



### LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY

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## Mary Taylor, CPA Auditor of State

#### INDEPENDENT ACCOUNTANTS' REPORT

Lake County Educational Service Center Lake County 30 South Park Place, Suite 320 Painesville, Ohio 44077

To the Members of the Board:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Lake County Educational Service Center, Lake County, Ohio, (the Center) as of and for the year ended June 30, 2005, which collectively comprise the Center's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Center'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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 our audit provides a reasonable basis for our opinions.

Ohio Administrative Code Section 117-2-03 (B) requires the Center to prepare its annual financial report in accordance with accounting principles generally accepted in the United States of America. However, as discussed in Note 1, the accompanying financial statements and notes follow the modified cash accounting basis. This is a comprehensive basis of accounting other than generally accepted accounting principles. The accompanying financial statements and notes omit assets, liabilities, fund equities, and disclosures that, while material, cannot be determined at this time.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Lake County Educational Service Center, Lake County, Ohio, as of June 30, 2005, and the respective changes in financial position and cash flows, where applicable, thereof and the budgetary comparison for the General, IDEA and Science Center Funds for the year then ended in conformity with the basis of accounting Note 1 describes.

As described in Note 13 during year ended June 30, 2005, the Center implemented GASB 40, *Deposit and Investment Risk Disclosures*.

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Lake County Educational Service Center Lake County Independent Accountants' Report Page 2

In accordance with *Government Auditing Standards*, we have also issued our report dated February 9, 2007, on our consideration of the Center's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information accounting principles generally accepted in the United States of America requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

We conducted our audit to opine on the financial statements that collectively comprise the Center's basic financial statements. The federal awards receipts and expenditure schedule presents additional information and is required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations.* It is not a required part of the basic financial statements. We subjected the federal awards receipts and expenditure schedule 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.

Mary Taylor, CPA Auditor of State

Mary Taylor

February 9, 2007

### LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY, OHIO

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2005

(Unaudited)

The discussion and analysis of Lake County Educational Service Center's (Center) financial performance provides an overall review of the Center's financial activities for the fiscal year ended June 30, 2005. The discussion and analysis is within the limitations of the Center's cash basis accounting. Readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the Center's performance.

#### **Financial Highlights**

Key financial highlights for fiscal year 2005 are as follows:

- Net assets of governmental activities increased \$576,087 which represents a 64.8% increase from 2004.
- General receipts accounted for \$3,005,498 in receipts or 29.8% of all receipts. Program specific receipts in the form of charges for services and sales, operating grants and contributions accounted for \$7,079,785 or 70.2% of total receipts of \$10,085,283.
- The Center had \$9,509,196 in cash disbursements related to governmental activities; only \$7,079,785 of these cash disbursements were offset by program specific charges for services, operating grants or contributions. General receipts of \$3,005,498 were also used to provide for these programs.

#### **Using the Basic Financial Statements**

This annual report is presented in a format consistent with the presentation requirements of Governmental Accounting Standards Board Statement No. 34, as applicable to the Government's cash basis of accounting.

#### **Report Components**

The Statement of Net Assets and Statement of Activities provide information about the cash activities of the Center as a whole. Fund financial statements provide the next level of detail. Funds are created and maintained on the financial records of the Center as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

#### **Basis of Accounting**

The basis of accounting is a set of guidelines that determine when financial events are recorded. The Center has elected to present its financial statements on a cash basis of accounting. This basis of accounting is a basis of accounting other than generally accepted accounting principles. Under the Center's cash basis of accounting, receipts and disbursements are recorded when cash is received or paid.

As a result of using the cash basis of accounting, certain assets and their related revenues (such as accounts receivable) and certain liabilities and their related expenses (such as accounts payable) are not recorded in the financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader must keep in mind the limitations resulting from the use of the cash basis of accounting.

#### Reporting the Center as a Whole

The Statement of Net Assets and the Statement of Activities reflect how the Center performed financially during 2005, within the limitations of cash basis accounting. The Statement of Net Assets presents the cash balances and investments of the governmental activities of the Center at year-end. The Statement of Activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the Center's general receipts.

These statements report the Center's cash position and the changes in cash position. Keeping in mind the limitations of the cash basis of accounting, the reader can utilize these statements as one measure of the Center's financial condition. Over time, increases or decreases in the Center's cash position is one indicator of whether the Center's financial condition is improving or deteriorating. When evaluating the Center's financial condition, the reader should also consider other nonfinancial factors as well, such as the condition of the Center's capital assets, the extent of the Center's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue sources.

In the Statement of Net Assets and the Statement of Activities, all of the Center's programs and services are reported as Governmental Activities.

#### Reporting the Center's Most Significant Funds

Fund financial reports provide detailed information about the Center's major funds. The Center uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the Center's major funds.

Governmental Funds -Most of the Center'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 cash basis of accounting. The governmental fund statements provide a detailed short-term view of the Center's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance educational programs.

*Fiduciary Funds* - The Center maintains three fiduciary funds, two agency funds and a private purpose fund. These activities are excluded from the Center's other financial statements because the Center cannot use these assets to finance its operations. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**Proprietary Fund** - When services are provided to other department of the Center, the service is reported as an internal service fund. The Center has one internal service fund to account for employee health claims.

#### The Center as a Whole

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

Table 1 provides a summary of the Center's net assets for 2005 compared to 2004:

Table 1 Net Assets

	Governmental Activities		
	2005	2004	
Assets			
Equity in Pooled Cash and Investments	\$1,188,182	\$661,851	
Cash and Cash Equivalents with Fiscal Agent	275,577	226,306	
Total Assets	1,463,759	888,157	
Net Assets			
Restricted for:			
Special Revenue	86,824	362,511	
Capital Projects	22,000	7,140	
Other	0	94,470	
Unrestricted	1,354,935	424,036	
Total Net Assets	\$1,463,759	\$888,157	

Total assets increased by \$575,602. The increase can be attributed to the operating income of the general fund.

Table 2 shows the change in net assets for fiscal years 2005 and 2004.

Table 2 Changes in Net Assets

	Governmenta	Governmental Activities		
	2005	2004		
Receipts				
Program Receipts:				
Charges for Services and Sales	\$5,412,070	\$4,493,510		
Operating Grants and Contributions	1,667,715	1,796,385		
General Receipts:				
Grants and Entitlements	2,681,098	2,457,390		
Other	324,400	251,690		
Total Receipts	10,085,283	8,998,975		
Cash Disbursements				
Instruction	3,100,231	2,963,917		
Support Services:				
Pupil and Instructional Staff	3,271,789	3,300,653		
General and School Administrative,				
Fiscal and Business	2,217,961	2,154,036		
Operations and Maintenance	311,580	303,091		
Pupil Transportation	73,674	45,382		
Central	469,892	339,079		
Extracurricular Activities	64,069	21,520		
Total Disbursements	9,509,196	9,127,678		
Change in Net Assets	576,087	(128,703)		
Beginning Net Assets	888,672	1,017,375		
Ending Net Assets	\$1,464,759 \$888,672			

#### **Governmental Activities**

The Center revenues are mainly from two sources. Charges for services and sales and grants and entitlements comprised 80.2% of the Center's receipts for governmental activities.

Instruction comprises 32.6% of governmental program cash disbursements. Support services were 66.7% of governmental program cash disbursements. The remaining cash disbursements were 0.7%.

