INDIAN VALLEY LOCAL SCHOOL DISTRICT TUSCARAWAS COUNTY

SINGLE AUDIT

FOR THE YEAR ENDED JUNE 30, 2004



Auditor of State Betty Montgomery

INDIAN VALLEY LOCAL SCHOOL DISTRICT TUSCARAWAS COUNTY

TABLE OF CONTENTS

TITLE	PAGE
Independent Accountants' Report	1
Management's Discussion and Analysis	3
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Assets	12
Statement of Activities	
Fund Financial Statements:	
Balance Sheet – Governmental Funds	14
Statement of Revenues, Expenditures and Changes in Fund Balances Governmental Funds	
Statement of Revenues, Expenditures and Changes In Fund Balance Budget (Non-GAAP Basis) and Actual: General Fund	
Statement of Fund Net Assets Proprietary Fund	19
Statement of Revenues, Expenses and Changes in Fund Net Assets Proprietary Fund	20
Statement of Cash Flows Proprietary Fund	21
Statement of Fiduciary Net Assets Fiduciary Fund	22
Statement of Changes in Fiduciary Net Assets Private Purpose Trust Fund	23
Notes to the Basic Financial Statements	25
Schedule of Receipts and Expenditures of Federal Awards	51
Notes to the Schedule of Receipts and Expenditures of Federal Awards	
Independent Accountants' Report on Compliance and on Internal Control Required by <i>Government Auditing Standards</i>	53
Independent Accountants' Report on Compliance with Requirements Applicable to Each Major Federal Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133	55
Schedule of Findings	57

This page intentionally left blank.



Auditor of State Betty Montgomery

INDEPENDENT ACCOUNTANTS' REPORT

Indian Valley Local School District Tuscarawas County 100 N. Walnut Street P.O. Box 171 Gnadenhutten, Ohio 44629

To the Board of Education:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Indian Valley Local School District, Tuscarawas County, Ohio, (the District) as of and for the year ended June 30, 2004, which collectively comprise the District's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these 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 opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Indian Valley Local School District, Tuscarawas County, Ohio, as of June 30, 2004, and the respective changes in financial position and cash flows, where applicable, and the respective budgetary comparison for the General Fund thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 8, the beginning balance for Capital Assets was restated at July 1, 2003 due to reappraisal.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 21, 2005, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. 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.

101 Central Plaza South / 700 Bank One Tower / Canton, OH 44702 Telephone: (330) 438-0617 (800) 443-9272 Fax: (330) 471-0001 www.auditor.state.oh.us Indian Valley Local School District Tuscarawas County Independent Accountants' Report Page 2

Management's discussion and analysis is not a required part of the basic financial statements but is supplementary information the Governmental Accounting Standards Board requires. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

We conducted our audit to form opinions on the financial statements that collectively comprise the District's basic financial statements. The Schedule of Receipts and Expenditures of Federal Awards is presented for additional analysis and is not a required part of the basic financial statements. We subjected the Schedule of Receipts and Expenditures of Federal Awards to the auditing procedures applied in the audit of the basic financial statements. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Betty Montgomery

Betty Montgomery Auditor of State

January 21, 2005

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2004 (Unaudited)

The discussion and analysis of the Indian Valley Local School District financial performance provides an overall review of the School District's financial activities for the fiscal year ended June 30, 2004. The intent of this discussion and analysis is to look at the School District's performance as a whole; readers should also review the notes to the basic financial statements and the financial statements to enhance their understanding of the School District's financial performance.

Financial Highlights

Key financial highlights for 2004 are as follows:

- General Revenues accounted for \$11,929,567 in revenue or 79% of all revenues. Program specific revenues in the form of charges for services and sales, grants, and contributions accounted for \$3,119,135 or 21% of total revenues of \$15,048,702.
- Total program expenses were \$15,562,822.
- In total, net assets decreased \$514,120. This represents a 17% decrease from 2003.
- Outstanding debt decreased from \$6,649,000 to \$6,442,000 through the payment of principal debt.

Using this Annual Report

This annual report consists of a series of financial statements and notes to those statements. The statements are organized so the reader can understand the Indian Valley Local School District as a whole entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

The *Statement of Net Assets and Statement of Activities* provide information about the activities of the whole School District, presenting both an aggregate view of the School District's finances and a longerterm view of those finances. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the School District's most significant funds with all other nonmajor funds presented in total in one column. In the case of the Indian Valley Local School District, the general fund is by far the most significant fund.

Reporting the School District as a Whole

Statement of Net Assets and the Statement of Activities

A question typically asked about the School District's finances is "How did we do financially during fiscal year 2004?" The Statement of Net Assets and the Statement of Activities answer this question. These statements include *all assets* and *liabilities* using the *accrual basis of accounting* similar to the accounting used by most private-sector companies. This basis of accounting takes into account all of the current year's revenues and expenses regardless of when cash is received or paid.

INDIAN VALLEY LOCAL SCHOOL DISTRICT Management's Discussion and Analysis

For the Fiscal Year Ended June 30, 2004 (Unaudited)

These two statements report the School District's *net assets* and *changes in those assets*. This change in net assets is important because it tells the reader that, for the School District as a whole, the *financial position* of the School District has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Non-financial factors include the School District's property tax base, current property tax laws in Ohio which restrict revenue growth, facility conditions, required educational programs, and other factors.

In the Statement of Net Assets and the Statement of Activities, the School District is reported as a governmental activity.

• Governmental Activities - The School District's programs and services are reported here, including instruction, support services, operation and maintenance of plant, pupil transportation, extracurricular activities, and food services.

Reporting the School District's Most Significant Funds

Fund Financial Statements

The analysis of the School District's major funds begins on page 14. Fund financial reports provide detailed information about the School District's major funds. The School District uses many funds to account for financial transactions. However, these fund financial statements focus on the School District's most significant funds. The School District's major governmental funds are the general fund and the debt service fund.

Governmental Funds - Most of the School District's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the School District's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance educational programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds is reconciled in the financial statements.

Fiduciary Funds – The School District's fiduciary funds are for a Private Purpose Trust and Student Managed Activities. The School District's fiduciary activities are reported in the Statement of Fiduciary Net Assets. We exclude those activities from the School District's other financial statements because the assets can't be used by the School District to finance operations.

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2004 (Unaudited)

The School District as a Whole

Recall that the Statement of Net Assets provides the perspective of the School District as a whole.

Table 1 provides a summary of the School District's net assets for 2004 compared to 2003:

(Table 1) Net Assets

	Governmental Activities				
	2004	(Restated) 2003			
Assets					
Current and Other Assets	\$ 8,225,393	\$ 8,045,091			
Capital Assets	7,832,747	8,486,738			
Total Assets	16,058,140	16,531,829			
Liabilities					
Due in One Year	269,381	271,003			
Due in More Than One Year	6,952,833	7,162,478			
Other Liabilities	5,847,287	5,595,589			
Total Liabilities	13,069,501	13,029,070			
Net Assets					
Invested in Capital Assets Net of Related Debt	1,390,747	1,837,738			
Restricted for:					
Capital Projects	0	1,928			
Debt Service	524,108	116,572			
Other Purposes	26,291	55,896			
Unrestricted	1,047,493	1,490,625			
Total Net Assets	\$ 2,988,639	\$ 3,502,759			

Total assets decreased by \$473,689. A decrease of approximately \$653,991 in capital assets was the majority of the decrease in governmental assets. Total liabilities increased by \$40,431 with governmental liabilities comprising that entire amount. The majority of the increase was the result of increases in intergovernmental payables and accrued wages of \$16,904 and \$64,444 respectively.

Table 2 shows the changes in net assets for fiscal year 2004. This table presents two fiscal years in sideby-side comparisons. This enables the reader to draw further conclusion about the School District's financial status and possibly project future problems.

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2004 (Unaudited)

(Table 2) Governmental Activities

	Governmental Activities			
	2004	2003		
Revenues				
Program Revenues:				
Charges for Services	\$ 1,654,507	\$ 1,582,363		
Operating Grants	1,464,628	1,148,769		
General Revenue:				
Property Taxes	3,906,143	4,266,047		
Grants and Entitlements	7,953,956	7,802,447		
Other	69,468	94,696		
Total Revenues	15,048,702	14,894,322		
Program Expenses				
Instruction	9,004,444	8,200,553		
Support Services	5,092,353	4,523,092		
Operation of Non-Instructional	599,166	631,642		
Extracurricular Activities	467,113	386,192		
Interest and Fiscal Charges	399,746	410,055		
Total Expenses	15,562,822	14,151,534		
Increase (Decrease) in Net Assets	\$ (514,120)	\$ 742,788		

Governmental Activities

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. Table 3 shows, for governmental activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by tax revenue and unrestricted State entitlements. General revenues, including tax revenue, investment earnings, and unrestricted state entitlements, support the net cost of program services.

