office which allows governments within the State to pool their funds for investment purposes. STAROhio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's share price which is the price the investment could be sold for on June 30, 2000.

Investment earning are allocated as authorized by state statute and Board Policy.

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 an original maturity of three months or less at the time they are purchased by the School District are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

#### 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 typed 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 expendable 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 expensed when used.

#### Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30, 2000, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

#### 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 fund. All fixed assets are capitalized at cost (or estimated historical costs) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The School District maintains a capitalization threshold of \$500. The School District does not have any infrastructure.

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. Improvements above \$15,000 are capitalized. Interest incurred during the construction of general fixed assets is also not capitalized.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note B - Summary of Significant Accounting Policies (continued)

#### Fixed Assets and Depreciation (continued)

Assets in the general fixed assets account group are not depreciated. Depreciation of furniture, equipment, and vehicles in the proprietary fund types is computed using the straight-line method over an estimated useful life of five to twenty years. Buildings and improvements are depreciated over the estimated useful life of the related asset.

### 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 become measurable.

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

#### **Entitlements:**

General Fund

State Foundation Program

State Property Tax Relief

School Bus Purchase Reimbursement

#### Non-Reimbursable Grants:

Special Revenue Funds

**Auxiliary Service** 

**Eisenhower Grant** 

**Education Management Information Systems** 

Title I

Title VI

Title VI-B

**Drug Free Schools** 

Capital Projects Funds

School Net

School Net Plus

### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

<u>Intergovernmental Revenues</u> (continued)

Reimbursable Grants:

General Fund
Drivers Education
Proprietary Funds
National School Lunch Program
Government Donated Commodities

#### 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.

#### Compensated Absences

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the School District will compensate the employees for the benefits through paid time off or some other means. The School District records a liability for accumulated unused vacation time when earned for all employees with more than one year of service. Sick leave benefits are accrued as a liability using the termination payment method. An accrual for earned sick leave is made to the extent it is probable that benefits will result in termination payments. The liability is an estimate based on the School District's past experience of making termination payments.

For governmental funds, the current portion of unpaid compensated absences is the amount expected to be paid using expendable available resources. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated unpaid leave are paid. The remainder is reported in the general long-term obligations account group. In proprietary funds, the entire amount of compensated absences is reported as a fund liability.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

#### 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 available expendable 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, capital leases, and long-term loans are reported as a liability of the general long-term obligations account group until due.

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

Under Ohio law, a debt service fund must be created and used for the payment of tax and revenue anticipation notes. Generally accepted accounting principles requires the reporting of the liability in the funds that received the proceeds. The School District debt service fund had no activity during the year ending June 30, 2000.

### **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.

#### **Fund Balance Reserves**

The School 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, prepaid items, property taxes, inventories of supplies and materials, long term advances to other funds, contributions to the nonexpendable trust fund that must be kept intact, a budget stabilization reserve, bus purchases and textbooks.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

Note B - Summary of Significant Accounting Policies (continued)

#### **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.

#### Total Columns on General Purpose Financial Statements

Total columns on the general purpose financial statements are captioned "Total - (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 C - Budgetary Basis of Accounting

While the School 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 and described above is based upon accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. The Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual, All Governmental Fund Types and Similar 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 Similar Fiduciary 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 as follows:

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note C - Budgetary Basis of Accounting (continued)

- 1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
- 2. Expenditures/expenses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
- 3. Encumbrances are treated as expenditures/expenses for all funds (budget basis) rather than as a reservation of fund balance for governmental fund types and as note disclosures in the proprietary fund types (GAAP basis).
- 4. For proprietary funds, the acquisition and construction of capital assets are reported on the operating statement (budget basis) rather than as balance sheet transactions (GAAP basis).