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. Table 3 shows, for government activities, the total cost of services and the net cost of services. These services are mainly supported by charges for services and sales.

Table 3
Governmental Activities

	Total Cost o	of Services	Net Cost of Services	
	2005	2004	2005	2004
Instruction	\$3,100,231	\$2,963,917	(\$249,860)	(\$1,023,341)
Support Services:				
Pupil and Instructional Staff	3,271,789	3,300,653	(1,255,705)	(1,278,350)
General and School Administrative,				
Fiscal and Business	2,217,961	2,154,036	(591,075)	(325,367)
Operations and Maintenance	311,580	303,091	(104,699)	(65,848)
Pupil Transportation	73,674	45,382	(33,193)	(37,562)
Central	469,892	339,079	(197,758)	(107,315)
Extracurricular Activities	64,069	21,520	2,879	0
Total Expenses	\$9,509,196	\$9,127,678	(\$2,429,411)	(\$2,837,783)

#### The Center's Funds

The Center has three major governmental funds: the General Fund, the IDEA Fund and the Science Center Fund.

*General Fund*: Fund balance at June 30, 2005 was \$887,767. The net change in fund balance was \$793,473. The increase in fund balance was a result of the Center's higher contract service revenue received from participating School Districts.

IDEA Fund: Fund balance at June 30, 2005 was \$185,869. The net change in fund balance was \$2,760.

*Science Center Fund*: Fund balance at June 30, 2005 was (\$225,838). This was due mostly to regular instruction and advances out exceeding intergovernmental receipts during the year.

#### **General Fund Budgeting Highlights**

The Center'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 2005, the Center amended its General Fund budget. The Center uses site-based budgeting and the budgeting systems are designed to tightly control total site budgets but provide flexibility for site management.

For the General Fund, budget basis revenue was \$9,343,668, compared to original budget estimates of \$3,986,585. The Center's ending unobligated cash balance was \$790,757.

#### **Capital Assets and Debt Administration**

#### Capital Assets

The Center does not currently present its capital assets on its financial statements.

#### Debt

At June 30, 2005, the Center had \$1,200 in debt outstanding. This debt relates to a capital lease for a copier. See Note 5 to the basic financial statements for further detail.

#### **Economic Outlook**

As the preceding pages show, the Center relies heavily on contracts with local and city school districts in Lake County, state foundation revenue and grants. Contracts with Lake County districts are expected to increase in fiscal year 2006 due to additional service requests from districts. These contracts, along with the Center's cash balance will provide the Center with the necessary funds to meet its operating cash disbursements in fiscal year 2006.

The Center was awarded the Regional Fiscal Agent for Region 4 from ODE. The grant will begin July 1, 2007. It will allow for the Center to combine the SERRC within the Center's operation, in addition to providing regional support for school improvement and literacy to the districts. The merge will cause the Center to expand its current office space to accommodate the additional staff. The additional services that will be provided as a result from this grant will be funded by ODE and will not cost the Center any additional general fund expenditures.

All of the Center's financial abilities will be needed to meet the challenges of the future. With careful planning and monitoring of the Center's finances, the Center's management is confident that the Center can continue to provide quality products and services to the districts in the future.

#### Contacting the Center's Financial Management

This financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the Center's finances and to show the Center's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Sherri Snyder, Treasurer at Lake County Educational Service Center.

	Governmental Activities
Assets:	
Equity in Pooled Cash and Investments	\$1,188,182
Cash and Cash Equivalents with Fiscal Agent	275,577
Total Assets	1,463,759
Net Assets:	
Restricted for:	
Special Revenue	86,824
Capital Projects	22,000
Unrestricted	1,354,935
Total Net Assets	\$1,463,759

				Net (Disbursements) Receipts
			Cash Receipts	and Changes in Net Assets
	Cash	Charges for	Operating Grants	
	Disbursements	Services and Sales	and Contributions	Total
Governmental Activities:				
Instruction:				
Regular	\$642,160	\$80,572	\$382,587	(\$179,001)
Special	\$2,121,140	\$1,917,682	\$74,680	(\$128,778)
Vocational	336,931	377,124	17,726	57,919
Support Services:				
Pupil	1,512,048	886,396	27,023	(598,629)
Instructional Staff	1,759,741	828,568	274,097	(657,076)
General Administration	50,061	28,454	0	(21,607)
School Administration	1,895,718	627,109	814,281	(454,328)
Fiscal	272,182	151,635	5,407	(115,140)
Operations and Maintenance	311,580	153,205	53,676	(104,699)
Pupil Transportation	73,674	33,157	7,324	(33,193)
Central	469,892	261,220	10,914	(197,758)
Extracurricular Activities	64,069	66,948	0	2,879
Total Governmental Activities	9,509,196	5,412,070	1,667,715	(2,429,411)
		General Receipts: Grants and Entitlements not R	testricted to Specific Programs	2,681,098
	Ţ	Inrestricted Contributions		6,957
	I	nvestment Earnings		20,304
	(	Other Receipts		297,139
	1	Total General Receipts		3,005,498
	(	Change in Net Assets		576,087
	1	Net Assets Beginning of Year		887,672
	. 1	Net Assets End of Year		\$1,463,759

	General	IDEA	Science Center	Other Governmental Funds	Total Governmental Funds
Assets: Equity in Pooled Cash and Investments	\$887,767	\$185.869	(\$225,838)	\$148,792	\$996,590
	887,767	185,869	(225,838)	148,792	996,590
Total Assets	887,707	183,809	(223,030)	110,752	370,070
Fund Balances:					
Reserved for Encumbrances	97,010	5,160	17,654	10,209	130,033
Unreserved, Undesignated, Reported in:					
General Fund	790,757	0	0	0	790,757
Special Revenue Funds	0	180,709	(243,492)	119,322	56,539
Capital Projects Funds	0	0	0	19,261	19,261
Total Fund Balances	\$887,767	\$185,869	(\$225,838)	\$148,792	\$996,590

Lake County Educational Service Center Reconciliation of Total Governmental Fund Balance to Net Assets of Governmental Activities-Cash Basis June 30, 2005

Total Governmental Fund Balance	\$996,590
7 S. C.	ψ,,,,,,,,
Amounts reported for governmental activities in the statement of net assets are different because:	
An internal service fund is used by management to charge	
back costs to individual funds. The assets and	
liabilities of the internal service fund are included in	1.57.4.50
governmental activities in the statement of net assets.	467,169
Net Assets of Governmental Activities	\$1,463,759