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2004 (Unaudited)

(Table 3) Total and Net Cost of Program Services Governmental Activities

	2004			2003				
	Total Cost Net Cost		Total Cost		Net Cost			
		of Service		of Service	of Service		of Service	
Instruction	\$	9,004,444	\$	6,833,722	\$	8,200,553	\$	6,371,189
Support Services:								
Pupil and Instructional Staff		1,113,661		1,016,659		956,908		881,467
Board of Education, Administration,								
Fiscal and Business		1,533,460		1,485,010		1,509,306		1,465,615
Operation and Maintenance of Plant		1,392,298		1,390,781		1,169,303		1,149,346
Pupil Transportation		1,014,288		1,012,860		867,760		867,331
Central		38,646		19,151		19,815		14,601
Operation of Non-Instructional		599,166		11,562		631,642		26,239
Extracurricular Activities		467,113		274,196		386,192		234,559
Interest and Fiscal Charges		399,746		399,746		410,055		410,055
Total	\$	15,562,822	\$	12,443,687	\$	14,151,534	\$	11,420,402

Instruction and student support services comprise 76% of governmental program expenses. Interest/fiscal charges were 2.6%. Interest expense was attributable to the outstanding bonds and installment loan, and fiscal expenses include payments to the County Auditor(s) for administrative fees. Pupil transportation and the operation/maintenance of facilities accounts for 14% of governmental program expenses.

The dependence upon tax revenues for governmental activities is apparent. The community, as a whole, is a significant support for Indian Valley Local School District (33% of total general revenues). Nonspecific state support, however, was the primary support of the School District at 68% of total general revenues.

The School District's Funds

Information about the School District's major funds starts on page 16. These funds are accounted for using the modified accrual basis of accounting. All governmental funds had total revenues of \$15,318,244 and expenditures of \$15,143,819. The net change in fund balance for the year was an increase of \$176,299. This minor increase indicated the School District's current revenue base continues to meet the School District's current obligations. The School District understands that it needs to continue to monitor expenditures to ensure that the School District's current obligations will continue to be met without the requirement of additional tax levies.

General Fund Budgeting Highlights

The School District's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the general fund.

During the course of fiscal year 2004, the School District did modify its General Fund budget. The School District uses site-based budgeting and budgeting systems are designed to tightly control total site budgets but provide flexibility for site management However, the General Fund original budget was increased by 1% during the year as additional revenues became available.

For the general fund, budget basis revenue was \$76,000, over the original budget estimates of \$12,501,000. Of this \$76,000 increase, most was attributable to increased tax revenues.

Final appropriations of \$13,664,647 were \$173,000 higher than the \$13,491,647 in the original budget. Salaries, liability/property/fleet insurance and county auditor fees (for tax collections) proved to be higher than anticipated. Property/liability/fleet insurances saw significant increases in response to the events of September 11, 2001.

Capital Assets and Debt Administration

Capital Assets

At the end of fiscal year 2004, the School District had \$14,770,612 invested in land, buildings, improvements and equipment. Table 4 shows fiscal year 2004 balances compared with 2003.

(Table 4) Capital Assets at June 30 (Net of Depreciation)

	Governmental Activities				
	(Restated)				
	2004	2003			
Land	\$ 91,144	\$ 91,144			
Construction in progress	2,978	0			
Buildings and Building Improvements	6,381,403	6,677,241			
Improvements Other Than Buildings	538,660	593,628			
Furniture and Equipment	444,609	760,265			
Vehicles	373,953	364,460			
Totals	\$ 7,832,747	\$ 8,486,738			

The \$653,991 decrease in capital assets was attributable to depreciation expense exceeding capital asset additions. See Note 8 for additional information.

Capital Assets (Continued)

A change in Ohio law required school districts to set aside 3% of certain revenues for capital improvements and an additional 3% for textbooks. For fiscal year 2004, this amounted to \$267,498 for each set aside. The School District has qualifying disbursements or offsets exceeding these requirements for capital improvements. For the textbooks, the School District disbursed \$484,678, with the remainder scheduled to be carried forward into the 2005 fiscal year. See Note 20 for additional information.

Debt

At June 30, 2004, the School District had \$6,345,000 in bonds outstanding with \$200,000 due within one year. During fiscal year 2004, \$195,000 of general obligation bonds were retired. The School District had an installment loan agreement for fiscal year 2004 of which \$12,000 was paid and \$12,000 will be due within one year. Table 5 summarizes bonds outstanding.

(Table 5) Outstanding Debt, at June 30

	Governmental Activities 2004	Governmental Activities 2003
General Obligation Bonds Installment Loan	\$ 6,345,000 97,000	\$ 6,540,000 109,000
Totals	\$ 6,442,000	\$ 6,649,000

In 1995, the School District passed a bond issue providing \$7,430,000 for school building construction issues. In 2003, the School District entered into an installment loan for \$120,000 to purchase land and a bus garage. See Note 13 for additional information.

Economic Factors

The Indian Valley School Local District continues to receive strong support from the residents of the School District. The last operating levy passed by the residents of the School District was a renewal in November 2003, and it will provide revenue of approximately \$462,000 per year for a period of five years.

Real estate and personal property tax collections have shown small increases. The unique nature of property taxes in Ohio creates the need to routinely seek voter approval for operating funds. The overall revenue generated by a levy will not increase solely as a result of inflation due to Ohio House Bill 920 (passed in 1976). As an example, a homeowner with a home valued at \$100,000 and taxed at 1.0 mill would pay \$35.00 annually in taxes. If three years later the home was reappraised and increased to \$200,000 (and this inflationary increase in value is comparable to other property owners) the effective tax rate would become .5 mills and the owner would still pay \$35.00.

Economic Factors (Continued)

Property tax revenue makes up only 28% of revenues for governmental activities for the Indian Valley Local School District in fiscal year 2004. Unlike many other school districts, the Indian Valley Local School District is not primarily dependent upon revenues generated from property taxes.

From a State funding perspective, the State of Ohio was found by the Ohio Supreme Court in March, 1997 to be operating an unconstitutional education system, one that was neither "adequate" nor "equitable". Since 1997, the State has directed its tax revenue growth toward school districts with little property tax wealth. It is still undetermined whether the State has met the standards of the Ohio Supreme Court.

The Indian Valley Local School District has not anticipated any meaningful growth in State revenue. The concern is that, to meet the requirements of the Court, the State may require redistribution of state funding based upon each district's property wealth. This could have a significant impact on the School District. Another School District concern will be the State Legislative approval of the biennial budget, effective July 1, 2004. How the legislature plans to fund education programs during a weakened economy remains a concern.

Therefore the School District is contemplating major budget cuts in the next few years and also the possibility of placing a new operating levy before the voters.

All scenarios require management to plan carefully and prudently to provide the resources to meet student needs over the next several years.

All of the School District's financial abilities will be needed to meet the challenges of the future.

Contacting the School District's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the School District's finances and to show the School District's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact Brad Maholm, Treasurer of Indian Valley Local School District, 100 N. Walnut Street, Gnadenhutten, Ohio 44629, e-mail <u>iv brad@omersa.net</u>.

This page intentionally left blank.

Statement of Net Assets

June 30, 2004

	Governmental Activities
Assets	
Equity in Pooled Cash and Cash Equivalents	\$ 3,360,589
Receivables:	
Taxes	4,571,792
Accounts	35,210
Intergovernmental	208,296
Prepaid Items	35,486
Inventory	14,020
Nondepreciable Capital Assets	94,122
Depreciable Capital Assets (Net)	7,738,625
Total Assets	16,058,140
Liabilities	
Accounts Payable	60,484
Accrued Wages and Benefits	1,533,585
Compensated Absences Payable	32,484
Intergovernmental Payable	366,490
Deferred Revenue	3,703,419
Claims Payable	150,825
Long Term Liabilities:	
Due Within One Year	269,381
Due Within More Than One Year	6,952,833
Total Liabilities	13,069,501
Net Assets	
Invested in Capital Assets, Net of Related Debt	1,390,747
Restricted for:	
Debt Service	524,108
Other Purposes	26,291
Unrestricted	1,047,493
Total Net Assets	\$ 2,988,639

Statement of Activities

For the Fiscal Year Ended June 30, 2004

		 Program	Reven	ues	Reve	et (Expense) nue and Changes n Net Assets
	 Expenses	Charges for Services and Sales	C	Operating Grants and ontributions	6	overnmental Activities
Governmental Activities						
Current:						
Instruction:						
Regular	\$ 6,139,046	\$ 1,123,358	\$	283,539	\$	(4,732,149)
Special	1,621,748	0		757,340		(864,408)
Vocational	355,826	0		6,485		(349,341)
Other	887,824	0		0		(887,824)
Support services:						
Pupils	579,472	0		4,945		(574,527)
Instructional staff	534,189	0		92,057		(442,132)
Board of education	31,422	0		0		(31,422)
Administration	1,085,392	0		45,003		(1,040,389)
Fiscal	324,324	3,447		0		(320,877)
Business	92,322	0		0		(92,322)
Operation and maintenance of plant	1,392,298	862		655		(1,390,781)
Pupil transportation	1,014,288	0		1,428		(1,012,860)
Central	38,646	0		19,495		(19,151)
Operation of non-instructional services	599,166	333,923		253,681		(11,562)
Extracurricular activities	467,113	192,917		0		(274,196)
Debt service:						
Interest and fiscal charges	 399,746	 0		0		(399,746)
Totals	\$ 15,562,822	\$ 1,654,507	\$	1,464,628		(12,443,687)

