# LOCKLAND LOCAL SCHOOL DISTRICT

Financial Statements Year Ended June 30, 2007 with Independent Auditors' Report





Mary Taylor, CPA Auditor of State

Board of Education Lockland Local School District 210 North Cooper Avenue Lockland, Ohio 45215

We have reviewed the *Independent Auditors' Report* of the Lockland Local School District, Hamilton County, prepared by Clark, Schaefer, Hackett & Co., for the audit period July 1, 2006 through June 30, 2007. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

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Mary Taylor, CPA Auditor of State

March 4, 2009

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## **INDEPENDENT AUDITORS' REPORT**

To the Board of Education Lockland Local School District:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Lockland Local School District (the School District) as of and for the year ended June 30, 2007, which collectively comprise the School District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School District's based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the 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.

Ohio Administrative Code Section 117-02-03(B) requires the School District to prepare its annual financial report in accordance with accounting principles generally accepted in the United States of America. However, as discussed in Note 2, the accompanying financial statements and notes have been prepared on the cash basis of accounting. This is a comprehensive basis of accounting other than accounting principles generally accepted in the United States and notes have been prepared on the cash basis of accounting. This is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. 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 cash basis financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Lockland Local School District as of June 30, 2007, and the respective changes in cash basis financial position and the respective budgetary comparison for the General Fund thereof for the year then ended in conformity with the basis of accounting described in Note 2.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 15, 2009 on our consideration of the School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

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www.cshco.com p. 513.424.5000 f. 513.422.7882 The Management's Discussion and Analysis on pages 3 through 9 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. 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.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the School District's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations,* and is not a required part of the basic financial statements of the School District. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Clark, Scharfer, Hackett . Co.

Middletown, Ohio January 15, 2009

The discussion and analysis of the Lockland Local School District's (the District) financial performance provides an overall review of the District's financial activities for the fiscal year ended June 30, 2007. The intent of this discussion and analysis is to look at the District's financial performance as a whole; readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the District's financial performance.

## **Financial Highlights**

Key financial highlights for 2007 are as follows:

Overall:

- For governmental activities, net assets increased \$798,407, which represents a 27 percent increase from 2006.
- General receipts accounted for \$6.7 million or 72 percent of all governmental receipts. Program specific receipts in the form of charges for services and sales, grants and contributions accounted for \$2.6 million or 28 percent of total governmental receipts of \$9.3 million.
- The District had \$8.5 million in disbursements related to governmental activities; only \$2.6 million of these disbursements were offset by program specific charges for services and sales, grants and contributions. General receipts (primarily taxes and unrestricted grants and entitlements) of \$6.7 million were adequate to provide for these programs, resulting in an increase in net assets of \$798,407.
- The District's major funds were the general fund and debt service fund. All governmental funds had total revenues of \$9.7 million and expenditures of \$8.9 million. The net change in fund balance for the year was most significant in the general fund, where the general fund's net assets increased by \$807,312 for fiscal year 2007.

#### Using these Basic Financial Statements

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the District as a financial whole, an 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 provides information about the activities of the whole District, presenting both an aggregate view of the District's finances and a longer-term 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 and what remains for future spending. The fund financial statements also look at the District's most significant funds with all other non-major funds presented in total in one column. In the case of the District, the general fund and debt service fund by far are the most significant funds.

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 basic financial statements.

#### **Basis of Accounting**

The basis of accounting is a set of guidelines that determine when financial events are recorded. The District 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 District'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 District as a Whole

## Statement of Net Assets and the Statement of Activities

While this document contains the large number of funds used by the District to provide programs and activities, the view of the District as a whole looks at all financial transactions and asks the question, "How did we do financially during 2007?" The Statement of Net Assets and the Statement of Activities reflect how the District did financially during the fiscal year, within the limitations of the cash basis of accounting. The Statement of Net Assets presents cash and investment balances of the governmental activities of the District at fiscal year end. The Statement of Activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipients of program 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 District's general receipts.

These statements report the District's financial position and the changes in financial position. Keeping in mind the limitations of the cash basis of accounting, you can think of these changes as one way to measure the District's financial health. Over time, increases or decreases in the District's financial position is one indicator of whether the District's financial health is improving or deteriorating. When evaluating the District's financial condition, you should also consider other non-financial factors as well, such as the District's property tax base, the condition of the District's capital assets, required educational programs, and other factors.

In the Statement of Net Assets and the Statement of Activities, the District has only one kind of activity:

• Governmental Activities - Most of the District's programs and services are reported here including instruction, support services, operation and maintenance of plant, pupil transportation and extracurricular activities. Due to the continuing subsidies that are going to the lunchroom fund from the general fund, the operation of food services is also being considered as governmental activities.

#### **Reporting the District's Most Significant Funds**

#### Fund Financial Statements

The analysis of the District's major funds begins on page 12. Fund financial reports provide detailed information about the District's major funds. The District uses many funds to account for a multitude of financial transactions. However, these financial statements focus on the District's most significant funds. The District's major governmental funds are the general and debt service funds.

**Governmental Funds** Most of the District's activities are reported in governmental funds, which focus on how money flows into and out of those funds and balances left at year-end available for spending in future periods. These funds are reported using the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The governmental fund statements provide a detailed *short-term view* of the District's general governmental operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer cash basis financial resources that can be spent in the near future to finance educational programs. Since the School District is reporting on the cash basis of accounting, there are no differences in the Net Assets, and fund cash balances or changes in Net Assets and changes in fund cash balances. Therefore, no reconciliation is necessary between such financial statements. However, differences will be apparent when comparing gross receipts and disbursements on the Fund Financial Statements to the Statement of Activities due to transfers netted on the Statement of Activities. See Note 2 to the basic financial statements in the section entitled *Interfund Transactions*.

#### Lockland Local School District Hamilton County Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2007 Unaudited

Fiduciary Funds The District only has agency funds. All of the District's fiduciary activities are reported in a separate Statement of Fiduciary Net Assets – Cash Basis. We excluded these activities from the District's other financial statements because the District cannot use these assets to finance its operations. The District is responsible for ensuring that the assets reported in these funds are used for their intended purposes. Agency funds are custodial in nature (assets equal net assets – cash basis) and do not involve measurement of results of operations. Fiduciary funds use the cash basis of accounting.

## The District as a Whole

Table 1 shows net assets for fiscal year 2007 compared to 2006.

Table	1	
	2007	2006
	G overnmental Activities	Govern m ental <u>A ctivities</u>
A ssets:		
Current and Other Assets	\$3,805,534	\$3,007,127
Total A ssets	\$3,805,534	\$3,007,127
N et Assets:		
Restricted	\$1,495,200	\$1,295,759
Un restricted	2,310,334	1,711,368
Total Net Assets	\$3,805,534	\$3,007,127

The table below shows the net changes in net assets for fiscal year 2007 compared to 2006.

	ble 2	2007		2006		
	Go	vernmental	Gov	Governmental		ncrease
		Activities		Activities		Decrease)
Receipts:						, , ,
Program Receipts:						
Charges for Services and Sales	\$	1,127,877	\$	683,257	\$	444,620
Operating Grants and Contributions	•	1,456,585	Ŧ	1,507,616	•	(51,031)
Total Program Receipts		2,584,462		2,190,873		393,589
General Receipts:						
Property Taxes		4,144,765		4,547,919		(403,154)
Grants and Entitlements		2,274,902		1,886,515		388,387
Investment Earnings		132,142		78,880		53,262
Miscellaneous		-		112,022		(112,022)
Refund of Prior Year Expenditures		67,521		-		67,521
Miscellaneous		51,687		-		51,687
Proceeds from Sale of Assets		350		-		350
Total General Receipts		6,671,367		6,625,336		46,031
Total Receipts		9,255,829		8,816,209		439,620
Disbursements:						
Instruction:						
Regular		3,570,110		3,549,333		20,777
Special		382,977		340.854		42,123
Vocational		59,846		76,920		(17,074)
Other		1,740				1,740
Support Services:						
Pupils		442,540		450,236		(7,696)
Instructional Staff		623,392		870,511		(247,119)
Board of Education		24,251		18,077		6,174
Administration		723,527		675,232		48,295
Fiscal		328,409		325,898		2,511
Business		84,081		79,144		4,937
Operation and Maintenance of Plant		957,778		1,054,972		(97,194)
Pupil Transportation		34,046		41,243		(7,197)
Central		20,437		4,264		16,173
Operation of Non-Instructional Services		7,771		13,712		(5,941)
Operation of Food Sevices		456,523		367,155		89,368
Extracumicular Activities		234,806		211,946		22,860
Capital Outlay		-		131,696		(131,696)
Principal Retirement, Interest and Fiscal Charges		505,188		520,844		(15,656)
Total Disbursements		8,457,422	<u>.</u>	8,732,037		(274,615)
Changes in Net Assets		798,407		84,172		714,235
Beginning Net Assets		3,007,127		2,922,955		
Ending Net Assets	\$	3,805,534	\$	3,007,127		

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 voted levy does not increase solely as a result of inflation. 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 were 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.

