

# **Wickliffe City School District**

**Basic Financial Statements  
For the Fiscal Year Ended June 30, 2013**





# Dave Yost • Auditor of State

Board of Education  
Wickliffe City School District  
2221 Rockefeller Road  
Wickliffe, Ohio 44092

We have reviewed the *Independent Auditor's Report* of the Wickliffe City School District, Lake County, prepared by Ciuni & Panichi, Inc., for the audit period July 1, 2012 through June 30, 2013. 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 Wickliffe City School District is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Dave Yost".

Dave Yost  
Auditor of State

January 22, 2014



# Wickliffe City School District

For the Fiscal Year Ended June 30, 2013

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# Wickliffe City School District

For the Fiscal Year Ended June 30, 2013

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## Independent Auditor's Report

Board of Education  
Wickliffe City School District  
Wickliffe, Ohio

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Wickliffe City School District (the "District"), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### *Management's Responsibility for the Financial Statements*

Management is responsible for these preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 2. This responsibility includes determining that the cash basis of accounting is acceptable for the circumstances. Management is also responsible for designing, implementing, and maintaining internal control relevant to preparing and fairly presenting financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the District, as of June 30, 2013, and the respective changes in cash 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.

***Basis of Accounting***

Ohio Administrative Code § 117-2-03(B) requires the District to prepare its annual financial report in accordance with the accounting principles generally accepted in the United States of America. We draw attention to Note 2 of the financial statements, which describes the basis applied to these statements, which is a basis other than generally accepted accounting principles. We did not modify our opinion regarding this matter.

***Other Matters***

***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The Management's Discussion and Analysis on pages 3 through 10 includes tables of net position, changes in net position, total cost of program services from governmental activities, and general fund disbursements. These tables are presented for purposes of additional analysis and are not a required part of the basic financial statements. However, these tables are management's responsibility and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. These tables were subject to the auditing procedures we applied to the basic financial statements. We also applied certain additional procedures, including comparing and reconciling this information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, in accordance with auditing standards generally accepted in the United States of America. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole. Other than the aforementioned procedures applied to the tables, we applied no procedures to any other information in the Management's Discussion and Analysis, and we express no opinion or any other assurances on it.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 20, 2013 on our consideration of the 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



Cleveland, Ohio  
December 20, 2013

# Wickliffe City School District

## Management's Discussion and Analysis (Unaudited)

For the Fiscal Year Ended June 30, 2013

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Our discussion and analysis of the Wickliffe City School District's (the "District") financial performance provides an overview of the District's financial activities for the fiscal year ended June 30, 2013. 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 2013 are as follows:

- In total, net position increased \$217,341. Net position of governmental activities increased \$243,692, which represents a 4 percent increase from 2012. Net position of business-type activities decreased \$26,351 or 30 percent from 2012.
- Total general receipts accounted for \$18,386,899 in receipts or 87 percent of all receipts. Program specific receipts in the form of charges for services and sales, grants, and contributions accounted for \$2,649,682 or 13 percent of total receipts of \$21,036,581.
- The District had \$20,473,837 in disbursements related to governmental activities; only \$2,364,148 of these disbursements was offset by program specific charges for services, grants or contributions. General receipts supporting governmental activities (primarily taxes and unrestricted grants and entitlements) of \$18,386,899 were adequate to provide for these programs resulting in an increase of net position from \$6,133,091 to \$6,376,783.
- The District had \$345,403 in disbursements related to business-type activities; a total of \$285,534 was offset by program specific charges for services, grants and contributions. Total program receipts were not adequate to provide for these programs by \$59,869. Additionally, other general receipts totaling \$33,518 resulted in a decrease of net position from \$88,750 to \$62,399.
- The District's major governmental fund is the General Fund. The General Fund had \$18,982,668 in receipts and other financing sources and \$18,641,345 in disbursements and other financing uses. The General Fund's fund balance increased \$341,323 from \$5,803,423 to \$6,144,746.

### Using these Basic Financial Statements

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

### Report Components

The Statement of Net Position and the Statement of Activities provide information about the cash activities of the District as a whole.

Fund financial statements provide a greater level of detail. Funds are created and maintained on the financial records of the District as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

# Wickliffe City School District

## Management's Discussion and Analysis (Unaudited) (continued)

For the Fiscal Year Ended June 30, 2013

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

### **Basis of Accounting**

The basis of accounting is a set of guidelines that determine when financial events are recorded. The District has elected to present its financial statements on a cash basis of accounting, a comprehensive 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 receipts (such as accounts receivable) and certain liabilities and their related expenses (such as accounts payable) are not recorded in the financial statements.

### **Reporting the District as a Whole**

#### *The Statement of Net Position and Statement of Activities*

The Statement of Net Position and the Statement of Activities reflect how the District did financially during 2013, within the limitations of cash basis accounting. The Statement of Net Position presents the cash balances and investments of the governmental and business-type activities of the District at the fiscal year-end. The Statement of Activities compares cash disbursements with program receipts for each governmental program and business-type activity. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function or business-type activity draws from the District's general receipts.

These statements report the District's cash position and the changes in cash 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 cash 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 nonfinancial factors as well such as the District's property tax base, the condition of the District's capital assets, the extent of the District's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local receipt sources such as property taxes.

In the Statement of Net Position and the Statement of Activities, the District is divided into two distinct kinds of activities:

*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.

*Business-type Activities* – These services are provided on a charge for goods or services basis to recover all or a significant portion of the expenses of the goods or services provided. The District's food service, rotary fund, and special enterprise operations are reported as business-type activities.

# Wickliffe City School District

Management's Discussion and Analysis (Unaudited) (continued)

For the Fiscal Year Ended June 30, 2013

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

Fund financial statements provide detailed information about the District's major funds – not the District as a whole. The District establishes separate funds to better manage its many activities and to help demonstrate that money that is restricted as to how it may be used is being spent for the intended purpose. The funds of the District are split into three categories: governmental, proprietary, and fiduciary.

### ***Governmental Funds***

Most of the District's activities are reported in governmental funds. The governmental fund financial statements provide a detailed view of the District's governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent to finance the District's programs. The District's significant governmental funds are presented on the financial statements in separate columns. The information for non-major funds (funds whose activity or balances are not large enough to warrant separate reporting) is combined and presented in total in a single column. The District's only major governmental fund is the General Fund. The programs reported in governmental funds are closely related to those reported in the governmental activities section of the entity-wide statements. We describe this relationship in reconciliations presented with the governmental fund financial statements.

### ***Proprietary Funds***

When the District charges customers for the services it provides, these services are generally reported in proprietary funds. When the services are provided to the general public, the activity is reported as an enterprise fund. The District has several enterprise funds, the food service, rotary and special enterprise funds. When the services are provided to other department of the District, the service is reported in an internal service fund. The District has one internal service fund to account for employee health care claims.

### ***Fiduciary Funds***

The District acts in a trustee capacity as an agent for individuals, private organizations, other governmental units, and/or other funds. These activities are reported in an agency fund. The District's fiduciary activities are reported in separate Statements of Fiduciary Net Position on page 23. These activities are excluded from the District's other financial statements because the assets cannot be utilized by the District to finance its operations.

# Wickliffe City School District

Management's Discussion and Analysis (Unaudited) (continued)

For the Fiscal Year Ended June 30, 2013

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## The District as a Whole

The Statement of Net Position provides the perspective of the District as a whole. The table below provides a summary of the District's net position for 2013 and 2012.

**Table 1**  
**Net Position**

	Governmental Activities		Business-Type Activities		Total	
	2013	2012	2013	2012	2013	2012
Assets:						
Equity in pooled cash and cash equivalents	\$ 6,376,783	\$ 6,133,091	\$ 62,399	\$ 88,750	\$ 6,439,182	\$ 6,221,841
Total assets	<u>6,376,783</u>	<u>6,133,091</u>	<u>62,399</u>	<u>88,750</u>	<u>6,439,182</u>	<u>6,221,841</u>
Net position:						
Restricted for:						
Capital projects	2,889	2,889	-	-	2,889	2,889
Other purposes	231,172	337,564	-	-	231,172	337,564
Unrestricted	<u>6,142,722</u>	<u>5,792,638</u>	<u>62,399</u>	<u>88,750</u>	<u>6,205,121</u>	<u>5,881,388</u>
Total net position	<u>\$ 6,376,783</u>	<u>\$ 6,133,091</u>	<u>\$ 62,399</u>	<u>\$ 88,750</u>	<u>\$ 6,439,182</u>	<u>\$ 6,221,841</u>

As noted earlier, net position may serve over time as a useful indicator of a District's financial position.

Total assets increased by \$217,341 from 2012 to 2013. The increase was primarily due to the increase in property tax revenues.

In order to further understand what makes up the changes in net position for the current year, the following table gives readers further details regarding the results of activities for the current year and the prior year.