General Revenues

Property Taxes Levied for:	
General Purposes	3,361,661
Debt Service	544,482
Grants and Entitlements not Restricted	
to Specific Programs	7,953,956
Gifts and Donations	29,411
Investment Earnings	37,669
Miscellaneous	2,388
Total General Revenues	11,929,567
Change in Net Assets	(514,120)
Net Assets, Beginning	
of Year, Restated	3,502,759
Net Assets End of Year	\$ 2,988,639

Balance Sheet Governmental Funds

June 30, 2004

		General		Debt Service	G	Other overnmental Funds	G	Total overnmental Funds
Assets Equity in Pooled Cash and Cash Equivalents	\$	1,996,854	\$	405,835	\$	122,083	\$	2,524,772
Receivables:	Ψ	1,220,001	Ψ	100,000	Ψ	122,005	Ψ	2,321,772
Taxes		3,949,111		622,681		0		4,571,792
Accounts		480		0		315		795
Interfund		31,800		0		0		31,800
Intergovernmental		0		0		208,296		208,296
Prepaid Items		35,486		0		0		35,486
Inventory		0		0		14,020		14,020
Total Assets	\$	6,013,731	\$	1,028,516	\$	344,714	\$	7,386,961
Liabilities and Fund Balances								
Liabilities								
Accounts Payable		44,046		0		16,438		60,484
Accrued Wages and Benefits		1,327,196		0		206,389		1,533,585
Compensated Absences Payable		32,484		0		0		32,484
Interfund Payable		0		0		31,800		31,800
Intergovernmental Payable		228,129		0		30,095		258,224
Deferred Revenue		3,533,122		557,089		4,415		4,094,626
Total Liabilities		5,164,977		557,089		289,137		6,011,203
Fund Balances								
Reserved for Encumbrances		83,885		0		2,988		86,873
Reserved for Inventory		0		0		14,020		14,020
Reserved for Prepaid Items		35,486		0		0		35,486
Reserved for Tax Revenue		415,989		65,592		0		481,581
Undesignated, Unreserved Reported in:								
General Fund		313,394		0		0		313,394
Special Revenue Funds		0		0		38,569		38,569
Debt Service Funds		0		405,835		0		405,835
Total Fund Balances		848,754		471,427		55,577		1,375,758
Total Liabilities and Fund Balances	\$	6,013,731	\$	1,028,516	\$	344,714	\$	7,386,961

Reconciliation of Total Governmental Fund Balances to Net Assets Governmental Activities June 30, 2004

Total Governmental Fund Balances		\$ 1,375,758
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds		7,832,747
Other long-term assets are not available to pay for current- period expenditures and therefore are deferred in the funds. Grants Delinquent Property Taxes	\$ 4,415 	391,207
An internal service fund is used by management to charge the costs of insurance to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net assets.		719,407
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.		
General Obligation Bonds Compensated Absences Notes Payable Intergovernmental Payable	(6,345,000) (780,214) (97,000) (108,266)	 (7,330,480)
Net Assets of Governmental Activities		\$ 2,988,639

Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds

For the Fiscal Year Ended June 30, 2004

	General	Debt Service	Other Governmental Funds	Total Governmental Funds
Revenues:				
Taxes	\$ 3,565,698	\$ 579,406	\$ 0	\$ 4,145,104
Intergovernmental	7,877,913	76,043	1,495,209	9,449,165
Investment income Tuition and fees	37,584	0 0	85 0	37,669
Extracurricular activities	1,123,358 0	0	192,917	1,123,358 192,917
Rentals	3,447	0	0	3,447
Charges for services	0	0	334,785	334,785
Gifts and donations	13,562	0	15,849	29,411
Miscellaneous	2,202	0	186	2,388
Total Revenues	12,623,764	655,449	2,039,031	15,318,244
Expenditures:				
Current:				
Instruction:		0	2 00 22 (
Regular	5,457,653	0	299,326	5,756,979
Special Vocational	834,356	0 0	763,029 6,950	1,597,385
Other	345,245 887,824	0	0,930	352,195 887,824
Support services:	007,024	0	0	007,024
Pupils	571,372	0	4,950	576,322
Instructional staff	430,203	0	94,784	524,987
Board of Education	31,422	0	0	31,422
Administration	1,058,599	0	46,297	1,104,896
Fiscal	310,879	12,339	0	323,218
Business	94,972	0	0	94,972
Operation and maintenance of plant	1,262,149	0	1,573	1,263,722
Pupil transportation	942,728	0	1,196	943,924
Central	17,088	0	21,558	38,646
Operation of non-instructional services	0	0	585,363	585,363
Extracurricular activities	236,154	0	200,332	436,486
Capital outlay	18,732	0	0	18,732
Debt service: Principal retirement	12,000	195,000	0	207,000
Interest and fiscal charges	12,000	399,746	0	399,746
C C		<u> </u>		
Total Expenditures	12,511,376	607,085	2,025,358	15,143,819
Excess of Revenues Over (Under) Expenditures	112,388	48,364	13,673	174,425
Other Financing Sources (Uses):				
Proceeds from sales of capital assets	1,874	0	0	1,874
Transfers in	0	0	25,000	25,000
Transfers out	(25,000)	0	0	(25,000)
Total Financing Sources and (Uses)	(23,126)	0	25,000	1,874
Net Change in Fund Balance	89,262	48,364	38,673	176,299
Fund balance at beginning of year	759,492	423,063	19,195	1,201,750
Increase in reserve for inventory	0	0	(2,291)	(2,291)
Fund balance at end of year	\$ 848,754	\$ 471,427	\$ 55,577	\$ 1,375,758

Reconciliation of the Changes in Fund Balances of Governmental Funds to the Statement of Activities For the Fiscal Year Ended June 30, 2004

Net Change in Fund Balances - Total Governmental Funds		\$ 176,299
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation exceeded capital outlay in the current period. Capital Asset Additions Current Year Depreciation	\$ 143,192 (555,636)	(412,444)
Net effect of transactions involving sale of capital assets are not reflected in the funds		(241,547)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds	(20.501)	
Grants Delinquent Property Taxes	(30,581) (238,961)	(269,542)
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. Bond Principal		207,000
Some expenses reported in the statement of net activities do not use the current financial resources and therefore are not reported as expenditures in governmental funds. Compensated Absences Pension Obligation Change in Inventory	42,646 8,558 (2,291)	48,913
The internal service fund used by management to charge the costs of insurance to individual funds is not reported in the district-wide statement of activities. The net revenue (expense) of internal service		
funds is reported with governmental activities.		(22,799)
Change in Net Assets of Governmental Activities		\$ (514,120)

Statement of Revenues, Expenditures, and Changes in Fund Balance -Budget (Non-GAAP Basis) and Actual General Fund

For the Fiscal Year Ended June 30, 2004

	 Budgeted	Amo	unts		with	Variance Final Budget Positive
	Original		Final	Actual		Negative)
Revenues:	 			 		
Taxes	\$ 3,413,000	\$	3,489,000	\$ 3,489,781	\$	781
Intergovernmental	8,035,000		8,035,000	7,877,913		(157,087)
Investment Income	36,000		36,000	37,584		1,584
Tuition and Fees	1,005,000		1,005,000	1,123,593		118,593
Rentals	4,000		4,000	3,447		(553)
Gifts and Donations	6,000		6,000	13,562		7,562
Miscellaneous	 2,000		2,000	 2,182		182
Total Revenues	 12,501,000		12,577,000	 12,548,062		(28,938)
Expenditures:						
Current						
Instruction	7,982,393		8,037,393	7,478,551		558,842
Support Services:						
Pupils	564,292		609,392	563,387		46,005
Instructional Staff	520,067		526,067	433,715		92,352
Board of Education	37,200		37,200	32,884		4,316
Administration	1,169,855		1,169,855	1,050,903		118,952
Fiscal	319,971		333,971	319,266		14,705
Business	103,370		103,370	97,906		5,464
Operation and Maintenance of Plant	1,351,687		1,376,687	1,300,705		75,982
Pupil Transportation	1,122,072		1,143,772	1,020,961		122,811
Central	31,000		31,000	17,088		13,912
Extracurricular Activities	257,740		260,540	237,293		23,247
Capital Outlay	20,000		23,400	13,350		10,050
Debt Service:	20,000		25,400	15,550		10,050
Principal Retirement	12,000		12,000	12,000		0
	 12,000		12,000	 12,000		
Total Expenditures	 13,491,647		13,664,647	 12,578,009		1,086,638
Excess of Revenues Over (Under) Expenditures	(990,647)		(1,087,647)	(29,947)		1,057,700
Other Financing Sources (Uses):						
Proceeds from Sale of Assets	0		0	1,874		1,874
Advances In	75,000		75,000	103,500		28,500
Advances Out	(75,000)		(90,000)	(90,000)		0
Transfers Out	 (25,000)		(25,000)	 (25,000)		0
Total Other Financing Sources (Uses)	 (25,000)		(40,000)	 (9,626)		30,374
Excess of Revenues and Other Financing Sources Over (Under)						
Expenditures and Other Financing Uses	(1,015,647)		(1,127,647)	(39,573)		1,088,074
Fund Balance at Beginning of Year	1,720,749		1,720,749	1,720,749		0
Prior Year Encumbrances Appropriated	 198,777		198,777	 198,777		0
Fund Balance (Deficit) at End of Year	\$ 903,879	\$	791,879	\$ 1,879,953	\$	1,088,074