	General	IDEA	Science Center	Other Governmental Funds	Total Governmental Funds
Receipts:					
Tuition and Fees	\$967,674	\$0	\$0	\$8,945	\$976,619
Investment Earnings	19,566	0	739	0	20,305
Intergovernmental	2,834,536	954,594	203,956	355,479	4,348,565
Extracurricular Activities	30,532	0	0	32,724	63,256
Contract Services	4,368,601	0	0	0	4,368,601
Other Receipts	297,922	0	0	10,015	307,937
Total Receipts	8,518,831	954,594	204,695	407,163	10,085,283
Expenditures:					
Current:					
Instruction:		^	206 212	204.017	600,460
Regular	32,132	0	296,313	294,017	622,462
Special	2,111,798	0	0	9,342	2,121,140
Vocational	312,506	0	. 0	24,425	336,931
Support Services:					
Pupil	1,501,928	0	0	10,120	1,512,048
Instructional Staff	1,457,759	150,406	0	151,576	1,759,741
General Administration	50,061	0	0	. 0	50,061
School Administration	1,101,500	776,799	0	17,419	1,895,718
Fiscal	266,782	2,400	0	3,000	272,182
Operations and Maintenance	269,544	22,229	4,122	15,685	311,580
Pupil Transportation	58,335	0	15,242	97	73,674
Central	459,583	0	0	10,309	469,892
Extracurricular Activities	64,069	0	0	0	64,069
Total Expenditures	7,685,997	951,834	315,677	535,990	9,489,498
Excess of Receipts Over (Under) Expenditures	832,834	2,760	(110,982)	(128,827)	595,785
Other Financing Sources (Uses):					
Advances In	0	0	0	39,361	39,361
Advances (Out)	(39,361)	0	(115,366)	0	(154,727)
Total Other Financing Sources (Uses)	(39,361)	0	(115,366)	39,361	(115,366)
Net Change in Fund Balance	793,473	2,760	(226,348)	(89,466)	480,419
Fund Balance Beginning of Year	94,294	183,109	510	238,258	516,171
Fund Balance End of Year	\$887,767	\$185,869	(\$225,838)	\$148,792	\$996,590

Lake County Educational Service Center
Reconciliation of the Statement of Receipts, Expenditures, and Changes
in Fund Balance of Governmental Funds to the Statement of Activities-Cash Basis
For the Fiscal Year Ended June 30, 2005

Net Change in Fund Balance - Total Governmental Funds

\$480,419

Amounts reported for governmental activities in the
statement of activities are different because:

The internal service fund used by management to charge back costs
to individual funds is not reported in the district-wide statement of
activities. Governmental fund expenditures and the related internal
service fund receipts are eliminated. The net receipt (expense) of
the internal service fund is allocated among the governmental activities.

95,668

Change in Net Assets of Governmental Activities

\$576,087

Genera
Fund

-	Fund			
	Original Budget	Final Budget	Actual	Variance from Final Budget
Revenues:	#450 O46	¢1 101 (75	\$967,674	(\$154.001)
Tuition and Fees	\$452,846	\$1,121,675	19,566	(\$154,001) 1
Investment Earnings	9,156	19,565		(657,750)
Intergovernmental	1,326,487	3,492,286	2,834,536	(037,730)
Extracurricular Activities	14,288	30,532	30,532	0
Contract Services	2,044,388	4,368,601	4,368,601	=
Other Revenues	139,420	311,009	297,922	(13,087)
Total Revenues	3,986,585	9,343,668	8,518,831	(824,837)
Expenditures:				
Current:				
Instruction:				
Regular	34,454	32,131	32,131	0
Special	2,272,963	2,119,714	2,119,714	0
Vocational	343,981	320,789	320,789	0
Support Services:				
Pupil	1,616,914	1,507,898	1,507,898	0
Instructional Staff	1,571,874	1,465,894	1,465,894	0
General Administration	56,580	52,765	52,765	0
School Administration	1,194,362	1,113,835	1,113,835	0
Fiscal	287,799	268,395	268,395	0
Operations and Maintenance	328,573	306,420	306,420	0
Pupil Transportation	69,668	64,971	64,971	0
Central	499,639	465,952	465,952	0
Extracurricular Activities	68,888	64,243	64,243	0
Total Expenditures	8,345,695	7,783,007	7,783,007	0
Excess of Revenues Over (Under) Expenditures	(4,359,110)	1,560,661	735,824	(824,837)
Other financing sources (uses):				
Advances (Out)	(42,207)	(39,361)	(39,361)	0
Total Other Financing Sources (Uses)	(42,207)	(39,361)	(39,361)	0
Net Change in Fund Balance	(4,401,317)	1,521,300	696,463	(824,837)
Fund Balance Beginning of Year (includes prior year encumbrances appropriated)	94,294	94,294	94,294	0
Fund Balance End of Year	(\$4,307,023)	\$1,615,594	\$790,757	(\$824,837)

See accompanying notes to the required supplementary information.

	IDEA Fund			
	Original Budget	Final Budget	Actual	Variance from Final Budget
Revenues:				
Intergovernmental	\$1,143,017	\$1,143,017	\$954,594	(\$188,423)
Total Revenues	1,143,017	1,143,017	954,594	(188,423)
Expenditures:				
Current:				
Instruction:				
Support Services:				
Instructional Staff	192,764	188,760	154,226	34,534
School Administration	972,579	909,016	778,139	130,877
Fiscal	3,000	2,400	2,400	0
Operations and Maintenance	27,784	25,950	22,229	3,721
Total Expenditures	1,196,127	1,126,126	956,994	169,132
Net Change in Fund Balance	(53,110)	16,891	(2,400)	(19,291)
Fund Balance Beginning of Year (includes				
prior year encumbrances appropriated)	183,109	183,109	183,109	0
Fund Balance End of Year	\$129,999	\$200,000	\$180,709	(\$19,291)

See accompanying notes to the required supplementary information.

Net Change in Fund Balance

Fund Balance End of Year

Fund Balance Beginning of Year (includes

prior year encumbrances appropriated)

		Cent Fun		
	Original Budget	Final Budget	Actual	Variance from Final Budget
Revenues:				
Investment Earnings	\$739	\$739	\$739	\$0
Intergovernmental	203,956	203,956	203,956	0
Total Revenues	204,695	204,695	204,695	0
Expenditures:				
Current:				
Instruction:				
Regular	262,579	426,947	426,947	0
Operations and Maintenance	2,535	4,122	4,122	0
Pupil Transportation	10,842	17,628	17,628	0
Total Expenditures	275,956	448,697	448,697	0

(71,261)

510

(\$70,751)

(244,002)

(\$243,492)

510

Science

0

0

(244,002)

(\$243,492)

510

Lake County Educational Service Center Statement of Fund Net Assets-Cash Basis Proprietary Funds June 30, 2005

	Governmental Activities- Internal Service Fund
Assets:	4404 400
Equity in Pooled Cash and Investments	\$191,592
Cash and Cash Equivalents with Fiscal Agent	275,577
Total Assets	467,169
Net Assets: Unrestricted	467,169
Total Net Assets	\$467,169

Lake County Educational Service Center Statement of Revenues, Expenses and Changes in Fund Net Assets-Cash Basis Proprietary Funds For the Fiscal Year Ended June 30, 2005

	Governmental Activities- Internal Service
Operating Receipts: Charges for Services	Fund \$727,001
Extracurricular Activities	68,019
Total Operating Receipts	795,020
Operating Disbursements: Materials and Supplies Purchased Services Retirement and Insurance	13,038 181,391 680,404
Total Operating Disbursements	874,833
Operating Income (Loss)	(79,813)
Non-Operating Revenues (Disbursements): Operating Grants Advances In	60,115 115,366
Total Non-Operating Revenues (Disbursements)	175,481
Change in Net Assets	95,668
Net Assets Beginning of Year	371,501
Net Assets End of Year	\$467,169

	Governmental
	Activities-
	Internal Service
	Fund
Cash Flows from Operating Activities:	
Cash Received from Charges for Services	\$727,001
Cash Received from Extracurricular Activites	68,019
Cash Payments for Materials and Supplies	(13,038)
Cash Payments for Purchased Services	(181,391)
Cash Payments for Retirement and Insurance	(680,404)
Net Cash Provided (Used) by Operating Activities	(79,813)
Cash Flows from Noncapital Financing Activities:	
Operating Grants Received	60,115
Advances In	115,366
Net Cash Provided (Used) by Noncapital Financing Activities	175,481
Net Increase (Decrease) in Cash and Cash Equivalents	95,668
Cash and Cash Equivalents Beginning of Year	371,501
Caland Cada Emindanta End of Ware	467 160
Cash and Cash Equivalents End of Year	467,169