Thus school districts dependent upon property taxes are hampered by a lack of revenue growth and must regularly return to voters to maintain a constant level of service. Property taxes made up 45 percent of revenue for governmental activities for the District in fiscal year 2007, a slight decrease from prior years.

#### **Governmental Activities**

Net assets of the District's governmental activities increased by \$798,407. The governmental disbursements of \$8,457,422 were offset by program receipts of \$2,584,462 and general receipts of \$6,671,367. Program receipts supported 28% of the total governmental activities.

The primary sources of receipts for governmental activities are derived from property taxes and grants and entitlements. These two receipt sources represent 85% of total governmental receipts.

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 receipts and unrestricted state entitlements.

#### Table 3

## Total and Net Cost of Program Services Governmental Activities

	20	07	20.06		
	Total Cost of Service	Net Cost of Service	Total Cost of Service	Net Cost of Service	
Instruction	\$4,014,673	\$1,903,197	\$3,967,107	\$2,168,592	
Support Services:					
Pupils and Instructional Staff	1,065,932	893,058	1,320,747	1,199,330	
Board of Education, Administration, Fiscal and Business	1,160,268	1,155,737	1,098,351	1,098,351	
Operation and Maintenance of Plant	957,778	957,778	1,054,972	1,054,972	
Pupil Transportation	34,046	34,046	41,243	41,243	
Central	20,437	20,437	4,264	4,264	
Operation of Non-instructional Services	7,771	7,771	13,712	13,712	
Operation of Food Services	456,523	209,376	367,155	138,048	
Extracurricular Activities	234,806	186,372	211,946	170,112	
Capital Outlay	-	-	131,696	131,696	
Principal, Interest and Fiscal Charges	505,188	505,188	520,844	520,844	
T otal Disbursements	\$8,457,422	\$5,872,960	\$8,732,037	\$6,541,164	

The dependence upon general tax receipts and unrestricted grants and entitlements for governmental activities is apparent. Over 47 percent of instruction activities are supported through taxes and other general receipts. For all governmental activities, general receipts and prior year net assets balances support the majority of the costs as shown in the above table. The community and the State, as a whole, provide the primary support for the District students.

## The District's Funds

Information about the District's major funds starts on page 10. These funds are accounted for using the cash basis of accounting. The general fund had \$6.9 million in receipts and \$5.8 million in disbursements. The general fund's fund balance increased to \$3,075,529 million from \$2,268,217 million. The debt service fund had \$0.6 million in receipts and \$0.6 million in disbursements. The debt service fund balance increased from \$0.43 million to \$0.46 million.

#### General Fund Budgeting Highlights

The 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 2007, the District amended its general fund budget numerous times. The District uses sitebased 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 receipts and other financing sources were \$7.1 million, an increase from original estimates of \$6.4 million due to more collections of taxes and intergovernmental receipts than originally expected. Total actual disbursements and other financing uses on the budget basis (cash outlays plus encumbrances) were \$6.3 million, \$741,401 under actual receipts and other financing sources.

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

#### **Capital Assets**

The District does not record capital assets in the accompanying basic financial statements, but records payments for capital assets as disbursements.

#### Debt

Under the cash basis of accounting the District does not report bonds, long-term notes or short-term notes in the accompanying cash basis financial statements. However, in order to provide information to the readers of this report, we are providing the following information about debt.

At June 30, 2007, the District had \$1,825,000 in general obligation bonds outstanding. Of this total, \$395,000 is due within one year and \$1,430,000 is due more than one year. The District also had \$788,522 in capital appreciation bonds outstanding at fiscal year end. This balance includes \$483,523 in accreted debt. See Note 6 to the basic financial statements for more information regarding debt obligations.

#### **Current Financial Related Activities**

The District had approximately \$2.3 million in unrestricted net assets on the cash basis as of June 30, 2007. As the preceding information shows, the District heavily depends on its property taxpayers. However, financially the future is not without challenges.

While the District was successful in increasing its tax revenue base in 2000, this increase was a one-time increase. State law fixes the amount of this increase, forcing it to remain nearly constant. Thus management must diligently plan expenses, staying carefully within the District's five-year forecast.

Declining state foundation payments due to increased property valuations provide no significant increase in future revenues. This decline is due to the increasing valuation charge-offs in determining state foundation payments. The increases in property tax revenues are almost offset by decreases in state foundation payments. With its major sources of revenue not keeping pace with expenditure increases, the District must seek additional tax revenues to continue current operations. However, the District cannot look to the State of Ohio for increased revenue.

#### Lockland Local School District Hamilton County Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2007 Unaudited

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 plan 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 District is currently unable to determine what effect, if any, this decision will have on its future State funding and its financial operations. Virtually no additional state revenue will be available to the District. Thus, both taxes and state revenue are fixed or declining.

The scenario requires management to plan carefully and prudently to provide the resources to meet student needs over the next several years. All of the District's financial abilities will be needed to meet the challenges of the future.

#### **Contacting the District's Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Jeremie Hittle, Treasurer at Lockland Local School District, 210 N. Cooper Avenue, Lockland, Ohio 45215.

## Lockland Local School District

## **Hamilton County**

## Statement of Net Assets - Cash Basis

June 30, 2007

	Governmental Activities				
Assets Cash and cash equivalents Restricted Cash	\$	3,040,339 765,195			
Total Assets		3,805,534			
Net Assets Restricted for: Debt Service Scholarships: Expendable	\$	462,665			
Set Asides		765,195			
Other Purposes		267,340			
Unrestricted		2,310,334			
Total Net Assets	\$	3,805,534			

#### Lockland Local School District Hamilton County Statement of Activities - Cash Basis For the Fiscal Year Ended June 30, 2007

				Program Cash Receipts				Net (Disbursements) Receipts and Changes in Net Assets		
	Cash Disbursements		fc	Charges or Services and Sales	(	Operating Grants and ontributions	(	Governmental Activities		
Governmental Activities										
Current:										
Instruction:										
Regular	\$	3,570,110	\$	897,300	\$	1,036,381	\$	(1,636,429)		
Special		382,977		-		177,795		(205,182)		
Vocational		59,846		-		-		(59,846)		
Other		1,740						(1,740)		
Support Services:										
Pupils		442,540		-		6,978		(435,562)		
Instructional Staff		623,392		162,016		3,880		(457,496)		
Board of Education		24,251		-		-		(24,251)		
Administration		723,527		-		4,531		(718,996)		
Fiscal		328,409		-		-		(328,409)		
Business		84,081		-	•	*		(84,081)		
Operation and Maintenance of Plant		957,778		-		-		(957,778)		
Pupil Transportation		34,046		-		-		(34,046)		
Central		20,437		-		-		(20,437)		
Operation of Non-Instructional Services		7,771		-		-		(7,771)		
Operation of Food Services		456,523		30,127		217,020		(209,376)		
Extracurricular Activities		234,806		38,434		10,000		(186,372)		
Principal Retirement, Interest and Fiscal Charges		505,188						(505,188)		
Total Governmental Activities		8,457,422		1,127,877	\$	1,456,585		(5,872,960)		
			-							

