



**Auditor of State
Betty Montgomery**

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
ATHENS COUNTY**

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**Auditor of State
Betty Montgomery**

INDEPENDENT ACCOUNTANTS' REPORT

Athens-Meigs Educational Service Center
Athens County
507 Richland Avenue, Suite 108
Athens, Ohio 45701

To the Governing Board:

We have audited the accompanying general purpose financial statements of the Athens-Meigs Educational Service Center, Athens County, Ohio (the Center), as of and for the year ended June 30, 2003, as listed in the table of contents. These general purpose financial statements are the responsibility of the Center'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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Center acquired a significant number of fixed assets that were not valued or recorded in the Center's fixed assets records. As a result, the General Fixed Asset Account Group was understated by an indeterminable amount.

In our opinion, except for the omission of certain current year acquisitions in the General Fixed Asset Account Group, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Athens-Meigs Educational Service Center, Athens County, as of June 30, 2003, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 17, 2004 on our consideration of the Center'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.

The accompanying Schedule of Federal Awards Receipts and Expenditures is presented for 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. We subjected this information to the auditing procedures applied in the audit of the general purpose financial statements. In our opinion, it is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

March 17, 2004

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
Combined Balance Sheet
All Fund Types and Account Groups
As of June 30, 2003

	Governmental Fund Types		Fiduciary Fund Type	Account Groups		Totals (Memorandum) (Only)
	General Fund	Special Revenue	Trust and Agency	General Fixed Asset (GFAAG)	General Long-Term (GLTOAG)	
Assets and Other Debits:						
Equity in Pooled Cash and Cash Equivalents	\$453,831	\$371,878	\$157,227	\$0	\$0	\$982,936
Investments	8,760	0	0	0	0	8,760
Receivables:						
Accounts Receivable	0	0	0	0	0	0
Intergovernmental Receivable	126,011	797,470	0	0	0	923,481
Interfund Receivable	9,558	0	0	0	0	9,558
Fixed Assets:						
Fixed Assets	0	0	0	473,572	0	473,572
Other Debits:						
Provided from General Government Resources	0	0	0	0	48,627	48,627
Total Assets and Other Debits	<u>\$598,160</u>	<u>\$1,169,348</u>	<u>\$157,227</u>	<u>\$473,572</u>	<u>\$48,627</u>	<u>\$2,446,934</u>
Liabilities:						
Accounts Payable	\$5,842	\$7,222	\$0	\$0	\$0	\$13,064
Accrued Wages and Benefits	199,208	204,133	0	0	0	403,341
Compensated Absences Payable	8,318	0	0	0	48,627	56,945
Interfund Payable	0	9,558	0	0	0	9,558
Undistributed Monies	0	0	128,676	0	0	128,676
Intergovernmental Payable	71,484	83,501	0	0	0	154,985
Deferred Revenue	0	39,104	0	0	0	39,104
Total Liabilities	<u>284,852</u>	<u>343,518</u>	<u>128,676</u>	<u>0</u>	<u>48,627</u>	<u>805,673</u>
Fund Equity and Other Credits:						
Investment in General Fixed Assets	0	0	0	473,572	0	473,572
Fund Balances:						
Reserved:						
Reserved for Encumbrances	8,129	87,507	0	0	0	95,636
Unreserved:						
Unreserved, Undesignated	305,179	738,323	28,551	0	0	1,072,053
Total Fund Equity and Other Credits	<u>313,308</u>	<u>825,830</u>	<u>28,551</u>	<u>473,572</u>	<u>0</u>	<u>1,641,261</u>
Total Liabilities, Fund Equity and Other Credits	<u>\$598,160</u>	<u>\$1,169,348</u>	<u>\$157,227</u>	<u>\$473,572</u>	<u>\$48,627</u>	<u>\$2,446,934</u>

See accompanying notes to the general purpose financial statements

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Fund Types and Similar Trust Funds
For the Fiscal Year Ended June 30, 2003

	Governmental Fund Type			Fiduciary Fund Type	Totals (Memorandum (Only))
	General Fund	Special Revenue	Capital Projects	Expendable Trust	
Revenues:					
Intergovernmental	\$1,117,397	\$3,128,760	\$0	\$0	\$4,246,157
Interest	14,759	0	0	492	15,251
Tuition and Fees	1,579,328	0	0	0	1,579,328
Gifts and Donations	60	45,291	0	0	45,351
Customer Services	388,669	341,782	0	0	730,451
Miscellaneous	34,716	6,250	0	0	40,966
Total Revenues	<u>3,134,929</u>	<u>3,522,083</u>	<u>0</u>	<u>492</u>	<u>6,657,504</u>
Expenditures:					
Current:					
Instruction:					
Regular	102,251	1,074,070	0	0	1,176,321
Special	1,372,647	600	0	0	1,373,247
Vocational	667	0	0	0	667
Adult/Continuing	0	55,085	0	0	55,085
Other	0	5,600	13,189	0	18,789
Support services:					
Pupils	639,259	449,229	0	0	1,088,488
Instructional Staff	449,206	543,202	0	0	992,408
Board of Education	31,423	4,198	0	0	35,621
Administration	317,341	190,727	0	0	508,068
Fiscal	142,337	51,791	0	0	194,128
Business	10,634	0	0	0	10,634
Operation and Maintenance of Plant	10,124	105,139	0	0	115,263
Pupil Transportation	136	348,437	0	0	348,573
Central	1,579	30,323	0	0	31,902
Non-Instructional Services	13,163	172,360	0	0	185,523
Extracurricular activities	441	0	0	1,500	1,941
Capital Outlay	0	10,000	0	0	10,000
Total Expenditures	<u>3,091,208</u>	<u>3,040,761</u>	<u>13,189</u>	<u>1,500</u>	<u>6,146,658</u>
Excess of Revenues Over (Under) Expenditures	43,721	481,322	(13,189)	(1,008)	510,846
Fund Balance at Beginning of Year, as Restated in Note 16	269,587	344,508	13,189	29,559	656,843
Fund Balance at End of Year	<u>\$313,308</u>	<u>\$825,830</u>	<u>\$0</u>	<u>\$28,551</u>	<u>\$1,167,689</u>