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

Governmental and Similar Trust Funds		General	_	Special Revenue	_	Capital Projects	E	xpendable Trust
Fund Balance - GAAP Basis	\$	1,589,920	\$	259,989	\$	279,223	\$	14,649
Adjustments to GAAP Basis - Accrued Revenues/Prepaid Expenses at June 30, 2000		(10,136,459)		(50)		(568,735)		-
Accrued Expenditures/ Deferred Revenue at June 30, 2000		10,463,600		50,001		629,584		-
Encumbrances Outstanding at June 30, 2000 (Budget Basis)		(566,662)		(84,720)		(183,511)		-
Market Value of Investment Adjustment	_	(20,409)	_	(1,060)	_	(1,598)	_	(68)
Budget Basis - Fund Balance	\$_	1,329,990	\$_	224,160	\$_	154,963	\$_	14,581

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# NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note C - Budgetary Basis of Accounting (continued)

Proprietary and Similar Fiduciay Funds	_	Enterprise	_	Non Expendable Trust
Fund Balance - GAAP Basis	\$	130,836	\$	1,287,030
Adjustments to GAAP Basis -				
Accrued Revenues/Prepaid Expenses/ Inventory Held for Resale at June 30, 2000		(67,792)		-
Accrued Expenditures/ Deferred Revenue at June 30, 2000		193,629		-
Encumbrances Outstanding at June 30, 2000 (Budget Basis)		(89,204)		(255)
Market Value of Investment Adjustment		(855)	_	(6,869)
Budget Basis - Fund Balance	\$_	166,614	\$_	1,279,906

# Note D - Deposits and Investments

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

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the School 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 passbook accounts.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note D - Deposits and Investments (continued)

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

- United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States treasury or any other obligation guaranteed as to principal and interest by the United States;
- 2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality; including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- 3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- 4. Bonds and other obligations of the State of Ohio;
- 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 only through eligible institutions;
- 6. The State Treasurer's investment pool (STAR Ohio);
- 7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred eighty days in an amount not to exceed twenty-five percent of the interim moneys available for investment at any one time; and
- 8. Under limited circumstances, debt interests rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

#### Note D - Deposits and Investments (continued)

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

Protection of School District's deposits is provided by the Federal Deposit Insurance Corporation, 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.

During fiscal year 2000, the School District's investments were limited to Federal Agency Securities, Commercial Paper and STAR Ohio. During the fiscal year, all investments of the School District had a maturity of two years or less.

At fiscal year end, the School District had \$2,496 in undeposited cash on hand which is included on the balance sheet of the School 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 Reserve Repurchase Agreements".

<u>Deposits</u> - At fiscal year end, the carrying amount of the School District's deposits was \$(68,333) and the bank balance was \$284,855. Of the bank balance, \$100,000 was covered by federal depository insurance and \$184,855 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, non-compliance with federal requirements would potentially subject the School District to a successful claim by the Federal Deposit Insurance Corporation.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note D - Deposits and Investments (continued)

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

F	Category 1	Category 2	Category 3	Carrying/ Market Value
Federal Agency Securities	\$ 3,530,513	\$	\$	\$ 3,530,513
Investments not subject to categorization:				
STAR Ohio				680,437
Total Investments				\$ 4,210,950

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, "Reporting Cash Flows of Proprietary and Non-Expendable Trust Funds and Government Entities That Use Proprietary Fund Accounting." A reconciliation between the classifications of cash and cash equivalents and investments on the combined financial statements and the classifications of deposits and investments presented above per GASB Statement No. 3 is as follows:

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# NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note D - Deposits and Investments (continued)

	Cash and Cash Equivalents/				
	_	Deposits	_	Investments	
GASB Statement 9	\$	4,145,113	\$	-	
Cash on Hand		(2,496)		-	
Investments:					
Federal Agency Securities		(3,530,513)		3,530,513	
STAR Ohio	_	(680,437)	_	680,437	
GASB Statement 3	\$_	(68,333)	\$	4,210,950	

### Note E - 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 School District. Real property taxes are levied after April 1 on the assessed value lists 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 35 percent of appraised market value. All property is required to be re-valued every six years. Public utility property taxes are assessed on tangible personal property 88 percent of true value (with certain exceptions) and on real property at 35 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 25 percent of true value. The assessed values upon which the fiscal year 2000 taxes were collected are listed as follows:

	_	1999 Second - Half Valuation			2000 Firs Half Valua	
		Amount	Percent		Amount	Percent
Agricultural/Residential and Other Real Estate	\$	230,651,790	61.35%	\$	235,832,470	63.28%
Public Utility Personal		29,206,390	7.77%		28,529,400	7.66%
Tangible Personal Property	_	116,122,688	30.89%	_	108,304,764	29.06%
Total Assessed Value	\$_	375,980,868	100.00%	\$_	372,666,634	100.00%
Effective Tax Rate Per \$1,000 of Assessed Valuation		\$33.35			\$33.35	

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

#### Note E - Property Taxes (continued)

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 earlier or later 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 School District receives property taxes from Allen and Auglaize Counties. The County Auditor periodically advances to the School District its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2000 is available to finance fiscal year 2000 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

Accrued property taxes receivable represent delinquent taxes outstanding and real property, personal property and public utility taxes which became measurable as of June 30, 2000. Although total property tax collections for the next fiscal year are measurable, only the amount available as an advance at June 30th 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. Any amount available as an advance at June 30th is recognized as revenue.

