

READING COMMUNITY CITY SCHOOL DISTRICT

General Purpose Financial Statements

Year Ended June 30, 2002

With

Independent Auditors' Report



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

88 East Broad Street
P. O. Box 1140
Columbus, Ohio 43216-1140
Telephone 614-466-4514
800-282-0370
Facsimile 614-466-4490
www.auditor.state.oh.us

Board of Education
Reading Community City School District
Reading, Ohio

We have reviewed the Independent Auditor's Report of the Reading Community City School District, Hamilton County, prepared by Clark, Schaefer, Hackett & Co. for the audit period July 1, 2001 through June 30, 2002. 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 Reading Community City School District is responsible for compliance with these laws and regulations.

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

JIM PETRO
Auditor of State

December 27, 2002

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READING COMMUNITY CITY SCHOOL DISTRICT

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Clark, Schaefer, Hackett & Co.
CERTIFIED PUBLIC ACCOUNTANTS
BUSINESS CONSULTANTS

INDEPENDENT AUDITORS' REPORT

To the Board of Education
Reading Community City School District:

We have audited the accompanying general purpose financial statements of Reading Community City School District (the School District) as of and for the year ended June 30, 2002 as listed in the table of contents. These general purpose financial statements are the responsibility of the School 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 auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the School District as of June 30, 2002, and the results of its operations and the cash flows of its proprietary and nonexpendable trust fund types for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 7, 2002, except for Note 19, as to which the date is December 11, 2002, on our consideration of the 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 *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements of School District taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the 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.

Clark, Schaefer, Hackett & Co.

Cincinnati, Ohio
November 7, 2002
except for Note 19, as to
which the date is
December 11, 2002

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READING COMMUNITY CITY SCHOOL DISTRICT

Combined Balance Sheet - All Fund Types and Account Groups

June 30, 2002

	Governmental Fund Types			Proprietary Fund Type		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Service	Trust & Agency	General	Fixed Asset	Long-Term Debt		
										General	
ASSETS AND OTHER DEBITS											
ASSETS:											
Equity in pooled cash and cash equivalents	\$ 72,592	142,869	-	21,896	4,238	174,831	-	-	-	-	416,426
Investments	3,000,871	-	574,730	-	-	-	-	-	-	-	3,575,601
Net receivables:											
Taxes	7,613,601	-	-	-	-	-	-	-	-	-	7,613,601
Accounts	2,111	3,473	-	-	-	-	-	-	-	-	5,584
Accrued interest	22,178	-	-	-	-	-	-	-	-	-	22,178
Intergovernmental	66,787	46,459	-	9,754	-	-	-	-	-	-	123,000
Prepayments	47,535	-	-	-	-	-	-	-	-	-	47,535
Restricted assets:											
Cash and cash equivalents	218,696	-	-	-	-	-	-	-	-	-	218,696
Property, plant and equipment (net of accumulated depreciation where applicable)	-	-	-	-	-	-	5,677,779	-	-	-	5,677,779
OTHER DEBITS:											
Amount to be provided for retirement of general long-term debt	-	-	-	-	-	-	-	-	1,701,097	-	1,701,097
Total assets and other debits	\$ 11,044,371	192,801	574,730	31,650	4,238	174,831	5,677,779	1,701,097	1,701,097	-	19,401,497

(Continued)

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

READING COMMUNITY CITY SCHOOL DISTRICT

Combined Balance Sheet - All Fund Types and Account Groups

June 30, 2002

	Governmental Fund Types				Proprietary Fund Type		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Service	Trust & Agency	General Fixed Asset	Long-Term Debt	General			
									General	Debt		
LIABILITIES, EQUITY AND OTHER CREDITS												
LIABILITIES:												
Accounts payable	\$ 43,789	87,225	-	-	-	5,225	-	-	-	-	-	136,239
Accrued wages and benefits	877,619	43,662	-	18	-	-	-	-	-	-	-	921,299
Pension obligation payable	173,839	7,974	-	10,369	-	-	-	-	58,480	-	-	250,662
Compensated absences payable	137,378	-	-	-	-	-	-	-	702,684	-	-	840,062
Deferred revenue	6,213,601	-	-	-	-	-	-	-	-	-	-	6,213,601
Due to student groups	-	-	-	-	-	62,600	-	-	-	-	-	62,600
Lease-purchase agreement	-	-	-	-	-	-	-	-	800,000	-	-	800,000
Capital leases payable	-	-	-	-	-	-	-	-	139,933	-	-	139,933
Total liabilities	7,446,226	138,861	-	10,387	-	67,825	-	-	1,701,097	-	-	9,364,396
EQUITY AND OTHER CREDITS												
Investments in general fixed assets	-	-	-	-	-	-	-	-	5,677,779	-	-	5,677,779
Retained earnings	-	-	-	21,263	4,238	-	-	-	-	-	-	25,501
Fund balances:												
Reserved for:												
Encumbrances	31,296	20,384	-	-	-	-	-	-	-	-	-	51,680
Budget stabilization	218,696	-	-	-	-	-	-	-	-	-	-	218,696
Prepayments	47,535	-	-	-	-	-	-	-	-	-	-	47,535
Property tax advances	1,400,000	-	-	-	-	-	-	-	-	-	-	1,400,000
Principal endowment	-	-	-	-	-	90,227	-	-	-	-	-	90,227
Unreserved - undesignated	1,900,618	33,556	574,730	-	-	16,779	-	-	-	-	-	2,525,683
Total equity and other credits	3,598,145	53,940	574,730	21,263	4,238	107,006	5,677,779	-	-	-	-	10,037,101
Total liabilities, equity and other credits	\$ 11,044,371	192,801	574,730	31,650	4,238	174,831	5,677,779	-	1,701,097	-	-	19,401,497