	Private Purpose Trust	Agency
Assets: Equity in Pooled Cash and Investments	\$634	\$805
Total Assets	634	805
Net Assets: Unrestricted	634	805
Total Net Assets	\$634	\$805

Lake County Educational Service Center Statement of Changes in Fiduciary Net Assets-Cash Basis Fiduciary Funds For the Fiscal Year Ended June 30, 2005

	Private Purpose Trust
Additions: Donations	\$241
Total Additions	241
Deductions: Other	0
Total Deductions	0
Change in Net Assets	241
Net Assets Beginning of Year	393
Net Assets End of Year	\$634

# LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2005

#### 1. DESCRIPTION OF THE CENTER AND REPORTING ENTITY

The Lake County Educational Service Center (the "Center"), formerly the Lake County Board of Education, is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Center is a local county school district as defined by Section 3311.05 of the Ohio Revised Code. The Center operates under a five member elected Board of Education and is responsible for the provision of public education to residents of the District.

The Center is located in Lake County. The Center serves five local school districts: Painesville Township Local School District, Painesville City Local School District, Kirtland Local School District, Madison Local School District and Perry Local School District.

The Center employed 100 certificated employees and 55 non-certificated employees.

#### FINANCIAL REPORTING ENTITY

The Center adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 14. The financial statements include all the organizations, activities, functions and component units for which the Center (Primary Government) is financially accountable. Financial accountability is defined as the appointment of a voting majority of the component unit's board, and either (1) the Center's ability to impose its will over the component unit, or (2) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the Center.

On this basis, the financial statements of the Lake County School Financing District have been included in the accompanying financial statements as a blended component unit. The Financing District is legally separate, but governed by the same board, therefore, the Center has the ability to impose its will over the Financing District. The Center acts as the fiscal agent for the Lake County School Financing District.

The Center is associated with five organizations, three jointly governed organization and two insurance purchasing pools. These organizations are the Lake Geauga Computer Association, Ohio Schools Council Association, East Shore Center, the Lake County Schools Council of Governments' Health Care Benefits Program and the Ohio School Boards Association Workers' Compensation Group Rating Plan. Information about these organizations is discussed in the notes to the basic financial statements.

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Although Ohio Administrative Code Section 117-2-03 (B) requires the Center's financial report to follow generally accepted accounting principles, the Center chooses to prepare its financial statements and notes in accordance with modified cash-basis of accounting.

This basis of accounting is similar to the cash receipts and disbursements basis. The Center recognizes receipts when received in cash rather than when earned and recognizes disbursements when paid rather than when a liability is incurred.

The Center also reports long term investments as assets, valued at fair value at the end of the fiscal year. Budgetary presentations report budgetary expenditures when a commitment is made (i.e. when an encumbrance is approved). Differences between disbursements reported in the fund and entity wide statements versus budgetary expenditures result from encumbrances outstanding at the beginning and end of the fiscal year.

#### A. FUND ACCOUNTING

The Center uses funds to maintain its financial records during the fiscal year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain functions or activities. A fund is a fiscal and accounting entity with a self-balancing set of accounts. The Center classifies each fund as either governmental, proprietary or fiduciary.

#### **Governmental Funds**

The Center classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants) and other nonexchange transactions as governmental funds. The following are the Center's major governmental funds:

**General Fund** - The general fund accounts for all financial resources except for restricted resources requiring a separate accounting. The general fund balance is available for any purpose provided it is disbursed or transferred according to Ohio law.

<u>IDEA Fund</u> - The IDEA fund accounts for grants to assist in providing an appropriate public education to all children with disabilities.

<u>Science Center Fund</u> - The Science Center fund is used to account for monies provided for science education.

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

#### **Proprietary Funds**

Certain Center funds operate similar to business enterprises, where user charges (i.e. charges for services) provide significant resources for the activity. The Center classifies these as internal service funds.

<u>Internal Service Funds</u> — An internal service fund accounts for the financing of services provided by one department or agency to other Center departments or agencies or to other governments, on a cost reimbursement basis.

#### **Fiduciary Funds**

Trust funds are used to account for resources restricted by legally binding trust agreements which are held for individual, private organization or other governments. Funds for which the Center is acting in an agency capacity are classified as agency funds. The Center's agency funds account for Lake County Financing District and East Shore Center - Special Educational Regional Resources Center (SERRC). In addition, the Center has a private purpose trust fund, which accounts for educational awards.

#### **B. BASIS OF PRESENTATION**

The Center's basic financial statements consist of a government-wide statement of activities, statement of net assets and fund financial statements providing more detailed financial information.

Government-wide Financial Statement of Activities: This statement displays information about the Center as a whole, except fiduciary funds. The statement of activities eliminates internal service fund activity to avoid reporting those transactions twice.

The government-wide statement of activities compares disbursements with program receipts for each function or program of the Center's governmental activities. Cash disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the government is responsible. Program cash receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which governmental function is self-financing on the modified cash basis or draws from the Center's general receipts.

Fund Financial Statements: The fund financial statements report more detailed information about the Center. The focus of governmental fund financial statements is on major funds. Fund statements present each major fund in a separate column and aggregate nonmajor funds in a single column. The proprietary fund statement combines all internal service funds into a single column. Fiduciary funds are reported by type.

Proprietary fund statements distinguish operating transactions from nonoperating transactions. Operating receipts generally result from exchange transactions such as charges for services directly relating to the funds' principal services.

Operating disbursements include costs of sales and services and administrative costs. The fund statements report all other receipts and disbursements as nonoperating.

#### C. BUDGETARY DATA

#### **Lake County Educational Service Center**

Based on the requirements of Section 3317.11, Ohio Revised Code, the budgetary process described below applies specifically to the Lake County Educational Service Center and is not applicable to the Lake County School Financing District.

The Center is required by State statute to adopt an annual appropriation budget for all fund types except agency funds. The specific timetable is as follows:

The budget includes the estimated resources and expenditures for each fund and consists of three parts; Part (A) includes entitlement funding from the State, part (B) includes the cost of all other lawful expenditures of the Center (which are apportioned by the State Department of Education to each local board of education under the supervision of the Center), and Part (C) includes the adopted appropriation resolution.

The Center's Board adopts an annual appropriation resolution which is the Board's authorization to spend resources and sets annual limits on expenditures plus encumbrances at the level of control selected by the Board. The level of control has been established by the Board at the fund level. The Treasurer has been authorized to allocate appropriations to the function and object level within funds.

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

The estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the Educational Service Center Treasurer. The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts in the certificate when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts in the amended certificate that was in effect at the time the final appropriations were passed by the Board.

The appropriation resolution is subject to amendment by the Board throughout the year with the restriction that appropriations may not exceed estimated revenues by fund. The amounts reported as the original budgeted amounts reflect the first appropriation for that fund that covered the entire fiscal year, including amounts automatically carried over from the prior fiscal year. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Board during the fiscal year, including amounts automatically carried over from prior years. The amounts reported as the final budget represent the final appropriation amounts passed by the Board during the fiscal year.