Statement of Net Assets Proprietary Fund June 30, 2004

	Governmental Activities Internal Service Fund
Assets: Equity in Pooled Cash and Cash Equivalents Accounts Receivable	\$ 835,817 34,415
Total Assets	870,232
Liabilities: Claims Payable	150,825
Total Current Liabilities	150,825
Net Assets: Unrestricted	719,407
Total Net Assets	\$ 719,407

Statement of Revenues, Expenditures, and Changes in Fund Net Assets Proprietary Fund For the Fiscal Year Ended June 30, 2004

	A	Governmental Activities - Internal Service Fund	
Operating Revenues:			
Charges for services	\$	1,391,250	
Operating Expenses:			
Purchased services		221,477	
Claims Expense		1,192,572	
Total Operating Expenses		1,414,049	
Operating Income (Loss)/Change in Net Assets		(22,799)	
Net Assets Beginning of Year		742,206	
Net Assets End of Year	\$	719,407	

Statement of Cash Flows Proprietary Fund For the Fiscal Year Ended June 30, 2004

	Governmental Activities - Internal Service Fund		
Cash Flows From Operating Activities: Cash Received from Other Funds Cash Paid for Goods and Services Cash Paid for Claims	\$	1,391,250 (221,477) (1,185,221)	
Net Cash (Used) By Operating Activities		(15,448)	
Net Decrease in Cash and Cash Equivalents		(15,448)	
Cash and Cash Equivalents at Beginning of Year		851,265	
Cash and Cash Equivalents at End of Year	\$	835,817	
Reconciliation of Operating Loss to Net Cash (Used) By Operating Activities:			
Operating Loss	\$	(22,799)	
Adjustments: (Increase) Decrease in Assets Accounts Receivable Increase (Decrease) in Liabilities Claims Payable		(34,415) 41,766	
Total Adjustments		7,351	
Net Cash (Used) By Operating Activities	\$	(15,448)	

Statement of Fiduciary Net Assets Fiduciary Funds June 30, 2004

	Private Purpose Trust			
	Scholarship		Agency	
Assets Equity in Pooled Cash and Cash Equivalents	\$	10,065	\$	50,086
Total Assets		10,065	\$	50,086
Liabilities Due to Students <i>Total Liabilities</i>		0	\$ \$	50,086 50,086
Net Assets Held in Trust for Scholarships <i>Total Net Assets</i>	\$	10,065		

Statement of Changes in Fiduciary Net Assets Private Purpose Trust Fund June 30, 2004

	Private Purpose Trust		
	Scholarship		
Additions: Interest	\$	136	
Gifts and Contributions		10	
Total Additions		146	
Deductions:			
Payments in Accordance with Trust Agreements		245	
Total Deductions		245	
Change in Net Assets		(99)	
Net Assets Beginning of Year		10,164	
Net Assets End of Year	\$	10,065	

This page intentionally left blank.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 1: NATURE OF BASIC OPERATIONS AND DESCRIPTION OF THE ENTITY

The Indian Valley Local School District (School District) was established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The School District is a school district as defined by Section 3311.03 of the Ohio Revised Code. The School District operates under an elected Board of Education, consisting of five members, and is responsible for providing public education to residents of the School District. Average daily membership on October 1, 2003, was 1,798. The School District employs 144 certificated and 85 non-certificated employees.

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

The School District is involved with Ohio Mid-Eastern Regional Educational Services Association (OME-RESA), Tuscarawas County Tax Incentive Review Council, and Buckeye Career Center, which are defined as jointly governed organizations, and the Gnadenhutten Public Library, which is defined as a related organization. Additional information concerning the jointly governed and related organizations is presented in Notes 17 and 18.

Management believes the basic financial statements included in the report represent all of the funds of the School District over which the School District has the ability to exercise direct operating control. There are no component units.

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the School District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to local 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 applies Financial Accounting Standards Board (FASB) Statements and Interpretations issued on or before November 30, 1989, to its government type activities and to its proprietary funds provided they do not conflict with or contradict GASB pronouncements. The School District also applies FASB Statements and Interpretations issued after November 30, 1989 to its proprietary funds provided they do not conflict GASB pronouncements. The School District's accounting policies are described below.

A. Basis of Presentation

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

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Government-wide Financial Statements The statement of net assets and the statement of activities display information about the School District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The activity of the internal service fund is also eliminated to avoid "doubling up" revenues and expenses.

The statement of net assets presents the financial condition of the governmental activities of the School District at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the School District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program, and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the School District, with certain limitations. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the School District.

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

B. Fund Accounting

The School District uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary, and fiduciary.

Governmental Funds Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the School District's major governmental funds:

General Fund The general fund accounts 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.

Debt Service Fund The debt service fund is used to account for the accumulation of property tax revenues for, and the payment of, general obligation bonds used for the construction of a new middle school and additions to the intermediate school.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Proprietary Fund Type Proprietary fund reporting focuses on the determination of operating income, changes in net asset, financial position, and cash flows. The following is the School District's proprietary fund type:

Internal Service Fund The internal service fund accounts for the financing of services provided by one department or agency to other departments or agencies of the School District on a cost reimbursement basis. The School District's only internal service fund accounts for a self-insurance program for employee prescription drug benefits.

Fiduciary Funds Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private purpose trust funds, and agency funds. Trust funds are used to account for assets held by the School District under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the School District's own programs. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The School District's fiduciary funds are agency and private purpose trust scholarship funds. The School District's agency funds account for student activities.

C. Measurement Focus

Government-wide Financial Statements The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the School District are included on the statement of net assets.

Fund Financial Statements All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Like the government-wide statements, all proprietary fund types are accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net assets. The statement of changes in fund net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the School District finances and meets the cash flow needs of its proprietary fund activities. The private purpose trust fund is reported using the economic resources measurement focus.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

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 School District, available means expected to be received within sixty days of the fiscal year-end.

Nonexchange transactions, in which the School District receives value without directly giving equal value in return, include property taxes, grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year for which the taxes are levied. (See Note 7.) 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 specified 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 nonexchange 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: property taxes available as an advance, interest, tuition, grants, student fees, and rentals.

Deferred Revenue Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied.

Property taxes for which there is an enforceable legal claim as of June 30, 2004, but which were levied to finance fiscal year 2005 operations, have been recorded as deferred revenue. Grants and entitlements received before the eligibility requirements are met are also recorded as deferred revenue.

On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as deferred revenue.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Expenses/Expenditures On the accrual basis of accounting, expenses are recognized at the time they are incurred. The fair value of donated commodities used during the year is reported in the operating statement as an expense with a like amount reported as intergovernmental 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 governmental funds.

E. Cash and Cash Equivalents

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

During fiscal year 2004, investments were limited to STAROhio, (the State Treasurer's Investment Pool), and certificates of deposit.

Except for nonparticipating investment contracts, investments are reported at fair value which is based on quoted market prices.

STAROhio is an investment pool managed by the State Treasurer's Office which allows governments within the State to pool their funds for investment purposes. STAROhio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's share price which is the price the investment could be sold for on June 30, 2004. Certificates of deposit are reported at cost.

Following Ohio statutes, the Board of Education has, by resolution, identified the funds to receive an allocation of interest. Interest revenue credited to the general fund during fiscal year 2004 amounted to \$37,584, which includes \$15,630 assigned from other School District funds.

Investments of the cash management pool and investments with a maturity of three months or less at the time they are purchased by the School District are considered to be cash equivalents. Investments with an original maturity of more than three months that are not made from the pool are reported as investments.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

F. Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30, 2004, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

G. Inventory

On government-wide and fund financial statements, inventories are presented at the lower of cost or market on a firstin, first-out basis and are expensed when used. Inventories are accounted for using the consumption method.