# Wickliffe City School District

## Management's Discussion and Analysis (Unaudited) (continued)

For the Fiscal Year Ended June 30, 2013

**Table 2**  
**Changes in Net Position**

	Governmental Activities		Business-Type Activities		Total	
	2013	2012	2013	2012	2013	2012
<b>Cash Receipts:</b>						
Program cash receipts:						
Charges for services	\$ 640,025	\$ 518,484	\$ 111,565	\$ 137,146	\$ 751,590	\$ 655,630
Operating grants and contributions	<u>1,724,123</u>	<u>1,672,667</u>	<u>173,969</u>	<u>157,491</u>	<u>1,898,092</u>	<u>1,830,158</u>
Total program cash receipts	<u>2,364,148</u>	<u>2,191,151</u>	<u>285,534</u>	<u>294,637</u>	<u>2,649,682</u>	<u>2,485,788</u>
General cash receipts:						
Property taxes	12,791,000	11,434,948	-	-	12,791,000	11,434,948
Grants and entitlements	5,514,275	5,692,757	-	-	5,514,275	5,692,757
Investment earnings	12,993	58,184	-	-	12,993	58,184
Other	63,950	58,481	-	-	63,950	58,481
Proceeds from sale of capital assets	<u>4,681</u>	<u>683</u>	<u>-</u>	<u>-</u>	<u>4,681</u>	<u>683</u>
Total general cash receipts	<u>18,386,899</u>	<u>17,245,053</u>	<u>-</u>	<u>-</u>	<u>18,386,899</u>	<u>17,245,053</u>
Transfers	<u>(33,518)</u>	<u>(59,768)</u>	<u>33,518</u>	<u>59,768</u>	<u>-</u>	<u>-</u>
Total cash receipts	<u>20,717,529</u>	<u>19,376,436</u>	<u>319,052</u>	<u>354,405</u>	<u>21,036,581</u>	<u>19,730,841</u>
<b>Cash disbursements:</b>						
Program cash disbursements:						
Instruction:						
Regular education	7,801,327	7,723,061	-	-	7,801,327	7,723,061
Special education	2,270,609	2,192,359	-	-	2,270,609	2,192,359
Vocational education	43,865	16,990	-	-	43,865	16,990
Other	832,190	707,908	-	-	832,190	707,908
Support services:						
Pupil	1,306,682	1,322,225	-	-	1,306,682	1,322,225
Instructional staff	855,593	864,741	-	-	855,593	864,741
Board of education	383,058	357,883	-	-	383,058	357,883
Administration	1,183,915	1,284,215	-	-	1,183,915	1,284,215
Fiscal	558,041	557,932	-	-	558,041	557,932
Business	91,119	90,758	-	-	91,119	90,758
Operation and maintenance - plant	1,742,697	1,834,411	-	-	1,742,697	1,834,411
Pupil transportation	1,070,484	923,571	-	-	1,070,484	923,571
Central services	557,052	625,626	-	-	557,052	625,626
Operations of non-instructional services	694,764	530,538	-	-	694,764	530,538
Extracurricular activities	399,947	387,199	-	-	399,947	387,199
Facilities acquisition and construction	682,494	779,635	-	-	682,494	779,635
Food service	-	-	261,433	282,640	261,433	282,640
Rotary	-	-	21,670	18,424	21,670	18,424
Special enterprise	-	-	62,300	65,942	62,300	65,942
Total cash disbursements	<u>20,473,837</u>	<u>20,199,052</u>	<u>345,403</u>	<u>367,006</u>	<u>20,819,240</u>	<u>20,566,058</u>
Change in net position	\$ <u>243,692</u>	\$ <u>(822,616)</u>	\$ <u>(26,351)</u>	\$ <u>(12,601)</u>	\$ <u>217,341</u>	\$ <u>(835,217)</u>

# Wickliffe City School District

## Management's Discussion and Analysis (Unaudited) (continued)

For the Fiscal Year Ended June 30, 2013

### **Governmental Activities**

Net position of the District's governmental activities increased by \$243,692. Total governmental disbursements of \$20,473,837 was offset by program receipts of \$2,364,148 and general receipts of \$18,386,899. Program receipts supported 12 percent of the total governmental disbursements.

The primary sources of receipts for governmental activities are derived from property taxes and grants and entitlements. These two receipts sources represent 88 percent of total governmental receipts. Property taxes support 62 percent of total disbursements while grants and entitlements supported 27 percent of total disbursements.

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. The following table shows, for governmental activities, the total cost of services and the net cost of services for 2013. That is, it identifies the cost of these services supported by tax receipts and unrestricted State grants and entitlements.

**Table 3**  
**Total Cost of Program Services from Governmental Activities**

	<u>Total Cost of Services</u>		<u>Net (Cost) of Services</u>	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Program cash disbursements:				
Instruction:				
Regular education	\$ 7,801,327	\$ 7,723,061	\$ (7,365,717)	\$ (7,552,351)
Special education	2,270,609	2,192,359	(1,409,514)	(1,194,177)
Vocational education	43,865	16,990	(43,865)	(16,990)
Other	832,190	707,908	(832,190)	(707,908)
Support services:				
Pupil	1,306,682	1,322,225	(1,219,839)	(1,218,335)
Instructional staff	855,593	864,741	(855,593)	(864,741)
Board of education	383,058	357,883	(383,058)	(357,883)
Administration	1,183,915	1,284,215	(1,183,915)	(1,284,215)
Fiscal	558,041	557,932	(558,041)	(557,932)
Business	91,119	90,758	(91,119)	(90,758)
Operation and maintenance - plant	1,742,697	1,834,411	(1,741,885)	(1,834,272)
Pupil transportation	1,070,484	923,571	(1,070,484)	(923,571)
Central	557,052	625,626	(551,652)	(620,225)
Operations of non-instructional services	694,764	530,538	(323,863)	(194,558)
Extracurricular activities	399,947	387,199	203,540	189,650
Facilities acquisition and construction	682,494	779,635	(682,494)	(779,635)
Total cash disbursements	<u>\$ 20,473,837</u>	<u>\$ 20,199,052</u>	<u>\$ (18,109,689)</u>	<u>\$ (18,007,901)</u>

The dependence upon tax receipts during fiscal year 2013 for governmental activities is apparent, as 88 percent of 2013 instruction activities are supported through taxes and other general receipts. The District's taxpayers, as a whole, are by far the primary support for District's students.

# Wickliffe City School District

Management's Discussion and Analysis (Unaudited) (continued)

For the Fiscal Year Ended June 30, 2013

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## ***Business-Type Activities***

Business-type activities include food service operation, rotary fund and latchkey fund. These programs had receipts of \$319,052 and disbursements of \$345,403 for fiscal year 2013. Management assesses the performance of each of these funds to ensure that they are run efficiently.

## **The District's Funds**

Total governmental funds had receipts, including other financing sources of \$20,812,524 and disbursements, including other financing uses of \$20,568,852. The greatest change within governmental funds occurred within the General Fund. The fund balance of the General Fund increased \$341,323 primarily due to the increase in property tax revenues.

The table that follows assists in illustrating the disbursements of the General Fund:

	<u>2013</u> <u>Amount</u>	<u>2012</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
Disbursement by Function:			
Instruction	\$ 10,356,369	\$ 10,266,262	0.88%
Support services	7,226,986	7,198,854	0.39
Operations of non-instructional services	500	500	0.00
Extracurricular activities	279,981	274,446	2.02
Facilities acquisition and construction	<u>682,494</u>	<u>765,015</u>	(10.79)
Total	<u>\$ 18,546,330</u>	<u>\$ 18,505,077</u>	

The most significant percentage change was in facilities acquisition and construction. This was primarily due to the completion of construction and renovation projects in 2012.

## **General Fund Budget Information**

The District's budget is prepared in accordance with Ohio law and is based on the cash basis of accounting, utilizing cash receipts, disbursements and encumbrances. The most significant budgeted fund is the General Fund.

During 2013, the District amended its General Fund budget in anticipation of approval of the Governor's education budget. Final disbursements, not including other financing uses, were budgeted at \$18,879,966 while actual disbursements, not including other financing uses, were \$18,874,261.

The change between original and final budgeted receipts was due to the overall change in estimated amounts. The most significant variance from final budget to actual receipts was in Taxes in the amount of \$3,780,576 over expected receipts, as the District collected amounts greater than what the Office of the Budget Commission of Lake County estimates, as the estimate does not include total collection or delinquent amounts.

## **Wickliffe City School District**

### Management's Discussion and Analysis (Unaudited) (continued)

For the Fiscal Year Ended June 30, 2013

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The most significant change between original and final budgeted disbursements was for Regular Instruction with a decrease of \$563,295 due to allocation of retirement and insurance benefits. That change in budget, also led to Regular Instruction having the most significant variance from final budget to actual disbursements in the amount of \$2,331, under budget.

In summary, disbursements were below budget and receipts were above final expectations. The District ended above budgeted expectations by \$5,599,498; however, the actual General Fund decreased in fund balance by \$43,637 for 2013.

#### **Capital Assets**

The District does not report capital assets, but rather the acquisitions are recorded as disbursements when paid. Capital assets are tracked separately by the District throughout the fiscal year.

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

Wickliffe City School District has continued to maintain services to its students, parents, and community. The Board of Education and administration closely monitor its revenues and expenditures in accordance with its financial forecast.

The financial future of the District is not without its challenges. These challenges are internal and external in nature. The internal challenges will continue to exist as the District must rely heavily on local property taxes to fund its operations. External challenges continue to evolve as the federal, state, and local funding policies dictate.

The District relies heavily on its taxpayers to support its operations. The community support for the schools is strong. The District last passed a continuing operating levy in November 2011. The District has communicated to the community that they rely upon their support for the majority of its operations. The community also realizes the income generated by local levies remains relatively constant, therefore, forcing the District to come back to the voters to ask for additional support.

Wickliffe City School District has not anticipated any growth in State revenue. With 51 percent of the taxes for the District coming from local taxpayers, one can see the significant impact this change would have on the District and ultimately, the residential taxpayers.

As a result of the challenges mentioned above, it is imperative the District's management continue to carefully and prudently plan in order to provide the resources required to meet changing educational needs.

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

This financial report is designed to provide our citizens, taxpayers, and 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 Susan M. Haffey, Treasurer/CFO, at Wickliffe City School District, 2221 Rockefeller Road, Wickliffe, Ohio 44092 or by email at [Susan.Haffey@wickliffeschools.org](mailto:Susan.Haffey@wickliffeschools.org).

# Wickliffe City School District

## Statement of Net Position – Cash Basis

June 30, 2013

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	Primary Government		
	Governmental	Business-	
	Activities	Type	Total
		Activities	
Assets:			
Equity in pooled cash and cash equivalents	\$ <u>6,376,783</u>	\$ <u>62,399</u>	\$ <u>6,439,182</u>
Total assets	<u>6,376,783</u>	<u>62,399</u>	<u>6,439,182</u>
Net position:			
Restricted for:			
Capital projects	2,889	-	2,889
Other purposes	231,172	-	231,172
Unrestricted	<u>6,142,722</u>	<u>62,399</u>	<u>6,205,121</u>
Total net position	\$ <u><u>6,376,783</u></u>	\$ <u><u>62,399</u></u>	\$ <u><u>6,439,182</u></u>

The accompanying notes are an integral part of these financial statements.