#### Net Change in Fund Balances

			Science
	General	IDEA	Center
	Fund	Fund	Fund
Cash Basis	\$793,473	\$2,760	(\$226,348)
Adjustment for encumbrances	(97,010)	(5,160)	(17,654)
Budget Basis	\$696,463	(\$2,400)	(\$244,002)

#### **Lake County Financing District**

Based on the requirements of Chapter 5705, Revised Code, the budgetary process described below applies specifically to the Lake County School Financing District in the agency fund and is not applicable to the Lake County Educational Service Center.

A budget of estimated cash receipts and disbursements is submitted to the county auditor, as secretary of the county budget commission, by January 20 of each year, for the period July 1 to June 30 fiscal year.

The county budget commission certifies its actions to the Center by March 1. As part of this certification, the Center receives the official certificate of estimated resources, which states the projected receipts of each fund. On or about July 1, this certificate is amended to include any unencumbered balances from the preceding year. Prior to June 30, the Center must revise its budget so that the total contemplated expenditures from a fund during the ensuing fiscal year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure. Budget receipts as shown in the accompanying general-purpose financial statements do not include July 1, 2004 unencumbered fund balances. However, those fund balances are available for appropriations.

By the June Board meeting, the temporary annual appropriation resolution is legally enacted by the Board of Education at the fund, function and object level of expenditures, which are the legal levels of budgetary control. (State statute permits a temporary appropriation to be effective until no later than October 1 of each year.) Resolution appropriations by fund must be within the estimated resources as approved by the Board and the total of expenditures and encumbrances may not exceed the appropriation totals. Any revisions that alter the total of any fund appropriation or alter total function appropriations within a fund, or later object appropriations within functions must be approved by the Board of Education.

Appropriation amounts are as originally adopted, or as amended by the Board of Education through the year by supplemental appropriations which either reallocated or increased the original appropriated amounts. The Board legally enacted all supplemental appropriations during fiscal 2004-2005.

Unencumbered appropriations lapse at year end. Encumbered appropriations are carried forward to the succeeding fiscal year and need not be reappropriated. Expenditures plus encumbrances may not legally exceed budgeted appropriations at the fund, function and/or object level.

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary control.

The final appropriation for the financing District of \$7,720,796 exceeded the final certificate of estimated resources of \$7,130,613 by \$590,183 which is contrary to Ohio Revised Code Section 5705.39

#### D. EQUITY IN POOLED CASH AND INVESTMENTS

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

During fiscal year 2005, investments were limited to STAR Ohio, the State Treasurer's Investment Pool, Centennial Government Trust mutual fund, and US Agencies. All investments of the Center had a maturity of two years or less. Investments are reported at fair value, which is based on quoted market prices.

The Center has invested funds in the State Treasury Assets Reserve (STAR Ohio) during fiscal year 2005. STAR Ohio is an investment pool managed by the State Treasurer's Office, which allows governments within the state to pool their funds for investment purposes. STAR Ohio is not registered with SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on June 30, 2005.

Following Ohio statutes, the Center has, by resolution, identified the funds to receive an allocation of interest. Interest revenue credited to the general fund during fiscal year 2005 amounted to \$19,566.

#### E. CAPITAL ASSETS

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected in the accompanying financial statements.

#### F. UNPAID VACATION AND SICK LEAVE

Employees are entitled to cash payments for unused vacation and sick leave in certain circumstances, such as upon leaving employment. Unpaid vacation and sick leave are not reflected as liabilities under the modified cash basis of accounting used by the Educational Service Center.

#### G. INTERFUND TRANSACTIONS

During the course of normal operations, the Center has numerous transactions between funds, including expenditures and transfers of resources to provide services and improves assets. Operating subsidies are recorded as operating transfers. The classification of amounts recorded as subsidies, advances or equity contributions is based on the intent of the Center at the time of the transaction.

#### H. FUND BALANCE RESERVES

Reserved fund balances indicate that portion of fund equity, which is not available for current appropriation or is legally segregated for a specific use. Fund balances are reserved for encumbrances. The unreserved portions of fund equity reflected for the Governmental Fund Types are available for use within the specific purposes of those funds.

#### 3. EQUITY IN POOLED CASH AND INVESTMENTS

State statute requires the classification of monies held by the Center into three categories:

<u>Active Monies</u> - Those monies required to be kept in a "cash" or "near cash" status for immediate use by the Center. Such monies must by law be maintained either as cash in the Center treasury, in depository accounts payable or withdrawable on demand.

<u>Inactive Monies</u> – Those monies not required for use within the current two year period of designated depositories. Ohio law permits inactive monies to be deposited or invested as certificates of deposit maturing not later than the end of the current period of designated depositories, or as savings or deposit accounts, including, but not limited to passbook accounts.

<u>Interim Monies</u> – Those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Ohio law permits interim monies to be invested or deposited in the following securities:

- (1) Bonds, notes, or other obligations of or guaranteed by the United States, or those for which the faith of the United States is pledged for the payment of principal and interest.
- (2) Bonds, notes, debentures, or other obligations or securities issued by any federal governmental agency.
- (3) No-load money market mutual funds consisting exclusively of obligations described in (1) or (2) above and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions.
- (4) Interim deposits in the eligible institutions applying for interim monies to be evidenced by time certificates of deposit maturing not more than one year from date of deposit, or by savings or deposit accounts, including, but limited to, passbook accounts.
- (5) Bonds, and other obligations of the State of Ohio.
- (6) The Ohio State Treasurer's investment pool (STAR Ohio).

- (7) Commercial paper and banker's acceptances which meet the requirements established by Ohio Revised Code, Sec. 135.142.
- (8) Under limited circumstances, corporate debt interests in either of the two highest rating classifications by at least two nationally recognized rating agencies.

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

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 Center, and must be purchased with the expectation that it will be held to maturity.

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

The following information classifies deposits and investments by categories of risk as defined in GASB Statement 40, "Deposits with Financial Institutions, Investments and Reverse Repurchase Agreements".

At year end, the Center's internal service fund had a cash balance of \$275,577 with Lake County Council of Governments Health Care Benefits Program, a shared risk pool. The money is held by the claims servicer in a pooled account which is representative of numerous entities and, therefore, cannot be classified by risk under GASB No. 40. The classification of cash and cash equivalents and investments for the Lake County Council of Governments Health Care Benefits Program Self Insurance Plan as a whole may be obtained from the Plan's fiscal agent, the Lake County Educational Service Center, 30 South Park Place, Suite 30, Painesville, Ohio 44077.

#### **Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the Center's deposits may not be returned to it. The Center's policy for deposits is any balance not covered by depository insurance will be collateralized by the financial institutions with pledged securities. As of June 30, 2005, none of the Center's bank balance of \$87,419 was exposed to custodial risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the Center's name.

#### **Investments**

Investments are reported at fair value. As of June 30, 2005, the Center had the following investments:

		Weighed Average
Investment Type	Fair Value	Maturity (Years)
Federal Agency	\$394,000	0.18
Centennial Government Trust	78,433	0.00
STAR Ohio	<u>798,230</u>	0.00
Total Fair Value	\$1,270,663	
Portfolio Weighted Average Maturity		0.06

Interest rate risk - In accordance with the investment policy, the Center manages its exposure to declines in fair values by limiting the weighted average maturity of its investment portfolio to three years.