On fund financial statements, inventories of governmental funds are stated at cost while inventories of proprietary funds are stated at the lower of cost or market. For all funds, cost is determined on a first-in, first-out basis. Inventory in governmental funds consists of expendable supplies held for consumption. The cost of inventory items is recorded as an expenditure in the governmental fund types when purchased.

H. Restricted Assets

Assets are reported as restricted when limitations on their use change the normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments or imposed by enabling legislation. Restricted assets include amounts required by statute to be set-aside for the purchase of textbooks and other instructional material and to create a reserve for budget stabilization. The School District has no restricted assets. See Note 20 for additional information regarding set asides.

I. Capital Assets

General capital assets are those assets that result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported in the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The School District increased its capitalization threshold from \$500 to \$2,500 for its general capital assets. The School District does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

All reported capital assets except land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

	Governmental Activities
Description	Estimated Lives
Land	N/A
Buildings and Improvements	20 - 50 Years
Improvements Other Than Buildings	20 Years
Furniture and Equipment	5 - 20 Years
Vehicles	8 Years

J. Interfund Balances

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables." These amounts are eliminated in the governmental activities column of the statement of net assets.

K. Compensated Absences

The School District reports compensated absences in accordance with the provisions of GASB No. 16, "Accounting for 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 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 termination method. An accrual for earned sick leave is made to the extent that it is probable that benefits will result in termination payments. The liability is an estimate based on the School District's past experience of making termination payments.

The entire compensated absence liability is reported on the government-wide financial statements.

In governmental funds, the liability for unpaid compensated absences is the amount that is normally expected to be paid using expendable available financial resources. In proprietary funds, the entire amount of compensated absences is reported as a fund liability.

L. Accrued Liabilities and Long-term Obligations

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, claims and judgments, compensated absences, special termination benefits, and contractually required pension contributions that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current fiscal year. Bonds and capital leases are recognized as a liability on the fund financial statements when due.

M. Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the School District or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

The School District applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

N. Fund Balance Reserves

The School District reserves those portions of fund equity which are legally segregated for specific future use or which do not represent available expendable resources and therefore are not available for appropriations for expenditures. Unreserved fund balance indicates that portion of fund equity, which is available for appropriation, in future periods. Fund balance reserves are established for encumbrances, inventory of materials and supplies, property taxes and prepaids.

The reserve for property taxes represents taxes recognized as revenue under generally accepted accounting principles but not available for appropriations under State statute.

O. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the School District, these revenues are charges for services for self-insurance programs. Operating expenses are necessary costs incurred to provide the goods or service that is the primary activity of the fund.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

P. Interfund Activity

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

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

Q. Extraordinary and Special Items

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Board of Education and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during fiscal 2004.

R. Estimates

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

S. Budgetary Data

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, are legally required to be budgeted and appropriated. For all funds, the legal level of control was at the fund level. Budgetary modifications changing total fund appropriations 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 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 Tuscarawas County Budget Commission for rate determination.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Estimated Resources The County Budget Commission determines if the budget substantiates a need to levy all or part of previously authorized taxes and reviews estimated revenue. The Commission certifies its actions to the School District by March 1. As part of the certification, the School District receives the official certificate of estimated resources which states the projected revenue of each fund. Prior to June 30, the School District must revise its budget ensuring that the total contemplated expenditures from any fund during the ensuing fiscal year will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure. On or about July 1, the certificate of estimated resources is amended to include any unencumbered balances from the preceding year. The certificate may be further amended during the year if a new source of revenue is identified or actual receipts exceed current estimates. The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts in the amended certificate when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the final amended certificate issued during fiscal year 2004.

Appropriations A temporary appropriations measure to control expenditures may be passed on or about July 1 of each year for the period July 1 to September 30. An annual appropriation resolution must be passed by October 1 of each year for the period July 1 to June 30. The appropriation resolution fixes spending authority at the legal level of control and may be amended during the year as new information becomes available provided that total fund appropriations do not exceed current estimated resources, as certified. The total of expenditures and encumbrances may not exceed appropriations at any level of control. Any revisions that alter the total of any fund appropriation or alter total function appropriations within a fund, or alter object appropriations provided the total appropriations by fund do not exceed the amounts set forth in the most recent certificate of estimated resources. The amounts reported as the original budgeted amounts in the budgetary statements reflect the appropriation in the first complete appropriated budget, including amounts automatically carried over from prior years. The amounts reported as the final budgeted amounts 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 fund financial statements, encumbrances outstanding at year end are reported as a reservation of fund balance for subsequent-year expenditures for governmental funds. A reserve for encumbrances is not reported on government-wide financial statements.

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

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 3: FUND DEFICITS

Fund balances/net assets at June 30, 2004 included the following individual fund deficits:

	 Deficit
Non-Major Funds:	
Title VI-B	\$ 10,623
Title I	195
Food Service	 10,027
	\$ 20,845

The deficits in those funds resulted from adjustments for accrued liabilities. The general fund is liable for any deficit in these funds and will provide operating transfers when cash is required, not when accruals occur.

NOTE 4: BUDGETARY BASIS OF ACCOUNTING

While the School District is reporting financial position, results of operations, and changes in fund balance/retained earnings on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual, is presented for the general fund 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 and other sources are recorded when received in cash (budget) as opposed to when susceptible to accrual (GAAP).
- 2. Expenditures/expenses and other uses are recorded when paid in cash (budget) as opposed to when the liability is incurred (GAAP).
- 3. Encumbrances are treated as expenditures (budget) rather than as a reservation of fund balance (GAAP).

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 4: BUDGETARY BASIS OF ACCOUNTING (Continued)

The following table summarizes the adjustments necessary to reconcile the GAAP basis statement to the budgetary basis statement on a fund type basis for the general fund.

Net Change in Fund Balance

	General
GAAP Basis	\$ 89,262
Not A director out for Descence A compate	(75, 702)
Net Adjustment for Revenue Accruals	(75,702)
Advances In	103,500
Advances Out	(90,000)
Net Adjustment for Expenditure Accruals	50,270
Adjustment for Encumbrances	 (116,903)
Budget Basis	\$ (39,573)

NOTE 5: DEPOSITS AND INVESTMENTS

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

Active deposits are public deposits necessary to meet the 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 or withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits 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 or depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

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

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

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 5: DEPOSITS AND INVESTMENTS (Continued)

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 or interest by the United States;
- 2) Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- 3) Written repurchase agreements in the securities listed above, provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2% and be marked to market daily, and that the term of the agreement must not exceed 30 days;
- 4) Bonds and any 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; and
- 6) The State Treasury Asset Reserve of Ohio (STAROhio).
- 7) Certain bankers' acceptances and commercial paper notes for a period not to exceed 180 days in an amount not to exceed 25% of the interim monies available for investment at any one time; and
- 8) Under limited circumstances, corporate 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 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 School District or, if the securities are not represented by certificate, upon receipt of confirmation of transfer from the custodian.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 5: DEPOSITS AND INVESTMENTS (Continued)

Deposits

At fiscal year-end, the carrying amount of the School District's deposits was \$18,356 which includes \$1,155 cash on hand, and the bank balance was \$120,958. Of the bank balance:

- 1. \$110,700 was covered by federal depository insurance.
- 2. \$10,258 was uninsured and uncollateralized.

Investments

At year end, the School District's funds were invested in the State Treasurer's Investment Pool with a balance of \$3,402,384. GASB Statement No. 3, "Deposits with Financial Institutions Investments (including Repurchase Agreements), and Reverse Repurchase Agreements" requires the School District to categorize investments to give an indication of the level of custodial credit risk assumed by the entity at year-end. Category 1 includes investments that are insured or registered or are held by the School District or its agent in the School District's name. Category 2 includes uninsured and unregistered investments which are held by the counterparty's trust department or agent in the School District's name. Category 3 includes uninsured and unregistered investment or agent but not in the School District's name. The State Treasurer's Investment Pool does not require categorization under Governmental Accounting Standards Board Statement No. 3 since they are not evidenced by securities that exist in physical or book entry form.

The classification of cash and cash equivalents and investments on the 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." A reconciliation between the classifications of cash and cash equivalents and investments on the basic financial statements and the classifications of deposits and investments presented above per GASB Statement No. 3 is as follows:

	Ca	ish & Cash			
	E	quivalents	Investments		
GASB Statement No. 9	\$	3,420,740	\$	0	
STAROhio		(3,402,384)		3,402,384	
GASB Statement No. 3	\$	18,356	\$	3,402,384	
Reconciliation to Fund Statements:					
Governmental Funds	\$	2,524,772			
Proprietary Funds		835,817			
Private Purpose Trust Funds		10,065			
Agency Funds		50,086			
Total - Fund Statements	\$	3,420,740			

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 6: RECEIVABLES

Receivables at June 30, 2004 consisted of taxes, accounts (customer services and student fees), accrued interest and intergovernmental grants. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of State programs, and the current year guarantee of federal funds. A summary of the principal items of intergovernmental receivables follow:

\$ 82,200
47,175
9,919
14,600
33,380
7,586
12,436
 1,000
\$ 208,296
\$

NOTE 7: PROPERTY TAXES

Property taxes include amounts levied against all real, public utility, and tangible personal property located in the School District. The Tuscarawas County Auditor is responsible for assessing and remitting these property taxes to the School District.