# Note F - Receivables

Receivables at June 30, 2000, consisted of property taxes, accounts (rent, billings for user charged services, and student fees), interfund, 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 fiscal year guarantee of federal funds.

A summary of the principal items of intergovernmental receivables follows:

	Amount
General Fund	2,750
Enterprise Fund	15,581_
Total All Funds	\$ 18,331

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# NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

#### Note G - Fixed Assets

A summary of the Enterprise Fund's fixed assets at June 30, 2000, is as follows:

Furniture and Equipment \$ 404,960 Less: Accumulated Depreciation (359,555) Net Fixed Assets \$ \_45,405

A summary of the changes in general fixed assets during fiscal year 2000 follows:

Asset Category	_	Balance 6-30-99		let Additions (Disposals)	-	Balance 6-30-00
Land and Improvements Buildings and Improvements Furniture, Fixtures,	\$	1,621,312 8,423,243	\$	3,155 14,269	\$	1,624,467 8,437,512
and Equipment Vehicles	_	5,039,018 1,770,382		17,887 10,629	_	5,056,905 1,781,011
Total	\$_	16,853,955	\$_	45,940	\$	16,899,895

There was no significant construction in progress at June 30, 2000.

#### Note H - Employee Benefits

#### Compensated Absences

The criteria for determining vested vacation and sick leave components are derived from negotiated agreements and State laws. Administrative and classified employees earn up to twenty days of vacation per year depending upon length of service. Vacation days are credited to classified employees as earned on a monthly basis and must be used within the next twenty-four months. Accumulated, unused vacation time is paid to classified employees upon termination of employment. Teachers do not earn vacation time.

Teachers, administrators, and classified employees earn sick leave at the rate of one and one-fourth days per month which is 15 days annually. For administrators, teachers, and classified employees, such days shall accumulate equal to 260 days. Vested sick leave is accumulated and, if unused, is paid upon retirement at the rate of one fourth of the accumulated sick leave when an employee has 10 years with the School District. Certified employees are limited to a maximum of 53 paid days. Administrators receive 1/3 of unused days with no limit. Classified employees are limited to a maximum of 47 paid days.

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# NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note H - Employee Benefits (continued)

#### Life Insurance

The School District provides life insurance and accidental death and dismemberment insurance to most employees through CoreSource.

#### Early Retirement Incentive

The Shawnee Local School District approved an Early Retirement Incentive Program effective from January 5, 1999 through January 5, 2001. Participation was open to teachers and administrators who were eligible for retirement and agreed to submit their resignation to the Superintendent by March 1<sup>st</sup> of the first year they are eligible to retire. Unless one or two years were waived by the employee, the Board provided for the purchase of three years of credit in the State Teachers' Retirement System (STRS) of Ohio for each employee who participated in the plan. The Board paid up to 50% of the employee's annual base salary as its contribution to the cost of the employee's participation in the plan. If the cost of purchasing the service credit is less than 50% of the employee's base salary, the difference shall be paid to the employee in cash as additional severance.

In addition, there was a retirement cash only bonus plan to certified employees who first became eligible to retire at the end of fiscal years 1999, 2000, 2001, and 2002. Participation was open to teachers and administrators who were eligible for retirement and agreed to submit their resignation to the Superintendent by March 1<sup>st</sup> of the first year they are eligible to retire. The payment is 50% of the base salary and is made in three equal payments for three consecutive years the year after retirement.

The cost to fund these early retirement incentive plans paid by the District during the current year from its' general fund was \$259,289. In addition, a continuing liability of \$472,024 was recorded as a compensated absence in the general long-term debt account group.

