



Dave Yost • Auditor of State



**NEWBURY LOCAL SCHOOL DISTRICT  
GEAUGA COUNTY**

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# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT

Newbury Local School District  
Geauga County  
14775 Auburn Road  
Newbury, Ohio 44065

To the Board of Education:

### ***Report on the Financial Statements***

We have audited the accompanying cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Newbury Local School District, Geauga County, Ohio (the District), as of and for the year ended June 30, 2014, 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 preparing and fairly presenting these financial statements in accordance with the cash accounting basis Note 2 describes. This responsibility includes determining that the cash accounting basis 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 opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider 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 to the extent needed to opine on the effectiveness of the District's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Newbury Local School District, Geauga County, Ohio, as of June 30, 2014, and the respective changes in cash financial position and the budgetary comparison for the General Fund thereof for the year then ended in accordance with the accounting basis described in Note 2.

**Accounting Basis**

Ohio Administrative Code § 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. We draw attention to Note 2 of the financial statements, which describes the basis applied to these statements. The financial statements are prepared on the cash basis of accounting, which is a basis other than generally accepted accounting principles. We did not modify our opinion regarding this matter.

**Other Matters**

*Other Information*

We applied no procedures to Management's Discussion & Analysis as listed in the table of contents. Accordingly, we express no opinion or any other assurance on it.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated April 14, 2016, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine 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.



**Dave Yost**  
Auditor of State  
Columbus, Ohio

April 14, 2016

The discussion and analysis of Newbury Local School District's (the District) financial performance provides an overall review of the District's financial activities for the fiscal year ended June 30, 2014, within the limitations of the District's cash basis of accounting. 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.

## **HIGHLIGHTS**

### **Key financial highlights for the fiscal year 2014 are as follows:**

- Net position of governmental activities decreased \$232,930.
- General cash receipts accounted for \$8,133,936 or 90.5% of all cash receipts. Program cash receipts in the form of charges for services, operating grants, contributions and interest, accounted for \$857,931 or 9.5% of total cash receipts of \$8,991,867.
- The District had \$9,224,797 in cash disbursements related to governmental activities; which only \$857,931 of these cash disbursements were offset by program cash receipts.
- The District's only major governmental funds are the general fund and permanent improvement fund.
- The general fund had \$8,230,092 in receipts and \$8,483,884 in disbursements. During fiscal year 2014, the general fund's fund balance decreased \$353,088 from \$851,448 to \$498,360.

## **USING THE BASIC FINANCIAL STATEMENTS**

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

## **REPORT COMPONENTS**

The *Statement of Net Position* and *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 specific purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

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

## **BASIS OF ACCOUNTING**

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

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

## **REPORTING THE DISTRICT AS A WHOLE**

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

The statement of net position and the statement of activities reflect how the District did financially during 2014, within the limitations of the cash basis of accounting. The statement of net position presents the cash balances and investments of the governmental activities of the District at year end. The statement of activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the 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 non-financial factors as well such as the District's property tax base, the condition of the District's capital assets and infrastructure, 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 revenue sources such as property taxes.

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

#### *Fund Financial Statements*

Fund financial statements provide detailed information about the District's major funds – not the District as a whole. The District uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the District's most significant funds. The District has two major funds in 2014: the general fund and the permanent improvement fund.

**Newbury Local School District**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2014*  
 Unaudited

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***Governmental Funds***

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

***Fiduciary Funds***

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

**THE DISTRICT AS A WHOLE**

Recall that the Statement of Net Position provides the perspective of the District as a whole on a cash basis of accounting. Table 1 provides a summary of the District's net position for 2014 compared to 2013.