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

READING COMMUNITY CITY SCHOOL DISTRICT

Combined Statement of Revenues, Expenditures, and Changes in Fund
Balances - All Governmental Fund Types and Similar Trust Funds

Year Ended June 30, 2002

	Governmental Fund Types			Fiduciary Fund Type	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Expendable Trust	
Revenues:					
Taxes	\$ 7,380,613	-	-	-	7,380,613
Tuition	228,420	-	-	-	228,420
Earnings on investments	220,086	4,289	-	750	225,125
Other local revenue	159,000	116,271	-	258	275,529
Intergovernmental - state	3,127,253	750,152	-	-	3,877,405
Intergovernmental - federal	6,712	371,190	-	-	377,902
Total revenues	<u>11,122,084</u>	<u>1,241,902</u>	<u>-</u>	<u>1,008</u>	<u>12,364,994</u>
Expenditures:					
Current:					
Instruction:					
Regular	5,018,831	108,664	-	-	5,127,495
Special	1,170,351	163,504	-	-	1,333,855
Vocational education	131,264	-	-	-	131,264
Other	40,307	-	-	-	40,307
Support services:					
Pupil	650,147	14,289	-	-	664,436
Instructional staff	537,914	116,595	-	-	654,509
General administration	68,954	-	-	-	68,954
School administration	1,064,932	34,405	-	-	1,099,337
Fiscal	292,550	-	-	-	292,550
Business	34,960	-	-	-	34,960
Operations and maintenance	1,362,353	7,175	-	-	1,369,528
Pupil transportation	166,610	51,525	-	-	218,135
Central	436,604	9,018	9,646	-	455,268
Community services	1,716	892,302	-	2,000	896,018
Extracurricular activities	322,690	86,829	-	-	409,519
Facilities acquisition and construction	162,547	-	-	-	162,547
Debt Service:					
Principal	10,796	-	-	-	10,796
Interest	25,915	-	-	-	25,915
Total expenditures	<u>11,499,441</u>	<u>1,484,306</u>	<u>9,646</u>	<u>2,000</u>	<u>12,995,393</u>
Excess of revenues over (under) expenditures	(377,357)	(242,404)	(9,646)	(992)	(630,399)
Other financing sources (uses):					
Proceeds from capital lease	139,933	-	-	-	139,933
Operating transfers in	-	45,646	64,581	-	110,227
Operating transfers out	(122,377)	-	-	-	(122,377)
Total other financing sources (uses)	<u>17,556</u>	<u>45,646</u>	<u>64,581</u>	<u>-</u>	<u>127,783</u>
Excess of revenues and other sources over (under) expenditures and other (uses)	(359,801)	(196,758)	54,935	(992)	(502,616)
Fund balance, beginning of year	<u>3,957,946</u>	<u>250,698</u>	<u>519,795</u>	<u>17,771</u>	<u>4,746,210</u>
Fund balance, end of year	\$ <u>3,598,145</u>	<u>53,940</u>	<u>574,730</u>	<u>16,779</u>	<u>4,243,594</u>

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

READING COMMUNITY CITY SCHOOL DISTRICT

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances
Budget and Actual (Budget Basis) - All Governmental Fund Types and Similar Trust Funds

Year Ended June 30, 2002

	General Fund		
	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
From local sources:			
Taxes	\$ 7,539,613	7,539,613	-
Tuition	158,800	163,776	4,976
Earnings on investments	281,000	216,680	(64,320)
Other local revenues	114,200	169,717	55,517
Intergovernmental - state	3,136,000	3,115,613	(20,387)
Intergovernmental - federal	10,000	8,797	(1,203)
Total revenues	11,239,613	11,214,196	(25,417)
Expenditures:			
Current:			
Instruction:			
Regular	4,981,793	4,934,000	47,793
Special	1,229,955	1,162,655	67,300
Vocational	132,647	129,038	3,609
Other	59,537	42,794	16,743
Support services:			
Pupil	724,549	646,693	77,856
Instructional staff	572,818	532,144	40,674
General administration	503,991	483,722	20,269
School administration	675,096	653,604	21,492
Fiscal	338,211	298,324	39,887
Business	52,019	33,264	18,755
Operations and maintenance	1,443,922	1,282,478	161,444
Pupil transportation	216,319	180,294	36,025
Central	433,390	403,173	30,217
Facilities acquisition and construction	209,193	188,183	21,010
Community services	5,200	1,716	3,484
Extracurricular activities	358,252	317,561	40,691
Total expenditures	11,936,892	11,289,643	647,249
Excess of revenues over (under) expenditures	(697,279)	(75,447)	621,832
Other financing sources (uses):			
Operating transfers in	-	-	-
Operating transfers (out)	(220,885)	(122,377)	98,508
Other sources (uses)	-	-	-
Total other financing sources (uses)	(220,885)	(122,377)	98,508
Excess of revenues and other sources over (under) expenditures and other (uses)	(918,164)	(197,824)	720,340
Fund balance, beginning of year	3,172,592	3,172,592	
Prior year encumbrances appropriated	275,971	275,971	
Fund balance, end of year	\$ 2,530,399	3,250,739	