Real property taxes are based on assessed value equal to thirty-five percent of appraisal value. The County Auditor reappraises real property every six years with a triennial update, the last update for Tuscarawas County was done in 2003. Real property tax, which becomes a lien on the applicable real property, becomes due annually on December 31. However, real property taxes are billed semi-annually one year in arrears. The tax rate applied to real property collected in 2003 before certain homestead and rollback reductions, which reductions are reimbursed to the School District by the State of Ohio, amounted to \$42.30 per \$1,000 of valuation. The effective rate applied after adjustment for inflationary increases in property values was \$29.18 per \$1,000 of assessed valuation for residential and agricultural real property, and \$34.27 per \$1,000 of assessed valuation for other real property.

Tangible personal property used in business is required to be reported by its owners by April 30 of each year. The property is assessed for tax purposes at varying statutory percentages of cost. The tax rate applied to tangible personal property for the current year ended December 31, 2003 was \$42.15 per \$1,000 of valuation.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 7: PROPERTY TAXES (Continued)

Accrued property taxes receivable represents delinquent taxes outstanding and real property, personal property, and public utility taxes which became measurable at June 30, 2004. Although total property tax collections for the next fiscal year are measurable, only the amount available as an advance at June 30 is intended to finance current year operations. The receivable is, therefore, offset by a credit to deferred revenue for that portion not intended to finance current year operations. The amount available as an advance at June 30 is recognized as revenue. The amount available to the School District as an advance at June 30, 2004, was \$481,581.

NOTE 8: CAPITAL ASSETS

The capital asset balances of the governmental activities have been restated due to a reappraisal of capital assets for fiscal year 2004.

	Balance		Restated Balance
	06/30/03	Adjustments	07/01/03
Governmental Activities		J	
Capital Assets, Not Being Depreciated:			
Land	\$ 91,144	\$ 0	\$ 91,144
Total Capital Assets, Not Being Depreciated	91,144	0	91,144
Capital Assets, Being Depreciated:			
Buildings and Improvements	11,255,080	(487,524)	10,767,556
Improvements Other than Buildings	840,240	293,862	1,134,102
Furniture and Equipment	1,451,417	267,803	1,719,220
Vehicles	1,495,541	0	1,495,541
Total Capital Assets, Being Depreciated	15,042,278	74,141	15,116,419
Less: Accumulated Depreciation:			
Buildings and Improvements	(5,611,963)	1,521,648	(4,090,315)
Improvements Other than Buildings	(474,012)	(66,462)	(540,474)
Furniture and Equipment	(769,501)	(189,454)	(958,955)
Vehicles	(1,131,081)	0	(1,131,081)
Total Accumulated Depreciation	(7,986,557)	1,265,732	(6,720,825)
Capital Assets, Being Depreciated, Net	7,055,721	1,339,873	8,395,594
Governmental Activities Capital Assets, Net	\$ 7,146,865	\$ 1,339,873	\$ 8,486,738

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 8: CAPITAL ASSETS (Continued)

Capital asset activity for the fiscal year ended June 30, 2004, was as follows:

	Restated Balance 7/01/03		Additions		Reductions		Balance 06/30/04	
Governmental Activities								
Capital Assets, not being depreciated:								
Land	\$	91,144	\$	0	\$	0	\$	91,144
Construction in Progress		0		2,978		0		2,978
Capital Assets, being depreciated:								
Buildings and Building Improvements		10,767,556		23,480		0		10,791,036
Improvements Other Than Buildings		1,134,102		2,750		0		1,136,852
Furniture and Equipment		1,719,220		0		(439,893)		1,279,327
Vehicles		1,495,541		113,984		(140,250)		1,469,275
Total Capital Assets, being depreciated		15,116,419		140,214		(580,143)		14,676,490
Less Accumulated Depreciation:								
Buildings and Building Improvements		(4,090,315)		(319,318)		0		(4,409,633)
Improvements Other Than Buildings		(540,474)		(57,718)		0		(598,192)
Furniture and Equipment		(958,955)		(98,776)		223,013		(834,718)
Vehicles		(1,131,081)		(79,824)		115,583		(1,095,322)
Total Accumulated Depreciation		(6,720,825)		(555,636)		338,596		(6,937,865)
Total Capital Assets being depreciated, net		8,395,594		(415,422)		(241,547)		7,738,625
Governmental Activities Capital								
Assets, Net	\$	8,486,738	\$	(412,444)	\$	(241,547)	\$	7,832,747

Depreciation expense was charged to governmental functions as follows:

\$ 426,850
958
1,738
3,835
873
357
1,694
6,301
69,385
12,956
 30,689
\$ 555,636

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 9: RESTATEMENT OF GOVERNMENTAL ACTIVITIES NET ASSETS

The School District had a reappraisal of capital assets done for fiscal year 2004. Due to the reappraisal an adjustment was made to the beginning balance of governmental activities net assets.

Governmental activities net assets, June 30, 2003 Increase in capital assets due to reappraisal	\$	2,162,886 1,339,873
Restated governmental activities net assets, June 30, 2003	<u>\$</u>	3,502,759

NOTE 10: RISK MANAGEMENT

A. General Insurance

The School District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees and natural disasters. The School District has a comprehensive property and casualty policy with a deductible of \$2,500 per incident on property and equipment. The School District's comprehensive property and casualty policy aggregate limit is approximately \$29,815,211. The School District's vehicle insurance policy limit is \$2,000,000 with a \$500 collision deductible. All board members, administrators, and employees are covered under a school district liability policy. Additionally, the School District carries a \$2,000,000 excess liability policy. The limits of this coverage are \$1,000,000 per occurrence and \$4,000,000 in aggregate. Claims did not exceed coverage in the past three years. There has not been a significant reduction in insurance coverage from the prior year.

B. Fidelity Bond

The Board President and Superintendent have a \$25,000 position bond. The Treasurer is covered under a surety bond in the amount of \$100,000. All other school employees who are responsible for handling funds are covered by a \$10,000 fidelity bond.

C. Workers' Compensation

The School District pays the State Workers' Compensation System, a premium based on a rate per \$100 of salaries. The School District is a member of the Ohio Association of School Business Officials, an insurance purchasing pool. This rate is calculated based on accident history and administrative costs.

D. Employee Health Insurance

The School District established a limited risk management program for its medical insurance program in 2004. Premiums are paid into the self-insurance fund and are available to pay claims and administrative costs. A stoploss insurance contract with a private insurance carrier covers specific liability claims in excess of \$50,000. The liability for unpaid claims cost of \$150,825 is reported in the fund at June 30, 2004 in accordance with Governmental Accounting Standards Board Statement No. 10.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 10: RISK MANAGEMENT (Continued)

Changes in the fund's claims liability amount in 2004 and 2003 were:

	Balance at Beginning of Year	Claims	Payments	Balance at End of Year
2004	<u>\$ 109,059</u>	<u>\$ 925,337</u>	<u>\$ 1,185,221</u>	<u>\$ 150,825</u>
2003	<u>\$ 84,814</u>	<u>\$ 1,084,158</u>	<u>\$ 1,059,913</u>	<u>\$ 109,059</u>

NOTE 11: DEFINED BENEFIT PENSION PLANS

A. State Teachers Retirement System

The School District participates in the State Teachers Retirement System of Ohio (STRS), a cost sharing multipleemployer public employee retirement system administered by the State Teachers Retirement Board. STRS provides basic retirement benefits, disability, survivor, and health care benefits based on eligible service credit to members and beneficiaries. Benefits are established by Chapter 3307 of the Ohio Revised Code. STRS issues a publicly available, stand alone, financial report that includes financial statements and required supplementary information. The report may be obtained by writing to the State Teachers Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3771, or by calling (614) 227-4090.

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 ate 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, 2002, 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, 2002. 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.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 11: DEFINED BENEFIT PENSION PLANS (Continued)

For fiscal year ended June 30, 2004, plan members are required to contribute 10% of their annual covered salary and the School District is required to contribute 14%; 13% was the portion used to fund pension obligations. For fiscal year 2003, the portion used to fund pension obligations was 9.5%. Contribution rates are established by STRS, upon recommendations 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 fiscal years ended June 30, 2004, 2003 and 2002 were \$842,664, \$787,500 and \$754,644, respectively; 82.3% has been contributed for fiscal year 2004, and 100% for fiscal years 2003 and 2002. \$149,412, representing the unpaid contribution for fiscal year 2004 is recorded as a liability within the respective funds.