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

	Governmental Activities		Increase/ (Decrease)
	<u>2014</u>	<u>2013</u>	
<b>Assets</b>			
Equity in pooled cash and investments	\$ 708,108	\$ 941,038	\$ (232,930)
Total assets	708,108	941,038	(232,930)
<b>Net Position</b>			
Restricted for capital projects	118,972	8,426	110,546
Restricted for other purposes	90,776	81,164	9,612
Restricted for set asides	31,149	31,149	-
Unrestricted	467,211	820,299	(353,088)
Total net position	\$ 708,108	\$ 941,038	\$ (232,930)

Total assets of the District, as a whole, decreased \$232,930. The decrease in total assets is primarily due to current year cash disbursements exceeding current year cash receipts.

**Newbury Local School District**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2014*  
 Unaudited

Table 2 shows the changes in net position for the fiscal year ended June 30, 2014.

**Table 2**  
**Change in Net Assets**

	Governmental Activities	
	<u>2014</u>	<u>2013</u>
<b>Cash Receipts</b>		
Program cash receipts		
Charges for services and sales	\$ 345,253	\$ 376,168
Operating grants, contributions and interest	512,678	519,161
Total program cash receipts	<u>857,931</u>	<u>895,329</u>
General cash receipts		
Property taxes	5,688,268	5,574,466
Grants and entitlements not restricted to specific programs	2,231,598	2,109,653
Investment earnings	4,943	10,896
Miscellaneous	209,127	67,184
Total general cash receipts	<u>8,133,936</u>	<u>7,762,199</u>
Total cash receipts	<u>8,991,867</u>	<u>8,657,528</u>
<b>Program Cash Disbursements</b>		
Instruction:		
Regular	3,960,417	4,080,882
Special	1,416,900	1,164,047
Vocational	91,546	87,580
Adult/continuing	500	1,000
Student intervention	22,246	7,341
Other	1,304	2,083
Support services:		
Pupils	480,597	468,671
Instructional staff	107,380	181,202
Board of education	122,307	122,851
Administration	670,144	656,163
Fiscal	309,955	282,822
Operation and maintenance of plant	720,943	783,095
Pupil transportation	568,804	650,888
Central	80,912	72,398
Operation of non-instructional services:		
Operation of food service	199,077	199,263
Community services	156,040	170,056
Extracurricular activities	315,725	302,512
Total cash disbursements	<u>9,224,797</u>	<u>9,232,854</u>
Change in net position	(232,930)	(575,326)
Net position at beginning of year	941,038	1,516,364
Net position at end of year	<u>\$ 708,108</u>	<u>\$ 941,038</u>

**Newbury Local School District**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2014*  
 Unaudited

Program cash receipts of \$857,931, which are primarily represented by charges for services and sales, operating grants, contributions and interest, made up 9.5% of total cash receipts. General cash receipts of \$8,133,936 which are primarily represented by property taxes and unrestricted grants and entitlements, made up 90.5% of total cash receipts.

Program cash disbursements for instruction were \$5,492,913 or 59.5% of all program cash disbursements. Regular instruction represents 72.1% of this amount and 42.9% of all program cash disbursements.

Other significant programs include operation and maintenance of plant and pupil transportation which account for 7.8% and 6.2%, respectively of program cash disbursements.

The Statement of Activities shows the cost of program services and the charges for services, grants, and contributions offsetting those services. Table 3 shows the total cost of services and the net cost of services. In other words, it identifies the cost of those services supported by tax revenue and unrestricted state entitlements.