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

Special Revenue Funds			Capital Projects Funds			Expendable Trust Fund		
Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
6,000	4,290	(1,710)	-	-	-	1,100	750	(350)
151,500	146,463	(5,037)	-	-	-	-	258	258
711,547	720,351	8,804	-	-	-	-	-	-
369,870	324,731	(45,139)	-	-	-	-	-	-
<u>1,238,917</u>	<u>1,195,835</u>	<u>(43,082)</u>	-	-	-	<u>1,100</u>	<u>1,008</u>	<u>(92)</u>
129,810	109,031	20,779	-	-	-	-	-	-
186,081	162,339	23,742	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
18,838	16,271	2,567	-	-	-	-	-	-
132,633	115,902	16,731	-	-	-	-	-	-
43,775	37,858	5,917	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
7,175	7,175	-	-	-	-	-	-	-
54,100	50,353	3,747	-	-	-	-	-	-
10,466	9,018	1,448	9,646	9,646	-	-	-	-
-	-	-	-	-	-	-	-	-
902,118	903,986	(1,868)	-	-	-	2,500	2,000	500
88,206	86,063	2,143	-	-	-	-	-	-
<u>1,573,202</u>	<u>1,497,996</u>	<u>75,206</u>	<u>9,646</u>	<u>9,646</u>	<u>-</u>	<u>2,500</u>	<u>2,000</u>	<u>500</u>
<u>(334,285)</u>	<u>(302,161)</u>	<u>32,124</u>	<u>(9,646)</u>	<u>(9,646)</u>	<u>-</u>	<u>(1,400)</u>	<u>(992)</u>	<u>408</u>
54,700	45,646	(9,054)	64,581	64,581	-	-	-	-
-	-	-	-	-	-	-	-	-
-	(2,046)	(2,046)	-	-	-	-	-	-
<u>54,700</u>	<u>43,600</u>	<u>(11,100)</u>	<u>64,581</u>	<u>64,581</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
(279,585)	(258,561)	21,024	54,935	54,935	-	(1,400)	(992)	408
138,308	138,308	-	519,795	519,795	-	16,771	16,771	-
173,793	173,793	-	-	-	-	1,000	1,000	-
<u>32,516</u>	<u>53,540</u>	<u>-</u>	<u>574,730</u>	<u>574,730</u>	<u>-</u>	<u>16,371</u>	<u>16,779</u>	<u>-</u>

READING COMMUNITY CITY SCHOOL DISTRICT

Combined Statement of Revenues, Expenses and Changes in Retained Earnings All Proprietary Fund Types and Nonexpendable Trust Fund

Year Ended June 30, 2002

	Proprietary Fund Types		Fiduciary Fund Type	Totals (Memorandum Only)
	Enterprise	Internal Service	Nonexpendable Trust	
Operating revenues:				
Charges for services	\$ 225,571	-	-	225,571
Earnings on investments	-	-	4,037	4,037
Total operating revenues	225,571	-	4,037	229,608
Operating expenses:				
Personnel services	11,213	-	-	11,213
Contractual services	257,156	348	8,525	266,029
Materials and supplies	10,300	-	-	10,300
Total operating expenses	278,669	348	8,525	287,542
Operating income (loss)	(53,098)	(348)	(4,488)	(57,934)
Nonoperating revenues:				
Operating grants	76,123	-	-	76,123
Donated commodities	9,881	-	-	9,881
Total nonoperating revenues	86,004	-	-	86,004
Net income (loss)	32,906	(348)	(4,488)	28,070
Retained earnings/fund balance, beginning of year	(11,643)	4,586	94,715	87,658
Retained earnings/fund balance, end of year	\$ 21,263	4,238	90,227	115,728

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

READING COMMUNITY CITY SCHOOL DISTRICT

Combined Statement of Cash Flows
All Proprietary Fund Types and Nonexpendable Trust Fund
Year Ended June 30, 2002

	Proprietary Fund Types		Fiduciary Fund Type	Totals (Memorandum Only)
	Enterprise	Internal Service	Nonexpendable Trust	
Cash flows from operating activities:				
Cash received from customers	\$ 225,571	-	-	225,571
Cash payments for personal services	(4,802)	-	-	(4,802)
Cash payments for contract services	(276,377)	-	-	(276,377)
Cash payments for supplies and materials	(419)	-	-	(419)
Cash payments for other expenses	-	(348)	(4,300)	(4,648)
Interest received	-	-	4,037	4,037
Net cash used by operating activities	(56,027)	(348)	(263)	(56,638)
Cash flows from noncapital financing activities:				
Cash received from operating grants	74,576	-	-	74,576
Net cash provided by noncapital financing activities	74,576	-	-	74,576
Net change in cash	18,549	(348)	(263)	17,938
Cash, beginning of year	3,347	4,586	94,715	102,648
Cash, end of year	21,896	4,238	94,452	120,586
Reconciliation of operating income (loss) to net cash used by operating activities:				
Operating income (loss)	(53,098)	(348)	(4,488)	(57,934)
Adjustments to reconcile operating income (loss) to net cash used by operating activities:				
Donated commodities	9,881	-	-	9,881
Changes in assets and liabilities:				
Increase(decrease) in accounts payable	(19,221)	-	4,225	(14,996)
Increase in accrued wages and benefits	12	-	-	12
Increase in pension obligation payable	6,399	-	-	6,399
Net cash provided (used) by operating activities	\$ (56,027)	(348)	(263)	(56,638)
Reconciliation of Nonexpendable Trust to Balance Sheet:				
Cash and cash equivalents - All Fiduciary Funds			\$ 174,831	
Cash and cash equivalents - Expendable Trust and Agency Funds			80,379	
Cash and cash equivalents - Nonexpendable Trust Fund			\$ 94,452	

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

READING COMMUNITY CITY SCHOOL DISTRICT
Notes to the General Purpose Financial Statements
Year Ended June 30, 2002

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Reading Community City School District (the "School District") operates under a locally elected five-member Board form of government and provides educational services as authorized by its charter or further mandated by state and/or federal guidelines. This Board controls the District's three instructional facilities that provide services to approximately 1,350 students. Currently, the School District operates two elementary schools, Central and Hilltop, and Reading Jr./Sr. High School, which serves grades seven through twelve.