See accompanying notes to the general purpose financial statements

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ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budget Basis)
All Governmental Fund Types and Similar Trust Funds
For the Fiscal Year Ended June 30, 2003

	Governmental Fund Types					
	General Fund			Special Revenue		
	Budget	Actual	Variance	Budget	Actual	Variance
Revenues:						
Intergovernmental	\$1,000,000	\$1,006,619	\$6,619	\$2,705,821	\$2,465,899	(\$239,922)
Interest	15,200	14,759	(441)	0	0	0
Tuition and Fees	1,410,292	1,579,672	169,380	0	0	0
Gifts and Donations	60	60	0	45,301	45,291	(10)
Customer Services	196,000	388,669	192,669	319,965	341,782	21,817
Miscellaneous	550	7,872	7,322	6,000	0	(6,000)
Total Revenues	2,622,102	2,997,651	375,549	3,077,087	2,852,972	(224,115)
Expenditures:						
Current:						
Instruction:						
Regular	155,807	104,349	51,458	1,255,362	1,070,031	185,331
Special	1,649,919	1,385,745	264,174	2,297	939	1,358
Vocational	14,347	5,216	9,131	0	0	0
Adult/Continuing	0	0	0	71,191	55,453	15,738
Other	0	0	0	3,271	490	2,781
Support services:						
Pupils	676,736	650,721	26,015	579,950	436,386	143,564
Instructional Staff	597,767	457,877	139,890	682,283	557,815	124,468
Board of Education	42,464	31,520	10,944	6,088	6,088	0
Administration	357,517	322,791	34,726	224,446	210,534	13,912
Fiscal	162,600	145,743	16,857	55,070	50,771	4,299
Business	30,165	10,634	19,531	557	0	557
Operation and Maintenance of Plant	10,924	10,824	100	130,022	129,098	924
Pupil Transportation	605	257	348	457,697	397,305	60,392
Central	8,018	7,424	594	43,911	36,532	7,379
Non-Instructional Services	0	0	0	175,842	162,906	12,936
Extracurricular activities	441	441	0	0	0	0
Capital Outlay	0	0	0	158,840	158,840	0
Total Expenditures	3,707,310	3,133,542	573,768	3,846,827	3,273,188	573,639
Excess of Revenues Over (Under) Expenditures	(1,085,208)	(135,891)	949,317	(769,740)	(420,216)	349,524
Other Financing Sources and Uses:						
Advances In	260,000	0	(260,000)	0	3,954	3,954
Other Financing Sources	0	0	0	6,250	6,250	0
Refund of Prior Year Expenditures	26,843	26,843	0	0	0	0
Advances Out	(3,954)	(3,954)	0	0	0	0
Refund of Prior Year Receipts	(13,163)	(13,163)	0	(25,176)	(5,110)	20,066
Total Other Financing Sources (Uses)	269,726	9,726	(260,000)	(18,926)	5,094	24,020
Excess of Revenues and Other Financing Sources						
Over (Under) Expenditures and Other Financing Uses	(815,482)	(126,165)	689,317	(788,666)	(415,122)	373,544
Fund Balances at Beginning of Year	575,881	575,881	0	202,750	202,750	0
Prior Year Encumbrances Appropriated	3,819	3,819	0	104,349	104,349	0
Fund Balance at end of Year	(\$235,782)	\$453,535	\$689,317	(\$481,567)	(\$108,023)	\$373,544

See accompanying notes to the general purpose financial statements

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
Combined Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Budget Basis)
All Governmental Fund Types and Similar Trust Funds
For the Fiscal Year Ended June 30, 2003

Governmental Fund Types			Fiduciary Fund Type		
Capital Projects			Expendable Trust		
Budget	Actual	Variance	Budget	Actual	Variance
\$0	\$0	\$0	\$0	\$0	\$0
0	0	0	500	492	(8)
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	1,500	1,500	0
0	0	0	0	0	0
0	0	0	1,500	1,500	0
0	0	0	(1,000)	(1,008)	(8)
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
(13,189)	(13,189)	0	0	0	0
(13,189)	(13,189)	0	0	0	0
(13,189)	(13,189)	0	(1,000)	(1,008)	(8)
13,189	13,189	0	29,559	29,559	0
0	0	0	0	0	0
\$0	\$0	\$0	\$28,559	\$28,551	(\$8)

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ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 1 - DESCRIPTION OF THE ENTITY

Description of the Educational Service Center:

The Athens-Meigs Educational Service Center (the Educational Service Center) is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Educational Service Center is a County Educational Service Center as defined by Section 3311.05 of the Ohio Revised Code. The Educational Service Center is an administrative entity providing supervision and certain other services to the local school districts located in Athens and Meigs Counties. It currently operates under a locally elected Governing Board form of government consisting of seven (7) members elected in the following manner: six members from sub-districts composed of the 6 school districts in Athens and Meigs Counties; and one member at large from sub-districts composed of the 6 school districts in Athens and Meigs Counties

The significant accounting policies followed in the preparation of these financial statements are summarized below. These policies conform to accounting principles generally accepted in the United States of America (GAAP) for local governmental units prescribed in the statements issued by the Governmental Accounting Standards Board and other recognized authoritative sources.

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 Educational Service Center are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Educational Service Center. For the Educational Service Center, this includes general operations.

Component units are legally separate organizations for which the Educational Service Center is financially accountable. The Educational Service Center is financially accountable for an organization if the Educational Service Center appoints a voting majority of the organization's governing board and (1) the Educational Service Center is able to significantly influence the programs or services performed or provided by the organization; or (2) the Educational Service Center is legally entitled to or can otherwise access the organization's resources; the Educational Service Center is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the Educational Service Center is obligated for the debt of the organization. Component units may also include organizations for which the Educational Service Center approves the budget, the issuance of debt or levying of taxes. As of June 30, 2003, the Educational Service Center had no component units.

The Educational Service Center serves as fiscal agent for Southeast Ohio Special Education Regional Resource Center (SEO-SERRC). The Educational Service Center administers grants awarded to SEO-SERRC as its fiscal agent. Accordingly, this jointly governed organization is presented as an agency fund within the Educational Service Center's financial statements. The financial statement of the Educational Service Center 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 more significant of the Educational Service Center's accounting policies are described below.