**Table 3**

	Governmental Activities		Governmental Activities	
	Total Cost of Services	Net Cost of Services	Total Cost of Services	Net Cost of Services
	<u>2014</u>	<u>2014</u>	<u>2013</u>	<u>2013</u>
<b>Program Cash Disbursements</b>				
Instruction:				
Regular	\$ 3,960,417	\$ (3,706,599)	\$ 4,080,882	\$ (3,793,397)
Special	1,416,900	(1,176,591)	1,164,047	(931,268)
Vocational	91,546	(91,546)	87,580	(87,580)
Adult/continuing	500	9,500	1,000	-
Student intervention	22,246	(22,246)	7,341	(7,341)
Other	1,304	(1,304)	2,083	(2,083)
Support services:				
Pupils	480,597	(480,597)	468,671	(468,370)
Instructional staff	107,380	(107,380)	181,202	(177,715)
Board of education	122,307	(122,307)	122,851	(122,851)
Administration	670,144	(670,144)	656,163	(656,163)
Fiscal	309,955	(309,955)	282,822	(282,822)
Operation and maintenance of plant	720,943	(697,444)	783,095	(759,938)
Pupil transportation	568,804	(568,804)	650,888	(650,888)
Central	80,912	(77,312)	72,398	(68,798)
Operation of non-instructional services:				
Operation of food service	199,077	(99,368)	199,263	(87,767)
Community services	156,040	(3,048)	170,056	(14,698)
Extracurricular activities	315,725	(241,721)	302,512	(225,846)
<b>Total</b>	<b>\$ 9,224,797</b>	<b>\$ (8,366,866)</b>	<b>\$ 9,232,854</b>	<b>\$ (8,337,525)</b>

The dependence upon tax revenues and unrestricted state entitlements is apparent as program receipts only provided for \$857,931 of the total program cash disbursements of \$9,224,797 for 2014.

## **THE DISTRICT FUNDS**

The District's governmental funds are accounted for using the cash basis of accounting. All governmental funds had total cash receipts and other financing receipts of \$9,151,762 and cash disbursements of \$9,384,692.

**General Fund** - The District's general fund cash fund balance decreased by \$353,088 due to an increase in various support instruction related disbursements but not significant to any specific activity.

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

The District's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the general fund. During 2014, revisions were made to the general fund estimated receipts and appropriations from the original budget to the final budget. The general fund's ending unobligated cash balance was \$275,490.

## **CAPITAL ASSETS AND DEBT ADMINISTRATION**

### ***Capital Assets***

The District does not record capital assets in the accompanying basic financial statements, but records payments for capital assets as disbursements. The District did not have any capital outlay disbursements during fiscal year 2014.

### ***Debt***

The District maintains an AAA bond rating. For additional information see Note 7.

## **CURRENT ISSUES**

State law fixes the amount of tax revenue, forcing it to remain constant except for new valuations in the District. Management must plan expenses accordingly, staying within the District's five-year plan. On December 11, 2002, the Ohio Supreme Court issued its latest opinion regarding the State's school funding plan. The decision reaffirmed earlier decisions that Ohio's current school-funding decisions are unconstitutional. The Supreme Court relinquished jurisdiction over the case and directed "the Ohio General assembly to enact a school-funding scheme that is thorough and efficient..." The District is currently unable to determine what effect, if any this decision will have on its future State funding and on its financial operations. Due to the unsettled issues in the school funding, management is required to plan carefully and prudently to provide the resources to meet student needs over the next several years.

**CONTACTING THE SCHOOL 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 show the District's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact Nancy McPeak, Treasurer at Newbury Local School District, 14775 Auburn Road, Newbury, Ohio 44065 or email at [nmcpeak@newburyschools.org](mailto:nmcpeak@newburyschools.org).

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**Newbury Local School District**  
*Statement of Net Position - Cash Basis*  
*June 30, 2014*

	<u>Governmental Activities</u>
<u>Assets:</u>	
Equity in pooled cash and cash investments	<u>\$ 708,108</u>
<u>Net position:</u>	
Restricted for:	
Capital projects	118,972
Other purposes	90,776
Set asides	31,149
Unrestricted	<u>467,211</u>
Total net position	<u>\$ 708,108</u>

See accompanying notes to the basic financial statements.