The School District was established in 1863 and was later organized under Section 2 and 3, Article VI of the Constitution of the State of Ohio. Under such laws there is no authority for a school district to have a charter or adopt local laws. The legislative power of the School District is vested in the Board of Education, consisting of five members elected at-large for staggered four year terms. The School District serves an area of approximately 3.14 square miles including all of the City of Reading, a small area of the City of Evendale, and a portion of Sycamore Township. The City of Reading was incorporated as a village in 1851. It is located in southwest Ohio, in the north-central portion of Hamilton County.

The reporting entity is comprised of the primary government. The primary government consists of all funds, departments, boards, and agencies that are not legally separate from 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. The School District has no component units.

The School District is associated with two organizations one of which is defined as a jointly governed organization and the other is an insurance purchasing pool. These organizations are Great Oaks Joint Vocational School and the Ohio School Boards Association Workers' Compensation Group Rating Plan. These organizations are presented in Notes 14 and 15 to the general purpose financial statements.

B. Measurement Focus, Basis of Accounting and Basis of Presentation

The financial statements of the Reading Community City 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.

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 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:

General Fund - 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.

Special Revenue Funds - 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.

Capital Projects Fund - 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).

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 are the School District's proprietary fund types:

Enterprise Fund - The enterprise fund is 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.

Internal Service Fund – Internal service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the School District, or to other governments, on a cost reimbursement basis.

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 while 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:

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

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

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current year or soon enough thereafter to be used to pay liabilities of the current year. The available period for the School District is sixty days after year end.

Non-exchange transactions, in which the School District receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the School District must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the School District on a reimbursement basis.

On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized. In applying the susceptible to the accrual concept under the modified accrual basis, the following revenue sources are deemed both measurable and available: property taxes available for advance, interest, and accounts and grants.

The School District reports deferred revenues on its combined balance sheet. Deferred revenues arise when potential revenue does not meet both the measurable and available criteria 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, 2002, and delinquent property taxes, whose availability is indeterminable, and which are intended to finance fiscal year 2003 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 proprietary fund types and nonexpendable trust funds utilize the accrual basis of accounting for reporting purposes. 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 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 fund level. Any budgetary modifications at this level may only be made by resolution of the Board of Education.

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 Hamilton 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 2002.

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 level of expenditures, which is the legal level 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 appropriate resolutions, 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 the level of control. Any revisions that alter the total of any fund appropriation 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. 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. On the GAAP basis, encumbrances outstanding at fiscal year end are reported as a reservation of fund balance for subsequent-year expenditures for governmental funds and reported in the notes to the financial statements for proprietary funds.

Lapsing of Appropriations:

At the close of each 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 in a central bank account. Monies for all funds are maintained in this account or temporarily used to purchase short-term investments. Individual fund integrity is maintained through School District records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents" on the balance sheet. During fiscal year 2002, investments were limited to certificates of deposit, the State Treasury Assets Reserve of Ohio (STAR Ohio) and United States agency securities. Investments are reported at their fair value based on quoted market prices and changes in the fair value are reported in the operating statement. At June 30, 2002, the fair value of investments approximates cost.

STAR Ohio is an investment pool managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on June 30, 2002.

By policy of the Board, investment earnings are assigned to the general fund except those specifically related to agency funds, certain trust funds, and those other funds individually authorized by Board resolution. Interest earnings are allocated to these funds based on average monthly cash balance. The general fund was credited more interest than would have been received based upon its share of the School District's investments during fiscal year 2002.

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.

Prepays

Prepayments for governmental funds represent cash disbursements that have occurred and are therefore not current expendable resources. These items are reported as fund assets on the balance sheet using the allocation method, which amortizes their cost over the periods benefiting from the advance payment. At period end, because prepayments are not available to finance future governmental fund expenditures, the fund balance is reserved by an amount equal to the carrying value of the asset.

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. All fixed assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair values as of the date received. Interest costs incurred during the construction of general fixed assets are not capitalized. The School District maintains a capitalization threshold of \$500.

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. Assets in the general fixed assets account group are not depreciated. The School District does not possess any infrastructure.

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. Sick leave benefits are accrued as a liability using the vesting method. The liability includes the employees who are currently eligible to receive termination benefits and those the School District has identified as probable of receiving payment in the future. The amount is based on accumulated sick leave and employees' wage rates at fiscal year end, taking into consideration any limits specified in the School District's termination policy.

For governmental funds, the School District records a liability for accumulated unused vacation time when earned for all employees with more than one year of service. The School District records a liability for accumulated unused sick leave for all employees age fifty (50) or greater with at least ten (10) years of service or twenty (20) years of service at any age. The current portion of unpaid compensated absences is the amount expected to be paid using available expendable 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.

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, compensated absences and contractually required pension contributions 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. Payments made more than two months after fiscal year-end are considered not to have used current available financial resources. Bonds 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.

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.

Restricted Assets

Restricted assets in the general fund represent cash and cash equivalents set aside to establish a budget stabilization reserve. A corresponding fund balance reserve has also been established.

Estimates

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

Fund Balance Reserves

The School District records reservations for portions of fund equity that are legally segregated for specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balances indicates that portion of fund equity that is available for appropriation in future periods. Fund equity reserves are established for encumbrances, property tax advances, prepayments, endowment, and budget stabilization set-asides. The reserve for property taxes represents taxes recognized as revenue under generally accepted accounting principles but not available for appropriations under State statutes. The reserve for budget stabilization represents money set-aside to protect against cyclical changes in revenues and expenditures.