# Wickliffe City School District

## Statement of Activities – Cash Basis

For the Fiscal Year Ended June 30, 2013

	Cash Disbursements	Program Cash Receipts	
		Charges for Services	Operating Grants and Contributions
Governmental activities:			
Instruction:			
Regular education	\$ 7,801,327	\$ 40,405	\$ 395,205
Special education	2,270,609	73,443	787,652
Vocational education	43,865	-	-
Other	832,190	-	-
Support services:			
Pupil	1,306,682	57,029	29,814
Instructional staff	855,593	-	-
Board of education	383,058	-	-
Administration	1,183,915	-	-
Fiscal	558,041	-	-
Business	91,119	-	-
Operations and maintenance – plant	1,742,697	812	-
Pupil transportation	1,070,484	-	-
Central services	557,052	-	5,400
Operations and non-instructional services	694,764	370,901	-
Extracurricular activities	399,947	97,435	506,052
Facilities acquisition and construction	682,494	-	-
Total governmental activities	<u>20,473,837</u>	<u>640,025</u>	<u>1,724,123</u>
Business-type activities:			
Food service	261,433	53,946	173,969
Rotary	21,670	2,167	-
Special enterprise fund	62,300	55,452	-
Total business-type activities	<u>345,403</u>	<u>111,565</u>	<u>173,969</u>
Totals	\$ <u>20,819,240</u>	\$ <u>751,590</u>	\$ <u>1,898,092</u>

General cash receipts:  
 Property tax levies for:  
   General purpose  
   Grant and entitlements not restricted to  
     specific programs  
   Investment earnings  
   Miscellaneous  
   Proceeds from sale of capital assets  
 Total general cash receipts  
 Transfers  
 Total general cash receipts and transfers

Change in net position

Net position at beginning of year

Net position at end of year

The accompanying notes are an integral part of these financial statements.

<u>Primary Government</u>		
<u>Governmental Activities</u>	<u>Business - Type Activities</u>	<u>Total</u>
\$ (7,365,717)	\$ -	\$ (7,365,717)
(1,409,514)	-	(1,409,514)
(43,865)	-	(43,865)
(832,190)	-	(832,190)
(1,219,839)	-	(1,219,839)
(855,593)	-	(855,593)
(383,058)	-	(383,058)
(1,183,915)	-	(1,183,915)
(558,041)	-	(558,041)
(91,119)	-	(91,119)
(1,741,885)	-	(1,741,885)
(1,070,484)	-	(1,070,484)
(551,652)	-	(551,652)
(323,863)	-	(323,863)
203,540	-	203,540
<u>(682,494)</u>	<u>-</u>	<u>(682,494)</u>
<u>(18,109,689)</u>	<u>-</u>	<u>(18,109,689)</u>
-	(33,518)	(33,518)
-	(19,503)	(19,503)
<u>-</u>	<u>(6,848)</u>	<u>(6,848)</u>
<u>-</u>	<u>(59,869)</u>	<u>(59,869)</u>
<u>(18,109,689)</u>	<u>(59,869)</u>	<u>(18,169,558)</u>
12,791,000	-	12,791,000
5,514,275	-	5,514,275
12,993	-	12,993
63,950	-	63,950
<u>4,681</u>	<u>-</u>	<u>4,681</u>
18,386,899	-	18,386,899
<u>(33,518)</u>	<u>33,518</u>	<u>-</u>
<u>18,353,381</u>	<u>33,518</u>	<u>18,386,899</u>
243,692	(26,351)	217,341
<u>6,133,091</u>	<u>88,750</u>	<u>6,221,841</u>
\$ <u>6,376,783</u>	\$ <u>62,399</u>	\$ <u>6,439,182</u>

# Wickliffe City School District

## Balance Sheet – Cash Basis Governmental Funds

June 30, 2013

---

	<u>General</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Assets:			
Equity in pooled cash and cash equivalents	\$ <u>6,144,746</u>	\$ <u>227,594</u>	\$ <u>6,372,340</u>
Total assets	\$ <u><u>6,144,746</u></u>	\$ <u><u>227,594</u></u>	\$ <u><u>6,372,340</u></u>
Fund balances:			
Restricted	\$ 11,000	\$ 263,560	\$ 274,560
Assigned	461,464	-	461,464
Unassigned (deficit)	<u>5,672,282</u>	<u>(35,966)</u>	<u>5,636,316</u>
Total fund balances	\$ <u><u>6,144,746</u></u>	\$ <u><u>227,594</u></u>	\$ <u><u>6,372,340</u></u>

The accompanying notes are an integral part of these financial statements.

## Wickliffe City School District

### Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities – Cash Basis

June 30, 2013

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Total Governmental Funds Balances \$ 6,372,340

*Amounts Reported for Governmental Activities in the Statement of Net Position are different because:*

Internal Service Funds are used by management to charge the costs of certain activities, such as insurance, to individual funds. The assets of the Internal Service Funds are included in Governmental Activities in the Statement of Net Position.

4,443

*Net position of governmental activities*

\$ 6,376,783

The accompanying notes are an integral part of these financial statements.

# Wickliffe City School District

## Statement of Cash Receipts, Disbursements and Changes in Fund Balances – Cash Basis Governmental Funds

For the Fiscal Year Ended June 30, 2013

	General	Other Governmental Funds	Total Governmental Funds
Cash receipts:			
Property taxes	\$ 12,791,000	\$ -	\$ 12,791,000
Investment earnings	12,050	943	12,993
Extracurricular activities	142,991	59,422	202,413
Classroom materials and fees	40,405	-	40,405
Charges for services	-	812	812
Tuition and fees	73,443	-	73,443
Miscellaneous	382,354	5,052	387,406
Intergovernmental	5,535,744	1,702,130	7,237,874
Total cash receipts	<u>18,977,987</u>	<u>1,768,359</u>	<u>20,746,346</u>
Cash disbursements:			
Instruction:			
Regular education	7,552,741	248,586	7,801,327
Special education	1,959,446	311,163	2,270,609
Vocational education	43,865	-	43,865
Other	800,317	31,873	832,190
Support Services:			
Pupils	879,663	427,019	1,306,682
Instructional staff	804,710	50,883	855,593
Board of education	383,058	-	383,058
Administration	1,163,755	20,160	1,183,915
Fiscal	558,041	-	558,041
Business	91,119	-	91,119
Operations and maintenance – plant	1,742,697	-	1,742,697
Pupil transportation	1,052,291	18,193	1,070,484
Central services	551,652	5,400	557,052
Operations of non-instructional services	500	694,264	694,764
Extracurricular activities:			
Academic and subject oriented	20,013	6,661	26,674
Sports oriented	234,357	113,305	347,662
Co-curricular	25,611	-	25,611
Facilities acquisition and construction:			
Site improvement services	180,418	-	180,418
Architecture and engineering services	43,428	-	43,428
Building improvement services	453,146	-	453,146
Other facilities acquisition and construction services	5,502	-	5,502
Total cash disbursements	<u>18,546,330</u>	<u>1,927,507</u>	<u>20,473,837</u>
Total excess (deficiency) of cash receipts over (under) cash disbursements	<u>431,657</u>	<u>(159,148)</u>	<u>272,509</u>

Continued

The accompanying notes are an integral part of these financial statements.

## Wickliffe City School District

### Statement of Cash Receipts, Disbursements and Changes in Fund Balances – Cash Basis Governmental Funds (continued)

For the Fiscal Year Ended June 30, 2013

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	<u>General</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Other financing sources (uses):			
Proceeds from the sale of capital assets	4,681	-	4,681
Transfers – in	-	61,497	61,497
Transfers – out	<u>(95,015)</u>	<u>-</u>	<u>(95,015)</u>
Total other financing sources (uses)	<u>(90,334)</u>	<u>61,497</u>	<u>(28,837)</u>
Net change in fund balance	341,323	(97,651)	243,672
Fund balance at beginning of year	<u>5,803,423</u>	<u>325,245</u>	<u>6,128,668</u>
Fund balance at end of year	\$ <u><u>6,144,746</u></u>	\$ <u><u>227,594</u></u>	\$ <u><u>6,372,340</u></u>

The accompanying notes are an integral part of these financial statements.

## Wickliffe City School District

### Reconciliation of the Statement of Cash Receipts, Disbursements and Changes in Fund Balances of Governmental Funds to the Statement of Activities – Cash Basis

For the Fiscal Year Ended June 30, 2013

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Net Change in Fund Balances – Total Governmental Funds \$ 243,672

*Amounts Reported for Governmental Activities in the Statement of Activities are different because:*

Internal Service Funds are used by management to charge to costs of certain activities, such as insurance to individual funds. The net receipts (disbursements) of the Internal Service Funds are reported with Governmental Activities.

20

*Change in Net Position of Governmental Activities* \$ 243,692

The accompanying notes are an integral part of these financial statements.

# Wickliffe City School District

## Statement of Cash Receipts, Disbursements and Changes in Fund Balances – Budget and Actual – Budget Basis – General Fund

For the Fiscal Year Ended June 30, 2013

	Budget		Actual	Variance with
	Original	Final		Final Budget Positive (Negative)
Cash receipts:				
Property taxes	\$ 13,767,672	\$ 9,010,424	\$ 12,791,000	\$ 3,780,576
Investment earnings	26,116	8,488	12,050	3,562
Extracurricular activities	211,132	68,622	97,415	28,793
Classroom materials and fees	87,571	28,463	40,405	11,942
Tuition and fees	159,176	51,736	73,443	21,707
Miscellaneous	803,870	261,275	370,901	109,626
Intergovernmental	11,997,854	3,899,570	5,535,744	1,636,174
Total cash receipts	<u>27,053,391</u>	<u>13,328,578</u>	<u>18,920,958</u>	<u>5,592,380</u>
Cash disbursements:				
Instruction:				
Regular	8,276,456	7,713,161	7,710,830	2,331
Special	2,147,203	2,001,065	2,000,460	605
Vocational education	48,068	44,797	44,783	14
Other	877,005	817,316	817,069	247
Supporting services:				
Pupils	905,754	844,108	843,853	255
Instructional staff	881,819	821,802	821,554	248
Board of education	419,763	391,194	391,076	118
Administration	1,275,268	1,188,473	1,188,114	359
Fiscal	611,514	569,894	569,722	172
Business	99,850	93,054	93,026	28
Operation and maintenance – plant	1,909,685	1,779,712	1,779,174	538
Pupil transportation	1,153,123	1,074,642	1,074,317	325
Central services	604,512	563,369	563,199	170
Operation of non-instructional services	547	510	510	-
Extracurricular activities:				
Academic subject oriented activities	15,441	14,390	14,386	4
Sports oriented	256,813	239,334	239,262	72
Co-curricular activities	28,065	26,155	26,147	8
Facilities acquisition and construction:				
Site improvement services	197,705	184,250	184,194	56
Architecture and engineering services	47,589	44,350	44,337	13
Building improvement services	496,567	462,771	462,631	140
Other facilities acquisition and construction services	<u>6,029</u>	<u>5,619</u>	<u>5,617</u>	<u>2</u>
Total cash disbursements	<u>20,258,776</u>	<u>18,879,966</u>	<u>18,874,261</u>	<u>5,705</u>
Excess (deficiency) cash receipts over (under) cash disbursements	<u>6,794,615</u>	<u>(5,551,388)</u>	<u>46,697</u>	<u>5,598,085</u>

Continued

The accompanying notes are an integral part of these financial statements.