#### Note I - Long-Term Debt

Changes in long-term obligations of the School District during fiscal year 2000 were as follows:

	Outstanding 6-30-99		Additions		Deletions		Outstanding 6-30-00
Intergovernmental Payables	\$ 116,757	\$	54,740	\$	-	\$	171,497
Compensated Absences	 876,710	_	333,433	_	-		1,210,143
Total General Long-Term Obligations	\$ 993,467	\$	388,173	\$_	-	\$_	1,381,640

Compensated absences and intergovernmental payables will be paid from the fund which the employees salary is paid. Compensated absences and intergovernmental payables additions and deletions have been netted because the calculation is an estimate making it impractical to determine.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

#### Note J - Defined Benefit Pension Plans

#### School Employee Retirement System

The School District contributes to the School Employees Retirement System (SERS), a cost-sharing multiple-employer defined benefit pension plan. SERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by State statue per Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the School Employees Retirement System, 45 N. Fourth Street, Columbus, Ohio 43215.

Plan members are required to contribute 9 percent of their annual covered salary and the School District is required to contribute at an actuarially determined rate. The current rate is 14 percent of annual covered payroll. For fiscal year 1998, 9.79 percent was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts, by the SERS Retirement Board. The School District's contributions for pension obligations to SERS for the fiscal years ending June 30, 2000, 1999, and 1998 were \$377,485, \$345,792 and \$329,424, respectively. For fiscal year 2000, 32 percent has been contributed and 100 percent for the fiscal years 1999 and 1998. For fiscal year 2000, \$257,246 representing the unpaid contribution for fiscal year 2000 is recorded as a liability within the respective funds and the general long-term obligations account group.

### State Teachers Retirement System

The Shawnee Local School District participates in 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 included financial statements and required supplementary information for STRS. The report may be obtained by writing to the State Teachers Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3371.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note J - Defined Benefit Pension Plans (continued)

#### State Teachers Retirement System (continued)

Plan members are required to contribute 9.3 percent of their annual covered salary and the Shawnee Local School District is required to contribute 14 percent; 10.5 percent was the portion used to fund pension obligations. Prior to July 1, 1997, the portion used to fund pension obligations was 12 percent. 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 School District's contributions to STRS for the fiscal years ended June 30, 2000, 1999, and 1998 were \$1,021,344, \$979,560 and \$939,792, respectively. For fiscal year 2000, 88 percent has been contributed and 100 percent for the fiscal years 1999 and 1998. For fiscal year 2000, \$121,298 representing the unpaid contribution for fiscal year 2000 is recorded as a liability within the respective funds and the general long-term obligations account group.

### 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. The Board's liability is 6.2 percent of wages paid.

#### Note K- Post Employment Benefits

The School 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 obligation to contribute are established by the Systems based on authority granted by State statute. Both systems are funded on a pay-as-you-go basis.

The State Teachers Retirement Board has statutory authority over how much, if any, of the health care costs will be absorbed by STRS. Most benefit recipients pay a portion of the health care cost in the form of a monthly premium. By 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 allocates employer contributions equal to 2 percent of covered payroll to the Health Care Reserve Fund from which health care benefits are paid. However, for the fiscal year ended June 30, 2000, the board allocated employer contributions equal to 8percent of covered payroll to the Health Care Reserve Fund. For the School District, this amount equaled \$583,625 during fiscal year 2000.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note K- Post Employment Benefits (continued)

STRS pays health care benefits from the Health Care Reserve Fund. The balance in the Fund was \$2,783 million at June 30, 1999. For the year ended June 30,1999, net health care costs paid by STRS were \$249,929,000 and STRS had 95,796 eligible benefit recipients.

For SERS, coverage is made available to service retirees with ten or more years of qualifying service credit, and 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 4.21 percent of covered payroll, an increase from 3.5 percent for fiscal year 1997. 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 2000, the minimum pay has been established at \$12,400. The surcharge, added to the unallocated portion of the 14 percent employer contribution rate, provides for maintenance of the asset target level for the health care fund.

The target level for the health care reserve is 125 percent of annual health care expenses. Expenses for health care at June 30, 1997, were \$97,429,197 and the target level was \$121.8 million. At June 30, 1997 SERS had net assets available for payment of health care benefits of \$146.4 million. SERS has approximately 48,200 participants currently receiving health care benefits. For the School District, the amount to fund health care benefits, including the surcharge, equaled \$113,515 during the 2000 fiscal year.