Parochial Schools

Within the School District boundaries, Saints Peter and Paul Elementary, Sacred Heart Elementary, and Mount Notre Dame High School are operated through the Cincinnati Archdiocese. Current state and federal 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 receipt and expenditure of these state monies is reflected in a special revenue fund for financial reporting purposes.

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.

2. DEFICIT FUND BALANCES/RETAINED EARNINGS:

At June 30, 2002, the Class Size Reduction and Auxiliary Services special revenue funds had deficit fund balances of \$3,633 and \$3,286, respectively. The deficits were created by the application of generally accepted accounting principles. The General Fund provides transfers to cover deficit balances; however, this is done when cash is needed rather than when accruals occur.

3. BUDGETARY BASIS OF ACCOUNTING

While the School District is reporting financial position, results of operations, and changes in fund balances on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual (Budget Basis)-All Governmental Fund Types and Similar Trust Funds are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and GAAP basis are that:

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

The following table reconciles the GAAP and budgetary basis statements by fund type.

Excess of Revenues and Other Financing Sources
Over (Under) Expenditures and Other Financing Sources (Uses)
All Governmental Fund Types and Expendable Trust Funds

	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Expendable Trust</u>
GAAP Basis	\$ (359,801)	(196,758)	54,935	(992)
Revenue accruals	92,112	(46,067)	-	-
Expenditure accruals	251,218	75,640	-	1,000
Other Sources and Uses	(139,933)	(2,046)	-	-
Encumbrances	(41,420)	(89,330)	-	(1,000)
Budget Basis	<u>\$ (197,824)</u>	<u>(258,561)</u>	<u>54,935</u>	<u>(992)</u>

4. DEPOSITS AND INVESTMENTS

State statutes classify monies held by the District into three categories. Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the 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 has identified as not required for use within the current two-year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

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

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

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

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

Deposits: At year-end, the carrying amount of the School District's deposits was \$499,317 (including restricted cash) and the bank balance was \$714,004. Of the bank balance, \$315,117 was covered by federal depository insurance and \$398,887 was uninsured and uncollateralized as defined by GASB Statement 3. Although the securities serving as collateral were held by the pledging financial institution's trust department, but not in the School District's name, all State statutory requirements for the deposit of money had been followed.

Investments: The School District's investments are categorized below to give an indication of the level of risk assumed by the School District at year-end. Category 1 includes investments that are insured or registered or for which the School District or its agent in the School District's name holds the securities. Category 2 includes uninsured and unregistered investments, which are held by the counter party'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 counter party, or by its trust department or agent but not in the School District's name. The School District's investment in STAROhio is unclassified because they are not evidenced by securities that exist in physical or book entry form.

		<u>Category 2</u>	<u>Fair Value</u>
STAROhio	\$	-	135,805
U.S. Agency securities		<u>3,575,601</u>	<u>3,575,601</u>
GASB Statement No. 3	\$	<u>3,575,601</u>	<u>3,711,406</u>

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

	Cash and Cash Equivalents/ <u>Deposits</u>		<u>Investments</u>
GASB Statement No. 9	\$	635,122	3,575,601
Investments:			
Star Ohio		<u>(135,805)</u>	<u>135,805</u>
GASB Statement No. 3	\$	<u>499,317</u>	<u>3,711,406</u>

5. PROPERTY TAXES

Property taxes are levied and assessed on a calendar year basis. Second half distributions occur in a new fiscal year. Property taxes include amounts levied against all real, public utility, and tangible personal (used in business) property located in the School District. Real property taxes are levied after April 1 on the assessed value listed as of the prior January 1, the lien date. Public utility property taxes attached as a lien on December 31 of the prior year, were levied April 1 and are collected with real property taxes. Assessed values for real property taxes are established by State law at 35 percent of appraised market value. All property is required to be revalued every six years. The last update was completed for tax year 1998. Public utility property taxes are assessed on tangible personal property at 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.

Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established. Tangible personal property taxes paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, the first payment is due April 30, with the remainder payable by September 20.

The Hamilton County Treasurer collects property tax on behalf of the School District. 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, 2002 are available to finance fiscal year 2002 operations. The amount available to be advanced can vary based on the date the tax bills are sent. Accrued property taxes receivable represents delinquent taxes outstanding and real property, tangible personal property, and public utility taxes, which became measurable as of June 30, 2002. Although total property tax collections for the next fiscal year are measurable, only the amount available as an advance at June 30 is intended to finance current fiscal year operations. The receivable is therefore offset by a credit to deferred revenue for that portion not intended to finance current year operations.

The assessed values upon which fiscal year 2002 taxes were collected are:

	<u>2001 Second- Half Collections</u>		<u>2002 First- Half Collections</u>	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
Agricultural/Residential and Other Real Estate	\$ 160,759,480	74.87%	161,092,050	77.06%
Public Utility	10,039,120	4.68%	7,819,540	3.74%
Tangible Personal Property	<u>43,926,570</u>	20.46%	<u>40,128,090</u>	19.20%
Total Assessed Value	\$ <u>214,725,170</u>	100.00%	<u>209,039,680</u>	100.00%

6. INTERFUND TRANSACTIONS

Operating transfers during the year ended June 30, 2002 consisted of the following:

	<u>Transfer In</u>	<u>Transfer Out</u>
General Fund	\$ -	122,377
Special Revenue Fund:		
Athletics Fund	45,646	-
Capital Project Fund:		
Permanent Improvement Fund	64,581	-
Agency Fund:		
Student Activities	<u>12,150</u>	<u>-</u>
	\$ <u>122,377</u>	<u>122,377</u>

7. FIXED ASSETS

A summary of the changes in general fixed assets during fiscal year 2002 follows:

<u>Asset Category</u>	<u>Balance at 7/1/01</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at 6/30/02</u>
Land	\$ 252,600	-	-	252,600
Buildings and improvements	2,370,661	-	-	2,370,661
Furniture and equipment	<u>2,611,485</u>	<u>492,033</u>	<u>(49,000)</u>	<u>3,054,518</u>
Total general fixed assets	\$ <u>5,234,746</u>	<u>492,033</u>	<u>(49,000)</u>	<u>5,677,779</u>

8. 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 2002, the School District maintained comprehensive insurance coverage with private carriers for real property, building contents, vehicles and general liability coverage. Settled claims have not exceeded this commercial coverage in any of the past three years. There was no significant reduction in coverage from the prior year.