## Wickliffe City School District

### Statement of Cash Receipts, Disbursements and Changes in Fund Balances – Budget and Actual – Budget Basis – General Fund (continued)

For the Fiscal Year Ended June 30, 2013

	Budget		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Other financing sources (uses):				
Proceeds from sale of capital assets	10,145	3,297	4,681	1,384
Transfers – out	(101,985)	(95,044)	(95,015)	29
Total other financing sources (uses)	<u>(91,840)</u>	<u>(91,747)</u>	<u>(90,334)</u>	<u>1,413</u>
Net change in fund balance	6,702,775	(5,643,135)	(43,637)	5,599,498
Fund balance at beginning of year	4,533,618	4,533,618	4,533,618	-
Prior year encumbrances	<u>1,182,301</u>	<u>1,182,301</u>	<u>1,182,301</u>	<u>-</u>
Fund balance at end of year	\$ <u>12,418,694</u>	\$ <u>72,784</u>	\$ <u>5,672,282</u>	\$ <u>5,599,498</u>

The accompanying notes are an integral part of these financial statements.

# Wickliffe City School District

## Statement of Fund Net Position – Cash Basis Proprietary Funds

June 30, 2013

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	<u>Business-Type Activities</u> Enterprise Funds	<u>Governmental Activities</u> Internal Service Funds
Assets:		
Current assets:		
Cash and cash equivalents	\$ <u>62,399</u>	\$ <u>4,443</u>
Total assets	<u>62,399</u>	<u>4,443</u>
Net position:		
Unrestricted	<u>62,399</u>	<u>4,443</u>
Total net position	\$ <u><u>62,399</u></u>	\$ <u><u>4,443</u></u>

The accompanying notes are an integral part of these financial statements.

## Wickliffe City School District

### Statement of Cash Receipts, Disbursements and Changes in Fund Net Position – Cash Basis Proprietary Funds

For the Fiscal Year Ended June 30, 2013

	<u>Business-Type Activities</u> Enterprise Funds	<u>Governmental Activities</u> Internal Service Funds
Operating cash receipts:		
Tuition and fees	\$ 2,167	\$ -
Charges for services	53,946	-
Extracurricular activities	-	20
Miscellaneous	55,452	-
Intergovernmental	<u>173,969</u>	<u>-</u>
Total operating cash receipts	<u>285,534</u>	<u>20</u>
Operating cash disbursements:		
Salaries and wages	85,076	-
Contractual services	9,414	-
Fringe benefits	49,057	-
Materials and supplies	<u>201,856</u>	<u>-</u>
Total operating cash disbursements	<u>345,403</u>	<u>-</u>
Operating income (loss) before transfers and advances	(59,869)	20
Transfers – in	<u>33,518</u>	<u>-</u>
Change in net position	(26,351)	20
Total net position at beginning of year	<u>88,750</u>	<u>4,423</u>
Total net position at end of year	\$ <u><u>62,399</u></u>	\$ <u><u>4,443</u></u>

The accompanying notes are an integral part of these financial statements.

# Wickliffe City School District

## Statement of Fiduciary Net Position – Cash Basis Fiduciary Funds

June 30, 2013

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	<u>Trust Funds</u>	<u>Agency</u>
Assets:		
Equity in pooled cash and cash equivalents	\$ <u>3,476</u>	\$ <u>38,987</u>
Liabilities:		
Due to students	<u>-</u>	\$ <u>38,987</u>
Net position:		
Held in trust	\$ <u>3,476</u>	

The accompanying notes are an integral part of these financial statements.

## Wickliffe City School District

### Statement of Changes in Fiduciary Net Position – Cash Basis Fiduciary Funds

For the Fiscal Year Ended June 30, 2013

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	<u>Trust Funds</u>
Deductions:	
Other	\$ <u>    36</u>
Change in net position	(36)
Net position at beginning of year	<u>    3,512</u>
Net position at end of year	\$ <u><u>    3,476</u></u>

The accompanying notes are an integral part of these financial statements.

# Wickliffe City School District

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2013

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## **Note 1: Description of the School District and Reporting Entity**

The Wickliffe City School District (the “District”) is located in Lake County in Northeastern Ohio. The District was organized in accordance with 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 provides educational services as authorized by State statute and/or federal guidelines.

The District serves an area of approximately four square miles consisting of the corporate limits of the City of Wickliffe. The District employs 92 support employees and 120 certified employees who provide services to 1,546 pupils and other community members. The District currently operates three school buildings.

### ***Reporting Entity***

A reporting entity is comprised of the primary government, component units, and other organizations that are included to insure 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 an Ohio School District, this includes general operations, food services, and student related activities of the District.

Non-public Schools – Within the District boundaries, there are various non-public schools. Current state legislature provides funding to these non-public schools. These monies are received and disbursed on behalf of the non-public school by the District Treasurer, as directed by the non-public school. These transactions are reflected as a governmental activity of the District.

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 for the organization. Component units also include legally separate, tax-exempt entities whose resources are for the direct benefit of the District, are accessible to the District and are significant in amount to the District. The financial statements of the reporting entity include only those of the District (the primary government). The District has no component units.

The District is the primary government and constitutes the entire reporting entity. The Wickliffe Public Library, located in the District, is a related organization to the District. The Library is not included in the District’s financial statements.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

---

## **Note 1: Description of the School District and Reporting Entity (continued)**

### ***Reporting Entity (continued)***

The District is associated with one jointly governed organization, one claims servicing pool, and one related organization. These organizations are the Ohio School's Council Association, Lake County Council of Governments Health Care Benefits Program, and Wickliffe Public Library. These organizations are described in detail in Notes 12, 13, and 14.

The District's management believes these financial statements present all activities for which the District is financially accountable.

## **Note 2: Summary of Significant Accounting Policies**

As discussed further in Note 2.C, these financial statements are presented on the cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. Following are the more significant of the District's accounting policies.

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

### **A. Basis of Presentation**

The District's basic financial statements consist of government-wide statements, including a Statement of Net Position and a Statement of Activities and fund financial statements which provide a more detailed level of financial information.

#### *Government-wide Financial Statements*

The Statement of Net Position and the Statement of Activities display information about the District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The activity of the internal service fund is eliminated to avoid "doubling up" receipts and disbursements.

The Statement of Net Position presents the financial condition of the governmental activities of the District at fiscal year-end. The Statement of Activities presents a comparison between direct disbursements and program receipts for each program or function of the District's governmental activities. Direct disbursements are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program receipts include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 2: Summary of Significant Accounting Policies (continued)**

### **A. Basis of Presentation (continued)**

#### *Government-wide Financial Statements (continued)*

Receipts which are not classified as program receipts are presented as general receipts of the District, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing or draws from the general receipts of the District.

#### *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 are designed to present financial information of the District at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column. The internal service fund is presented in a single column on the face of the proprietary fund statements. Fiduciary funds are reported by type.

Proprietary fund statements distinguish operating transactions from non-operating transactions. Operating receipts generally result from exchange transactions such as charges for services directly relating to the fund's principal services. Operating disbursements include costs of sales and services and administrative costs. The fund statements report all other receipts and disbursements as non-operating.

### **B. Fund Accounting**

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

#### *Governmental Funds*

Governmental funds focus on the sources, uses and balances of current financial resources. The District classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions as governmental funds. The District's only major fund is the General Fund.

#### *General Fund*

The General Fund is used to account for all financial resources except those required to be accounted for in another fund. The General Fund balance is available for any purpose provided it is expended or transferred according to the general laws of Ohio.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 2: Summary of Significant Accounting Policies (continued)**

### ***B. Fund Accounting (continued)***

Other governmental funds of the District are used to account for the accumulation of resources for, and the repayment of, general long-term debt principal, interest and related costs, if any; and for grants and other resources whose use is restricted to a particular purpose.

#### *Proprietary Funds*

Proprietary funds focus on the determination of operating income/loss, changes in net position, financial position and cash flows, and are classified as either enterprise or internal service.

##### *Enterprise Funds*

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that costs (expenses) of providing services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

##### *Internal Service Fund*

The Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the District, or to other governments, on a cost-reimbursement basis.

#### *Fiduciary Funds*

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

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 2: Summary of Significant Accounting Policies (continued)**

### **C. Basis of Accounting**

The District's financial statements are prepared using the cash basis of accounting. Receipts are recorded in the District's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred.

As a result of the use of this 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 certain 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.

### **D. Budgetary Process**

All funds, other than agency funds, are legally required to be budgeted and appropriated. The major documents are the tax budget, the appropriation resolution, and the certificate of estimated resources, which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amounts that the Board of Education may appropriate. The appropriation resolution is the Board of Education's authorization to spend resources and set annual limits on cash disbursements plus encumbrances at a level of control selected by the Board of Education. The legal level of control has been established by the Board of Education at the fund level.

The certificate of estimated resources may be amended during the year if projected increases or decreases in receipts are identified by the District Treasurer. The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts in the certificate when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts in the amended certificate in effect at the time the final appropriations were passed.

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

### **E. Cash and Cash Equivalents**

Cash received by the District is pooled for investment purposes. Interest in the pool is presented as "equity in pooled cash and cash equivalents" on the financial statements. Individual fund integrity is maintained through District records.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 2: Summary of Significant Accounting Policies (continued)**

### ***E. Cash and Cash Equivalents (continued)***

The District complies with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. As a governmental entity other than an external investment pool in accordance with GASB 31, the District's investments are stated at fair value, except for nonparticipating interest-earning investment contracts, money market investments, and external investment pools (see Note 5).