The following other jointly governed organizations, which perform activities within the Educational Service Center's boundaries for the benefit of its residents, are excluded from the accompanying financial statements because the Educational Service Center is not financially accountable for these entities nor are they fiscally dependent on the Educational Service Center.

Southeast Ohio Voluntary Education Cooperative (SEOVEC)
Tri-County Career Center
Athens County School Employees Health and Welfare Benefit Association

The Educational Service Center also participates in one public entity risk pool:

Ohio School Boards Association Workers Compensation Group Rating Program

These jointly governed organizations and the public entity risk pool are presented in Note 12 to the general purpose financial statements.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The general purpose financial statements of the Athens-Meigs Educational Service Center have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Educational Service Center's accounting policies are described below.

A. Basis of Presentation - Fund Accounting

The Athens-Meigs Educational Service Center 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 Center 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 regulations, 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 expendable financial sources.

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

Governmental Fund Types:

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

General Fund - The General Fund is the operating fund of the Educational Service Center and is used to account for all financial resources except those required by law or contract to be accounted for in another fund. The General Fund balance is available to the Educational Service Center 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 Project Funds - The Capital Project 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).

Fiduciary Fund Types:

Fiduciary funds are used to account for assets held by the Educational Service Center in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds. The following are the Educational Service Center's fiduciary fund types:

Expendable Trust Fund - Expendable Trust Funds are used to account for assets where both the principal and interest may be spent. Expendable Trust Funds are legally restricted as to use and are accounted for in the same manner as governmental fund types.

Agency Funds - Agency funds are custodial in nature and do not present results of operations or have measurement focus. Agency Funds are accounted for using the modified accrual basis of accounting. Agency Funds are used to account for the assets that the Educational Service Center holds for others in an agency capacity.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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 for all fixed assets of the Educational Service Center.

General Long-Term Obligations Account Group - This account group is established to account for all long-term obligations of the Educational Service Center.

B. Measurement Focus and Basis of Accounting

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

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.

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

Non-exchange transactions, in which the Educational Service Center receives value without directly giving equal value in return, include grants, entitlements and donations. Revenue from grants 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 Educational Service Center must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the Educational Service Center on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

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

Deferred Revenue Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Under the modified accrual basis of accounting, receivables that will not be collected within the available period have been reported as deferred revenue.

C. Budgetary Data

The budgetary process is prescribed by Section 3317.11 of the Ohio Revised Code and entails preparation of budgetary documents within an established timetable. The Educational Service Center legally adopts its budget on or before July 1. Included in that budget are the estimated resources and expenditures for each fund. Upon review by the Educational Service Center's Governing Board, the annual appropriation resolution is adopted. After the start of the fiscal year, the estimated resources are revised to include the actual beginning of the fiscal year fund balances and are accepted by the Governing Board. Both the estimated resources and appropriations may be amended or supplemented throughout the year as circumstances warrant.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Budgetary Data (Continued)

In the first quarter of each fiscal year, the Educational Service Center summarizes and certifies its budget on forms furnished by the State Department of Education, together with such other information as the State Department of Education may require. The summarized budget consists of three parts. Part (A) includes the cost of the salaries, employer's retirement contributions, and travel expenses of supervisory teachers approved by the State Department of Education. Part (B) includes the cost of all other lawful expenditures of the Educational Service Center. Part (C) includes the adopted appropriations resolution of the Educational Service Center. The State Department of Education reviews the budget and certifies to each local Board of Education under the supervision of the Educational Service Center the amount from Part (B) that is to be apportioned to their District.

Appropriations: The annual appropriation resolution must be legally enacted by the Educational Service Center at the fund, function, and object level of expenditures, which is the legal level of budgetary control. Prior to the passage of the annual appropriation measure, the Educational Service Center may pass a temporary appropriation measure to meet the ordinary expenses of the Educational Service Center. The appropriation resolution, by fund, must be within the estimated resources and the total of expenditures and encumbrances may not exceed the appropriation totals at any level of control. The Governing Board must approve any revisions that alter the total of any fund appropriation, or alter total function appropriations within a fund, or alter object appropriations within functions.

The Governing Board may pass supplemental fund appropriations so long as the total appropriations by fund do not exceed the amounts set forth in the budget approved by the State Department of Education. The budget figures that appear in the statements of budgetary comparisons should 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, 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 year-end are reported as a reservation of fund balance for subsequent-year expenditures for governmental fund types.

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.

D. Cash, Cash Equivalents and Investments

To improve cash management, all cash is pooled in central bank accounts. Monies for all funds are maintained in this pool, with the exception of one Expendable Trust fund that is held in a certificate of deposit, and a portion of the General Fund held in the form of common stock. Individual fund integrity is maintained through the Educational Service Center'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 2003, investments were limited to certificates of deposit, STAR Ohio, and common stock. The common stock was received as a donation for a specific purpose and is held in the General Fund.

Except for nonparticipating investment contracts, investments are recorded at fair value that is based upon quoted market prices. Nonparticipating investment contracts such as repurchase agreements and certificates of deposit are reported at cost.

The Educational Service Center has invested funds in the State Treasury Asset Reserve of Ohio (STAROhio) during fiscal year 2003. 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. Investment in STAROhio are valued at STAROhio's share price which is the price the investment could be sold for on June 30, 2003. Following Ohio statutes, the Governing Board has, by resolution, specified the funds to receive an allocation of interest earnings. For purposes of presentation on the combined balance sheet, investments of the cash management pool are considered to be cash equivalents.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Fixed Assets

General fixed assets are not capitalized in the funds used to acquire them. Instead, the capital acquisition and construction costs are reflected as expenditures in governmental funds, and related assets are reported in the general fixed assets account group, except for those acquired by the Agency Funds. All fixed assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The Educational Service Center maintains a capitalization threshold of three hundred dollars. The Educational Service Center does not possess any infrastructure.

The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend an asset's life are not capitalized. Improvements are capitalized. Assets in the general fixed assets account group are not depreciated.

F. Compensated Absences

GASB Statement 16, *Accounting for Compensated Absences*, specifies the methods used to accrue liabilities for leave benefits. 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 employer 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 is based on the sick leave accumulated at June 30 by those employees who are eligible to receive termination benefits and by those employees for whom it is probable will become eligible to receive termination benefits 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 Educational Service Center's termination policy.