The School District provides life insurance and accidental death and dismemberment insurance to eligible employees through the Union Central Life Insurance Company. The School District also provides employee medical insurance through Choice Care, a health maintenance organization. All covered employees are required to contribute 10% toward the cost of the total monthly premium. The School District also provides dental insurance coverage to its employees, at no cost to the employee, through Dental Care Plus.

9. DEFINED BENEFIT PENSION PLANS

School Employees Retirement System

The School District contributes to the School Employees Retirement System of Ohio (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 statute 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 SERS, 300 East Broad Street, Columbus, Ohio 43215.

Plan members are required to contribute 9% of their annual covered salary and the School District is required to contribute at an actuarially determined rate, which is currently 14% of annual covered payroll. 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 required contributions to SERS for the fiscal years ended June 30, 2002, 2001, and 2000 were approximately \$164,000, \$152,000 and \$164,000 respectively; 47% has been contributed for fiscal year 2002 and 100% for fiscal years 2001 and 2000. The unpaid contribution for fiscal year 2002 is recorded as a liability within the respective funds and the general long-term obligations account group.

State Teachers Retirement System

The School District contributes to the State Teachers Retirement System of Ohio (STRS), a cost-sharing multiple employer public employee retirement system administered by the State Teachers Retirement Board. STRS provides basis 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 issued a publicly available financial report that includes financial statements and required supplementary information for STRS. The report may be obtained by writing to STRS, 275 East Broad Street, Columbus, Ohio 43215-3771.

Plan members are required to contribute 9.3% of their annual covered salary and the School District is required to contribute 14%. Contribution rates are established by STRS, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10% for members and 14% for employers. The School District's required contributions for pension obligations to STRS for the years ended June 30, 2002, 2001, and 2000 were approximately \$830,000, \$797,000 and \$789,000 respectively; 82% has been contributed for fiscal year 2002 and 100% for fiscal years 2001 and 2000. The unpaid contribution for fiscal year 2002 is recorded as a liability within the respective funds.

Social Security System

Effective July 1, 1991, all employees not otherwise covered by SERS or STRS have an option to choose Social Security or SERS/STRS. As of June 30, 2002, members of the Board of Education have elected social security. The Board's liability is 6.2% of wages paid.

10. POSTEMPLOYMENT 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 Medicare premiums. Benefit provisions and the obligations to contribute are established by the Systems based on authority granted by state statute and are funded on a pay-as-you-go basis.

STRS 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% of covered payroll. For the year ended June 30, 2002, the board allocated employer contributions equal to 4.50% of covered payroll to the Health Care Reserve Fund. For the School District, this amount was approximately \$267,000 during fiscal year 2002. STRS pays health care benefits from the Health Care Reserve Fund. The balance in the fund was \$3.256 billion at June 30, 2001. For the year ended June 30, 2001, net health care costs paid by STRS were \$300.8 million and STRS had 102,132 eligible benefit recipients.

For SERS, coverage is made available to service retirees with ten or more years of qualifying service credit, disability, and survivor benefit recipients. Members retiring on or after August 1, 1989, with less than twenty-five years of service credit must pay a portion of their premium for health care. The portion is based on years of service up to a maximum of 75% of the premium. For this fiscal year, employer contributions to fund health care benefits were 9.80% of covered payroll. In addition, SERS levies a surcharge to fund health care benefits equal to 14% of the difference between a minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 2002, the minimum pay has been established at \$12,400. The surcharge rate added to the unallocated portion of the 14% employer contribution rate provides for maintenance of the asset target level for the health care fund.

The target level for the health care reserve is 150% of annual health care expenses. Expenses for health care for the year ended June 30, 2001 were \$161.4 million and the target level was \$242.2 million. At June 30, 2001, SERS' net assets available for payment of health care benefits was \$315.7 million. SERS has approximately 50,000 participants currently receiving health care benefits. For the School District, this amount to fund health care benefits, including the surcharge, was approximately \$115,000 during the 2002 fiscal year.

11. EMPLOYEE BENEFITS

Compensated Absences

The criteria for determining vacation and sick leave components are derived from negotiated agreements and State laws. Classified employees earn ten to twenty days of vacation per fiscal year, depending upon length of service. Accumulated, unused vacation time is paid to classified employees and administrators upon termination of employment. Teachers do not earn vacation time. Teachers, administrators, and classified employees earn sick leave at the rate of one and one-fourth days per month.

12. LONG-TERM OBLIGATIONS

The changes in the School District's long-term obligations during fiscal year 2002 were as follows:

	Principal Outstanding 7/1/01	Additions	Deletions	Principal Outstanding 6/30/02
Lease-purchase agreement	\$ 800,000	-	-	800,000
Capital leases	10,796	139,933	(10,796)	139,933
Pension obligation	55,152	58,480	(55,152)	58,480
Compensated absences	<u>663,082</u>	<u>39,602</u>	<u>-</u>	<u>702,684</u>
Total general long-term obligations	\$ <u>1,529,030</u>	<u>238,015</u>	<u>(65,948)</u>	<u>1,701,097</u>

In June 2001, the School District authorized financing for improvements to the junior/senior high school of \$800,000 with a lease-purchase agreement through the Ohio Association of School Business Official's Expanded Asset Pooled Financing Program. The School District is required to make monthly payments of interest only at a variable interest rate with the principal due in May 2004.