Credit Risk – It is the Center's policy to limit its investments that are not obligations of the U.S. Government or obligations explicitly guaranteed by the U.S. Government to investments which have a credit quality rating of the top 2 ratings issued by nationally recognized statistical rating organizations. The Center's investments in Federal Agencies and in the Centennial Government Trust were rated AAA by Standard & Poor's and Fitch Ratings and Aaa by Moody's Investors Service. Investments in STAR Ohio were rated AAAm by Standard & Poor's.

Concentration of credit risk – The Center's investment policy allows investments in Federal Agencies or Instrumentalities. All investments were issued or guaranteed by the federal government. At year end, the Center's allocation of investments were as follows: Federal Agency (31%), Centennial Government Trust (6%) and STAR Ohio (63%).

Custodial credit risk is the risk that in the event of the failure of the counterparty, the Center will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. All of the Center's securities are either insured and registered in the name of the Center or at least registered in the name of the Center.

#### 4. LAKE COUNTY SCHOOL FINANCING DISTRICT

The Lake County Educational Service Center has, by a resolution adopted February 6, 1990, pursuant to Section 3311.50 of the Revised Code, created a county school financing district known as the Lake County School Financing District (the "Financing District") for the purpose of levying taxes for the provision of the following specified educational programs and services by the school districts that are part of the Financing District: the provision of necessary personnel, materials, supplies and transportation for instruction in language arts, social studies, mathematics, fine and practical arts, health and physical education, science and business education.

The Lake County Educational Service Center acts as the taxing authority of the Financing District pursuant to Section 3311.50 of the Revised Code. The Financing District receives settlements of taxes levied and distributes within ten days to each of the Member Districts each of such Member District's proportionate share of that tax settlement. Each Member District's proportionate share is a fraction, the numerator being the Member District's total pupil population and the denominator being the aggregate pupil population of all Member Districts as of that date.

#### 5. CAPITALIZED LEASE – EQUIPMENT

The Center has entered into a capitalized lease for the acquisition of a copier. The terms of the agreement provide an option to purchase the equipment. The lease meets the criteria of a capital lease as defined by Statement of Financial Accounting Standards No, 13, "Accounting for Leases", which defines a capital lease generally as one which transfers benefits and risk of ownership to the lessee at the conclusion of the lease term.

The following is a schedule of future minimum lease payments required under the capital leases and the present value of the minimum lease payments as of June 30, 2005:

Fiscal Year	
Ending June 30	Principal
2006	\$1,041
2007	260
Total Payments	1,301
Less: amount representing interest	(101)
Present Value of minimum lease payments	\$1,200

#### 6. DEFINED BENEFIT PENSION PLANS

School Employees Retirement System - The Center contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple employer public employee retirement system administered by the School Employees Retirement Board. SERS provides basic retirement benefits, disability, survivor and health care benefits based on eligible service credit to members and beneficiaries. Chapter 3309 of the Ohio Revised Code establishes benefits. SERS issues a publicly available financial report that includes financial statements and required supplementary information for SERS. The report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Columbus, Ohio 43215-3476 or by calling (614) 222-5853. It is also posted on SERS' website, www.ohsers.org, under forms and publications.

Plan members are required to contribute 10 percent of their annual covered salary and the Center is required to contribute at an actuarially determined rate. The current Center rate is 14 percent of annual covered payroll. A portion of the Center's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for fiscal year 2005, 10.57 percent of annual covered salary was the portion used to fund pension obligations. For fiscal year 2004, 9.09 percent of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended, up to a statutory maximum amount, by the SERS' Retirement Board. The Center's required contributions for pension obligations to SERS for the fiscal years ended June 30, 2005, 2004 and 2003 were \$133,270, \$125,620, and \$126,340, respectively; 100 percent has been contributed for fiscal years 2005, 2004 and 2003.

<u>State Teachers Retirement System</u> - The Center participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing, multiple-employer public employee retirement system. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone financial report that may be obtained by writing to STRS Ohio, 275 E. Broad Street, Columbus, OH 43215-3371 or by calling (614) 227-4090, or by visiting the STRS Ohio website at www.strsoh.org.

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on member contributions and earned interest matched by STRS Ohio funds times an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5% of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. DC and Combined Plan members will transfer to the Defined Benefit Plan during their fifth year of membership unless they permanently select the DC or Combined Plan. Existing members with less than five years of service credit as of June 30, 2001 were given the option of making a one-time irrevocable decision to transfer their account balances from the existing DB Plan into the DC Plan or the Combined Plan. This option expired on December 31, 2001. Benefits are established by Chapter 3307 of the Ohio Revised Code.

A DB or Combined Plan member with five or more years credited service who becomes disabled may qualify for 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.

For the fiscal year ended June 30, 2005, plan members were required to contribute 10 percent of their annual covered salaries. The Center was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. Contribution rates are established by the State Teachers Retirement Board, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions.

The Center's required contributions for pension obligations to the DB Plan for the fiscal year ended June 30, 2005, 2004, and 2003 were \$655,098, \$641,622, and \$449,348, respectively; 100 percent has been contributed for fiscal years 2005, 2004 and 2003.

#### 7. POST EMPLOYMENT BENEFITS

The Center provides comprehensive health care benefits to retired teachers and their dependents through the State Teachers Retirement System (STRS), and to retired non-certificated employees and their dependents through the School Employees Retirement System (SERS). Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare premiums. Benefit provisions and the obligations to contribute are established by the Systems based on authority granted by State statute. Both systems are 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 percent of covered payroll. For the fiscal year ended June 30, 2005, the STRS Board allocated employer contributions equal to 1 percent of covered payroll to the Health Care Reserve Fund. For the Center, this amount equaled \$50,392 for fiscal year 2005.

STRS pays health care benefits from the Health Care Reserve Fund. At June 30, 2005, the balance in the Fund was \$3.3 billion. For the year ended June 30, 2005, net health care costs paid by STRS were \$254,780,000 and STRS had 115,395 eligible benefit recipients.

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

After the allocation for basic benefits, the remainder of the employer's 14 percent contribution is allocated to providing health care benefits. For the fiscal year ended June 30, 2005, employer contributions to fund health care benefits were 3.43 percent of covered payroll a decrease of 1.48 percent from fiscal year 2004. In addition, SERS levies a surcharge to fund health care benefits equal to 14 percent of the difference between a minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 2005, the minimum pay was established at \$27,400. For the Center, the amount contributed to fund health care benefits, including the surcharge, during the 2005 fiscal year equaled \$43,247.

The surcharge, added to the unallocated portion of the 14 percent employer contribution rate, provides for maintenance of the asset target level for the health care fund. The target level for the health care reserve is 150 percent of the annual health care expenses. Expenses for health care for the fiscal year ended June 30, 2005, were \$178,221,113. At June 30, 2005, SERS had net assets available for payment to health care benefits of \$267.5 million. SERS has approximately 58,123 participants currently receiving health care benefits.

#### 8. CONTINGENT LIABILITIES

Grants - The Center receives financial assistance from numerous federal, state and local 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 are 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 fund. However, in the opinion of management, any such disallowed claims will not have a material effect on any of the financial statements of the individual fund types included herein or on the overall financial position of the Center at June 30, 2005.