#### Note L - Segment Information for Enterprise Funds

The School District maintains two Enterprise funds to account for the operations of food service and uniform school supplies. The following table summarizes the more significant financial data relating to the Enterprise Funds of the Shawnee Local School District for the fiscal year ended June 30, 2000.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note L - Segment Information for Enterprise Funds (continued)

	_	Food Service	_	Uniform School Supplies	_	Total Enterprise Funds
Operating Revenues	\$	570,311	\$	95,073	\$	665,384
Operating Expenses Less Depreciation		761,165		102,985		864,150
Depreciation Expense		7,672		-		7,672
Operating Income (Loss)		(198,526)		(7,912)		(206,438)
Donated Commodities		66,158		-		66,158
Operating Grants		122,462		-		122,462
Interest		8,586		-		8,586
Net Income (Loss)		(21,320)		12,088		(9,232)
Net Working Capital		62,510		22,921		85,431
Total Assets		242,842		81,623		324,465
Total Equity		49,213		81,623		130,836
Encumbrances Outstanding at June 30, 2000		17,581		71,623		89,204

#### Note M - Joint Venture

Northwest Ohio Area Computer Services Cooperative - The School District is a participant in the Northwest Ohio Area Computer Services Cooperative (NOACSC) which is a computer consortium. NOACSC is an association of public school districts within the boundaries of Allen, Auglaize, Hancock, Mercer, Paulding, Putnam, and Van Wert Counties. 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 school districts.

The governing board of NOACSC consists of two representatives from each county elected by majority vote of all charter member school districts within each county plus one representative from the fiscal agent. The School District has an equity interest that is explicit and measurable in that the joint venture agreement stipulates that the participants have a future claim to the net resources of NOACSC upon dissolution. The agreement sets forth the method to determine each members' proportionate share.

NOACSC is not accumulating significant financial resources nor is it experiencing fiscal stress that may cause an additional financial benefit to or burden on members in the future. Financial information can be obtained from Michael Wildermuth, who serves as Director, at 645 South Main Street, Lima, Ohio 45804.

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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note N - Jointly Governed Organizations

Apollo Joint Vocational School - The Apollo 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 eleven participating school districts' elected boards, which possesses its own budgeting and taxing authority. To obtain financial information write to the Apollo Joint Vocational School, Greg Bukowski, who serves as Treasurer, at 3325 Shawnee Road, Lima, Ohio 45806.

# Note O - Contingencies

<u>Grants</u> - The District received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the School District at June 30, 2000.

### Note P - Risk Management

The School 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 2000, the School District contracted with Commercial Insurers for property and fleet insurance, liability insurance, and inland marine coverage. Coverages provided by those insurers are as follows:

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note P - Risk Management (continued)

Building and Contents - replacement cost (\$3,000 deductible) \$53,841,000
Earthquake (10% deductible) \$20,000,000
Musical Instruments (\$100 deductible) \$332,248
Inland Marine Coverage \$1,473,545
Boiler and Machinery (\$2,500 deductible) No limit
Employee Benefits Liability \$500,000
Automobile Liability \$1,000,000
Uninsured Motorists (each accident) \$250,000
Public Employee Dishonesty \$10,000
General Liability Per occurrence \$1,000,000
Aggregate \$5,000,000
Umbrella Per occurrence \$1,000,000
Aggregate \$5,000,000

The School District is a member of a cooperative group established to provide a minimum premium insurance fund to pay medical claims of the employees and their covered dependents, and to minimize the total cost of annual medical insurance to the District. The hospitalization, life, dental, and health insurance program operates under the control of a Board of Trustees representing the member schools. The plan is administered by CoreSource of Westerville, Ohio.

#### Note Q - Endowment Fund

In 1996, Shawnee Local School District received a bequest from Beatrice M. Guyton to establish a scholarship fund. The Board created the Fund from which only investment earnings will be used for scholarships, the principal will remain intact.

In 1998, Shawnee Local School District received an endowment from Clarence M. Boger to award first year teachers who graduated from Shawnee Local School District. The awards will start in 2004 and will be based on the amount of interest that accumulates in the fund.

In 2000, the Lappin Scholarship Fund was established in honor of the first Superintendent of Shawnee Schools by his son.