**Newbury Local School District**  
*Statement of Activities - Cash Basis*  
*For the Fiscal Year Ended June 30, 2014*

	Cash Disbursements	Program Cash Receipts		Net (Cash Disbursements) Cash Receipts and Changes in Net Position
		Charges for Services	Operating Grants, Contributions and Interest	Governmental Activities
<u>Governmental Activities:</u>				
Instruction:				
Regular	\$ 3,960,417	\$ 226,837	\$ 26,981	\$ (3,706,599)
Special	1,416,900	-	240,309	(1,176,591)
Vocational	91,546	-	-	(91,546)
Adult/continuing	500	-	10,000	9,500
Student intervention services	22,246	-	-	(22,246)
Other	1,304	-	-	(1,304)
Support services:				
Pupils	480,597	-	-	(480,597)
Instructional staff	107,380	-	-	(107,380)
Board of education	122,307	-	-	(122,307)
Administration	670,144	-	-	(670,144)
Fiscal	309,955	-	-	(309,955)
Operation and maintenance of plant	720,943	-	23,499	(697,444)
Pupil transportation	568,804	-	-	(568,804)
Central	80,912	-	3,600	(77,312)
Operation of non-instructional services:				
Operation of food service	199,077	46,056	53,653	(99,368)
Community services	156,040	-	152,992	(3,048)
Extracurricular activities	315,725	72,360	1,644	(241,721)
Total governmental activities	<u>\$ 9,224,797</u>	<u>\$ 345,253</u>	<u>\$ 512,678</u>	<u>(8,366,866)</u>
<u>General Receipts:</u>				
Property taxes levied for:				
General purposes				5,555,492
Capital outlay				132,776
Grants and entitlements not restricted to specific programs				2,231,598
Investment earnings				4,943
Miscellaneous				209,127
Total general receipts				<u>8,133,936</u>
Change in net position				(232,930)
Net position at beginning of year				941,038
Net position at end of year				<u>\$ 708,108</u>

See accompanying notes to the basic financial statements.

**Newbury Local School District**  
*Statement of Cash Basis Assets and Fund Balances*  
*Governmental Funds*  
*June 30, 2014*

	General	Permanent Improvement	Other Governmental Funds	Total Governmental Funds
<u>Assets:</u>				
Equity in pooled cash and cash investments	\$ 467,211	\$ 118,882	\$ 90,866	\$ 676,959
Equity in pooled cash and cash equivalents (restricted)	31,149	-	-	31,149
Total assets	<u>\$ 498,360</u>	<u>\$ 118,882</u>	<u>\$ 90,866</u>	<u>\$ 708,108</u>
 <u>Fund balances:</u>				
Restricted	\$ -	\$ 118,882	\$ 90,866	\$ 209,748
Assigned	322,656	-	-	322,656
Unassigned	175,704	-	-	175,704
Total fund balances	<u>\$ 498,360</u>	<u>\$ 118,882</u>	<u>\$ 90,866</u>	<u>\$ 708,108</u>

See accompanying notes to the basic financial statements.

**Newbury Local School District**  
*Statement of Cash Receipts, Cash Disbursements  
and Changes in Cash Basis Fund Balances*  
**Governmental Funds**  
For the Fiscal Year Ended June 30, 2014