For governmental funds, the Educational Service Center records a liability for accumulated unused vacation time when earned for all employees with more than one year of service. The Educational Service Center records a liability for accumulated unused sick leave for employees based on age and years of service. 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.

G. 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 sixty days after year-end are considered not to have been paid with current available financial resources.

H. Interfund Transactions

Quasi-external transactions are accounted for as revenues and expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of the expenditures 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.

I. Fund Balance Reserves

The Educational Service Center reserves fund balance for amounts that are legally segregated for specific purposes or which are not available for appropriation. Unreserved fund balance indicates that portion of fund equity that is available for appropriation in future periods. Fund equity reserves are established for encumbrances.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America 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.

K. Total Columns on General Purpose Financial Statements

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

L. Flow-Through Grants

The Educational Service Center is the primary recipient of grants, which are passed-through to or spent on behalf of other governmental agencies. When the Center has a financial or administrative role in the grants, the grants are reported as revenues and intergovernmental expenditures in a special revenue fund.

NOTE 3 - BUDGETARY BASIS OF ACCOUNTING

While the Athens-Meigs Educational Service Center is reporting financial position, results of operation and changes in fund balance on the basis of accounting principles generally accepted in the United States of America (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 Change in Fund Balances - Budget and Actual (Budget Basis), All Governmental Fund Types and Similar Trust Funds, is presented on the budgetary basis to provide 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 for all funds (budget basis) rather than as a reservation of fund balance for governmental fund types (GAAP basis).

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 3 - BUDGETARY BASIS OF ACCOUNTING (Continued)

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

Excess of Revenues and Other Financing Sources Over /(Under) Expenditures and Other Financing Uses All Governmental Fund Types and Similar Trust Funds		
	General	Special Revenue
GAAP Basis	\$43,721	\$481,322
Adjustments:		
Revenue Accruals	(110,435)	(670,267)
Expenditure Accruals	(51,322)	(138,670)
Encumbrances	(8,129)	(87,507)
Budget Basis	(\$126,165)	(\$415,122)

There were no adjustments required for the Capital Projects Fund and the Expendable Trust Fund as the budget basis and the GAAP basis were the same.

NOTE 4 - DEPOSITS AND INVESTMENTS

State statutes classify monies held by the Athens-Meigs Educational Service Center into three categories.

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

Inactive deposits are public deposits that the Educational Service Center 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 that 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 certificate of deposits maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

Protection of the Educational Service Center'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 may be deposited or invested in the following securities:

1. United States treasury notes, bills, bonds, or any other obligation or security issued by the United States treasury, or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or other obligations 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;

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 4 - DEPOSITS AND INVESTMENTS (Continued)

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 or 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 interim monies available for investment at any one time.
8. Under limited circumstances, debt interests rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

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 Educational Service Center, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the Treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

Deposits At fiscal year end, the carrying amount of the District's deposits was \$676,920 and the bank balance was \$851,161. Of the bank balance:

1. \$300,000 was covered by federal depository insurance; and
2. \$551,161 was uninsured and uncollateralized. Although all state statutory requirements for the deposit of money had been followed, non-compliance with federal requirements could potentially subject the District to a successful claim by the Federal Deposit Insurance Corporation.

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

	Category 1	Carrying Amount	Fair Value
Stocks	\$8,760	\$8,760	\$8,760
STAROhio		306,016	306,016
Total Investments		\$314,776	\$314,776

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 Governmental Entities that use Proprietary Fund Accounting*.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 4 - DEPOSITS AND INVESTMENTS (Continued)

Reconciliation between the classifications of cash and cash equivalents and investments on the combined financial statements and the classification of deposits and investments presented above per GASB Statement No. 3 is as follows:

	<u>Cash and Cash Equivalents Deposits</u>	<u>Investments</u>
GASB Statement No. 9	\$982,936	\$8,760
Investments:		
STAROhio	(306,016)	306,016
GASB Statement No. 3	\$676,920	\$314,776

NOTE 5 - RECEIVABLES

Receivables at June 30, 2003 consisted of entitlements due from local governments and tuition and fees. All receivables are considered collectible in full due to the stable condition of State programs and the current year guarantee of federal funds. A summary of the principal items of intergovernmental receivables follows:

	<u>Amount</u>
General Fund:	
CAFS Reimbursement	\$ 19,972
Contract Cost Reimbursement	<u>106,039</u>
Total General Fund	126,011
Special Revenue Funds:	
Head Start	630,404
Healthy Tomorrow for Children	49,853
Public Preschool Grant	65,854
Help Me Grow	18,420
Alternative School	18,014
Lunch Room	12,682
Miscellaneous State Grants	<u>2,243</u>
Total Special Revenue Funds	<u>797,470</u>
Total All Funds	<u>\$923,481</u>

NOTE 6 - FIXED ASSETS

A summary of the change in general fixed assets during fiscal year 2003 follows:

<u>Asset Category</u>	<u>Balance at June 30, 2002</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at June 30, 2003</u>
Furniture and Equipment	\$383,368	\$90,204	\$0	\$473,572
Total	\$383,368	\$90,204	\$0	\$473,572

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 7 - RISK MANAGEMENT

A. Property and Liability

The Educational Service Center is exposed to various risks of loss related to tort, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. During fiscal year 2003, the Educational Service Center's property was covered by the insurance coverage maintained by the Athens County Commissioners, the Meigs County Commissioners and additional coverage purchased through Nationwide/Wausau Insurance Company.

Professional liability is protected by the Nationwide/Wausau Insurance Company with a \$1,000,000 single occurrence limit and \$2,000,000 aggregate with a \$2,500 deductible.

Ohio Farmer's Insurance Company maintains a \$25,000 public official bond for the Treasurer, a \$10,000 public official bond for the Superintendent, A \$10,000 public official bond for the Executive Secretary and a \$10,000 public official bond for the Secretary to the Treasurer. The Educational Service Center also purchases a blanket bond rider on a liability policy purchased through Nationwide/Wausau Insurance.

The Educational Service Center has had no significant reductions in any of its insurance coverage from that maintained in prior years. Additionally, there have been no insurance settlements that have exceeded insurance coverage in any of the past three years.