General Receipts		
Property Taxes Levied for:		
General Purposes		3,651,765
Debt Service		493,000
Grants and Entitlements not Restricted		
to Specific Programs		2,274,902
Proceeds from the Sale of Assets		350
Refund of Prior Year Expenditures		67,521
Interest		132,142
Miscellaneous		51,687
Total General Receipts		6,671,367
Change in Net Assets		798,407
Net Assets Beginning of Year		3,007,127
Net Assets End of Year	<u> </u>	3,805,534

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## Lockland Local School District Hamilton County Statement of Assets and Fund Balances - Cash Basis Governmental Funds

June 30, 2007

	Debt General Service		Other Governmental Funds		Total Governmental Funds		
Assets				•			
Cash and cash equivalents Restricted Cash	\$	2,310,334 765,195	\$ 462,665	\$	267,340	\$ 	3,040,339 765,195
Total Assets	\$	3,075,529	\$ 462,665	\$	267,340	\$	3,805,534
Fund Balances							
Reserved for Encumbrances	\$	65,911	-	\$	42,639	\$	108,550
Reserved for Capital Acquisitions		128,131	-		-		128,131
Reserved for Textbooks		637,064	-		-		637,064
Unreserved:							
Designated, Reported in:							
Budget Stabilization		120,509	-				120,509
Undesignated, Reported in:							
General Fund		2,123,914			••		2,123,914
Special Revenue Funds		-	-		224,701		224,701
Debt Service Fund			 462,665		-	<del></del>	462,665
Total Fund Balances	_\$	3,075,529	\$ 462,665	\$	267,340	\$	3,805,534

#### Lockland Local School District Hamilton County Statement of Cash Receipts, Disbursements and Changes in Fund Balances - Cash Basis Governmental Funds For the Fiscal Year Ended June 30, 2007

	General	Debt Service	Other Governmental Funds	Total Governmental Funds
Receipts	e 2751765	¢ 402.000		6 4 1 4 4 7 4 5
Property Taxes	\$ 3,651,765	\$ 493,000	- • 1.443.755	\$ 4,144,765
Intergovernmental	2,240,640	48,092	\$ 1,442,755	3,731,487
Interest	127,563	-	4,579	132,142
Tuition and Fees	897,025	-	162,016	1,059,041
Extracurricular Activities	-	-	38,434	38,434
Classroom Materials and Fees	275	-	-	275
Food Services	20.104	-	30,127	30,127
Miscellaneous			21,563	51,687
Total Receipts	6,947,392	541,092	1,699,474	9,187,958
Disbursements				
Current:				
Instruction:				
Regular	2,752,480	-	817,630	3,570,110
Special	260,065	-	122,912	382,977
Vocational	59,846	-	-	59,846
Other	-	-	1,740	1,740
Support Services:				
Pupils	384,561	-	57,979	442,540
Instructional Staff	244,710	-	378,682	623,392
Board of Education	24,251	-	-	24,251
Administration	720,808	-	2,719	723,527
Fiscal	319,000	9,409	-	328,409
Business	84,081	-	-	84,081
Operation and Maintenance of Plant	955,966	-	1,812	957,778
Pupil Transportation	33,142	-	904	34,046
Central	20,437	-	-	20,437
Operation of Non-Instructional Services	4,505	-	3,266	7,771
Operation of Food Services	-	-	456,523	456,523
Extracurricular Activities	132,442	-	102,364	234,806
Debt Service:				
Principal Retirement, Interest and Fiscal Charges		505,188	-	505,188
Total Disbursements	5,996,294	514,597	1,946,531	8,457,422
Excess of Receipts Over (Under) Disbursements	951,098	26,495	(247,057)	730,536
Other Financing Sources (Uses)				
Proceeds from the Sale of Assets	350	-	-	350
Refund of Prior Year Expenditures	59,291	8,230	_	67,521
Refund of Prior Year Receipts	57,271	0,200	-	-
Advances In	107,696	_	60,493	168,189
Advances Out	(60,493)	-	(107,696)	(168,189)
Transfers In	(00,493)	-	250,630	250,630
Transfers Out	(250,630)			(250,630)
Total Other Financing Sources (Uses)	(143,786)	8,230	203,427	67,871
Net Change in Fund Balances	807,312	34,725	(43,630)	798,407
Fund Balances Beginning of Year	2,268,217	427,940	310,970	3,007,127
Fund Balances End of Year	\$ 3,075,529	\$ 462,665	\$ 267,340	\$ 3,805,534

## Lockland Local School District

## Hamilton County

## Statement of Receipts, Disbursements and Changes

## In Fund Balance - Budget and Actual (Budgetary Basis)

General Fund

For the Fiscal Year Ended June 30, 2007

	Budgetec	Amounts		Variance with Final Budget Over
	Original	Final	Actual	(Under)
Receipts				
Property Taxes	\$ 3,600,398	\$ 3,651,765	\$ 3,651,765	-
Intergovernmental	1,802,603	2,240,640	2,240,640	-
Interest	102,625	127,563	127,563	-
Tuition and Fees	721,660	897,025	897,025	-
Classroom Materials and Fees	221	275	275	-
Miscellaneous	24,235	30,124	30,124	
Total Receipts	6,251,742	6,947,392	6,947,392	
Disbursements				
Current:				
Instruction:				
Regular	2,744,426	3,062,245	2,776,043	286,202
Special	296,037	297,940	260,065	37,875
Vocational	59,164	59,846	59,846	-
Support Services:				
Pupils	382,153	347,572	386,556	(38,984)
Instructional Staff	241,923	182,233	244,710	(62,477)
Board of Education	24,726	25,012	25,011	1
Administration	712,689	713,052	720,900	(7,848)
Fiscal	315,367	278,737	319,000	(40,263)
Business	86,239	86,136	87,233	(1,097)
Operation and Maintenance of Plant	998,897	990,939	992,315	(1,376)
Pupil Transportation	32,765	32,951	33,142	(191)
Central	20,204	20,437	20,437	<u>.</u>
Operation of Non-Instructional Services	1,265	1,280	4,505	(3,225)
Extracurricular Activities	130,934	132,442	132,442	-
Capital Outlay			<u></u>	<u> </u>
Total Disbrusements	6,046,789	6,230,822	6,062,205	168,617
Excess of Receipts Over (Under) Disbursements	204,953	716,570	885,187	168,617
Other Financing Sources (Uses)				
Refund of Prior Year Expenditures	47,700	59,291	59,291	-
Advances In	86,642	107,696	107,696	-
Advances Out	(59,804)	(60,493)	(60,493)	-
Proceeds from the Sale of Assets	399	350	350	-
Transfers Out	(250,964)	(253,855)	(250,630)	3,225
Total Other Financing Sources (Uses)	(176,027)	(147,011)	(143,786)	3,225
Net Change in Fund Balance	28,926	569,559	741,401	171,842
Fund Balance Beginning of Year	1,946,168	1,946,168	1,946,168	-
Prior Year Encumbrances Appropriated	322,049	322,049	322,049	
Fund Balance End of Year	\$ 2,297,143	\$ 2,837,776	\$ 3,009,618	\$ 171,842

## Lockland Local School District

## Hamilton County

Statement of Fiduciary Net Assets - Cash Basis Fiduciary Funds

June 30, 2007

		Agency
Assets Cash and Cash Equivalents	\$	12,848
Total Assets		12,848
Net Assets	¢	17 040
Unrestricted Total Net Assets	<u></u> \$	<u>12,848</u> 12,848

## NOTE 1 - DESCRIPTION OF THE SCHOOL DISTRICT

The Lockland Local School District (the District) is located in southwestern Ohio in central Hamilton County. The District includes all of the Villages of Lockland and Arlington Heights and serves an area of approximately 5 square miles.

The District is organized under Sections 2 and 3, Article VI of the constitution of the State of Ohio. Under such laws, there is no authority for a school district to have a charter or adopt local laws. The legislative power of the District is vested in the Board of Education, consisting of five members elected at large for staggered four-year terms.

The District employs 45 non-certified, 66 certified employees to provide services to approximately 713 students in grades K through 12 and various community groups.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. <u>The Reporting Entity</u>

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

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

The following organizations are described due to their relationship to the District.