	General	Permanent Improvement	Other Governmental Funds	Total Governmental Funds
<u>Cash Receipts:</u>				
Property taxes	\$ 5,555,491	\$ 132,776	\$ -	\$ 5,688,267
Intergovernmental	2,231,598	23,499	477,423	2,732,520
Interest	4,943	-	112	5,055
Tuition and fees	216,437	-	-	216,437
Extracurricular activities	29,841	-	37,305	67,146
Gifts and donations	13,329	-	11,644	24,973
Customer services	10,400	-	46,056	56,456
Miscellaneous	168,053	-	5,215	173,268
Total cash receipts	<u>8,230,092</u>	<u>156,275</u>	<u>577,755</u>	<u>8,964,122</u>
<u>Cash Disbursements:</u>				
Current:				
Instruction:				
Regular	3,933,436	-	26,981	3,960,417
Special	1,183,460	-	233,440	1,416,900
Vocational	91,546	-	-	91,546
Adult/Continuing	-	-	500	500
Student intervention services	22,246	-	-	22,246
Other	1,304	-	-	1,304
Support services:				
Pupils	480,597	-	-	480,597
Instructional staff	101,751	-	5,629	107,380
Board of education	122,307	-	-	122,307
Administration	656,908	-	13,236	670,144
Fiscal	307,485	2,470	-	309,955
Operation and maintenance of plant	677,684	43,259	-	720,943
Pupil transportation	568,804	-	-	568,804
Central	77,312	-	3,600	80,912
Operation of non-instructional services:				
Operation of food service	-	-	199,077	199,077
Community services	229	-	155,811	156,040
Extracurricular activities	258,815	-	56,910	315,725
Total cash disbursements	<u>8,483,884</u>	<u>45,729</u>	<u>695,184</u>	<u>9,224,797</u>
Excess of cash receipts over (under) cash disbursements	<u>(253,792)</u>	<u>110,546</u>	<u>(117,429)</u>	<u>(260,675)</u>
<u>Other financing receipts (disbursements):</u>				
Refund of prior year expenditures	34,645	-	-	34,645
Refund of prior year receipts	(6,900)	-	-	(6,900)
Advances in	12,977	-	13,128	26,105
Advances out	(13,128)	-	(12,977)	(26,105)
Transfers in	-	-	126,890	126,890
Transfers out	(126,890)	-	-	(126,890)
Total other financing receipts (disbursements)	<u>(99,296)</u>	<u>-</u>	<u>127,041</u>	<u>27,745</u>
Net change in fund balances	(353,088)	110,546	9,612	(232,930)
Fund balances at beginning of year	851,448	8,336	81,254	941,038
Fund balances at end of year	<u>\$ 498,360</u>	<u>\$ 118,882</u>	<u>\$ 90,866</u>	<u>\$ 708,108</u>

See accompanying notes to the basic financial statements.

## Newbury Local School District

### Statement of Receipts, Disbursements and Changes in Fund Balance -

### Budget and Actual (Budget Basis) - General Fund

For the Fiscal Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<u>Receipts:</u>				
Property taxes	\$ 5,431,915	\$ 5,555,491	\$ 5,555,491	\$ -
Intergovernmental	2,085,815	2,231,598	2,231,598	-
Interest	10,000	5,001	4,943	(58)
Tuition and fees	199,700	192,330	192,330	-
Extracurricular activities	30,000	25,460	25,460	-
Gifts and donations	4,000	13,329	13,329	-
Customer sales and services	10,400	10,400	10,400	-
Miscellaneous	61,000	168,053	168,053	-
Total receipts	<u>7,832,830</u>	<u>8,201,662</u>	<u>8,201,604</u>	<u>(58)</u>
<u>Disbursements:</u>				
Current:				
Instruction:				
Regular	3,841,108	3,838,868	3,838,868	-
Special	1,081,592	1,195,414	1,195,414	-
Vocational	71,139	91,546	91,546	-
Student intervention services	19,512	22,246	22,246	-
Other	2,083	1,304	1,304	-
Support services:				
Pupils	406,781	495,574	495,574	-
Instructional staff	106,407	101,751	101,751	-
Board of education	151,041	155,636	155,636	-
Administration	635,105	660,287	660,287	-
Fiscal	289,583	325,703	309,255	16,448
Operation and maintenance of plant	730,985	714,329	714,329	-
Pupil transportation	651,280	604,996	604,996	-
Central	78,795	79,726	79,726	-
Operation of non-instructional services:				
Community services	233	229	229	-
Extracurricular activities	254,618	257,138	257,138	-
Total disbursements	<u>8,320,262</u>	<u>8,544,747</u>	<u>8,528,299</u>	<u>16,448</u>
Excess of receipts under disbursements	<u>(487,432)</u>	<u>(343,085)</u>	<u>(326,695)</u>	<u>16,390</u>
<u>Other financing receipts (disbursements):</u>				
Refund of prior year expenditures	10,000	34,645	34,645	-
Refund of prior year receipts	-	(6,900)	(6,900)	-
Advances in	12,574	12,977	12,977	-
Advances out	(92,978)	(13,128)	(13,128)	-
Transfers out	(234,098)	(219,377)	(219,377)	-
Total other financing receipts (disbursements)	<u>(304,502)</u>	<u>(191,783)</u>	<u>(191,783)</u>	<u>-</u>
Net change in fund balance	(791,934)	(534,868)	(518,478)	16,390
Fund balance at beginning of year	491,209	491,209	491,209	-
Prior year encumbrances appropriated	302,759	302,759	302,759	-
Fund balance at end of year	<u>\$ 2,034</u>	<u>\$ 259,100</u>	<u>\$ 275,490</u>	<u>\$ 16,390</u>