#### 9. JOINTLY GOVERNED ORGANIZATIONS

The Lake Geauga Computer Association is a jointly governed organization consisting of 18 school districts in Lake, Geauga and Cuyahoga Counties. This 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 among member districts. The executive committee consists of the member elected superintendents from participating school districts. The degree of control exercised by any participating school Center is limited to its voting rights as a general member of the network. The assembly exercises total control over the operation of the consortium including budgeting, appropriating, contracting and designation management. All the consortium revenues are generated from charges for services and State funding. Financial information can be obtained from Lake Geauga Computer Association, 8221 Auburn Road, Painesville, OH 44077.

The Ohio Schools Council Association (Council) is a jointly governed organization among eighty-two school districts. The jointly governed organization was formed to bring quality products and services at the lowest possible cost to the member districts. The Council's Board consists of seven superintendents of the participating districts whose term rotates every year. The degree of control exercised by any school Center is limited to its representation on the Board. In fiscal year 2005, the Center made no payments to the Council. Financial information can be obtained by contacting the Executive Secretary of the Ohio Schools Council at 6133 Rockside Road, Independence, OH 44131.

The East Shore Center is a jointly governed organization that was formed for the purpose of providing special education for the handicapped children in the sixteen (16) member school districts. The transportation committee (governing board) consists of the superintendents of the member school districts. The degree of control exercised by any participating school district is limited to its representation of the governing board. During fiscal year 2005, the Center made no contribution to the East Shore Center. Financial information can be obtained by writing the fiscal agent, Lake County Educational Service Center, 30 South Park Place, Suite 30, Painesville, Ohio 44077.

#### 10. CLAIMS SERVICING POOL

Lake County Council of Governments Health Care Benefits Program (HCBP) Self Insurance Program – The Center participates in Lake County Council of Governments Health Care Benefits Program (HCBP) Self Insurance Program, a claims servicing pool, comprised of eleven members. Each member pays an administrative fee to the pool. The Plan's business and affairs are conducted by a five member Board of Directors elected from the HCBP's assembly. All participating members retain their risk and the Plan acts as the claims servicing agent.

#### 11. OSBA GROUP RATING PROGRAM

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

The intent of the GRP is to achieve the benefit of a reduced premium for the Center by virtue of its grouping and representation with other participants in the GRP. The workers' compensation experience of the participating school districts is calculated as one experience and a common premium rate is applied to all school districts in the GRP. Each participant pays its workers' compensation premium to the State based on the rate for the GRP rather than its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings percentage of the GRP. A participant will then either receive money from or be required to contribute to the "Equity Pooling Fund". This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the GRP. Participating in the GRP is limited to school districts that can meet the GRP's selection criteria. The firm of Gates McDonald & Co. provides administrative, cost control and actuarial services to the GRP.

#### 12. REVENUES

The Lake County Educational Service Center is funded by the State Board of Education from State funds for the cost of part (A) of the budget. Part (B) of the budget is funded \$38.50 in the following way: \$6.50 times the ADM (total number of pupils under the Center's supervision) is apportioned by the State Board of Education among the local school districts to which the Center provides services from payments made under the State's foundation program. Simultaneously, \$32 times the sum of the ADM is paid by the State Board of Education from State funds of the Center.

If additional funding is required and if a majority of the boards of education of the local school districts approve, the cost of Part (B) of the budget that is in excess of \$38.50 times the ADM approved by the State Board of Education is apportioned to the local school districts through reductions in their state foundation. The State Board of Education initiates and supervises the procedure by which the local boards approve or disapprove the apportionment.

The Lake County School Financing District's source of revenue is derived from property taxes. The Lake County Treasurer collects property tax on behalf of all the taxing districts within the County. The County Auditor periodically remits to the taxing districts their portion of the taxes collected.

#### 13. CHANGE IN ACCOUNTING PRINCIPLE

For fiscal year 2005, the District has implemented GASB Statement No. 40, "Deposit and Investment Risk Disclosures". GASB 40 establishes and modifies disclosure requirements related to investment risk: credit risk (including custodial credit risk and concentrations of credit risk) and interest rate risk. This statement also establishes and modifies disclosure requirements for custodial credit risk on deposits. This statement applies to all state and local governments.

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## LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY

## SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES FOR THE YEAR ENDED JUNE 30, 2005

Federal Grantor	Pass Through	Federal		
Pass Through Grantor	Entity	CFDA		
Program Title	Number	Number	Receipts	Disbursements
U.S. Department of Health and Human Services:				
Passed Through the Ohio Department of MRDD				
State Children's Insurance Program (SCHIP)	NA	93.767	\$ 23,449	\$ 23,449
Medical Assistance Program (CAFS)	N/A	93.778	133,048	40,608
Total U.S. Department of Health and Human Services			156,497	64,057
U.S. Department of Education				
Passed Through the Ohio Department of Education				
Special Education Cluster:				
Special Education Grants to States	6BS1-2003-P	84.027	0	400
Special Education Grants to States	6BAA-2005	84.027	7,500	5,750
Special Education Grants to States	6BEC-2005	84.027	70,000	0
Special Education Grants to States	6BS1-2004-P	84.027	(15,074)	157,058
Special Education Grants to States	6BS1-2004	84.027	0	10,577
Special Education Grants to States	6BS1-2005	84.027	794,694	720,046
Total Special Education Grants to States			857,120	893,831
Preschool Grants	PGD7-2004-P	84.173	10,400	9,842
Total Preschool Grant			10,400	9,842
Total Special Education Cluster			867,520	903,673
Safe and Drug Free Schools	T4S1-2003	84.184C	10,290	8,148
Safe and Drug Free Schools	T4S1-2004	84.184C	0	14,473
Safe and Drug Free Schools	T4S1-2005	84.184C	6,359	2,338
Total Safe and Drug Free Schools			16,649	24,959
Vocational Education Basic Grants to States	20A0	84.048	1,500	1,500
Total Vocational Education Basic Grants to States			1,500	1,500
Special Education - State Personnel Development	STS1-2005	84.323	82,400	42,929
Total Special Education - State Personnel Development			82,400	42,929
Total U.S. Department of Education			968,069	973,061
Total Federal Assistance			\$ 1,124,566	\$ 1,037,118

The accompanying notes to this schedule are an integral part of this schedule.

### LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY

## NOTES TO THE SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES FISCAL YEAR ENDED JUNE 30, 2005

#### **NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

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

#### **NOTE B - NEGATIVE RECEIPTS**

The negative receipts for Special Education - CFDA #84.027 represent an amount that were transferred or refunded to the State due to expiration of period of availability.

N/A - Not Applicable

CFDA – Catalog of Federal Domestic Assistance



# Mary Taylor, CPA Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

Lake County Educational Service Center Lake County 30 South Park Place, Suite 320 Painesville, Ohio 44077

To the Members of the Board of Education:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Lake County Educational Service Center, Lake County, Ohio, (the Center) as of and for the year ended June 30 2005, and have issued our report thereon dated February 9, 2007, wherein we noted the Center utilized a basis of accounting other than that prescribed by Ohio Administrative Code Section 117-2-03 (B). We also noted for the year ended June 30, 2005 the Center implemented GASB 40. 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 the Comptroller General of the United States' Government Auditing Standards.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Center's internal control over financial reporting to determine our auditing procedures to express our opinions on the financial statements and not to opine on the internal control over financial reporting. Our consideration of the internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable 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 caused by error or fraud in amounts material to the financial statements we audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses. In a separate letter to the Center's management dated February 9, 2007, we reported other matters involving internal control over financial reporting we did not deem reportable conditions.