B. Workers Compensation

For the fiscal year 2003, the Educational Service Center participates in the Ohio School Boards Association Workers' Compensation Group Rating Program (GRP), an insurance purchasing pool (Note 12). The intent of the GRP is to achieve the benefit of a reduced premium for the Educational Service Center by virtue of its grouping and representation with other participants in the GRP. The workers compensation experience of the participating school districts is calculated as one experience and a common premium rate is applied to all school districts in the GRP. Each participant pays its workers' compensation premium to the State based on the rate for the GRP rather than its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall saving percentage of the GRP. A participant will then either receive money from or be required to contribute to the "Equity Pooling Fund". This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the GRP. Participation in the GRP is limited to school districts that can meet the GRP's selection criteria. The firm of GatesMcDonald & Co. provides administrative, cost control and actuarial services to the GRP.

C. Employee Medical Benefits

The Educational Service Center provides health and major medical insurance for all eligible employees through the Athens County School Employees Health and Welfare Benefit Association, a jointly governed organization (see Note 12). The Educational Service Center pays 90.5% of monthly premiums for family coverage and 100% of premiums for individual coverage. Premiums are paid from the same funds that pay the employees' salaries.

The Educational Service Center provides prescription drug insurance to all eligible employees through the Association. This plan utilizes a \$5 per prescription deductible. The Educational Service Center also provides some dental and vision coverage to eligible employees. The premiums for these are \$43.90 and \$15.79, respectively, and are paid in full by the Educational Service Center.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 8 - DEFINED BENEFIT PENSION PLANS

School Employees Retirement System

The Athens-Meigs Educational Service Center contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple-employer defined pension benefit 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 established by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746.

Plan members are required to contribute 9 percent of their annual covered salary and the Educational Service Center is required to contribute at an actuarially determined rate. The current rate is 14 percent of annual covered payroll. A portion of the Educational Service Center's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for fiscal year 2003, 8.17 percent of annual covered salary was the portion used to fund pension obligations. For fiscal year 2002, 5.46 percent of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts, by the SERS Retirement Board.

The Educational Service Center's contributions to SERS for the years ending June 30, 2003, 2002, and 2001 were \$255,701, \$122,101, and \$97,777, respectively, equal to the required contributions for each fiscal year. All of the required contributions for 2003, 2002, and 2001 have been paid.

State Teachers Retirement System

The Athens-Meigs Educational Service Center contributes to the State Teachers Retirement System of Ohio (STRS), a cost-sharing multiple-employer public employee retirement system. STRS provides retirement and disability benefits, annual cost-of-living adjustments, and death and survivor benefits to members and beneficiaries. Benefits are established by Chapter 3307 of the Ohio Revised Code. STRS issues a publicly available financial report that includes financial statements and required supplementary information for STRS. That report may be obtained by writing State Teacher Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3371.

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan, and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on member contributions and earned interest matched by STRS Ohio funds times an actuarially determined annuity factor.

The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5% of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. DC and Combined Plan members will transfer to the Defined Benefit Plan during their fifth year of membership unless they permanently select the DC or Combined Plan. Existing members with less than five years of service credit as of June 30, 2001, were given the option of making a one time irrevocable decision to transfer their account balances from the existing DB Plan into the DC Plan or the Combined Plan. This option expired on December 31, 2001. Benefits are established by Chapter 3307 of the Ohio Revised Code.

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

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 8 - DEFINED BENEFIT PENSION PLANS (Continued)

State Teachers Retirement System (Continued)

For the fiscal year ended June 30, 2003 plan members are required to contribute 9.3 percent of their annual covered salary. The Educational Service Center was required to contribute 14 percent. 13 percent was the portion used to fund pension obligations. For fiscal year 2002, the portion used to fund pension obligations was 9.5 percent. Contribution rates are established by STRS, upon the recommendation of its consulting actuary, not to exceed maximum rates of 10 percent for members and 14 percent for employers. The Educational Service Center's contribution for pension obligations to STRS for fiscal years ending June 30, 2003, 2002, and 2001, was \$329,529, \$196,880, and \$251,084 respectively, equal to the required contributions for each fiscal year. All required contributions for 2003, 2002, and 2001 have been paid.

NOTE 9 - POST-EMPLOYMENT BENEFITS

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

All STRS benefit recipients and sponsored dependents are eligible for healthcare coverage. The STRS 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 the coverage paid from STRS funds shall be included in the employer contribution rate, currently 14 percent of covered payroll. For the fiscal year ended June 30, 2003, and after, the STRS Board allocated employer contributions equal to 1 percent of covered payroll to the Health Care Reserve Fund. For the Educational Service Center, this amount equaled \$23,327 during the 2003 fiscal year.

STRS pays health care benefits from the Health Care Reserve Fund. At June 30, 2002 (the latest information available) the balance in the Fund was \$3,011 million. For the year ended June 30, 2002, net health care costs paid by STRS were \$354,697,000 and STRS had 105,300 eligible benefit recipients.

For SERS, coverage is made available to service retirees with ten or more years of qualifying service credit, and to 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.

After the allocation for basic benefits, the remainder of the employer's 14 percent contribution is allocated to providing health care benefits. For the fiscal year ended June 30, 2003, employer contributions to fund health care benefits were 5.83 percent of covered payroll. In addition, SERS levies a surcharge to fund health care benefits equal to 14 percent of the difference between minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 2003, the minimum pay has been established as \$14,500. For the Educational Service Center, the amount to fund health care benefits, including surcharge, equaled \$209,612 during the 2003 fiscal year.

The target level for the health care reserve is 150 percent of annual health care expenses. Expenses for health care at June 30, 2002 (the latest information available) were \$182,946,777 and the target level was \$274.4 million. At June 30, 2002, SERS had net assets available for payment of health care costs of \$335.2 million. SERS had approximately 50,000 participants currently receiving health care benefits.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 10 - OTHER EMPLOYEE BENEFITS

Compensated Absences

Twelve-month employees earn 10 to 20 days of vacation per year, depending upon the length of service and employment classification. Accumulated unused vacation time is paid to employees upon termination of employment. Vacation leave cannot accumulate for more than 10 days. Certified and classified employees earn sick leave at the rate of one and one-fourth days per month. Sick leave may be accumulated up to 182 days. Upon retirement, payment is made for one-fourth of the total accumulation with no maximum limit set.