See accompanying notes to the basic financial statements.

**Newbury Local School District**  
*Statement of Fiduciary Net Position - Cash Basis*  
*Fiduciary Funds*  
*June 30, 2014*

	<u>Agency</u>
<u>Assets:</u>	
Equity in pooled cash and cash equivalents	\$ 26,960
Total assets	<u>\$ 26,960</u>
<u>Net position:</u>	
Unrestricted	\$ 26,960
Total net position	<u>\$ 26,960</u>

See accompanying notes to the basic financial statements.

## **Newbury Local School District**

*Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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### **1. SUMMARY OF THE SCHOOL DISTRICT AND REPORTING ENTITY**

#### **Description of the Entity**

Newbury Local School District (the District) operates under a locally-elected Board form of government and provides educational services authorized by State and federal agencies. This Board controls the District's two instructional/support facilities staffed by 31 non-certificated employees, 53 certificated full time teaching personnel including 4 administrative employees to provide services to 502 students and other community members.

The District was established in 1815 through the consolidation of existing land areas and school districts and is organized under Article VI, Sections 2 and 3 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 serves an area of approximately 25 square miles. It is located in Geauga County, including all of Newbury Township, Ohio. It currently operates one intermediate instructional building (grades 4, 5, and 6) and one administrative/instructional building (board offices and all other grades).

#### **Reporting Entity**

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

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

The District participates in four jointly governed organizations and an insurance purchasing pool. These organizations are the Auburn Career Center, the Lake Geauga Computer Association, the Newbury Joint Recreation Council, the Ohio Schools Council and the Ohio School Plan. These organizations are discussed in Notes 11 and 12 to the basic financial statements.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **Fund Accounting**

The District's accounts are maintained on the basis of funds, each of which is considered a separate accounting entity. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to specific functions or activities. The operation of each fund is accounted for within a separate set of self-balancing accounts.

### **Governmental Funds**

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

#### *General Fund*

The general fund is the general operating fund of the District and is used to account for all financial resources except those required to be accounted for in another fund.

#### *Permanent Improvement Fund*

The permanent improvement fund is a capital projects fund and is used to account for the acquisition, construction, or improvement of capital facilities other than those financed by trust funds.

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

### **Fiduciary Funds**

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 not available to support the District's own programs. The District has no trust funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The District's only fiduciary funds are agency funds. The District's agency funds are for future medical needs of employee's children, collections for field trips and student activities.

**Newbury Local School District**

*Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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**Basis of Presentation**

The District uses the provisions of GASB Statement No. 34 for financial reporting on a cash basis, which is a basis of accounting other than accounting principles generally accepted in the United States of America and GASB Statement No. 38, for certain financial statement note disclosures. 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 that 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 statement of net position-cash basis presents the cash basis financial condition of governmental activities of the District at year-end. The statement of activities-cash basis presents a comparison between direct cash disbursements and program cash receipts for each program or function of the District's governmental activities. Direct cash disbursements are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program cash receipts include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Cash receipts which are not classified as program cash receipts are presented as general cash receipts of the District. The comparison of direct cash disbursements with program cash receipts identifies the extent to which each governmental function is self-financing or draws from the general cash 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 fund financial statements is on major funds rather than reporting funds by type. The District's major funds are presented in separate columns. Nonmajor funds are aggregated and presented in a single column.