#### **Compliance and Other Matters**

As part of reasonably assuring whether the Center's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, 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 an opinion. The results of our tests disclosed instances of noncompliance or other matters we must report under *Government Auditing Standards*, which are described in the accompanying schedule of findings as items 2005-001 and 2005-002. In a separate letter to the Center's management dated February 9, 2007 we reported other matters related to noncompliance we deemed immaterial.

Lausche Building / 615 Superior Ave., NW / Twelfth Floor / Cleveland, OH 44113-1801 Telephone: (216) 787-3665 (800) 626-2297 Fax: (216) 787-3361 www.auditor.state.oh.us Lake County Educational Service Center
Lake County
Independent Accountants' Report on Internal Control Over
Financial Reporting and on Compliance and Other Matters
Required by Government Auditing Standards
Page 2

We intend this report solely for the information and use of the management, the Board, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

Mary Taylor, CPA Auditor of State

Mary Taylor

February 9, 2007



# Mary Taylor, CPA Auditor of State

## 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

Lake County Educational Service Center Lake County 30 South Park Place, Suite 320 Painesville, Ohio 44077

To the Members of the Board:

#### Compliance

We have audited the compliance of the Lake County Educational Service Center, Lake County, Ohio, (the Center) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement that apply to its major federal program for the year ended June 30, 2005. The summary of auditor's results section of the accompanying schedule of findings and questioned costs identifies the Center's major federal program. The Center's management is responsible for complying with the requirements of laws, regulations, contracts, and grants applicable to its major federal program. Our responsibility is to express an opinion on the Center's compliance based on our audit.

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

In our opinion, the Lake County Educational Service Center complied, in all material respects, with the requirements referred to above that apply to its major federal program for the year ended June 30, 2005. However, the results of our auditing procedures disclosed an instance of noncompliance with those requirements that OMB Circular A-133 requires us to report which is described in the accompanying schedule of findings as item 2005-003. In a separate letter to the Center's management dated February 9, 2007, we reported another matter related to federal noncompliance not requiring inclusion in this report.

#### **Internal Control Over Compliance**

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

 $Lausche \ Building \ / \ 615 \ Superior \ Ave., \ NW \ / \ Twelfth \ Floor \ / \ Cleveland, OH \ 44113-1801$   $Telephone: \ (216) \ 787-3665 \qquad (800) \ 626-2297 \qquad Fax: \ (216) \ 787-3361$ 

Lake County Educational Service Center
Lake County
Independent Accountants' Report on compliance with Requirements
Applicable its Major Federal Program and 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 reportable 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 caused by error or fraud that would be material in relation to a major federal program being audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses. In a separate letter to the Center's management dated February 9, 2007, we reported another matter related to federal internal controls over compliance not requiring inclusion in this report.

We intend this report solely for the information and use of the management, the Board, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

Mary Taylor, CPA Auditor of State

Mary Saylor

February 9, 2007

## LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY

#### SCHEDULE OF FINDINGS OMB CIRCULAR A -133 § .505 JUNE 30, 2005

#### 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 noncompliance at the financial statement level (GAGAS)?	Yes
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	No
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified
(d)(1)(vi)	Are there any reportable findings under § .510?	Yes
(d)(1)(vii)	Major Program (list):	Special Education Cluster Special Education Grants to States. CFDA #84.027 and Preschool Grant CFDA #84.173
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: >\$300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	No

### LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY

SCHEDULE OF FINDINGS OMB CIRCULAR A -133 § .505 JUNE 30, 2005 (Continued)

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

#### **FINDING NUMBER 2005-001**

Ohio Revised Code Section 117.38 provides each public office shall file a financial report for each fiscal year. The report shall be certified by the proper officer or board and filed with the auditor of state within sixty days after the close of the fiscal year, except that public offices reporting pursuant to generally accepted accounting principles shall file their reports within one hundred fifty days after the close of the fiscal year. The Auditor of State may prescribe forms by rule or may issue guidelines, or both, for such reports. If the Auditor of State has not prescribed a rule regarding the form for the report, the public office shall submit its report on the form utilized by the public office. Ohio Administrative Code Section 117-2-03 further clarifies the requirements of Ohio Revised Section 117.38.

Ohio Administrative Code Section 117-2-03(B) requires the Center to prepare its annual financial report in accordance with generally accepted accounting principles. However, the Center prepares its annual financial report in accordance with standards established by the Auditor of State for governmental entities not required to prepare annual reports in accordance with generally accepted accounting principles. The accompanying financial statements and footnotes omit assets, liabilities, fund equities, and disclosures that, while material, cannot be determined at this time. Pursuant to Ohio Revised Code Section 117.38 the Center may be fined and subject to various other administrative remedies for its failure to file the required financial report within the required time limits.

We recommend the Center take the necessary steps to ensure the annual report is prepared in accordance with generally accepted accounting principles and file the report with the Auditor of State within the above time limit.

Official's Response: We did not receive a response from officials to this finding.

#### **FINDING NUMBER 2005-002**

Ohio Revised Code Section 5705.39 provides the total appropriations made during the fiscal year for any fund must not exceed the amount contained in the certificate of estimated resources. Ohio Revised Code 5705.36(A)(5) states the total appropriations made during the fiscal year from any fund shall not exceed the amount set forth as available for expenditure from such fund in the official certificate of estimated resources, or any amendment thereof, certified prior to the making of the appropriation or supplemental appropriation.

We noted the final appropriation for the Financing District of \$7,720,796 exceeded the final certificate of estimated resources of \$7,130,613 by \$590,183.

We recommend the Center monitor appropriations and amend the certificate of estimated resources to ensure the appropriations do not exceed estimated resources.

Official's Response: In the future, the Center will comply with this Ohio Revised Code Section.

### LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY

SCHEDULE OF FINDINGS OMB CIRCULAR A -133 § .505 JUNE 30, 2005 (Continued)

#### 3. FINDINGS FOR FEDERAL AWARDS

#### **FINDING NUMBER 2005-003**

OMB Circular A-133 Section 300(e) provides that the auditee is responsible for appropriate submission of the audit reports to the appropriate government officials and organizations. OMB Circular A-133 Section 320(a) further provides that the audit report and data collection form must be submitted within the earlier of 30 days after the reports are received from the auditors, or nine months after the end of the audit period, unless a longer period is agreed upon in advance by the cognizant or oversight agency.

No evidence was provided that the Center had notified the cognizant or oversight agency when it became apparent that an audit report and data collection form would not be available within the prescribed reporting time.

We recommend diligent care be taken to ensure proper submission of audit report filings or notification to the oversight agency.

Official's Response: We did not receive a response from officials to this finding.

## LAKE COUNTY EDUCATIONAL SERVICE CENTER LAKE COUNTY

#### SCHEDULE OF PRIOR YEAR FINDINGS JUNE 30, 2005

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2004-001	ORC 117.38 Filing Annual Report	No	Reissued as Finding Number 2005-001
2004-002	OMB Circular A-133 Section 300(e) – Request for federal extension	No	Reissued as Finding Number 2005-003



# Mary Taylor, CPA Auditor of State

#### **EDUCATIONAL SERVICE CENTER**

#### **LAKE COUNTY**

#### **CLERK'S CERTIFICATION**

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

**CLERK OF THE BUREAU** 

Susan Babbitt

CERTIFIED APRIL 5, 2007