Other Health Insurance Options

The Educational Service Center provides life insurance and accidental death and dismemberment insurance to most employees through a group policy provided through the Educational Service Center. Coverage is for \$31,000.

NOTE 11 - LONG-TERM OBLIGATIONS

Changes in long-term obligations of the Educational Service Center during fiscal year 2002 were as follows:

	Balance Outstanding <u>At June 30, 2002</u>	<u>Additions</u>	<u>Deletions</u>	Balance Outstanding <u>At June 30, 2003</u>
Compensated Absences	\$105,282	\$0	\$56,655	\$48,627

Compensated absences reported in the "compensated absences payable" account would be paid from the fund from which the employee is paid.

NOTE 12 - JOINTLY GOVERNED ORGANIZATIONS & PUBLIC ENTITY RISK POOL

A. Jointly Governed Organizations

Southeast Ohio Voluntary Education Cooperative

The Southeast Ohio Voluntary Education Cooperative (SEOVEC) was created as a regional council of governments pursuant to State statutes. SEOVEC is a computer consortium 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. SEOVEC has 38 participants consisting of 30 districts and 8 educational service centers. SEOVEC is governed by a governing board, which is selected by the member districts. SEOVEC possesses its own budgeting and taxing authority. To obtain financial information write to Southeast Ohio Voluntary Educational Consortium, Bobbi Weidner, Treasurer, at 221 North Columbus Road, Athens, Ohio 45701.

Tri-County Career Center

The Tri-County Career Center is a distinct political subdivision of the State of Ohio operated under the direction of a Board consisting of eleven appointed representatives from the eight participating school districts and the Educational Service Center. The Board possesses its own budgeting and taxing authority. The degree of control exercised by any participating school district is limited to its representation on the Board. To obtain financial information write to the Tri-County Career Center, Laura Carney, Treasurer, at 15676 State Route 691, Nelsonville, Ohio 45764.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 12 - JOINTLY GOVERNED ORGANIZATIONS & PUBLIC ENTITY RISK POOL (Continued)

Athens County School Employees Health and Welfare Benefit Association

The Educational Service Center is a participant in a consortium of seven districts to operate the Athens County School employees Health and Welfare Benefit Association. The Association was created to provide health care and dental benefits for the employees and eligible dependents of employees of participating districts. The Association has contracted with Anthem Insurance Company to be the health care provider for medical benefits as well as to provide aggregate and specific stop-loss insurance coverage, and Coresource to provide administration of its dental benefits. A Board of Directors consisting of one representative of each of the participating districts governs the Association. Financial information for the Association can be obtained from the administrators at Combs & Associates, 9525 TR 50, Dola, Ohio 45835-0098.

Southeastern Ohio Special Education Regional Resource Center

The South Eastern Ohio Special Education Regional Resource Center (SEO-SERRC) is a special education service center, which selects its own board, adopts its own budget and receives direct Federal and State grants for its operation. The jointly-governed organization was formed for the purpose of initiating, expanding, and improving special education programs and services for children with disabilities and their families.

SEO-SERRC is governed by a board of eighteen members made up of thirteen Superintendents, ten of which are from one of the districts located in each county included in SEO-SERRC's service area. SEO-SERRC serves the following counties: Athens, Gallia, Hocking, Jackson, Meigs, Monroe, Morgan, Perry, Vinton, and Washington. The other three Superintendents are appointed from a Joint Vocational School District in the region, a County Board of MR/DD District in the region and the Superintendent of the Athens-Meigs Educational Service Center. The remaining five members are comprised of a University/College Representative, two Parent Representatives (parents of disabled children), a representative from a Chartered/Non-Public School in the region, and a representative from the Southeast Regional Professional Developmental Center. In the case of the Superintendents and the University/College Representative an alternate is also appointed to attend meetings should the original designee not be able to attend. The degree of control exercised by any of the participating school districts is limited to its representation on the Board. Financial information can be obtained by contacting Bryan Swann, Treasurer, at the Athens-Meigs Educational Service Center, 507 Richland Avenue, Suite 108, Athens, Ohio 45701. The financial activity of SEO-SERRC is as follows:

Beginning Cash Balance	Fiscal YTD Receipts	Fiscal YTD Expended	Year End Balance	Encumbered	Balance Less Encumbered Amount
\$ 167,037.95	\$ 1,319,590.19	\$1,273,236.86	\$213,391.28	\$90,335.12	\$123,056.16

B. Public Entity Risk Pool

Ohio School Boards Association Workers' Compensation Group Rating Program

The Educational Service Center participates in the Ohio School Boards Association Workers' Compensation Group Rating Program (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 Ohio School Boards Association. 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.

ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2003

NOTE 13 - STATE SCHOOL FUNDING DECISION

On December 11, 2002, the Ohio Supreme Court issued its latest opinion regarding the State's school funding plan. The decision reaffirmed the earlier decisions that Ohio's current school-funding decision is unconstitutional. The Supreme Court relinquished jurisdiction over the case and directed "... the Ohio General Assembly to enact a school-funding scheme that is thorough and efficient..."

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.

NOTE 14 - CONTINGENCIES

Grants:

The Educational Service Center 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 Educational Service Center at June 30, 2003.

Litigation:

The Athens-Meigs Educational Service Center is not currently party to legal proceedings.