The School District's voted legal debt margin was \$18,813,571 with an unvoted debt margin of \$209,040 at June 30, 2002.

13. CAPITALIZED LEASES

The School District is obligated under certain leases accounted for as capital leases. The leased assets are accounted for in the General Fixed Asset Account Group and related obligations are recorded in the General Long-Term Debt Account Group. The cost of the equipment acquired by capital leases is \$139,933. The future minimum lease payments under capital leases as of June 30, 2002 are as follows:

Year Ending	
<u>June 30</u>	
2003	\$ 38,352
2004	38,352
2005	38,352
2006	<u>38,351</u>
Minimum lease payments	153,407
Less: Amount representing interest	<u>13,474</u>
Present value of minimum lease payments	\$ <u>139,933</u>

14. JOINTLY GOVERNED ORGANIZATIONS

Great Oaks Joint Vocational School District

The Great Oaks Joint Vocational School District, a jointly governed organization, 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 participating school districts' elected board. The Board possesses its own budgeting and taxing authority as a separate body politic and corporate, established by the Ohio Revised Code. The School District has no ongoing financial interest in nor responsibility for the Joint Vocational School. To obtain financial information, write to the Treasurer's Office, Great Oaks Joint Vocational School District, 3254 E. Kemper Road, Cincinnati, Ohio 45241.

15. INSURANCE PURCHASING POOL

Ohio School Boards Association Workers' Compensation Group Rating Plan

The School District participates in the Ohio School Boards Association Workers' Compensation Group Rating Plan (GRP), an insurance purchasing pool. The GRP's business and affairs are conducted by a three member Board of directors consisting of the President, the President-Elect and the Immediate Past President of the OSBA. The Executive Director of the OSBA, or his designee, serves as coordinator of the program. Each year, the participating school districts pay an enrollment fee to the GRP to cover the costs of administering the program.

16. CONTINGENCIES

Grants

The School District received financial assistance from federal and state agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the School District at June 30, 2002.

17. SEGMENT INFORMATION FOR ENTERPRISE FUND

The School District maintains four enterprise funds to account for the operations of food services, uniform school supply sales, an adult education program, and an after school student enrichment program. The table below reflects in a summarized format the more significant financial data relating to the enterprise funds of the School District as of and for the fiscal year ended June 30, 2002:

		Food	Uniform	After	Adult	
		<u>Services</u>	<u>School</u>	<u>School</u>	<u>Education</u>	<u>Total</u>
			<u>Supply</u>			
Operating revenue	\$	220,453	363	-	4,755	225,571
Operating expenses		273,191	-	-	5,478	278,669
Operating income (loss)		(52,738)	363	-	(723)	(53,098)
Donated commodities		9,881	-	-	-	9,881
Operating grants		76,123	-	-	-	76,123
Net income (loss)		33,266	363	-	(723)	32,906
Net working capital		19,284	265	709	1,005	21,263
Total assets		29,653	265	709	1,023	31,650
Total equity	\$	19,284	265	709	1,005	21,263

18. REQUIRED SET-ASIDES

The School District is required by State Statute to annually set aside in the general fund an amount based on the statutory formula for the purchase of textbooks and other instructional materials and an equal amount for the acquisition and construction of capital improvements. Amounts not spent by year-end or offset by similarly restricted resources received during the year must be held in cash at year-end and carried forward to be used for the same purposes in future years. The School District also may set aside money for budget stabilization. The following cash basis information describes the change in the year-end set aside amounts for textbooks, capital acquisition, and budget stabilization. Disclosure of this information is required by State statute.

		<u>Textbooks</u>	<u>Capital Improvements</u>	<u>Budget Stabilization</u>
Set-aside balance as of June 30, 2001	\$	(50,483)	-	218,696
Current year set-aside requirement		173,521	173,521	-
Less qualifying disbursements and offsets		<u>(391,004)</u>	<u>(532,435)</u>	<u>-</u>
Total		<u><u>(267,966)</u></u>	<u><u>(358,914)</u></u>	<u><u>218,696</u></u>
Balance carried to FY2003		<u><u>(267,966)</u></u>	<u><u>-</u></u>	<u><u>218,696</u></u>
Cash balance as of June 30, 2002	\$	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>218,696</u></u>

Since the School District had offsets and qualifying disbursements during the year that reduced the set aside amount for textbooks and instructional materials to below zero, these extra amounts may be used to reduce the set aside requirements of future years. However, the excess qualifying disbursements of the capital improvement set-aside may not be used to reduce the capital improvement set aside requirements of future years. Senate Bill 345 eliminated the Budget Stabilization Reserve requirement as of April 10, 2001 but the Board of Education has elected not to eliminate the budget stabilization reserve.

19. SCHOOL FUNDING DECISION

On September 6, 2001, the Ohio Supreme Court issued its latest opinion regarding the State's school funding plan. The decision identified aspects of the current plan that require modification if the plan is to be considered constitutional, including:

- A change in the school districts that are used as the basis for determining the base cost support amount. Any change in the amount of funds distributed to school districts as a result of this change must be retroactive to July 1, 2001, although a time line for distribution is not specified.
- Fully funding parity aid no later than the beginning of fiscal year 2004 rather than fiscal year 2006.