#### Jointly Governed Organization

<u>Great Oaks Institute of Technology and Career Developement</u> - The vocational school is a separate body politic and corporate established by the Ohio Revised Code to provide vocational and special education needs of the students. Great Oaks accepts non-tuition students from the District as a member school; however, it is considered a separate political subdivision and is not considered to be part of the District. To obtain financial information, write to Great Oaks at 3254 E. Kemper Rd. Cincinnati, OH 45241.

## Public Entity Risk Pool

<u>Ohio School Boards Association Workers' Compensation Group Rating Plan</u> - The District participates in a group-rating plan for workers' compensation as established under Section 4123.29 of the Ohio Revised Code. The Ohio School Boards Association Workers' Compensation Group Rating Plan (the plan) was established through the Ohio School Boards Association (OSBA) as a group purchasing pool.

The plan's business and affairs are conducted by a three-member board of directors consisting of the president, the president-elect, and the immediate past president of the OSBA. The Executive Director of the OSBA, or his designee, serves as coordinator of the plan. Each year, the participating school districts pay an enrollment fee to the plan to cover the costs of administering the program.

#### B. Fund Accounting

The District uses funds to report its financial position and the results of its operations. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain school district activities or functions. Funds are classified into two categories: governmental and fiduciary. Each category is divided into separate fund types.

#### <u>Governmental Funds</u>

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

<u>General Fund</u> - This fund is the general operating fund of the District and is used to account for all financial resources except those required to be accounted for in another fund. The fund balance is available to the District for any purpose, provided it is expended or transferred in accordance with applicable Ohio statute.

<u>Debt Service Fund</u> – This fund is used to account for the accumulation of resources for the payment of general obligation bond principal and interest and certain other long-term obligations from governmental resources when the District is obligated in some manner for the payment.

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

## 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. The District's only fiduciary funds are agency funds.

<u>Agency Funds</u> - These funds are used to account for assets held by the District as an agent for individuals, private organizations, other governmental units, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations, or have a measurement focus. In accordance with GASB 34, fiduciary funds are not included in the government-wide statements. The District's agency funds are used to account for student managed activities.

#### C. Basis of Presentation

The District uses the provisions of GASB 34 for financial reporting on a cash basis, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The 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 providing more detailed financial information.

#### C. Basis of Presentation- (Continued)

Government-Wide Financial Statements: The statement of net assets and statement of activities display information about the District as a whole, except for fiduciary funds. These statements report governmental activities.

The statement of net assets – cash basis presents the cash basis financial condition of the governmental activities of the District at fiscal year end. The statement of activities – cash basis compares cash disbursements with program cash receipts for each segment of the District'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 District is responsible. Program cash receipts include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program cash receipts, with certain limited exceptions. The comparison of direct cash disbursements with program cash receipts identifies the extent to which each business segment or governmental function is self-financing on the cash basis or draws from the District's general cash receipts.

**Fund Financial Statements:** During the year, the District segregates transactions related to certain District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements report more detailed information about the District. The focus of governmental fund financial statements is on major funds. Fund statements present each major fund in a separate column and aggregate non-major funds in a single column. Fiduciary funds are reported by type.

#### D. Basis of Accounting

Although required by the Ohio Administrative Code Section 117-2-03 (B) to prepare its annual financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP), the District chooses to prepare its financial statements and notes in accordance with the cash basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary disbursements when a commitment is made (i.e., when an encumbrance is approved). These statements include adequate disclosure of material matters, in accordance with the basis of accounting described above.

As a result of the use of the cash basis of accounting certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

#### E. Cash Receipts - Exchange and Non-Exchange Transactions

Cash receipts resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the cash basis when the exchange takes place. On a cash basis, receipts are recorded in the year in which the resources are received.

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On a cash basis, receipts from property taxes are recognized in the year in which the taxes are received. Receipts from grants, entitlements and donations are recognized in the year in which the monies have been received.

#### F. Cash Disbursements

On the cash basis of accounting, disbursements are recognized at the time payments are made.

## G. <u>Budgets</u>

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 appropriation resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. The specific timetable for fiscal year 2007 is as follows:

- 1. Prior to January 15 of the preceding year, the Superintendent and Treasurer submit to the Board of Education a proposed operating budget for the fiscal year commencing the following July 1. The budget includes proposed expenditures and the means of financing for all funds. Public hearings are publicized and conducted to obtain taxpayers' comments. The express purpose of this budget document is to reflect the need for existing (or increased) tax rates.
- 2. By no later than January 20, the Board-adopted budget is filed with the Hamilton County Budget Commission for tax rate determination.
- 3. Prior to April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the Budget Commission and receives the Commission's Certificate of Estimated Resources, which states the projected revenue of each fund. Prior to June 30, the District must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the Certificate of Estimated Resources. The revised budget then serves as a basis for the appropriation measure. On or about July 1, the Certificate is amended to include any unencumbered cash balances from the preceding year as reported by the Treasurer.

The Certificate may be further amended during the year for projected increases or if the Treasurer identifies decreases in revenue. The amounts reported in the budgetary statement reflect the amounts set forth in the final Amended Certificate issued for fiscal year 2007.

- 4. By July 1, the 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 certified by the County Budget Commission and the total of expenditures and encumbrances may not exceed the appropriation totals.
- 5. All funds, other than agency funds, are legally required to be budgeted and appropriated. Short-term interfund loans are not required to be budgeted since they represent a temporary cash flow resource, and are intended to be repaid.
- 6. Any revisions that alter the total of any fund appropriation or alter total function appropriations within a fund, or alter object appropriations within functions must be approved by the Board of Education.
- 7. Formal budgetary integration is employed as a management control device during the year for all funds consistent with the general obligation bond indenture and other statutory provisions.
- Appropriation amounts are as originally adopted, or as amended by the Board of Education through the year by supplemental appropriations that reallocated, increased, or decreased the original appropriated amounts. The Board legally enacted several supplemental appropriations during fiscal year 2007.

## G. <u>Budgets</u> – (Continued)

9. Unencumbered appropriations lapse at year-end. Expenditures plus encumbrances may not legally exceed budgeted appropriations at the fund, function and/or object level. Encumbrance accounting is utilized with District funds in the normal course of operations, for purchase orders and contract-related expenditures. An encumbrance is a reserve on the available spending authority due to commitment for a future expenditure and does not represent a liability. For governmental fund types, encumbrances outstanding at year-end appear as a reserve to the fund balance on a cash basis, but are not included as part of cash disbursements, and are recorded as the equivalent of expenditures on a non-GAAP budgetary basis in order to demonstrate legal compliance. Note 11 provide a reconciliation of the budgetary and cash basis of accounting.

#### H. Cash and Investments

Cash and cash equivalents consist of the total of the total of fund cash balances of all funds as of June 30, 2007. To improve cash management, cash received by the District is pooled. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the District's records. Each fund's interest in the pool is presented as "Cash and Cash Equivalents" (both restricted and unrestricted) on the balance sheet.

During fiscal 2007, investments were limited to the State Treasury Asset Reserve of Ohio (STAROhio). 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, 2007.

The Board of Education allocates investment earnings to various funds in accordance with Ohio statute. Interest receipts for the fiscal year 2007 amounted to \$127,563 in the General Fund and \$4,579 in other governmental funds.

An analysis of the Treasurer's investment account at year-end is provided in Note 3.

#### I. Inventory

On the cash basis of accounting, inventories of supplies and food service items are reported as disbursements when purchased and are not recorded as assets in the basic financial statements.

#### J. Capital Assets and Depreciation

Acquisitions of property, plant and equipment are recorded as disbursements when paid. The basic financial statements do not report these assets or the related depreciation.

#### K. Compensated Absences

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the District's cash basis of accounting.

## L. Long-Term Debt

These cash basis financial statements do not report liabilities for bonds and other long-term obligations. These statements report proceeds of debt when cash is received and debt service disbursements for debt principal payments. Additional information regarding debt can be found in Note 6.

#### M. Fund Balances

The District reserves those portions of fund balances legally segregated for a specific future use or which are not available for appropriation or disbursement. The District has reserved fund balances for encumbrances, capital acquisitions, textbooks, and the budget stabilization.