In applying GASB Statement No. 31, the District utilized the following methods and assumptions as of June 30, 2013:

The portfolio was limited to nonparticipating interest-earning investment contracts and U.S. Government Securities.

Most of the District's investments are reported at fair value, which is the quoted market price as of the balance sheet date. Exceptions to the fair value requirement include nonparticipating interest-earning investment contracts and money market investments.

Nonparticipating investment contracts, such as nonnegotiable certificates of deposit and repurchase agreements are reported at cost. Money market investments, including U.S. Treasury and agency obligations that had a remaining maturity of one year or less at the time of purchase by the District, are reported at amortized cost.

Aside from investments clearly identified as belonging to a specific fund, any unrealized gain/loss resulting from the valuation will be recognized within the General Fund to the extent its cash and investments balance exceeds the cumulative value of those investments subject to GASB Statement No. 31.

The gain/loss resulting from valuation will be reported within the investment earnings account on the Statement of Activities and the Statement of Cash Receipts, Disbursements, and Changes in Fund Balances.

Following Ohio statutes, the Board of Education has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the General Fund during fiscal year 2013 amounted to \$12,050, which includes \$389 assigned from other funds of the District.

Based upon the reporting requirements of GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, the District does not sponsor an external investment pool.

For presentation on the financial statements, investments of the cash management pool and investments with an original maturity of three months or less at the time they are purchased by the District are considered to be cash equivalents. Investments with an initial maturity of more than three months that are not purchased from the pool are reported as investments.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 2: Summary of Significant Accounting Policies (continued)**

### ***F. Restricted Assets***

Assets are reported as restricted when limitations on their use change the nature or normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments, or imposed by law through constitutional provisions or enabling legislation. Restricted assets represent amounts required by State statute to be set aside for the acquisition and construction of capital improvements.

### ***G. Inventory and Prepaid Items***

The District reports disbursements for inventory and prepaid items when paid. These items are not reflected as assets on the accompanying financial statements.

### ***H. Capital Assets***

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

### ***I. Interfund Receivables/Payables***

The District reports advances-in and advances-out for interfund loans. These items are not reflected as assets and liabilities in the accompanying financial statements.

### ***J. Employer Contributions to Cost-Sharing Pension Plans***

The District recognizes the disbursements for employer contributions to cost-sharing pension plans when they are paid. As described in Notes 9 and 10, the employer contributions include portions for pension benefits and for postretirement health care benefits.

### ***K. Long-Term Obligations***

The District's cash basis financial statements do not report liabilities for bonds and other long-term obligations. Proceeds of debt are reported when cash is received and principal and interest payments are reported when paid. Since recording a capital asset when entering into a capital lease is not the result of a cash transaction, neither an other financing source nor a capital outlay expenditure are reported at inception. Lease payments are reported when paid. These items are not reflected as liabilities on the accompanying financial statements.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 2: Summary of Significant Accounting Policies (continued)**

### ***L. Accumulated Leave***

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 basis of accounting.

### ***M. Net Position***

Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. There are no restricted assets due to enabling legislation. Net position restricted for other purposes include resources restricted for federal and state grants restricted to cash disbursements for specified purposes. The District's policy is to first apply restricted resources when a cash disbursement is incurred for purposes for which both restricted and unrestricted net position is available.

### ***N. Fund Balance Reserves***

Fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

*Nonspendable:* The nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash.

*Restricted:* Fund balance is reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or is imposed by law through constitutional provisions.

*Committed:* The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by a formal action (resolution) of the District's Board of Education. Those committed amounts cannot be used for any other purpose unless the District's Board of Education removes or changes the specified use by taking the same type of action (resolution) it employed to previously commit these amounts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

*Assigned:* Amounts in the assigned fund balance classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by policies of the District's Board of Education.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 2: Summary of Significant Accounting Policies (continued)**

### **N. Fund Balance (continued)**

*Unassigned:* Unassigned fund balance is the residual classification for the General Fund and includes all spendable amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

The District applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

### **O. Interfund Activity**

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general receipts.

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

### **P. Extraordinary and Special Items**

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Board of Education and that are either unusual in nature or infrequent in occurrence. During the fiscal year, the District had neither special items nor extraordinary items.

### **Q. Subsequent Events**

In preparing these financial statements, the District has evaluated events and transactions for potential recognition or disclosure through December 20, 2013, the date the financial statements were available to be issued.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 3: Change in Accounting Principles**

For fiscal year 2013, the District implemented Governmental Accounting Standards Board (“GASB”) Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*.

GASB Statement No. 62 incorporates into the GASB’s authoritative literature certain accounting and financial reporting guidance that is included in the FASB and AICPA pronouncements which do not conflict with or contradict GASB pronouncements. The requirements of this Statement are effective for financial statements for periods beginning after December 15, 2011 and have been implemented by the District. The implementation of this statement has no impact on the District’s financial statements or disclosures.

GASB Statement No. 63 provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and related disclosures. The requirements of this Statement are effective for financial statements for periods beginning after December 15, 2011 and have been implemented by the District. The District’s financial statements have been updated to reflect the implementation of this standard.

GASB Statement No. 65 provides guidance on accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities. The requirements of this Statement are effective for financial statements for periods beginning after December 15, 2012 and have been early implemented by the District. The District’s financial statements have been updated to reflect the implementation of this standard.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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**Note 4: Fund Balances**

Fund balance is classified as nonspendable, restricted, committed, assigned and/or unassigned based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the government funds. The constraints placed on fund balance for the major governmental funds and all other governmental funds are presented below:

<u>Fund Balances</u>	<u>Total General</u>	<u>Non-major Governmental Funds</u>	<u>Total Governmental Funds</u>
Restricted for:			
Community activities	\$ -	\$ 8,566	\$ 8,566
Athletics	-	31,404	31,404
Auxiliary services	-	66,861	66,861
English proficiency	-	3,848	3,848
Other purposes	11,000	149,992	160,992
Capital improvements	<u>-</u>	<u>2,889</u>	<u>2,889</u>
Total restricted	<u>11,000</u>	<u>263,560</u>	<u>274,560</u>
Assigned to:			
Other purposes	<u>461,464</u>	<u>-</u>	<u>461,464</u>
Unassigned (deficit)	<u>5,672,282</u>	<u>(35,966)</u>	<u>5,636,316</u>
Total fund balances	\$ <u>6,144,746</u>	\$ <u>227,594</u>	\$ <u>6,372,340</u>

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 5: Deposits and Investments**

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

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

Inactive deposits are public deposits that the Board of Education has identified as not required for use within the current five-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 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 monies may be deposited or invested in the following securities:

1. United States Treasury notes, bills, bonds, or other obligation or security issued by the United States Treasury or any other obligation guaranteed as to payment of principal and interest by the United States;
2. Bonds, notes, debentures, or other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, 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 securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and marked to market daily, and that the term of the agreement must not exceed 30 days;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool (STAROhio);
7. Certain banker's acceptance and commercial paper notes for a period not to exceed 180 days in an amount not to exceed 25 percent of the interim monies available for investment at any one time; and
8. Under limited circumstances, corporate debt interests rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## Note 5: Deposits and Investments (continued)

Investments in stripped principal or interest obligations, reverse repurchase agreements, and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage, and short-selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the District, and must be purchased with the expectation that it will be held until maturity. Investments may only be made through specified dealers and institutions. Payments for investments may be made only upon delivery of the securities representing the investments to the District Treasurer or qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

### Cash on Hand

At fiscal year-end, the District had \$625 in undeposited cash on hand which is included on the basic financial statements of the District as part of "equity in pooled cash and cash equivalents".

### Deposits

**Custodial Credit Risk** is the risk that in the event of bank failure, the District will not be able to recover deposits or collateral securities that are in possession of an outside party. The District has no deposit policy for custodial risk beyond the requirements of the State Statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the District or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least 105 percent of the deposits being secured.

At fiscal year-end, the District held a book balance of \$5,148,089 and a bank balance of \$5,349,932, all of which was covered by Federal Depository Insurance.

### Investments

Investments are reported as fair value. At June 30, 2013, the District had the following investments:

	Fair Value	Maturity	
		Six months or less	More than six months
Federal Home Loan Mortgage Corporation	\$ 70,632	\$ -	\$ 70,632
Federal Farm Credit Bank	30,707	30,707	-
Federal National Mortgage Association	206,863	125,215	81,648
Fannie Mae	259,880	-	259,880
Municipal Bonds	470,863	156,197	314,666
Money Market Mutual Fund	293,986	-	293,986
Total Portfolio	\$ <u>1,332,931</u>	\$ <u>312,119</u>	\$ <u>1,020,812</u>

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## Note 5: Deposits and Investments (continued)

**Interest Rate Risk** arises because potential purchasers of debt securities will not agree to pay face value for those securities if interest rates subsequently increase. The District's investment policy addresses interest rate risk requiring that the District's investment portfolio be structured so that securities mature to meet cash requirements for ongoing operations and/or long-term debt payments, thereby avoiding the need to sell securities on the open market prior to maturity and by investing operating funds primarily in short-term investments. The District investment policy also limits security purchases to those that mature within five years unless specifically matched to a specific cash flow. To date, no investments have been purchased with a remaining life greater than five years.

**Custodial Risk** for investments is the risk that, in the event of the failure of the counterparty to a transaction, the District will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. All financial institutions and broker/dealers who desire to become qualified for investment transactions with the District must meet a set of prescribed standards and be periodically reviewed.

**Credit Risk** is risk that in the event of bank failure, the District's deposits may not be returned to it. The District's investment policy requires that all investments are authorized by Ohio Revised Code and that portfolio be diversified both by types of investment and issuer. Investments of the District are registered and carry a rating ranging from AAA to AA- by Standard & Poor's.