NOTE 15 – INTERFUND ACTIVITY

Interfund balances at June 30, 2003, consist of the following individual fund receivables and payables:

	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
<i>General Fund</i>	\$ 9,558	\$ 0
<i>Special Revenue Funds:</i>		
Head Start	0	5,604
Safe & Drug Free Schools	0	3,954
Total All Funds	\$ 9,558	\$ 9,558

NOTE 16 – RESTATEMENT OF FUND BALANCES

The Educational Service Center reclassified several funds between the General Fund, the Special Revenue Funds, the Trust Funds, and the Agency Funds to more properly reflect their purpose and use. These reclassifications required that certain adjustments be recorded to the June 30, 2002 fund balances as previously reported. The restatements are summarized in the following table:

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Trust Fund</u>
Fund Balances, June 30, 2002	\$235,037	\$372,741	\$38,132
Adjustments due to Reclassifications	34,550	(28,233)	(8,573)
Restated Fund Balances, June 30, 2002	\$269,587	\$344,508	\$29,559

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**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
ATHENS COUNTY**

**SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2003**

FEDERAL GRANTOR <i>Pass-through Grantor</i> Program Title	Federal CFDA Number	Pass-through Entity Number	Receipts	Disbursements
UNITED STATES DEPARTMENT OF AGRICULTURE				
<i>Passed through Ohio Department of Education:</i>				
Child and Adult Care Food Program	10.558	CCCN-2003	\$ 479	\$ 479
		CCCP-2003	1,575	1,575
		CCMN-2003	9,382	9,382
		CCMO-2003	<u>30,920</u>	<u>30,920</u>
Total Child and Adult Care Food Program			<u>42,356</u>	<u>42,356</u>
Total United States Department of Agriculture			42,356	42,356
UNITED STATES DEPARTMENT OF LABOR				
<i>Passed through Ohio Department of Job and Family Services:</i>				
WIA Youth Activities	17.259	N/A	<u>161,396</u>	<u>166,964</u>
Total United States Department of Labor			161,396	166,964
NATIONAL FOUNDATION ON THE ARTS AND THE HUMANITIES				
<i>Passed through State Library of Ohio:</i>				
State Library Program	45.310	I-4-01		<u>14,957</u>
Total National Foundations on the Arts and the Humanities			0	14,957
UNITED STATES DEPARTMENT OF EDUCATION				
<i>Passed through Ohio Department of Education:</i>				
<i>Special Education Cluster:</i>				
Special Education - Grants to States	84.027	6BAA-2003P	9,375	293
		6BII-2003P	19,125	8,854
		6BSA-2002P	8,795	8,786
		6BSI-2002P	199,065	279,774
		6BSI-2003P	782,832	648,043
		6BSX-2002P	<u>20,460</u>	<u>20,246</u>
Total Special Education - Grants to States			1,039,652	965,996
Special Education - Preschool Grants	84.173	PGSI-2001		8,984
		PGS7-2002		3,598
		PGSI-2003P	18,063	17,107
		PGS3-2001P		5,287
		PGS3-2002P	<u>14,710</u>	<u>14,710</u>
Total Special Education - Preschool Grants			<u>32,773</u>	<u>49,686</u>
Total Special Education Cluster			1,072,425	1,015,682
Adult Education - State Grant Program	84.002	ABSI-2002	4,090	3,800
		ABSI-2002C	3,091	
		ABSI-2003	<u>38,572</u>	<u>38,572</u>
Total Adult Education - State Grant Program			45,753	42,372
Safe and Drug-Free Schools and Communities - National Program	84.184C	T4S1-2003	<u>1,976</u>	<u>5,930</u>
Total United States Department of Education			1,120,154	1,063,984
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES				
<i>Passed through Ohio Department of Job and Family Services:</i>				
Maternal and Child Health Federal Consolidated Programs	93.110V	N/A	50,139	47,615
Temporary Assistance for Needy Families	93.558	N/A	273,534	273,534
Medical Assistance Program	93.778	0500783	91,741	91,741
<i>Direct from Federal Government:</i>				
Head Start	93.600	05CH8260/02	<u>1,508,871</u>	<u>1,514,500</u>
Total United States Department of Health and Human Services			1,924,285	1,927,390
CORPORATION FOR NATIONAL AND COMMUNITY SERVICE				
<i>Passed through Ohio Department of Education:</i>				
Learn and Serve America - School and Community Based Programs	94.004	SVS1-2001	<u>(212)</u>	
Total Corporation for National and Community Service			<u>(212)</u>	<u>0</u>
Total Federal Awards Receipts and Expenditures			<u>\$ 3,247,979</u>	<u>\$ 3,215,651</u>

The Notes to the Schedule of Federal Awards Receipts and Expenditures are an integral part of this Schedule.

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
ATHENS COUNTY**

**NOTES TO SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2003**

NOTE A – SIGNIFICANT ACCOUNTING POLICIES

The accompanying Schedule of Federal Awards Receipts and Expenditures (the Schedule) summarizes the activity of the Center's federal award programs. The Schedule has been prepared on the cash basis of accounting.

NOTE B – SPECIAL EDUCATION CLUSTER

The Special Education Cluster is administered by the Southeastern Ohio Special Education Regional Resource Center (SEO-SERRC). SEO-SERRC is a ten-county special education service center which selects its own board, adopts its own budget, and receives direct Federal and State grant for its operation.

Although not directly controlled by the Educational Service Center, the financial transactions of SEO-SERRC are handled by the Treasurer of the Educational Service Center and are included on the general purpose financial statements as Agency Funds. The Ohio Department of Education requires the Center to include on their Schedule of Federal Awards Expenditures the federal receipts and expenditures of the Southeastern Ohio Special Education Regional Resource Center.

NOTE C – MATCHING REQUIREMENTS

Certain Federal programs require that the Center contribute non-Federal funds (matching funds) to support the Federally-funded programs. The Center has complied with the matching requirements. The expenditure of non-Federal matching funds is not included on the Schedule.



**Auditor of State
Betty Montgomery**

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

Athens-Meigs Educational Service Center
Athens County
507 Richland Avenue, Suite 108
Athens, Ohio 45701-3700

To the Governing Board:

We have audited the accompanying general purpose financial statements of the Athens-Meigs Educational Service Center, Athens County, Ohio (the Center), as of and for the year ended June 30, 2003, and have issued our report thereon dated March 17, 2004, wherein we noted certain current year additions were omitted from the General Fixed Asset Account Group. 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 Center's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards*, which is described in the accompanying Schedule of Findings as item 2003-001.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Center's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting, that in our judgment, could adversely affect the Center's ability to record, process, summarize and report financial data consistent with the assertions of management in the general purpose financial statements. Reportable conditions are described in the accompanying Schedule of Findings as items 2003-002 and 2003-003.

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 general purpose 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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions, and accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, of the reportable conditions described above, we consider item 2003-003 to be a material weakness. We also noted certain other matters involving internal control over financial reporting that we have reported to the management of the Center in a separate letter dated March 17, 2004.