**Basis of Accounting**

Although required by the Ohio Administrative Code Section 117-2-03 (B) to prepare its annual financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP), the District chooses to prepare its financial statements and notes in accordance with standards established by the Auditor of State for governmental entities that are not required to prepare annual financial reports in accordance with generally accepted accounting principles. This basis of accounting is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary disbursements when a commitment is made (i.e., when an encumbrance is approved). These statements include adequate disclosure of material matters, in accordance with the basis of accounting described above.

## **Newbury Local School District**

### *Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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

#### **Cash Receipts – Exchange and Nonexchange Transactions**

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

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

#### **Cash Disbursements**

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

#### **Budgetary Process**

##### **Budget**

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, are legally required to be budgeted and appropriated. The primary level of budgetary control is at the fund level. Any budgetary modifications at this level may only be made by resolution of the Board of Education.

##### **Tax Budget**

Prior to January 15, the Superintendent and Treasurer submit to the Board of Education a proposed operating budget for the fiscal year commencing the following July 1. The budget includes proposed expenditures and the means of financing for all funds. Public hearings are publicized and conducted to obtain taxpayers' comments. The express purpose of this budget document is to reflect the need for existing (or increased) tax rates. By no later than January 20, the Board-adopted budget is filed with the Geauga County Budget Commissions for rate determination.

### **Estimated Resources**

Prior to April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the County Budget Commission and receives the Commission's certificate of estimated resources, which states the projected revenue of each fund. Prior to June 30, the District must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the appropriation measure. On or about July 1, the certificate is amended to include any unencumbered cash balances from the preceding year. Budget receipts as shown in the accompanying financial statements do not include July 1, 2013 unencumbered fund balances. However, those fund balances were available for appropriation.

The certificate may be further amended during the year if projected increases or decreases in revenue are identified by the District Treasurer. The amounts reported as the original budgeted amounts in the budgetary statement reflect the amounts in the certificate when the original appropriations were adopted. The amounts reported as the final budgeted amounts reflect the amounts in the amended certificate in effect when the final appropriations for the fiscal year were passed.

### **Appropriations**

Upon receipt from the County Auditor of an amended certificate of estimated resources based on final assessed values and tax rates or a certificate saying no new certificate is necessary, the annual appropriation resolution must be legally enacted by the Board of Education at the fund level of expenditures, which is the legal level of budgetary control. Prior to the passage of the annual appropriation measure, the Board may pass a temporary appropriation measure to meet the ordinary expenses of the District. The appropriate resolutions, by fund, must be within the estimated resources as certified by the County Budget Commission and the total of expenditures and encumbrances may not exceed the appropriation totals at any level of control. Any revisions that alter the total of any fund appropriation must be approved by the Board of Education. The Board may pass supplemental fund appropriations so long as the total appropriations by fund do not exceed the amounts set forth in the most recent certificate of estimated resources. The amounts reported as the original budgeted amounts reflect the first appropriation for that fund that covered the entire year, including amounts carried over from prior years. The budget figures that appear as the final budget, in the statement of budgetary comparisons, represent the final appropriation amounts, including all supplemental appropriations. Formal budgetary integration is employed as a management control device during the year for all funds other than agency funds, consistent with statutory provisions.

### **Encumbrances**

As part of formal budgetary control, purchase orders, contracts, and other commitments for the disbursement of funds are recorded in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance.