**Concentration of Credit Risk** is defined by the Governmental Accounting Standards Board as five percent or more in the securities of a single issuer. The District's investment policy requires diversification of the portfolio but does not indicate specific percentage allocations. At June 30, 2013, the District's investments greater than five percent are as follows:

<u>Investment Issuer</u>	<u>Percentage of Investments</u>
Federal Home Loan Mortgage Corporation	5.30 %
Federal National Mortgage Association	15.52
Fannie Mae	19.50
Municipal Bonds	
Common Schools General Obligations	7.51
Ohio State	15.66
Money Market Mutual Fund	22.06

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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**Note 6: Property Taxes**

Property taxes are levied and assessed on a calendar year basis while the District fiscal year runs from July through June. First half tax collections are received by the District in the second half of the fiscal year. Second half tax distributions are received in the first half of the following fiscal year.

Property taxes include amounts levied against all real and public utility property located in the District. Real property tax receipts received in calendar year 2013 represent the collection of calendar year 2012 taxes. Real property taxes received in calendar year 2013 are levied after April 1, 2012, on the assessed value as of January 1, 2012, the lien date. Assessed values are established by State law at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits later payment dates to be established.

Public utility property tax revenue received in calendar 2013 represents collections of calendar year 2012 taxes. Public utility real and tangible personal property taxes received in calendar year 2013 became a lien December 31, 2011, were levied after April 1, 2012 and were collected in 2012 with real property taxes. Public utility property is assessed at 35 percent of true value; public utility tangible personal property currently is assessed at varying percentages of true value.

The assessed values upon which the fiscal year 2013 taxes were collected are:

	<u>2012 Second-Half Collections</u>		<u>2013 First-Half Collections</u>	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
Agricultural/Residential and Other Real Estate	\$ 309,777,090	97.63%	\$ 278,722,190	97.16%
Public Utility Personal	<u>7,523,550</u>	<u>2.37%</u>	<u>8,142,580</u>	<u>2.84%</u>
	<u>\$ 317,300,640</u>	<u>100.00%</u>	<u>\$ 286,864,770</u>	<u>100.00%</u>
Tax rate per \$1,000 of assessed valuation	\$ 75.21		\$ 75.21	

The Lake County Treasurer collects property taxes on behalf of all taxing districts in the county, including Wickliffe City School District. The County Auditor periodically advances to the District its portion of the taxes. Second-half real property tax payments collected by the county by June 30, 2013, are available to finance fiscal year 2014 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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**Note 7: Interfund Transfers and Advances**

Interfund transfers for the fiscal year ended June 30, 2013, consisted of the following, as reported on the fund statements.

<u>Transfer from</u>	<u>Transfer to</u>		
	<u>Non-major Governmental</u>	<u>Non-major Business Type</u>	<u>Total</u>
General Fund	\$ <u>61,497</u>	\$ <u>33,518</u>	\$ <u>95,015</u>

Transfers are used to move revenues from the fund that statute or budget required to collect them to the fund that statute or budget requires to expend them and to use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**Note 8: Risk Management**

**A. Property and Liability**

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and nature disasters. During fiscal year 2013, the District contracted with Ohio Casualty, a member of Liberty Mutual, for property, fleet, liability, inland marine, crime, general liability, errors and omissions, and sexual misconduct and molestation liability coverage. Additionally, the District has an umbrella policy. Coverages provided with Ohio Casualty are as follows:

	<u>Coverage</u>
Buildings and Contents – replacement costs	\$ 53,222,716
Inland Marine	200,000
Crime Insurances	10,000
Automobile Liability	1,000,000
Uninsured Motorists	500,000
General Liability:	
Per Occurrence	1,000,000
Total per year	2,000,000

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 8: Risk Management (continued)**

### **A. Property and Liability (continued)**

Settled claims have not exceeded this commercial coverage in any of the past three years. There has not been a reduction in insurance coverage from the prior year.

### **B. Employee Medical Coverage**

The District has elected to provide medical coverage through premium payment to the Lake County Council of Governments Health Care Benefits Program. The District paid \$2,286,505 in premiums during fiscal year 2013.

### **C. Worker's Compensation**

For fiscal year 2013, the District participated in the Ohio School Boards Association Workers' Compensation Group Rating Plan (Plan), an insurance purchasing pool. The intent of the Plan is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the Plan. 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 Plan. Each participant pays its workers' compensation premium to the State based on the rate for the Plan 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 Plan. 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 Plan. Participation in the Plan is limited to school districts that can meet the Plan's selection criteria. Comp Management provides administrative, cost control, and actuarial services to the Plan.

## **Note 9: Defined Benefit Pension Plans**

### **A. School Employees Retirement System**

The District contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple-employer defined benefit pension plan. SERS provides retirement, disability, and survivor benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report can be obtained on SERS' website at [www.ohsers.org](http://www.ohsers.org) under *Employers/Audit Resources*.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 9: Defined Benefit Pension Plans (continued)**

### **A. School Employees Retirement System (continued)**

Plan members are required to contribute 10 percent of their annual covered salary and the District is required to contribute 14 percent of annual covered payroll. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts, by the SERS' Retirement Board. The Retirement Board acting with the advice of the actuary, allocates the employer contribution rate among four of the funds (Pension Trust Fund, Death Benefit Fund, Medicare B Fund, and Health Care Fund) of the System. For fiscal year ended June 30, 2013, the allocation to pension and death benefits was 13.10 percent. The remaining 0.90 percent of the 14 percent employer contribution rate is allocated to the Health Care and Medicare B funds. The District's total contributions to SERS for the fiscal years ended June 30, 2013, 2012, and 2011 were \$294,101, \$298,625, and \$346,680, respectively; 100 percent has been contributed for fiscal years 2012 and 2011, while 87.63 percent has been contributed for 2013.

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

The District participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing, multiple-employer public employee retirement system. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone financial report that may be obtained by calling toll free 1-888-227-7877 or by visiting the STRS Ohio Web site at [www.strsoh.org](http://www.strsoh.org).

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 percent of earned compensation among various investment choices. The Combined Plan offers features of the DC Plan and the DB Plan. In the Combined Plan, member contributions are allocated to investment choices by the member, and the 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 bi-weekly basis. DC and Combined Plan members will transfer to the DB Plan during their fifth year of membership unless they permanently select the DC or Combined Plan.

DB 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," retirement allowance is based on the 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 percent 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 percent.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## **Note 9: Defined Benefit Pension Plans (continued)**

### ***B. State Teachers Retirement System (continued)***

An additional one-tenth of a percent is added to the calculation for every year of earned Ohio service over 31 years (2.6 percent for 32 years, 2.7 percent for 33 years and so on) until 100 percent 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 percent instead of 2.2 percent. 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.

DC Plan benefits are established under Sections 3307.80 to 3307.89 of the Ohio Revised Code. For members who select the DC Plan, all member contributions and employer contributions at a rate of 10.5 percent 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.

In the Combined Plan, 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 percent 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.

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 reemployed member and employer during the reemployment. Upon termination of reemployment or age 65, whichever comes later, the retiree is eligible for an annuity benefit or equivalent lump-sum payment in addition to the original retirement allowance. A reemployed retiree may alternatively receive a refund of only member contributions with interest before age 65, once employment is terminated.

Benefits are increased annually by 3 percent of the original base amount for DB Plan participants.

The DB 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 DB or Combined Plan member with five or more years of credited service who becomes disabled may qualify for a disability benefit. Eligible spouses and dependents of 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 DB 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.

## Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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### **Note 9: Defined Benefit Pension Plans (continued)**

#### ***B. State Teachers Retirement System (continued)***

For the fiscal years ended June 30, 2013, 2012, and 2011, plan members were required to contribute 10 percent of their annual covered salaries. The District was required to contribute 14 percent. 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. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions. The District's total required contributions to STRS for the fiscal years ended June 30, 2013, 2012, and 2011, were \$1,103,923, \$1,105,236, and \$1,184,135, respectively; 100 percent has been contributed for fiscal years 2012 and 2011, while 96.66 percent has been contributed for 2013.

#### ***C. Social Security System***

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System have an option to choose Social Security or the School Employees Retirement System/State Teachers Retirement System. As of June 30, 2013, one member of the Board of Education has elected Social Security. The Board's liability is 6.2 percent of wages paid.

### **Note 10: Postemployment Benefits**

#### ***A. School Employee Retirement System***

SERS administers two postemployment benefit plans, the Medicare Part B Plan and the Health Care Plan. Active members do not make contributions to the postemployment benefit plans. The Medicare Part B plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries as set forth in Ohio Revised Code (ORC) 3309.69. Qualified benefit recipients who pay Medicare Part B premiums may apply for and receive a monthly reimbursement from SERS. The reimbursement amount is limited by statute to the lesser of the January 1, 1999 Medicare Part B premium or the current premium. The Medicare Part B premium for calendar year 2013 was \$104.90 for most participants, but could be as high as \$335.70 per month depending on their income. SERS' reimbursement to retirees was \$45.50.

The Retirement Board, acting with the advice of actuary, allocates a portion of the current employer contribution rate to the Medicare Part B Fund. For fiscal year 2013, the actuarially required allocation is 0.74 percent. The District's contributions to Medicare Part B for the fiscal years ended June 30, 2013, 2012, and 2011 were \$17,739, \$17,929, and \$21,082, respectively, 87.63 percent has been contributed for fiscal year 2013 and 100 percent for fiscal years 2012 and 2011.

The Health Care Plan is funded through employer contributions as set forth in ORC 3309.375 and 3309.69 to eligible retirees and beneficiaries. SERS' Retirement Board reserves the right to change or discontinue any health plan or program. SERS offers several types of health plans from various vendors, including HMO's, PPO's, Medicare Advantage, and traditional indemnity plans. A prescription drug program is also available to those who elect health coverage. SERS employs two third-party administrators and a pharmacy benefit manager to manage the self-insurance and prescription plans, respectively.

## Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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### **Note 10: Postemployment Benefits (continued)**

#### **A. School Employee Retirement System (continued)**

The ORC provides statutory authority to fund SERS' postemployment benefits through employer contributions. Active members do not make contributions to the postemployment benefit plans.