B. School Employees Retirement System

The School District contributes to the School Employees Retirement System (SERS), a cost-sharing multipleemployer 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. The report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Columbus, Ohio 43215, or by calling (614) 222-5853.

Plan members are required to contribute 10% of their annual covered salary and the School District is required to contribute at an actuarially determined rate. The current School District rate is 14% of annual covered payroll. A portion of the School District's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for fiscal year 2004, 9.09% 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 a statutory maximum amount, by the SERS' Retirement Board.

The School District's required contributions for pension obligations to SERS for the fiscal years ended June 30, 2004, 2003 and 2002 were \$239,664, \$234,864 and \$219,576, respectively; 49% has been contributed for fiscal year 2004 and 100% for fiscal years 2003 and 2002. \$122,028, representing the unpaid contribution for fiscal year 2004, is recorded as a liability within the respective funds and the governmental activities.

C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System have an option to choose Social Security or the School Employees Retirement System/State Teachers Retirement System. As of June 30, 2004, all members of the Board of Education have elected social security. The Board's liability is 6.2% of wages paid.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 12: 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-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 obligation to contribute are established by the Systems based on authority granted by State statute. Both systems are funded on a pay-as-you-go basis.

All STRS benefit recipients and sponsored dependents are eligible for health care 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 law, the cost of coverage paid from STRS funds is included in the employer contribution rate, currently 14% of covered payroll. For the fiscal year ended June 30, 2004, the STRS Board allocated employer contributions equaled 1% of covered payroll to the Health Care Reserve Fund, a decrease from 4.5% for fiscal year 2002. For the School District, this amount equaled \$64,820 for fiscal year 2004.

STRS pays health care benefits from the Health Care Reserve Fund. At June 30, 2004, the balance in the fund was \$3.1 billion. For the year ended June 30, 2004, net health care costs paid by STRS were \$268,739,000 and STRS had 111,853 eligible benefit recipients.

For SERS, coverage is made available to service retirees with 10 years or more fiscal years of qualifying service credit, disability and survivor benefit recipients. Effective January 1, 2004, all retirees and beneficiaries must pay a portion of their premium for health care. The portion is based on years of service, Medicare eligibility and retirement status. A safety net is in place for retirees whose household income falls below federal poverty levels. Premiums are reduced by 50% for those who apply.

After the allocation for basic benefits, the remainder of the employer's 14% contribution is allocated to providing health care benefits. For the fiscal year ended June 30, 2004, employer contributions to fund health care benefits were 4.91% of covered payroll, a decrease from 5.83% for fiscal year 2003. 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 2004, the minimum pay was established at \$25,400. For the School District, the amount contributed to fund health care benefits, including the surcharge, during the 2004 fiscal year equaled \$157,856.

The surcharge, added to the unallocated portion of the 14% employer contribution rate, provides for the maintenance of the asset target level for the health care fund. The target level for the health care reserve is 150% of the annual health care expenses. Expenses for health care for the fiscal year ended June 30, 2004, were \$223,443,805 and the target level was \$335.2 million. At June 30, 2004, SERS had net assets available for payment of health care benefits of \$300.8 million. SERS has approximately 62,000 participants currently receiving health care benefits.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 13: LONG-TERM OBLIGATIONS

The changes in the School District's long-term obligations during the year consist of the following:

	Outstanding 06/30/03	Additio	ns	Reductions	Outstanding 06/30/04	Due in One Year
Governmental Activities:						
General Obligation Bonds:						
4.75%-7.00% interest						
rate, due 12/1/2019	\$ 6,540,000	\$	0	\$ (195,000)	\$ 6,345,000	\$ 200,000
Installment Loan, 0% interest	109,000		0	(12,000)	97,000	12,000
Compensated Absences	784,481		0	(4,267)	780,214	57,381
	\$ 7,433,481	\$	0	\$ (211,267)	\$ 7,222,214	\$ 269,381

Outstanding general obligation bonds consist of school building construction issues. Such bonds are direct obligations of the School District for which the full faith, credit and resources are pledged and are payable from taxes levied on all taxable property of the School District.

Installment loan to John Fivecoats is for the purchase of land and a bus garage. The loan is secured by this real estate.

Principal and interest requirements to retire general obligation bonds outstanding at June 30, 2004 are as follows:

						Installment			
Fiscal Year	General Obligation Bonds					Loan	Total		
Ending June 30,	 Principal		Interest		Total	Principal	 Principal		Interest
2005	\$ 200,000	\$	389,130	\$	589,130	\$ 12,000	\$ 212,000	\$	389,130
2006	220,000		377,735		597,735	12,000	232,000		377,735
2007	245,000		365,003		610,003	12,000	257,000		365,003
2008	265,000		350,845		615,845	12,000	277,000		350,845
2009	285,000		333,450		618,450	12,000	297,000		333,450
2010-2014	1,835,000		1,317,250		3,152,250	37,000	1,872,000		1,317,250
2015-2019	2,640,000		594,169		3,234,169	0	2,640,000		594,169
2020-2023	 655,000		18,831		673,831	0	 655,000		18,831
Total	\$ 6,345,000	\$	3,746,413	\$	10,091,413	\$ 97,000	\$ 6,442,000	\$	3,746,413

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 14: DEFERRED REVENUE

Deferred revenue at June 30, 2004 consisted of the following:

	Statement of Net Assets			Balance Sheet		
Property Taxes Receivable Grants Receivable	\$	3,703,419 0	\$	4,090,211 4,415		
Deferred Revenue	\$	3,703,419	\$	4,094,626		

NOTE 15: INTERFUND TRANSFERS

Transfers made during fiscal year 2004 were \$25,000 to the food service non-major fund from the general fund. These transfers are made to move unrestricted balances to support programs and projects accounted for in other funds.

NOTE 16: INTERFUND BALANCES

On the fund financial statements, the general fund reported an interfund receivable at June 30, 2004 of \$22,000. The food service non-major fund had an interfund payable of the same amount. The loan was due to the timing of collections from grants.

On the fund financial statements, the general fund reported an interfund receivable at June 30, 2004 of \$4,500. The miscellaneous state grant non-major fund had an interfund payable of the same amount. The loan was due to the timing of collections from grants.

On the fund financial statements, the general fund reported an interfund receivable at June 30, 2004 of \$5,300. The workforce initiative non-major fund had an interfund payable of the same amount. The loan was due to the timing of collections from grants.

NOTE 17: RELATED ORGANIZATION

The Gnadenhutten Public Library is a distinct political subdivision of the State of Ohio created under Chapter 3375 of the Ohio Revised Code. The Library is governed by a Board of Trustees appointed by the Board of Education. The Board of Trustees possesses its own contracting and budgeting authority, hires and fires personnel and does not depend on the School District for operational subsidies. Although the School District does serve as a taxing authority and may issue tax related debt on behalf of the Library, its role is limited to a ministerial function. The determination to request approval of a tax levy, the rate and purpose are discretionary decisions made solely by the Board of Trustees. Financial information can be obtained from the Gnadenhutten Public Library, Clerk/Treasurer, Gnadenhutten, Ohio.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 18: JOINTLY GOVERNED ORGANIZATIONS

A. Ohio Mid-Eastern Regional Education Association (OME-RESA)

OME-RESA is a jointly governed organization comprised of 52 school districts, created as a regional council of governments pursuant to state statute. The jointly governed organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to administrative and instructional functions for member districts. Each of the governments of these districts support OME-RESA based on a per pupil charge dependent upon the software package utilized. The OME-RESA assembly consists of a superintendent or designated representative from each participating district and a representative from the fiscal agent. OME-RESA is governed by a board of directors chosen from the general membership of the OME-RESA assembly. The board of directors consists of a representative from the fiscal agent, the chairman of each operating committee, and at least an assembly member from each county from which participating districts are located. Financial information can be obtained by contacting the Treasurer at the Jefferson County Education Services Center, which serves as fiscal agent, located in Steubenville, Ohio. During the year ended June 30, 2004, the School District paid approximately \$72,717 to OME-RESA for basic service charges.

B. Buckeye Career Center

The Career Center, a joint vocational school established by the Ohio Revised Code, is a jointly governed organization providing vocational services to its eleven-member school districts. The Career Center is governed by a board of education comprised of eleven members appointed by the participating schools. The board controls the financial activity of the Career Center and reports to the Ohio Department of Education and the Auditor of State of Ohio. The continued existence of the Career Center is not dependent on the School District's continued participation and no measurable equity interest exists.