The Supreme Court relinquished jurisdiction over the case based on anticipated compliance with its order. The State of Ohio, in a motion filed September 17, 2001, asked the Court to reconsider and clarify the parts of the decision changing the school districts that are used as the basis for determining the base cost support amount and the requirement that changes be made retroactive to July 1, 2001. In November 2001, the Court granted the request for reconsideration, but also ordered the parties to participate in a settlement conference with a court appointed mediator. On March 21, 2002, the mediator issued his final report indicating that the conference was unable to produce a settlement. On December 11, 2002, the Supreme Court found the state's school funding system unconstitutional but declined to retain jurisdiction of the matter meaning the decision included no timeline for compliance or accountability for lack of compliance. The School District is currently unable to determine what effect, if any, this decision will have on its future State funding and on its financial operations.

READING COMMUNITY CITY SCHOOL DISTRICT

Schedule of Prior Audit Findings

Year Ended June 30, 2002

The prior audit disclosed no instances of noncompliance with requirements of major federal programs. In addition, no reportable conditions or material weaknesses with respect to internal controls over compliance with requirements that could have a direct and material effect on a major federal program were reported in the prior year.

READING COMMUNITY CITY SCHOOL DISTRICT

Schedule of Expenditures of Federal Awards

Year Ended June 30, 2002

<u>Federal Grantor/Program Title</u>	<u>Pass Through Entity Number</u>	<u>Federal CFDA Number</u>	<u>Receipts</u>	<u>Expenditures</u>
<u>U.S. Department of Agriculture:</u>				
(Passed through Ohio Department of Education)				
Nutrition Cluster:				
Food Distribution Program	n/a	10.550	\$ 9,881	9,881
National School Breakfast Program	05-PU	10.553	9,274	9,274
National School Lunch Program	LL-P1/LL-P4	10.555	60,916	60,916
Total U.S. Department of Agriculture			<u>80,071</u>	<u>80,071</u>
<u>U.S. Department of Education:</u>				
(Passed through Ohio Department of Education)				
Special Education Grants to States (IDEA Part B)	6B-SF	84.027	119,856	133,670
Grants to Local Education Agencies (ESEA Title I)	C1-S1	84.010	134,021	163,656
Safe and Drug Free Schools	DR-S1	84.186	8,516	6,951
Eisenhower Professional Development Grant	MS-S1	84.281	5,369	9,003
Innovative Education Program Strategy - Title VI	C2-S1	84.298	14,111	15,162
Class Size Reduction	CR-S1	84.340	30,437	29,724
School Innovation	AT-S1	84.352	2,804	2,804
Total U.S. Department of Education			<u>315,114</u>	<u>360,970</u>
<u>U.S. Department of Health and Human Services</u>				
Medical Assistance Program - CAFS	n/a	93.778	8,658	8,658
Total U.S. Department of Health and Human Services			<u>8,658</u>	<u>8,658</u>
Total Federal Awards			\$ <u>403,843</u>	<u>449,699</u>

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS:

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

The schedule of expenditures of federal awards is a summary of the activity of the School 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 value of the commodities received and disbursed.

Clark, Schaefer, Hackett & Co.
CERTIFIED PUBLIC ACCOUNTANTS
BUSINESS CONSULTANTS

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

To the Board of Education
Reading Community City School District:

We have audited the financial statements of the Reading Community City School District (the School District) as of and for the year ended June 30, 2002, and have issued our report thereon dated November 7, 2002, except for Note 19, as to which the date is December 11, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the 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 *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the 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 operations that we consider to be material weaknesses.

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

Clark, Schaefer, Hackett & Co.

Cincinnati, Ohio
November 7, 2002
except for Note 19, as to
which the date is
December 11, 2002

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

To the Board of Education
Reading Community City School District

Compliance

We have audited the compliance of Reading Community City 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, 2002. Reading Community City School District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the School District's management. Our responsibility is to express an opinion on the School District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance 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 Reading Community City School District's compliance with those requirements performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the School District's compliance with those requirements.

In our opinion, Reading Community City 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, 2002.

Internal Control Over Compliance

The management of Reading Community City School District is responsible for establishing and maintaining effective control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Reading Community City 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 management, the Board of Education, 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.

Clark, Schaefer, Hachitt & Co.

Cincinnati, Ohio
November 7, 2002
except for Note 19, as to
which the date is
December 11, 2002

READING COMMUNITY CITY SCHOOL DISTRICT

Schedule of Findings and Questioned Costs

Year Ended June 30, 2002

Section I - Summary of Auditors' Results

Financial Statements

Type of report issued on financial statements:	unqualified
Internal control over financial reporting:	
Material weakness(es) identified?	none
Reportable condition(s) identified not considered to be material weaknesses?	none
Noncompliance material to financial statements noted?	none

Federal Awards

Internal Control over major programs:	
Material weakness(es) identified?	none
Reportable condition(s) identified not considered to be material weaknesses?	none
Type of auditors' report issued on compliance for major programs:	unqualified
Any audit findings that are required to be reported in accordance with Circular A-133, Section .510(a)?	none
Identification of major programs:	
<i>CFDA 84.010 Title I Grants to Local Educational Agencies</i>	
<i>CFDA 84.027 Special Education – Grants to States</i>	
Dollar threshold to distinguish between Type A and Type B Programs:	\$300,000
Auditee qualified as low-risk auditee?	yes

Section II - Financial Statement Findings

None.

Section III - Federal Award Findings and Questioned Costs

None.



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

88 East Broad Street
P.O. Box 1140
Columbus, Ohio 43216-1140
Telephone 614-466-4514
800-282-0370
Facsimile 614-466-4490

READING COMMUNITY CITY SCHOOL DISTRICT

HAMILTON COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
JANUARY 9, 2003**