The Health Care Fund was established under, and is administered in accordance with, Internal Revenue Code 105(e). Each year after allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer 14 percent contribution to the Health Care Fund. For the fiscal year ended June 30, 2013, the health care allocation was 0.16 percent. An additional health care surcharge on employers is collected for employees earning less than an actuarially determined minimum compensation amount, pro-rated according to service credit earned. Statutes provide that no employer shall pay a health care surcharge greater than 2 percent of that employer's SERS-covered payroll; nor may SERS collect in aggregate more than 1.5 percent of the total statewide SERS-covered payroll for the health care surcharge. For fiscal year 2013, the minimum compensation level was established at \$20,525. The surcharge, added to the unallocated portion of the 14 percent employer contribution rate is the total amount assigned to the Health Care Fund. For the fiscal years ended June 30, 2013, 2012, and 2011 the District's contributions assigned to health care were \$45,347, \$49,190, and \$81,341, respectively, 87.63 percent has been contributed for fiscal year 2013 and 100 percent for fiscal years 2012 and 2011.

The SERS Retirement Board establishes the rules for the premiums paid by the retirees for health care coverage for themselves and their dependents or for their surviving beneficiaries. Premiums vary depending on the plan selected, qualified years of service, Medicare eligibility, and retirement status.

The financial reports of SERS' Health Care and Medicare B plans are included in its Comprehensive Annual Financial Report. The report can be obtained on SERS' website at [www.ohsers.org](http://www.ohsers.org) under *Employers/Audit Resources*.

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

Ohio law authorizes STRS to offer a cost-sharing, multiple-employer health care plan. STRS Ohio provides access to health care coverage to eligible retirees who participated in the Defined Benefit or Combined Plans. Coverage under the current program includes hospitalization, physicians' fees, prescription drugs, and reimbursement of monthly Medicare Part B premiums.

Pursuant to Chapter 3307 of the Ohio Revised Code, the Retirement Board has discretionary authority over how much, if any, of the associated health care costs will be absorbed by STRS. All benefit recipients, for the most recent year, pay a portion of the health care costs in the form of a monthly premium.

Under Ohio law, funding for postemployment health care may be deducted from employer contributions. Of the 14 percent employer contribution rate, 1 percent of covered payroll was allocated to postemployment health care. For the fiscal years ended June 30, 2013, 2012, and 2011 the District's contributions to postemployment health care were \$78,852, \$78,945, and \$84,581, respectively, 96.66 percent has been contributed for fiscal year 2013 and 100 percent for fiscal years 2012 and 2011. The 14 percent employer contribution rate is the maximum rate established under Ohio law.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## Note 11: Leases

### A. Lessor

The District has entered into a lease agreement with T Mobile Central, LLC (T Mobile) where T Mobile will use the District's property to access utilities commencing June 27, 2007 for five years with five successive five year options to renew. In June 2012, the first five year option was exercised. Commencing July 2010, T Mobile subleased the property to Clear Wireless, LLC. Total revenue from the lease and sublease in 2013 was \$25,040 and \$9,071, respectively. The base rent on the lease is \$1,800 per month, which is to increase by three percent annually on the anniversary of the commencement date. Per the master lease agreement, the District is to receive additional rent in the amount of 50 percent of all payments received from each sublease. The base additional rent being received by the District from the sublease is \$9,071 annually and will be increased by three percent annually. The future minimum rent to be received from the lease and sublease are as follows for the fiscal years ending June 30:

	T Mobile Lease	Clear Wireless Sublease	Total
2014	\$ 25,792	9,343	\$ 35,135
2015	26,565	9,623	36,188
2016	27,362	9,912	37,274
2017	<u>28,183</u>	<u>10,209</u>	<u>38,392</u>
	<u>\$ 107,902</u>	<u>\$ 39,087</u>	<u>\$ 146,989</u>

### B. Lessee

The District has entered into a lease purchase agreement to lease server switches commencing June 28, 2012. Annual payments of \$23,158 are to be made with an interest rate not to exceed 3.59%, and the final renewal term of the lease shall end not later than three years from the commencement date of the lease. The future minimum lease payments are as follows for the fiscal years ending June 30:

	Lease Payment
2014	\$ 23,158
2015	<u>23,158</u>
Total payments	46,316
Interest	<u>(2,417)</u>
Principal	<u>\$ 43,899</u>

Expenses related to this lease for the year ended June 30, 2013 totaled \$23,557.

## Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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### Note 11: Leases (continued)

#### B. Lessee (continued)

The Districted has entered into a lease purchase agreement to lease computer equipment commencing June 26, 2013. Monthly payments of \$10,413 are to be made with an interest rate of 1.94%. The future minimum lease payments are as follows for the fiscal years ending June 30:

	Lease Payment
2014	\$ 114,548
2015	124,961
2016	124,961
2017	<u>10,413</u>
Total payments	374,883
Interest	<u>(10,986)</u>
Principal	\$ <u>363,897</u>

There were no expenses related to this lease for the year ended June 30, 2013.

### Note 12: Jointly Governed Organizations

#### *Ohio Schools' Council Association*

The Ohio Schools' Council Association (the "Council") is a jointly governed organization among 198 school districts. The jointly governed organization was created by school districts for the purpose of saving money through volume purchases. Each school district supports the Council by paying an annual participation fee. Each school district member superintendent serves as a representative of the Council.

The Council elects five of its Board of Directors members and the remaining four are representatives of the Greater Cleveland School Superintendents' Association. The Council operates under a nine-member Board of Directors. The Board of Directors is the policy making authority of the Council. The Board of Directors meets monthly September through June. The Board of Directors appoints an Executive Director who is responsible for receiving and disbursing funds, investing available funds, preparing financial reports for the Board of Directors and Assembly and carrying out such other responsibilities as designated by the Board of Directors. The degree of control exercised by any school district is limited to its representation on the Board of Directors. In fiscal year 2013, the District paid \$228,688 to the Council. Financial information can be obtained by contacting Dr. David A. Cottrell, the Executive Director of the Ohio Schools' Council Association at 6133 Rockside Road, Suite 10, Independence, Ohio 44131.

The District participates in the natural gas program. This program allows the District to purchase natural gas at reduced rates. Compass Energy was selected as the new natural gas supplier and program manager. The new program runs from April 1, 2013 to March 31, 2016. There are currently 151 participants in the program. The participants make monthly payments based on estimated usage.

## Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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### **Note 12: Jointly Governed Organizations (continued)**

#### *Ohio Schools' Council Association (continued)*

Each September, these estimated payments are compared to their actual usage for the year (July to June). Districts that paid more in estimated billings than their actual billings are issued credits on future billings in September until the credits are exhausted, and school districts that did not pay enough on estimated billings are invoiced for the difference on the September monthly estimated billing.

The District also participates in the Council's electric purchase program. The Council provided 110 school districts in the First Energy territory (Cleveland Electric Illuminating Company, Ohio Edison, Toledo Edison) the ability to purchase electricity at the reduced rates. Each month, the Council invoices participants based on estimated payments which are compared to their usage for the year (July to June). Refund checks are issued to school districts that consumed less than their projected usage of electrical energy and school districts that over-consumed are invoiced. The District purchases its electricity from Cleveland Electric Illuminating Company. In late October 2009, the District joined a new Ohio Schools' Council Association consortium electricity purchasing program which provides for additional discounts above what the District would receive otherwise.

### **Note 13: Claims Servicing Pool**

#### *Lake County Council of Governments Health Care Benefits Self Insurance Program*

The District participates in the Lake County Council of Governments Health Care Benefits (HCBP) Self Insurance Program, a claims servicing pool comprised of nine Lake County school districts. Each school district has a representative on the assembly (usually the superintendent or designee). Each member pays an administrative fee to the pool. The Plan's business and affairs are conducted by a five member Board of Directors elected by the HCBP's assembly. The assembly elects officers for one year terms to serve on the Board of Directors. Financial information can be obtained from the Lake County Educational Service Center at 382 Blackbrook Road, Painesville, Ohio 44077.

### **Note 14: Related Organizations**

#### *Wickliffe Public Library*

The Wickliffe Public Library is a distinct political subdivision of the State of Ohio created under Chapter 3375 of the Ohio Revised Code. The Library is governed by a Board of Trustees appointed by the District's Board of Education. The Board of Trustees possesses its own contracting and budgeting authority, hires and fires personnel and does not depend on the District for operational subsidies. Although the District does serve as the taxing authority and may issue tax related debt on behalf of the Library, its role is limited to a ministerial function. The determination to request approval of a tax, the rate and the purpose are discretionary decisions made solely by the Board of Trustees. Financial information can be obtained from the Wickliffe Public Library, Rick Zalecky, Fiscal Officer, 1713 Lincoln Road, Wickliffe, Ohio 44092.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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## Note 15: Contingencies

### A. Grants

The District received financial assistance from federal and State agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, the effect of any such disallowed claims on the overall financial position of the District at June 30, 2013, if applicable, cannot be determined at this time.

### B. Litigation

As of June 30, 2013, the District is not a defendant in legal proceedings that would, in the District's opinion, have a material effect on the basic financial statements.

## Note 16: Set-Aside Calculations

The District is required by State statute to annually set aside in the General Fund an amount based on a statutory formula for the acquisition and construction of capital improvements. Amounts not spent by year-end, or offset by similarly restricted resources received during the year, must be held in cash at year-end and carried forward to be used for the same purposes in future years.

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

	Capital Improvements Reserve
Set-Aside Reserve Balance as of June 30, 2012	\$ -
Current Year Set-Aside Requirements	247,937
Qualifying Disbursements	<u>(682,494)</u>
Total	<u>(434,557)</u>
Set-Aside Reserve Balance as of June 30, 2013	\$ <u>(434,557)</u>

Although the District had qualifying disbursements and offsets during the fiscal year that reduced the set-aside amount to below zero for the capital acquisition set-aside, this amount may not be used to reduce the set-aside requirement for future fiscal years. This negative balance is therefore not presented as being carried forward to future fiscal years.

# Wickliffe City School District

Notes to the Basic Financial Statements (continued)

For the Fiscal Year Ended June 30, 2013

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**Note 17: Budgetary Basis of Accounting**

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursement, and encumbrances. The Statement of Receipts, Disbursements and Changes in Fund Balance – Budget and Actual – Budget Basis presented for the General Fund is prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The difference between the budgetary basis and the cash basis is outstanding fiscal year-end encumbrances, which are treated as cash disbursements (budgetary basis) rather than as a reservation of fund balance (cash basis) and some funds are included in the General Fund (cash basis), but have separate legally adopted budgets (budgetary basis). The encumbrances outstanding at fiscal year-end (budgetary basis) amounted to \$386,964 for the General Fund. Funds with separate legally adopted budgets amounted to \$85,500.