#### N. Net Assets

Net assets represent the difference between assets and liabilities. On the cash basis of accounting, net assets equal assets since liabilities are not recorded. The statements report restricted net assets when enabling legislation or creditors, grantors or laws or regulations of other governments have imposed limitations on their use. Restricted for Other Purposes is comprised of net assets restricted for grants and scholarships. The District first applies restricted resources when incurring a disbursement for which it may use either restricted or unrestricted resources.

#### O. Interfund Transactions

The statements report exchange transactions between funds as receipts in the seller funds and as disbursements in the purchasing funds. Nonexchange flows of cash from one fund to another are reported as interfund transfers. Governmental funds report transfers as other financing sources/uses. The statements do not report repayments from funds responsible for particular disbursements to the funds initially paying the costs.

The statements report interfund loans as advances when paid or repaid. Note 4 list both operating transfers and advances made during fiscal year 2007. Both inter-fund transfers and advances are eliminated in the statement of activities.

#### P. Statutory Reserves

The 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 the acquisition and construction of capital improvements. Amounts not spent by year-end or offset by similarly restricted resources received during the year must be held in cash at year-end and carried forward to be used for the same purpose in future years.

Disclosure of reserve information is required by State statute. During the fiscal year ended June 30, 2007, the reserve activity was as follows:

	Ins	xtbooks/ tructional faterials		Capital equisition	Totals		
Set-Aside Cash Balance as of June 30, 2006 Current Year Set-Aside Requirement	\$	537,022 108,304	\$	19,827 108,304	\$	556,849 216,608	
Qualifying Disbursements		(8,262)		-	<b></b>	(8,262)	
Total	<del></del>	637,064		128,131		765,195	
Cash Balance Carried Forward to FY 2008		637,064		128,131		765,195	
Total Reserved Fund Balance	\$	637,064	<u>\$</u>	128,131	<u>\$</u>	765,195	

## NOTE 3 - EQUITY IN POOLED CASH AND INVESTMENTS

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

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

Inactive deposits are public deposits the Board of Education has identified as not required for use within the current two year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

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

Interim monies may be invested in the following securities:

- 1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
- Bonds, notes, debentures, or any other obligation or security 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 percent and be marked to market daily, and the term of the agreement must not exceed thirty days;
- 4. Bonds and other obligations of the State of Ohio;
- 5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
- 6. The State Treasurer's investment pool (STAROhio);
- 7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred and eighty days from the date of purchase in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time; and,
- 8. Under limited circumstances, corporate debt instruments rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

Investments, in stripped principal or interest obligation, 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 District, and must be purchased with the expectation that it will be held to maturity.

## NOTE 3 - EQUITY IN POOLED CASH AND INVESTMENTS - (Continued)

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 qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

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

The following information classifies deposits and investments by categories of risk as defined in GASB Statement No. 40, Deposit and Investment Risk Disclosures – an amendment of GASB Statement No. 3.

At fiscal year end, the carrying amount of the District's deposits was \$2,888,344 and the bank balance was \$2,922,217. Of the bank balance, \$200,000 was covered by federal depository insurance. The remaining balance was subject to custodial credit risk as it was covered by a 105% public depository pool, which was collateralized with securities held by the pledging financial institution trust department but not in the District's name. Although all State statutory requirements for the deposit of money had been followed, non-compliance with federal requirements could potentially subject the District to a successful claim by the FDIC.

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*.

## Investments

At June 30, 2007, the District's investment balance was as follows:

Description	Credit Rating	Category	Maturity	Investment Concentration	Fair Value
STAR Ohio	AAAm	Unclassified	N/A	100%	\$ 430,038
FNMA	AAA & Aaa	N/A	N/A	N/A	500,000
	<u></u>			Total	\$ 930,038

Credit Risk: Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Standard and Poor's rated the District's investment AAA, Aaa and AAAm. The Board has no policy on credit risk.

*Custodial Credit Risk:* For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The District's investment in the State Treasurer's pool (STAR Ohio) is not categorized because it is not evidenced by securities that exist in physical or book entry form. Investments in STAR Ohio are backed by the securities purchased by STAR Ohio. Historically, over 90% of investments purchased by STAR Ohio are United States Government obligations and securities purchased and held in a third party custodial arrangement on behalf of STAR Ohio. The District's investment policy does not address custodial credit risk.

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Board of Education's formal investment policy states that "Investments held by the Treasurer must mature within five (5) years, unless they are matched to a specific obligation or debt of the District." This policy is intended to mitigate interest rate risk.

## **NOTE 4 - INTERFUND TRANSACTIONS**

The following is a reconciliation of the District's operating transfers for fiscal year 2007:

	Transfers In	Transfers Out
Fund		
General Fund		\$ 250,630
Other Governmental Funds:		
Non-Major Special Revenue Funds	5	
Food Service	\$ 210,000	-
Athletic Fund	40,630	-
Total Other Governmental Funds	250,630	
Total	\$ 250,630	\$ 250,630

The transfers from the General Fund are to various non-major special revenue funds to subsidize those funds.

The following is a reconciliation of the District's operating advances for fiscal year 2007:

	Advances In	Advances Out	
Fund			
General Fund	\$ 107,696	\$ 60,493	
Other Governmental Funds			
Non-Major Special Revenue Funds:			
Ohio Reads	-	3,440	
Alternative Education	-	2,755	
Title VI-B	-	6,358	
Perkins Career Education	493	498	
Title I	10,000	90,746	
Preeschool	-	3,850	
Title II-D	50,000	49	
Total Other Governmental Funds	60,493	107,696	
Total	\$ 168,189	\$ 168,189	

The General Fund provides advances to the various non-major Special Revenue Funds as cash is required and these funds repay such advances as cash is available.

#### NOTE 5 - PROPERTY TAXES

Property taxes are levied and assessed on a calendar year basis. Distributions from the second half of the calendar year occur in a new fiscal year and are intended to finance the operations of that year. Property taxes include amounts levied against all real, public utility and tangible (used in business) property located in the District.

Real property taxes and public utility taxes are levied after April 1 on the assessed value listed as of the prior January 1, the lien date. Assessed values are established by state law at 35 percent of appraised market value.

## NOTE 5 - PROPERTY TAXES - (Continued)

Public utility property taxes are assessed on tangible personal property, as well as land and improvements. Real property is assessed at 35 percent of market value and personal property is assessed at 100 percent of market value, except for the personal property of rural electric companies, which is assessed at 50 percent of market value, and railroads, which are assessed at 29 percent. Tangible personal property taxes attach as a lien and are levied on January 1 of the current year. Tangible personal property assessments are 25 percent of true value. The first \$10,000 of assessed value is exempt from taxation. The District receives a state subsidy in lieu of tax revenue that would otherwise have been collected.

The assessed values upon which fiscal year 2007 taxes were collected are as follows:

	2006 Second-Half Collections			2007 First-Half Collections		
	Amount		Percent	Amount		Percent
Agricultural/Residential and Other Real Estate	\$	66,373,790	69.50%	\$	66,267,970	69.72%
Public Utility Personal		6,514,260	6.82%		6,165,260	6.49%
Tangible Personal Property		22,617,300	23.68%		22,617,300	23.80%
Totals	\$	95,505,350	100.00%	\$	95,050,530	100.00%
Tax Rate per \$1,000						
Operations		\$38.75			\$38.22	
Debt Service		5.60			5.60	

Real property taxes are payable annually or semi-annually. If paid annually, payment is due January 20; if paid semi-annually, the first payment is due January 20 with the remainder payable by June 20. The Hamilton County Treasurer collects property tax on behalf of the District. The County Auditor periodically remits to the District its portion of the taxes collected. These tax advances are based on statutory cash flow collection rates. Final settlements are made each February and August.

## NOTE 6 - LONG-TERM DEBT

## A. Prior-Year Defeasance of Debt

In prior years, the District defeased certain general obligation bonds and other bonds by placing the proceeds of new bonds in an irrevocable trust to provide for all future debt service payments on the old bonds. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the District's financial statements. On June 30, 2007, \$3,370,000 of bonds outstanding are considered defeased.