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#### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

# Note R - 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 State's legislature 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, 2000, the District received \$2,252,122 of school foundation support for its general fund.

Since the Supreme Court ruling, numerous pieces of legislation have been passed by the State 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 appealed the decision made by the Court of Common Pleas to the Ohio Supreme Court. On May 11, 2000, the Ohio Supreme Court rendered an opinion on the issue. The Court concluded, "...the mandate of the Ohio Constitution has not been fulfilled." The Court's majority recognized efforts by the Ohio General Assembly taken in response to the Court's March 24, 1997, decision, however, it found seven "...major areas warrant further attention, study, and development by the General Assembly...", including the State's reliance on local property tax funding, the state's basic aid formula, the school foundation program, as discussed above, the mechanism for, and adequacy of, funding for school facilities, and the existence of the State's School Solvency Assistance Fund, which the Court found took the place of the unconstitutional emergency school loan assistance program.

The Court decided to maintain jurisdiction over these issues and continued the case at least until June 15, 2001.

As of the date of these financial statements, the School 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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### NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

June 30, 2000

#### Note S - Restricted Assets

The District is required by state law to set aside certain general fund revenue amounts into various reserves. The District has elected to carryover the excess expenditures of the textbook reserve to future years as allowed by ORC 3315.17. No additional amount was required in the budget stabilization reserve for fiscal year 2000 as the increase in revenue was less than 3% in fiscal years 1998 and 1999. However, a Corporate donation was received and this amount was receipted into the Budget Stabilization Reserve.

	Textbook	Capital Maintenance		Budget Stabilization		
	Reserve	Reserve	_	Reserve	_	Total
Balance, 7/1/1999	\$ - \$	-	\$	290,449	\$	290,449
Required Set-Aside	354,762	354,762		-		709,524
Additional Contribution	-	-		199,642		199,642
Offset Credits	-	354,762		-		354,762
Qualifying Expenditures	491,189		_		-	491,189
Balance Carriedforward to Fiscal Year 2001	(136,427)		=	490,091	=	353,664
Balance, 6/30/2000	\$ \$		\$_	490,091	\$	490,091

# Note T – Accountability and Compliance

<u>Fund Deficit</u> – The general fund, unreserved fund balance, had a deficit balance at June 30, 2000 of \$515,559 which primarily resulted from the reservation of property taxes available for advance. Expenditures exceeded revenues as the School District is spending its budget basis carryover balance. The Board of Education and Administrators are monitoring the situation and evaluating the need for an additional tax levy

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# SCHEDULE OF FEDERAL AWARDS EXPENDITURES - CASH BASIS

For the Year Ended June 30, 2000

Federal Grantor/ Pass-Through Grantor/ Program Titles	Pass Through Entity Number	Federal CFDA Number
U.S. Department of Education (Passed-Through Ohio Department of Education)		
Handicapped Preschool and School Program Title VI-B	045799-6B-SF-1999P 045799-6B-SF-2000P	84.027 84.027
Education Consolidation and Improvement Act of 1981 Title I	045799-C1-S1-1999 045799-C1-S1-2000 045799-C1-SD-1999 045799-C1-SD-2000	84.010 84.010 84.010 84.010
Innovative Education Program Strategy	045799-C2-S1-1999C 045799-C2-S1-2000	84.298 84.298
Drug Free School Grant Eisenhower Professional Development	045799-DR-S1-2000 045799-MS-S1-2000 045799-MS-S4-1999	84.186 84.281 84.281
Class Size Reduction Title VI-R Total U.S. Department of Education <u>U.S. Department of Agriculture</u> (Passed-Through Ohio Department of Education)  Child Nutrition Cluster:	04799-CR-S1-2000	84.340
National School Lunch Program Special Milk Program Total Child Nutrition Cluster		10.555 10.556
Food Distribution Program (at Fair Market Value)		10.550

Total U. S. Department of Agricuture

Total Federal Financial Assistance

#### **Note A - Significant Accounting Policies**

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

### **Note B - Food Distribution**

Nonmonetary assistance is reported in the schedule at the fair market value of the commodities received and disbursed. Monies are commingled with State grants. It is assumed federal monies are expended first. At June 30, 2000, the District had \$3,575 of food commodities in inventory.