**Note 18: Significant Commitments**

The District utilizes encumbrance accounting as part of its budgetary controls. Encumbrances outstanding at year-end may be reported as part of restricted, committed or assigned classifications of fund balance. At year-end, the District’s commitments for encumbrances in the governmental funds were as follows:

<u>Fund</u>	<u>Amount</u>
General Fund	\$ 386,964
Other Governmental	<u>499,603</u>
Total Governmental	<u>\$ 886,567</u>

**Independent Auditor's 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***

Board of Education  
Wickliffe City School District  
Wickliffe, Ohio

We have audited, in accordance with the 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, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Wickliffe City School District (the "District"), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated December 20, 2013.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances 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 District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* 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 and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from 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 an instance of noncompliance or other matter that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings as item 2013-1.

### **The District's Response to Findings**

The District's response to the finding identified in our audit is described in the accompanying schedule of findings. The District's response was not subject to the audit procedures applied in the audit of the financial statement and, accordingly, we express no opinion on it.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Cioni & Panichi, Inc.*

Cleveland, Ohio  
December 20, 2013

**Independent Auditor's Report on Compliance for Each Major Federal Program;  
Report on Internal Control over Compliance; and  
Report on the Schedule of Expenditures of Federal Awards Required by OMB Circular A-133**

Board of Education  
Wickliffe City School District  
Wickliffe, Ohio

**Report on Compliance for Each Major Federal Program**

We have audited the Wickliffe City School District's (the "District") compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2013. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. 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 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 on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2013.

### **Report on Internal Control over Compliance**

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

### **Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the District, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements. We issued our report thereon dated, December 20, 2013, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for the purposes of additional analysis

Board of Education  
Wickliffe City School District

as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*Cini & Paricki, Inc.*

Cleveland, Ohio  
December 20, 2013

# Wickliffe City School District

## Schedule of Expenditures of Federal Awards

### For the Fiscal Year Ended June 30, 2013

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Grant Year	Federal CFDA Number	Receipts	Disbursements
U.S. Department of Agriculture:				
Passed-Through Ohio Department of Education:				
Nutrition Cluster:				
School Lunch Program	2013	10.555	\$ 169,066	\$ 169,066
State Administrative Expenses for Child Nutrition	2013	10.560	<u>23,280</u>	<u>-</u>
Total U.S. Department of Agriculture			<u>192,346</u>	<u>169,066</u>
U.S. Department of Education:				
Passed-Through Ohio Department of Education:				
Title I Cluster:				
Title I	2012	84.010	53,617	39,499
Title I	2013	84.010	<u>261,600</u>	<u>293,814</u>
Subtotal Title I			315,217	333,313
ARRA – Title I	2012	84.389	<u>15,056</u>	<u>15,056</u>
Total Title I Cluster			<u>330,273</u>	<u>348,369</u>
Special Education Cluster:				
Title VI-B	2012	84.027	34,037	34,729
Title VI-B	2013	84.027	<u>392,500</u>	<u>392,712</u>
Subtotal Title VI-B			<u>426,537</u>	<u>427,441</u>
Special Education – Preschool Grant	2012	84.173	429	615
Special Education – Preschool Grant	2013	84.173	<u>7,492</u>	<u>7,531</u>
Subtotal Special Education – Preschool Grant			<u>7,921</u>	<u>8,146</u>
Total Special Education Cluster			<u>434,458</u>	<u>435,587</u>
Education Jobs Fund	2012	84.410	<u>29,814</u>	<u>30,619</u>
ARRA – Race to the Top	2012	84.395	4,169	590
ARRA – Race to the Top	2013	84.395	<u>49,800</u>	<u>55,431</u>
Total ARRA – Race to the Top			<u>53,969</u>	<u>56,021</u>
Improving Teacher Quality State Grant	2012	84.367	-	7,962
Improving Teacher Quality State Grant	2013	84.367	<u>44,700</u>	<u>50,964</u>
Total Improving Teacher Quality State Grant			<u>44,700</u>	<u>58,926</u>
21 <sup>st</sup> Century Community Learning Centers	2013	84.287	<u>267,500</u>	<u>256,761</u>
Education, Research, Development and Dissemination	2013	84.305	<u>2,000</u>	<u>2,000</u>
Total passed-through Ohio Department of Education			<u>1,162,714</u>	<u>1,188,283</u>
Passed-Through the Educational Service Center of Cuyahoga County:				
English Language Acquisition State Grants	2012	84.365	116	300
English Language Acquisition State Grants	2013	84.365	<u>1,337</u>	<u>1,337</u>
Total English Language Acquisition State Grants			<u>1,453</u>	<u>1,637</u>
Total U.S. Department of Education			<u>1,164,167</u>	<u>1,189,920</u>
Total Expenditures of Federal Awards			\$ <u>1,356,513</u>	\$ <u>1,358,986</u>

The accompanying notes are an integral part of this schedule.

# Wickliffe City School District

Notes to the Schedule of Expenditures of Federal Awards

**For the Fiscal Year Ended June 30, 2013**

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## **Note 1: Significant Accounting Policies**

### Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal grant activity of the District and is presented on the cash basis of accounting. The information in this Schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this Schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

### Child Nutrition Cluster

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

CFDA – Catalog of Federal Domestic Assistance

# Wickliffe City School District

Schedule of Findings  
OMB Circular A-133 Section .505

## **For the Fiscal Year Ended June 30, 2013**

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### 1. Summary of Auditor's Results

(d)(1)(i)	Type of Financial Statement Opinion	Unmodified
(d)(1)(ii)	Were there any material control weaknesses reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any significant deficiencies in internal control reported at the financial statement level (GAGAS)?	No
(d)(1)(iii)	Was there any material noncompliance reported at the financial statement level (GAGAS)?	Yes
(d)(1)(iv)	Were there any material internal control weaknesses reported for major federal programs?	No
(d)(1)(iv)	Were there any significant deficiencies in internal control reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unmodified
(d)(1)(vi)	Are there any reportable findings under Section .510?	No
(d)(1)(vii)	Major Programs	<ul style="list-style-type: none"> <li>• Title I Cluster (CFDA # 84.010) (CFDA # 84.389)</li> <li>• Special Education Cluster (CFDA # 84.027) (CFDA # 84.173)</li> </ul>
(d)(1)(viii)	Dollar Threshold: Type A/B Programs	Type A: >\$300,000 Type B: All Others
(d)(1)(ix)	Low Risk Auditee?	No

# Wickliffe City School District

Schedule of Findings  
 OMB Circular A-133 Section .505

## For the Fiscal Year Ended June 30, 2013

### 2. Findings Related to the Financial Statements Required to be Reported in Accordance With GAGAS

Findings	Findings Summary
2013-1	<p data-bbox="305 548 932 579"><b><i>Annual Financial Report -Material Noncompliance</i></b></p> <p data-bbox="305 615 1455 806">Ohio Revised Code Section 117.38 provides that each public office shall file a financial report for each fiscal year. The Auditor of State may prescribe forms by rule or may issue guidelines, or both, for such reports. If the Auditor of State has not prescribed a rule regarding the form for the report, the public office shall submit its report on the form utilized by the public office. Ohio Administrative Code Section 117-2-03 further clarifies the requirements of Ohio Revised Code Section 117.38.</p> <p data-bbox="305 848 1455 1077">Ohio Administrative Code Section 117-2-03(B) requires the District to prepare its annual financial report in accordance with accounting principles generally accepted in the United States of America. However, the District prepared its financial statements in accordance with another comprehensive basis of accounting. The accompanying financial statements and notes omit assets, liabilities, fund equities, and disclosures that, while material, cannot be determined at this time. Pursuant to Ohio Revised Code Section 117.38, the District may be fined for its failure to file the required financial report.</p> <p data-bbox="305 1115 1455 1176">We recommend the District take the necessary steps to ensure the annual financial report is prepared on a generally accepted accounting principles basis.</p> <p data-bbox="305 1209 1455 1438"><b>Officials Response:</b> The Board has reduced programs and services to students as a result of failed levy attempts that eventually were successful but at a tremendously reduced rate of revenue (10 mills vs. 7 mills) to the District. Through FY2006 the Board authorized filing cash statements. Effective with FY2007 the Board reviewed the costs and consequences of filing cash vs. OCBOA vs. GAAP. The Board wanted an unqualified opinion for the District and therefore directed the treasurer to prepare OCBOA statements effective FY2007 going forward thereby saving the district the additional cost of GAAP based statements.</p>

### 3. Findings for Federal Awards

None.

# Wickliffe City School District

Schedule of Prior Audit Findings  
OMB Circular A-133 Section .315(b)

## **For the Fiscal Year Ended June 30, 2013**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2012-1	Ohio Revised Code 117.38 – The District does not file GAAP financial statements.	No	Not corrected, Finding is repeated, see 2013-1.

## Independent Accountant's Report on Applying Agreed-Upon Procedures

Board of Education  
Wickliffe City School District  
Wickliffe, Ohio

To the Board of Education:

Ohio Revised Code Section 117.53 states “the auditor of state shall identify whether the school district or community school has adopted an anti-harassment policy in accordance with Section 3313.666 of the Revised Code. This determination shall be recorded in the audit report. The auditor of state shall not prescribe the content or operation of any anti-harassment policy adopted by a school district or community school.”

Accordingly, we have performed the procedure enumerated below, which was agreed to by the Board, solely to assist the Board in evaluating whether Wickliffe City School District (the District) has updated its anti-harassment policy in accordance with Ohio Revised Code Section 3313.666. Management is responsible for complying with this requirement. This agreed-upon procedure engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of this procedure is solely the responsibility of the Board. Consequently; we make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

1. We noted the Board amended its anti-harassment policy at its meeting on July 25, 2012 to include prohibiting harassment, intimidation, or bullying of any student “on a school bus” or by an “electronic act.”

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance with the anti-harassment policy. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board and is not intended to be, and should not be, used by anyone other than these specified parties.

*Ciuni & Panichi, Inc.*

Cleveland, Ohio  
December 20, 2013

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# Dave Yost • Auditor of State

**WICKLIFFE CITY SCHOOL DISTRICT**

**LAKE COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
FEBRUARY 4, 2014**