This report is intended for the information and use of the audit committee, management, the Governing Board, 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.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

March 17, 2004



Auditor of State Betty Montgomery

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

Athens-Meigs Educational Service Center
Athens County
507 Richland Avenue, Suite 108
Athens, Ohio 45701-3700

To the Governing Board:

Compliance

We have audited the compliance of the Athens-Meigs Educational Service Center, Athens County, Ohio (the Center), with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to its major federal program for the year ended June 30, 2003. The Center's major federal program is identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal program is the responsibility of the Center's management. Our responsibility is to express an opinion on the Center's compliance based on our audit.

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

As described in item 2003-004 in the accompanying Schedule of Findings, the Center did not comply with requirements regarding matching, level of effort and earmarking that are applicable to the Head Start program. Compliance with this requirement is necessary, in our opinion, for the School District to comply with requirements applicable to the Head Start program.

In our opinion, except for the noncompliance described in the preceding paragraph, the Center complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended June 30, 2003.

Internal Control Over Compliance

The management of the Center 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 the Center'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. However, we noted a matter involving the internal control over federal compliance that does not require inclusion in this report, that we have reported to management of the Center in a separate letter dated February 18, 2004.

This report is intended for the information and use of the audit committee, management, the Governing Board, 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.



Betty Montgomery
Auditor of State

February 18, 2004

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
ATHENS COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A-133 §.505
FOR THE YEAR ENDED JUNE 30, 2003**

1. SUMMARY OF AUDITOR'S RESULTS

(d)(1)(i)	Type of Financial Statement Opinion	Qualified
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	Yes
(d)(1)(ii)	Were there any other reportable conditions reported at the financial statement level (GAGAS)?	Yes
(d)(1)(iii)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	Yes
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	No
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified
(d)(1)(vi)	Are there any reportable findings under §.510?	No
(d)(1)(vii)	Major Programs (list):	Head Start, CFDA #93.600
(d)(1)(viii)	Dollar Threshold: Type A/B Programs	Type A: > \$300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	Yes

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
ATHENS COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 § .505
JUNE 30, 2003
(Continued)**

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

FINDING NUMBER 2003-001

Noncompliance Citation

Ohio Rev. Code Section 5705.41(D) states no orders or contracts involving the expenditure of money are to be made unless there is a certificate of the fiscal officer that the amount required for the order or contract has been lawfully appropriated and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances.

The following exceptions to this basic requirement are provided by statute:

Then and Now Certificate: This exception provides that, if the fiscal officer can certify that both at the time that the contract or order was made and at the time that he is completing his certification, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority (Governing Board) can authorize the drawing of a warrant. The taxing authority has 30 days from the receipt of such certificate to approve payment by resolution or ordinance. If approval is not made within 30 days, there is no legal liability on the part of the subdivision or taxing district.

Amounts of less than \$100 for counties, or less than \$1,000 (\$3,000 after April 7, 2003) for other political subdivisions, may be paid by the fiscal officer without such affirmation of the taxing authority upon completion of the "then and now" certificate, provided that the expenditure is otherwise lawful. This does not eliminate any otherwise applicable requirement for approval of expenditures by the taxing authority.

Forty-seven percent (47%) of the expenditures tested did not have the prior certification of the Center's Treasurer and neither of the above exceptions had been met.

We recommend the Center's employees and officials obtain the prior certification of the Treasurer prior to a commitment being incurred.

FINDING NUMBER 2003-002

Reportable Condition – Estimated Revenues and Appropriations

The Center's accounting system reflected estimated revenues that were not approved by the Governing Board. In addition, the final appropriation amounts approved by the Board did not agree with appropriations posted to the system. Unauthorized estimated revenues and appropriations were posted to the Center's accounting system which resulted in the Center's management having insufficient or inaccurate information to make decisions that affected the financial position of the Center.

We recommend the Governing Board establish a policy/procedure to assure that the budgeted amounts recorded in their accounting system only reflects estimated revenues and appropriations approved by the Board.

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
ATHENS COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 § .505
JUNE 30, 2003
(Continued)**

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

FINDING NUMBER 2003-003

Material Weakness – Fixed Assets

A physical inventory of fixed assets has not been completed by the Center in several years. Although the Center recently acquired new fixed assets as a result of expanding programs, these assets have neither been valued nor recorded on the Center's fixed asset records.

This has resulted in a significant understatement of fixed asset values being reported on the general purpose financial statements and in the notes to the general purpose financial statements.

We recommend the Center implement procedures to complete an inventory of fixed assets, which can assure that items recorded are properly valued and included in the Center's fixed assets records. The Center may consider contracting with a specialist in determining the value of some of the assets the Center has recently acquired.

3. FINDINGS FOR FEDERAL AWARDS

None.

**ATHENS-MEIGS EDUCATIONAL SERVICE CENTER
ATHENS COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS
OMB CIRCULAR A-133 §.315(b)
FOR THE YEAR ENDED JUNE 30, 2003**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; Explain:
2002-10705-001	A material noncompliance citation was issued under Auditor of State Bulletin 2002-007 for the Center failing to properly classify revenue. Intergovernmental receipts were not properly coded as to the source of revenue (federal or state) according to appropriate USAS account codes.	Yes	N/A
2002-10705-002	A material noncompliance citation was issued under Ohio Rev. Code Section 5705.41(D) for expenditures not being properly certified.	No	Not Corrected: This item is repeated in the current audit as Finding 2003-001.
2002-10705-003	A material noncompliance citation was issued under Ohio Rev. Code Section 3317.11 for the failure of the Governing Board to prepare an annual budget and certify the budget to the State Board of Education.	Yes	N/A
2002-10705-004	A material weakness was issued regarding the Center's accounting system reflecting estimated revenues that were not approved by the Board and appropriations in the Center's accounting system that could not be verified.	No	Not Corrected: This item is repeated in the current audit as Finding 2003-002.
2002-10705-005	A reportable condition was issued due to time sheets and salary notifications not being presented for audit.	Yes	N/A



**Auditor of State
Betty Montgomery**

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ATHENS-MEIGS EDUCATIONAL SERVICE CENTER

ATHENS 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
APRIL 22, 2004**