## B. Debt Service Requirements

Principal and interest requirements to retire general obligation bonds outstanding at June 30, 2007 are as follows:

Fiscal Year				
Ending June 30,	Principal	Interest	Total	
2008	\$ 395,000	\$ 85,611	\$ 480,611	
2009	121,135	324,700	445,835	
2010	100,596	325,239	425,835	
2011	83,268	322,567	405,835	
2012	300,000	68,110	368,110	
2013-2016	1,130,000	116,098	1,246,098	
Total	\$ 2, 129,999	\$ 1,242,325	\$3,372,324	

The above amortization schedule does not include accreted debt of \$483,523.

## <u>NOTE 6 - LONG-TERM DEBT – (Continued)</u>

#### C. Changes in Long Term Debt

During the year ended June 30, 2007, the following were the changes in long-term obligations.

	Balance 6/30/2006	Additions	Deletions	Balance 6/30/2007	Due Within One Year
General Obligation Bonds:					
Series 2000, Current Interest Refunding Bonds 5.537%, 12/01/15 Maturity	\$ 2,225,000	-	\$ 400,000	\$ 1,825,000	\$ 395,000
Series 2000, Capital Appreciation Refunding Bonds 13.09% (average effective), 12/01/08, 12/01/09, and					
12/01/10 Maturity	304,999	-	-	<b>\$</b> 304,999	-
Series 2000, Capital Appreciation Refunding Bonds,					
Accredited Debt	483,523	-		\$ 483,523	<u>.</u>
Total General Obligation Bonds	\$ 3,013,522	<u>\$</u> -	\$ 400,000	\$ 2,613,522	\$ 395,000

#### D. Legal Debt Margin

The Ohio Revised Code provides that voted net general obligation debt of a school district should never exceed 9 percent of the total assessed valuation of the District. The code further provides that unvoted indebtedness shall not exceed 1/10 of 1 percent of the property valuation of the District. The District's voted legal debt margin was \$6,403,691 with an unvoted debt margin of \$95,051 at June 30, 2007.

#### NOTE 7 - RISK MANAGEMENT

The District does not have a "self-insurance" fund with formalized risk management programs. The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, injuries to employees and natural disasters. During fiscal year 2007, the District purchased from Indiana Insurance Company (through the Ohio School Boards Association) general liability insurance, which carried a \$1 million per occurrence/\$3 million annual aggregate limitation. Fleet and property/casualty insurance are purchased through commercial carriers and traditionally funded, as are all benefit plans offered to employees.

Settled claims have not exceeded these coverage's in any of the past three fiscal years. There has been no significant change in coverage from last year.

#### **OSBA Worker's Compensation Group Rating**

For fiscal year 2007, the District participated in the Ohio School Boards Association Workers' Compensation Group Rating Plan (GRP), an insurance purchasing pool (See Note 2.A.). The intent of the GRP is to achieve the benefit of a reduced premium for the District 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 ensures that each participant shares equally in the overall performance of the GRP. Participation in the GRP is limited to school districts that can meet the GRP's selection criteria. The firm of Gates McDonald & Co. provides administrative, cost control and actuarial services to the GRP.

## <u>NOTE 8 - EMPLOYEE RETIREMENT SYSTEMS</u>

#### A. School Employees Retirement System

The District contributes to the School Employees System of Ohio (SERS), a cost-sharing multiple employer defined pension system. SERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by State statute per Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the School Employees Retirement System, 300 East Board Street, Suite 100, Columbus, Ohio 43215-3746 or by calling (614)222-5853.

For fiscal year 2007, plan members are required to contribute 10 percent of their annual covered salary and the District is required to contribute an actuarially determined rate. The 2007 District rate was 14 percent of annual covered payroll. 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 District's required contributions for pension obligations to SERS for the fiscal years ended June 30, 2007, 2006, and 2005 were \$144,684, \$163,029, and \$150,318, respectively; all of which has been contributed for all three years.

#### **B.** State Teachers Retirement System

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

**Plan Options** – Effective July 1, 2001, two new plan options were offered to selected members. New members have a choice of three retirement plan options. In addition to the Defined Benefit (DB) Plan, new members are offered a Defined Contribution (DC) Plan and a Combined Plan. The DC Plan allows members to allocate all their member contributions and employer contributions equal to 10.5% of earned compensation. The Combined Plan offers features of the DC Plan and the DB Plan. In the Combined Plan, member contributions are allocated by the member, and employer contributions are used to fund a defined benefit payment at a reduced level from the regular DB Plan. Contributions into the DC Plan and the Combined Plan are credited to member accounts as employers submit their payroll information to STRS Ohio, generally on a biweekly basis. 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.

**DB Plan Benefits** – Plan benefits are established under Chapter 3307 of the Revised Code. Any member may retire who has (i) five years of service credit and attained age 60; (ii) 25 years of service credit and attained age 55; or (iii) 30 years of service credit regardless of age. The annual retirement allowance, payable for life, is the greater of the "formula benefit" or the "money-purchase benefit" calculation. Under the "formula benefit," the retirement allowance is based on years of credited service and final average salary, which is the average of the member's three highest salary years. The annual allowance is calculated by using a base percentage of 2.2% multiplied by the total number of years of service credit (including Ohio-valued purchased credit) times the final average salary. The 31st year of earned Ohio service credit is calculated at 2.5%. An additional one-tenth of a percent is added to the calculation of every year of earned Ohio service over 31 years (2.6% for 32 years, 2.7% for 33 years and so on) until 100% of final average salary is reached. For members with 35 or more years of Ohio contributing service, the first 30 years will be calculated at 2.5% instead of 2.2%. Under the "money-purchase benefit" calculation, a member's lifetime contributions plus interest at specified rates are matched by an equal amount from other STRS Ohio funds. This total is then divided by an actuarially determined annuity factor to determine the maximum annual retirement allowance.

## NOTE 8 - EMPLOYEE RETIREMENT SYSTEMS - (Continued)

#### B. State Teachers Retirement System- (Continued)

**DC Plan Benefits** – Benefits are established under Sections 3307.80 to 3307.89 of the Revised Code. For members who select the DC Plan, all member contributions and employer contributions at a rate of 10.5% are placed in an investment account. The member determines how to allocate the member and employer money among various investment choices. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The member may elect to receive a lifetime monthly annuity or a lump-sum withdrawal. Employer contributions into members' accounts are vested after the first anniversary of the first day of paid service. 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.

**Combined Plan Benefits** – Member contributions are allocated by the member, and employer contributions are used to fund a defined benefit payment. A member's defined benefit is determined by multiplying 1% of the member's final average salary by the member's years of service credit. The defined benefit portion of the Combined Plan payment is payable to a member on or after age 60. The defined contribution portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50.

Eligible faculty of Ohio's public colleges and universities may choose to enroll in either STRS Ohio or an alternative retirement plan (ARP) offered by their employeer. Employees have 120 days from their employment date to select a retirement plan.

A retiree of STRS Ohio or another Ohio public retirement system is eligible for reemployment as a teacher following the elapse of two months from the date of retirement. Contributions are made by the reemployed member and employer during the reemployment. Upon termination of reemployment or age 65, whichever comes later, the retiree is eligible for a money-purchase benefit or a lump-sum payment in addition to the original retirement allowance.

Benefits are increased annually by 3% of the original base amount.

The Defined Benefit and Combined Plans offer access to health care coverage to eligible retirees who participated in the plans and their eligible dependents. Coverage under the current program includes hospitalization, physicians' fees, prescription drugs and partial reimbursement of monthly Medicare Part B premiums. By Ohio law, health care benefits are not guaranteed.

A Defined Benefit 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. A death benefit of \$1,000 is payable to the beneficiary of each deceased retired member who participated in the Defined Benefit Plan. Death benefit coverage up to \$2,000 can be purchased by participants in the DB, DC or Combined Plans. Various other benefits are available to members' beneficiaries.

For the fiscal year ended June 30, 2005 (latest information available), plan members were required to contribute 10 percent of their annual covered salaries. The District was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. Contribution rates are established by STRS, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. The District's required contributions for pension obligations to STRS for the fiscal years ended June 30, 2007, 2006, and 2005 were \$520,404, \$528,647, and \$470,499, respectively; all of which has been contributed for all three years.

#### C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by the SERS or the STRS have an option to choose Social Security in lieu of SERS/STRS. The Board's liability is 6.2 percent of wages paid.