C. Tuscarawas County Tax Incentive Review Council

The Tuscarawas County Tax Incentive Review Council (TCTIRC) is a jointly governed organization, created as a regional council of governments pursuant to State Statutes. TCTIRC has 22 members, consisting of three members appointed by the County Commissioners, four members appointed by municipal corporations, six members appointed by township trustees, one member from the County Auditor's office and 8 members appointed by Boards of Education located within the County. TCTIRC reviews and evaluates the performance of each Enterprise Zone Agreement. This body is advisory in nature and cannot directly impact an existing Enterprise Zone Agreement; however, the Council can make written recommendations to the legislative authority which approved the agreement. There is no cost associated with being a member of this Council. The continued existence of the TRTIRC is not dependent on the School District's continued participation and no equity interest exists.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 19: CONTINGENCIES

A. Grants

The School District received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the School District at June 30, 2004.

B. Litigation

The School District is party to two legal proceedings. Our liability insurance carrier, at the time of the accident was Nationwide Mutual Insurance Co., and is representing the School District in the first lawsuit. In addition, Indiana Insurance Company, the current liability insurance carrier, is representing the School District in the second lawsuit. The School District management is of the opinion that the ultimate disposition of these claims and legal proceedings will not have a material effect, if any, on the financial condition of the School District.

NOTE 20: SET-ASIDES

The School District is required by State statute to annually set aside in the general fund an amount based on a statutory formula for the purchase of textbooks and other instructional materials and an equal amount for 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 or offset by similarly restricted resources received during the year end and carried forward to be used for the same purposes in future years.

The following cash basis information describes the change in the year-end set-aside amounts for textbooks and capital acquisition. Disclosure of this information is required by State statute.

	Textbook	Capital		
	Reserve	Acquisition	Totals	
Set-aside balance as of June 30, 2003	\$ (619,778)	\$ 0	\$ (619,778)	
Current year set-aside requirement	267,498	267,498	534,996	
Current year qualifying disbursements	(484,678)	(414,583)	(899,261)	
Total	\$ (836,958)	\$ (147,085)	\$ (984,043)	
Set-aside balance carried forward to FY 2004	\$ (836,958)	\$ 0		

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2004

NOTE 20: SET-ASIDES (Continued)

The School District had qualifying disbursements during the year that reduced the textbook reserve set-asides below zero. These extra amounts may be used to reduce the textbook set-aside requirement in future fiscal years.

NOTE 21: 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 earlier decisions that Ohio's current school funding 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 its financial operations.

INDIAN VALLEY LOCAL SCHOOL DISTRICT TUSCARAWAS COUNTY

SCHEDULE OF RECEIPTS AND EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2004

Federal Grantor/ Pass Through Grantor/ Program Title	Pass Through Grantor Number	Federal CFDA Number	Receipts	Non-Cash Receipts	Expenditures	Non-Cash Expenditures
U.S. DEPARTMENT OF EDUCATION (Passed Through Ohio Department of Education)						
Title I Grants to Local Educational Agencies	C1-S1-2003 C1-S1-2004	84.010	\$44,009 447,262		\$62,926 440,098	
Total Title I Grants to Local Educational Agencies	01 01 2004		491,271		503,024	
Special Education - Grants to States	6B-SF-2003-P 6B-SF-2004	84.027	28,973 225,599		34,486 222.096	
Total Special Education - Grants to States	02 01 2001		254,572		256,582	
Safe and Drug Free Schools and Communities State Grants	DR-S1-2003 DR-S1-2004	84.186	(238) 6,943		3,025 6,661	
Total Safe and Drug Free Schools and Communities State Grants			6,705		9,686	
Innovative Education Program Strategies	C2-S1-2003 C2-S1-2004	84.298	(96) 11,495		11,495	
Total Innovative Education Program Strategies			11,399		11,495	
Technology Literacy Challenge Fund Grants	TJ-S1-2003 TJ-S1-2004	84.318	(882) 12,766		11,646	
Total Technology Literacy Challenge Fund Grants			11,884		11,646	
Rural Education	RU-S1-2004	84.358	42,306		32,358	
Improving Teacher Quality State Grants	TR-S1-2003 TR-S1-2004	84.367	8,198 91,378		8,817 86,500	
Total Improving Teacher Quality State Grants			99,576		95,317	
Total U.S. Department of Education			917,713		920,108	
U.S. DEPARTMENT OF LABOR (Passed Through Ohio Workforce Initiative Association)						
Workforce Initiative		17.250	19,963		19,781	
Total U.S. Department of Labor			19,963		19,781	
U.S. DEPARTMENT OF AGRICULTURE (Passed Through Ohio Department of Education)						
Child Nutrition Cluster: Food Distribution National School Breakfast Program National School Lunch Program	N/A N/A N/A	10.550 10.553 10.555	26,027 219,006	\$68,787	26,027 219,006	\$68,787
Total U.S. Department of Agriculture - Child Nutrition Cluster			245,033	68,787	245,033	68,787
Total			\$1,182,709	\$68,787	\$1,184,922	\$68,787

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

INDIAN VALLEY LOCAL SCHOOL DISTRICT TUSCARAWAS COUNTY

NOTES TO THE SCHEDULE OF RECEIPTS AND EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2004

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

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

NOTE B - CHILD NUTRITION CLUSTER

Program regulations do not require the District to maintain separate inventory records for purchased food and food received from the U.S. Department of Agriculture. This nonmonetary assistance (expenditures) is reported in the Schedule at the fair market value of the commodities received.

Cash receipts from the U.S. Department of Agriculture are commingled with State grants. It is assumed federal monies are expended first.



Auditor of State Betty Montgomery

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

Indian Valley Local School District Tuscarawas County 100 N. Walnut Street P.O. Box 171 Gnadenhutten, Ohio 44629

To the Board of Education:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Indian Valley Local School District, Tuscarawas County, Ohio, (the District) as of and for the year ended June 30, 2004, which collectively comprise the District's basic financial statements and have issued our report thereon dated January 21, 2005, in which we noted the beginning balance for Capital Assets was restated at July 1, 2003 due to reappraisal. 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 District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could directly and materially affect 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 we must report under *Government Auditing Standards*.

However, we noted certain immaterial instances of noncompliance that we have reported to management of the District in a separate letter dated January 21, 2005.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting to determine our auditing procedures for the purpose of expressing our opinions 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 that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

However, we noted other maters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the District in a separate letter dated January 21, 2005.

 101 Central Plaza South / 700 Bank One Tower / Canton, OH
 44702

 Telephone:
 (330) 438-0617
 (800) 443-9272
 Fax:
 (330) 471-0001

 www.auditor.state.oh.us

Indian Valley Local School District Tuscarawas County Independent Accountants' Report on Compliance and on Internal Control Required by *Government Auditing Standards* Page 2

This report is intended solely for the information and use 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.

Betty Montgomeny

Betty Montgomery Auditor of State

January 21, 2005



Auditor of State Betty Montgomery

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

Indian Valley Local School District Tuscarawas County 100 N. Walnut Street P.O. Box 171 Gnadenhutten, Ohio 44629

To the Board of Education:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Indian Valley Local School District, Tuscarawas County, Ohio, (the District) as of and for the year ended June 30, 2004, which collectively comprise the District's basic financial statements and have issued our report thereon dated January 21, 2005, in which we noted the beginning balance for Capital Assets was restated at July 1, 2003 due to reappraisal. 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 District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could directly and materially affect 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 we must report under *Government Auditing Standards*.

However, we noted certain immaterial instances of noncompliance that we have reported to the District's management in a separate letter dated January 21, 2005.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting to determine our auditing procedures for the purpose of expressing our opinions 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 that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

However, we noted other maters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to the District's management in a separate letter dated January 21, 2005.

 101 Central Plaza South / 700 Bank One Tower / Canton, OH
 44702

 Telephone:
 (330) 438-0617
 (800) 443-9272
 Fax:
 (330) 471-0001

 www.auditor.state.oh.us

Indian Valley Local School District Tuscarawas County Independent Accountants' Report on Compliance with Requirements Applicable to Its Major Federal Program and on Internal Control Over Compliance In Accordance With OMB Circular A-133 Page 2

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.

We noted an other matter involving the internal control over federal compliance that does not require inclusion in this report that we have reported to the District's management in a separate letter dated January 21, 2005.

This report is intended for the information and use 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.

Bitty Montgomeny

Betty Montgomery Auditor of State

January 21, 2005

INDIAN VALLEY LCOAL SCHOOL DISTRICT TUSCARAWAS COUNTY

SCHEDULE OF FINDINGS OMB CIRCULAR A -133 § .505 JUNE 30, 2004

1. SUMMARY OF AUDITOR'S RESULTS

(d)(1)(i)	Type of Financial Statement Opinion	Unqualified
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(iii)	Was there any reported material non- compliance at the financial statement level (GAGAS)?	No
(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):	Child Nutrition Cluster - CFDA #10.550, 10.553, 10.555
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	Yes

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

None.

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None.



Auditor of State Betty Montgomery 88 East Broad Street P.O. Box 1140 Columbus, Ohio 43216-1140 Telephone 614-466-4514 800-282-0370

Facsimile 614-466-4490

INDIAN VALLEY LOCAL SCHOOL DISTRICT

TUSCARAWAS 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 MARCH 29, 2005