-	Receipts	Non- Cash Receipts	-	Disbursements	Non- Cash Disbursements
\$	22,059 130,029 152,088 21,104 78,026 6,588 18,510 124,228 1,944 14,805 16,749 10,783 7,403 (20) 7,383 25,767 336,998	\$ - - - - - - - - - - - - - - - - - - -	\$	22,059 124,846 146,905 21,104 78,026 13,384 18,510 131,024 2,476 14,022 16,498 10,783 7,403 7,353 14,756 17,883 337,849	\$ - - - - - - - - - - - - - - - - -
\$	116,931 1,364 118,295 - 118,295 455,293	\$ - - - 60,566 60,566	\$	116,931 1,364 118,295 - 118,295 456,144	\$ - - - 66,158 66,158

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# E.S. Evans and Company

# **Certified Public Accountants and Consultants**

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Robert E. Wendel, CPA

Dan F. Clifford, CPA

E.S. Evans, CPA, PFS (1930-1999)

December 13, 2000

REPORT ON COMPLIANCE AND ON INTERNAL
CONTROL OVER FINANCIAL REPORTING BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Education Shawnee Local School District Allen County, Ohio

and

Auditor of State of Ohio Columbus, Ohio

We have audited the general purpose financial statements of Shawnee Local School District as of and for the year ended June 30, 2000, and have issued our report thereon dated December 13, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

#### Compliance

As part of obtaining reasonable assurance about whether Shawnee Local School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u>. However, we noted certain immaterial instances of noncompliance, which we have reported to management of Shawnee Local School District in a separate letter dated December 13, 2000.

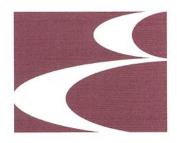
Board of Education Shawnee Local School District Auditor of State of Ohio December 13, 2000 Page 2

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered Shawnee Local School 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, which we have reported to management of Shawnee Local School District in a separate letter dated December 13, 2000.

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

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Robert E. Wendel, CPA

Dan F. Clifford, CPA

E.S. Evans, CPA, PFS (1930-1999)

December 13, 2000

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

Board of Education Shawnee Local School District Allen County, Ohio

and

Auditor of State of Ohio Columbus, Ohio

#### Compliance

We have audited the compliance of Shawnee Local School District with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2000. Shawnee Local School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Shawnee Local School District's management. Our responsibility is to express an opinion on Shawnee Local School District's compliance based on our audit.

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

Board of Education Shawnee Local School District Auditor of State of Ohio December 13, 2000 Page 2

In our opinion, Shawnee Local School District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2000.

### Internal Control Over Compliance

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

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

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

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# SCHEDULE OF FINDINGS AND QUESTIONED COSTS OMB CIRCULAR A-133 § .505

June 30, 2000

# A. Summary of Auditor's Results

(d)(1)(i)	Type of Financial Statement Opinion Unqualified	
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	
(d)(1)(iii)	Was there any reported material non-compliance at the financial statement level (GAGAS)?	
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	
(d)(1)(v)	Type of Major Programs' Compliance Opinion Unqualified	
(d)(1)(vi)	Are there any reportable findings under .510?	
(d)(1)(vii)	Major Programs (list): Child Nutrition Cluster Food Distribution Program  CFDA #10.555 School Lunch Program CFDA #10.556 Special Milk Program CFDA#10.550 Food Distribution Prog	
(d)(1)(viii)	Dollar Threshold: Type A/B Programs  Type A: > \$300,000 Type B: all others	
(d)(1)(ix)	Low Risk Auditee?	

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# SCHEDULE OF FINDINGS AND QUESTIONED COSTS OMB CIRCULAR A-133 § .505

June 30, 2000

B. <u>Findings Related To The Financial Statements Required</u>
<u>To Be Reported In Accordance With GAGAS</u>

None

C. Findings and Questioned Costs for Federal Awards

None

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# SCHEDULE OF PRIOR AUDIT FINDINGS AND QUESTIONED COSTS OMB CIRCULAR A-133 § .315(b)

June 30, 2000

Finding	Finding	Fully	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding
Number	Summary	Corrected?	
			No Longer Valid; Explain:

None



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

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Facsimile 614-466-4490

# SHAWNEE LOCAL SCHOOL DISTRICT ALLEN 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.

**CLERK OF THE BUREAU** 

Susan Babbitt

CERTIFIED JANUARY 23, 2001