## NOTE 9 - POSTEMPLOYMENT BENEFITS

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

All STRS benefit recipients and sponsored dependents are eligible for 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, 2007, the STRS Board allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. For the District, this amount equaled \$33,607 for fiscal year 2007. STRS pays health care benefits from the Health Care Stabilization Fund. At June 30, 2006, the balance in the Fund was \$3.5 billion. For the year ended June 30, 2006, net health care costs paid by STRS were \$282,743,000 and STRS had 119,184 eligible benefit recipients.

For the 2006 fiscal year (latest information available), SERS employer contributions to fund health care benefits were 3.43 percent of covered payroll. 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 2006 (latest information available), the minimum pay has been established at \$35,800. 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 annual health care expenses. Expenses for health care at June 30, 2006 (latest information available), were \$158,751,201 and the target level was \$295.6 million. At June 30, 2006, SERS had net assets available for payment of health care benefits of \$295.6 million. SERS has approximately 59,492 participants currently receiving health care benefits. For the District, the amount to fund health care benefits, including the surcharge, equaled \$35,345 during the 2007 fiscal year.

#### NOTE 10 - CONTINGENCIES

## A. <u>Grants</u>

The District receives significant 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 funds. However in the opinion of management, any such disallowed claims will not have a material effect on the basic financial statements of the District at June 30, 2007.

#### B. School Funding Decision

On December 11, 2003, 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 decision is unconstitutional. The Supreme Court relinquished jurisdiction over the case and directed "...the Ohio General Assembly to enact a school funding scheme that is thorough and efficient...". The District is currently unable to determine what effect, if any, this decision will have on its future state funding and on its financial operations.

## NOTE 11 - BUDGETARY BASIS OF ACCOUNTING

While the District is reporting financial position, results of operations, and changes in fund balance on the cash basis of accounting, 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) and Actual presented for the General Fund is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major difference between the budget basis and cash basis is as follows:

1. Encumbrances are treated as expenditures (budget basis) rather than as a reservation of fund balance (cash basis).

The following tables summarize the adjustments necessary to reconcile the cash basis statements to the budgetary basis statements for the General Fund.

Net Change in Fund Balance			
	General		
	Fund		
Cash Basis	\$ 807,312		
Encumbrances	(65,911)		
Budgetary Basis	\$ 741,401		

## NOTE 12 -- COMPLIANCE

Contrary to the Ohio Revised Code § 177.38 and Ohio Administrative Code §117-03(B), the District does not prepare its financial statements in accordance with accounting principals generally accepted in the United States of America.

#### Lockland Local School District Schedule of Expenditures of Federal Awards Year Ended June 30, 2007

Federal Grantor/Program Title	Pass Through Entity <u>Number</u>	Federal CFDA <u>Number</u>	Federal <u>Revenues</u>	Federal Expenditures
U.S. Department of Agriculture:				
(Passed through Ohio Department of Education) Food Donation	N/A	10.550	\$ 12,203	12.203
Nutrition Cluster:	N/A	10.550	φ 12,203	12,203
School Breakfast Program	05PU	10.553	75,803	75,803
National School Lunch Program	LLP4	10.555	134,060	134,060
Nutrition Cluster Total			209,863	209,863
Total U.S. Department of Agriculture			222,066	222,066
<u>U.S. Department of Education:</u> (Passed through Ohio Department of Education)				
Title I Grants to Local Educational Agencies	C1S1	-84.010	254,579	257,310
Special Education Cluster:				
Special Education - Grants to States	6BSF	84.027	165,624	183,177
Special Education - Preschool Grants	PGS1	84.173	7,030	3,180
Special Education Cluster Total			172,654	186,357
Safe and Drug-Free Schools and Communities - State Grants	DRS1	84.186	4,531	4,531
State Grants for Innovative Programs	C2S1	84.298	1,180	1,180
Education Technology State Grants	TJS1	84.318	2,244	2,528
Reading First State Grants	RSS1	84.357	267,598	309,183
Improving Teacher Quality State Grants	TRS1	84.367	43,459	45,758
Total Passed through the Ohio Department of Education			746,245	806,847
(Passed Through Hamilton County Educational Service Center)				
English Language Acquisition Grants	N/A	84.365	<b></b>	726
(Passed Through Great Oaks Institute of Technology and Career Development)				
Vocational Education - Basic Grants to States	N/A	84.048	1,978	1,867
Total U.S. Department of Education			748,223	809,440
Corporation for National and Community Service (Passed through Ohio Department of Education)				
Learn and Serve America - School and Community Based Program	SVS1	94.004	10,000	10,000
Total Corporation for National and Community Service			10,000	10,000
Total Federal Financial Assistance			\$980,289	1,041,506

#### NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS:

#### NOTE A - SIGNIFICANT ACCOUNTING POLICIES

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

#### NOTE B - FOOD DONATION

Nonmonetary assistance is reported in the schedule at the fair market value of the commodities received and disbursed.



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

To the Board of Education Lockland Local School District:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Lockland Local School District (the School District) as of and for the year ended June 30, 2007, which collectively comprise the School District's basic financial statements and have issued our report thereon dated January 15, 2009, wherein we noted that the School District has prepared its financial statements using a cash basis of accounting rather than in accordance with accounting principles generally accepted in the United States of America 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.

### Internal Control over Financial Reporting

In planning and performing our audit, we considered the School District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the School District's internal control over financial control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with the cash basis of accounting such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as finding numbers 2007-1 and 2007-2 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the School District's internal control.

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Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, we consider both significant deficiencies described above to be material weaknesses.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as items 2007-3, 2007-4, 2007-5, and 2007-6.

We noted certain matters that we reported to management of the School District, in a separate letter dated January 15, 2009.

The School District's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit the School District's responses and, accordingly, we express no opinion on them.

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

Clark, Scharfer, Hackett & Co.

Middletown, Ohio January 15, 2009



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

To the Board of Education Lockland Local School District:

### Compliance

We have audited the compliance of Lockland Local School District (the School District) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2007. Lockland Local School District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the School District's management. Our responsibility is to express an opinion on the School District's compliance based on our audit.

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

In our opinion, Lockland Local School District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2007. However, the results of our auditing procedures disclosed an instance of noncompliance with those requirements, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as item 2007-7.

### Internal Control over Compliance

The management of the School District is responsible for establishing and maintaining effective control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered School District's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in the School District's internal control that might be significant deficiencies or material weaknesses as defined below. However, as discussed below,<sup>60</sup> north breiel blvd. we identified certain deficiencies in internal control over compliance that we consider to be significant middletown, oh 45042 deficiencies.

www.cshco.com **34**, 513.424.5000 f. 513.422.7882 A control deficiency in entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2007-1 and 2007-2 to be significant deficiencies.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control. We consider both significant deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs to be material weaknesses.

The School District's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit the School District's responses and, accordingly, we express no opinion on them.

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

Clark, Scharfer, Hachelt " C.

Middletown, Ohio January 15, 2009

Year Ended June 30, 2007

# Section I - Summary of Auditors' Results

# Financial Statements

Type of report issued on financial statements: Internal control over financial reporting:	unqualified
Material weakness(es) identified? Significant deficiency(ies) identified not	yes
considered to be material weakness(es)?	none
Noncompliance material to financial statements noted?	yes
Federal Awards	
Internal Control over major programs: Material weakness(es) identified? Significant deficiency(ies) identified	yes
not considered to be material weakness(es)?	none
Type of auditors' report issued on compliance for major programs:	unqualified
Any audit findings that are required to be reported in accordance with Circular A-133, Section .510(a)?	yes
Identification of major programs:	
Title I Grants to Local Educational Agencies (CFDA 84.010) Reading First State Grants (CFDA 84.357)	
Dollar threshold to distinguish between Type A and Type B Programs:	\$300,000
Auditee qualified as low-risk auditee?	no

## Section II - Financial Statement Findings

## 2007-1 Failure to Maintain Relevant Payroll Documentation (Personnel Files):

The School District did not keep personnel files current. Failure to keep all relevant payroll documents current could result in incorrect amounts being withheld and paid. Also, it could result in the School District not having documentation to support their payroll calculations if an employee should question the amount paid to them. The School District should keep all employee files up to date to prevent any such occurrences.

**Management Response:** Salary notices are sent out to all employees at this time. Due to the short staffing situation within the district the most reasonable methods of keeping payroll records accounted for are being used.

### 2007-2 - Controls over Accounting and Reporting

The School District has experienced a number of challenges during fiscal years 2004, 2005, 2006 and 2007 with some major accounting and reporting issues as evidenced by the number of findings documented in this schedule. Financial information is vital to an organization's management in its continual effort to effectively make decisions to guide the organization. The previously mentioned findings indicate a general lack of controls over the financial accounting process which need to be addressed promptly.

The School District needs to take the following steps to assist in addressing these issues:

- Designate the finance or audit committee of the Board as having primary responsibility to ensure that all of the findings are properly addressed.
- Organize and hold monthly meetings to discuss and develop an action plan to address all the audit findings, monitor progress on the action plan, and review specific action taken for each of the findings.
- Have the Treasurer, in conjunction with the finance or audit committee, develop a monthly, quarterly and annual check sheet to document key actions performed which are an integral part of the financial accounting and reporting process. The check sheet(s) should include such items as monthly bank reconciliations, monthly financial reports, submission of various tax remittances for federal, state and local governments, filing of appropriate forms for federal, state and local governments, reconciliation of tax remittances with the appropriate tax forms, federal and state grant accounting and reporting, and any other key items. The check sheet(s) should be prepared and/or approved by the Treasurer and/or his designee.
- The finance or audit committee should review and approve the check sheet(s) at their monthly meetings.

**Management Response:** The district has a finance committee and it meets regularly. As of January 2009 the finance committee is keeping minutes of the meetings to demonstrate our discussion of audit issues and the finances of the district. Check lists are used in Payroll and a checklist for month end close is also used.

## 2007-3 - Filing of Financial Reports

Ohio Administrative Code Section 117-2-03 (B) requires the School District to prepare its annual financial report in accordance with generally accepted accounting principles (GAAP). However, the School District prepared its financial statements in accordance with the cash basis of accounting. The accompanying financial statements omit assets, liabilities, fund equities, and disclosures that, while material, cannot be determined at this time.

**Management Response:** It is not cost effective for the district to prepare a GAAP statement at this time. If the financial situation of the district changes or long term debt needs arise the district will make the conversion at that time.

## 2007-4 - Expenditures That Exceeded Appropriation

Per Ohio Revised Code Section 5705.41(B), no subdivision is to expend money unless it has been appropriated. The School District had several instances in which expenditures and encumbrances in various funds that exceeded their appropriations.

**Management Response:** District will continue to work on the issue of expenditures that exceed appropriations by making sure that modifications to appropriations and resources are updated regularly with the county.

## 2007-5 - Failure to Properly Encumber Funds

Ohio Rev. Code Section 5705.41(D) states that no subdivision or taxing unit shall make any contract or order any expenditure of money unless the amount to meet the obligations has been lawfully appropriated for such purpose and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances. This certificate need be signed only by the School District's fiscal officer. Every contract made without such a certificate shall be void, and no warrant shall be issued in payment of any amount due thereon.

This section also provides for two exceptions to the above requirement.

- Then and Now Certificate If no certificate is furnished as required, upon receipt of the fiscal officer's certificate that a sufficient sum was, both at the time of the contract or order and at the time of the certificate, appropriated and free of any encumbrances, the Board of Education may authorize the issuance of a warrant in payment of the amount due upon such contract or order by resolution within 30 days from the receipt of such certificate.
- If the amount involved is less than \$3,000, the Treasurer may authorize payment through the Then and Now Certificate without affirmation of the Board of Education, is such expenditure is otherwise valid.

Several instances were noted during the fiscal year where commitments to purchases were made without previous encumbrance of funds and without evidence of Then and Now Certificates. The School District should implement procedures to ensure the above requirement, or an exception to it, is met.

**Management Response:** District staff is now trained to enter their own requisitions at this time. Procedures are in place to assure the staff of prompt services on their orders, which reduces the amount of orders being placed without a purchase order. A significant reduction in the use of a Then and Now stamp has occurred with the new processes in place.

## 2007-6 - Blanket Purchase Orders

Ohio Revised Code Section 5705.41(D) states that fiscal officers may prepare so called "blanket" certificates for a sum not exceeding an amount established by resolution or ordinance adopted by the members of the legislative authority against any specific line item account over a period not running beyond the end of the current fiscal year. The School District did not close out all blanket purchase orders at year end. The School District should establish procedures to ensure that all open blanket purchase orders are closed at year end.

**Management Response:** The Treasurer's office has made a conscious effort to make sure that all possible purchase orders are closed at the end of the fiscal year including blanket purchase orders.

## Section III - Federal Award Findings and Questioned Costs

## 2007-1 Failure to Maintain Relevant Payroll Documentation (Personnel Files)

A repeat of the finding above under Section II – Financial Statement Findings.

## 2007-2 - Controls over Accounting and Reporting

A repeat of the finding above under Section II – Financial Statement Findings.

## 2007-7 - Data Collection Form Late Submission

The Federal Audit Clearinghouse requires that the audit shall be completed and the data collection form and reporting package shall be submitted within the earlier of 30 days after receipt of the auditor's report(s), or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audit. During the current year audit, it was noted that the data collection form for fiscal year ended June 30, 2006 was not submitted until June 18, 2007, which is after the required due date and the School District did no obtain an extension of time to file from the cognizant or oversight agency.

*Management Response:* This will continue to be an issue with the district until the audits are caught up.

Finding		Fully	
Number	Finding Summary	Corrected?	Current Status
2006-1	Failure to Maintain Supporting Documentation for Student Activities: The District did not provide supporting documentation for various extracurricular activities receipts. Furthermore, sales potential forms could not be provided for various extracurricular activities receipts. Without such documentation, it is impracticable to determine whether student activities receipts have been properly accounted for and reported in the accompanying basic financial statements.	N/A	This finding was not noted during the current year audit testing.
2006-2	Failure to Maintain Relevant Payroll Documentation (Personnel Files) The District did not keep personnel files current. Failure to keep all relevant payroll documents in a central location could result in incorrect amounts being withheld and paid. Also, it could result in the District not having documentation to support their payroll calculations if an employee should question the amount paid to them.	No	Repeated as current year finding 2007-1
2006-3	Failure to Properly Encumber Funds Several instances were noted during the fiscal year where commitments to purchases were made without previous encumbrance of funds and without evidence of Then and Now Certificates.	No	Repeated as current year finding 2007-5
2006-4	Negative Fund Balances Several instances of negative funds balances, both material and immaterial, were noted during the fiscal year.	Yes	This finding was not noted during the current year audit testing.

2006-5	Controls over Accounting and Reporting The District has experienced a number of challenges during fiscal years 2004, 2005 and 2006 with some major accounting and reporting issues as evidenced by the number of findings documented in the preceding paragraphs. Financial information is vital to an organization's management in its continual effort to effectively make decisions to guide the organization. The previously mentioned findings indicate a general lack of controls over the financial accounting process which need to be addressed promptly.	No	Repeated as current year finding 2007-2
2006-6	Failure to File Financial Statements in Accordance with Ohio Administrative Code Requirements The District prepares its financial statements in accordance with the cash basis of accounting in a report format similar to the requirements of Governmental Accounting Standards Board Statement 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments. This presentation differs from accounting principles generally accepted in the United States of America (GAAP). There would be variances on the financial statements between this accounting practice and GAAP that, while presumably material, cannot be reasonably determined at this time. The District can be fined and various other administrative remedies may be taken against the District.	No	Repeated as current year finding 2007-3
2006-7	Non-Compliance Citation & Questioned Costs - Findings for Recovery – Suspension and Debarment Service contracts and expenditures in excess of \$25,000 were entered into and paid during Fiscal Year 2006 with federal funds, without the performance of a search for unresolved findings for recovery and/or a search for suspension and debarment as mandated by the federal grant requirements.	Yes	This finding was not noted during the current year audit testing.



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# LOCKLAND LOCAL SCHOOL DISTRICT

HAMILTON COUNTY

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

Susan Babbett

CLERK OF THE BUREAU

CERTIFIED MARCH 17, 2009

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