### **Lapsing of Appropriations**

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

## **Newbury Local School District**

*Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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### **Cash and Cash Equivalents and Investments**

Cash and cash equivalents consist of the total of fund cash balances of all funds as of June 30, 2014. To improve cash management, cash received by the District is pooled. Individual fund integrity is maintained throughout the District's records. Balances of all funds are maintained in these accounts or are temporarily used to purchase certificates of deposit or investments. Interest in the pool is presented as "equity in pooled cash and investments" on the financial statements. Investments of the District's cash management pool and investments with an original maturity of three months or less at the time they are purchased by the District are presented on the financial statements as part of "equity in pooled cash and investments".

### **Capital Assets**

Property, plant, and equipment acquired or constructed by the District are recorded as disbursements at the time of acquisition. However, under the cash basis of accounting as described in Note 2, capital assets and the related depreciation are not reported separately on the financial statements.

### **Compensated Absences**

Accumulated unpaid vacation leave, sick leave, and personal leave are not accrued under the cash basis of accounting as described in Note 2. All leave will either be utilized by time off from work or, within certain limitations, be paid to employees.

### **Long-Term Obligations**

In general, bonds, long-term loans, and capital leases are recorded as cash disbursements in the basic financial statements when paid and are not accrued under the cash basis of accounting as previously described in Note 2.

### **Fund Balance**

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 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 are legally or contractually required to be maintained intact. The "not in spendable form" includes items that are not expected to be converted to cash. It also includes the long-term amount of loans and notes receivable, as well as property acquired for resale, unless the use of the proceeds from the collection of those receivables or from the sale of those properties is restricted, committed, or assigned.

***Restricted:*** The restricted fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation. 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.

## **Newbury Local School District**

*Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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

**Assigned** Amounts in the assigned fund balance classification are intended to be used by the School District for specific purposes but do not meet the criteria to be classified as restricted or committed. The purpose constraint that represents the intended use is established by the Board of Education or by their designated official. 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 School District. The Treasurer is authorized to assign fund balance using encumbrances for planned purchases, provided such amounts have been lawfully appropriated. The Board of Education may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget.

**Unassigned:** The unassigned fund balance is the residual classification for the general fund and includes amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

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 the amounts in any of the unrestricted fund balance classifications could be used.

### **Net Position**

Net position represents the difference between assets and liabilities. On the cash basis of accounting net position equal assets since liabilities are not recorded. 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. Restricted assets in the general fund are amounts required by State statute to be set aside to create a reserve for budget stabilization. The set aside amounts for budget stabilization is now optional as determined by the District. See Note 10 for additional information regarding set-asides.

The District applies restricted resources when a cash disbursement is made for purposes for which both restricted and unrestricted net position is available.

**Interfund Transactions**

Exchange transactions between funds are reported as cash receipts in the seller funds and as cash 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. Repayments from funds responsible for particular cash disbursements to the funds that initially paid for them are not presented on the financial statements. In the government-wide financial statements transfers within governmental activities are eliminated.

**3. 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 governmental funds. The constraints placed on fund balance for the major governmental funds and all other governmental funds are presented below:

Fund Balances	<u>General</u>	<u>Permanent Improvement</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<i>Restricted for</i>				
Food service	\$ -	-	\$ 13,214	\$ 13,214
Athletics and music	-	-	25,866	25,866
Special trust	-	-	17,065	17,065
Auxiliary services	-	-	20,602	20,602
Instructional programs	-	-	4	4
Professional development	-	-	20	20
Management information systems	-	-	5,027	5,027
Special education	-	-	8,978	8,978
Capital improvements	-	118,882	90	118,972
<i>Total Restricted</i>	<u>-</u>	<u>118,882</u>	<u>90,866</u>	<u>209,748</u>
<i>Assigned</i>				
Public school support	31,042	-	-	31,042
Next years budget	137,251	-	-	137,251
Encumbrances	154,363	-	-	154,363
<i>Total Assigned</i>	<u>322,656</u>	<u>-</u>	<u>-</u>	<u>322,656</u>
<i>Unassigned</i>	<u>175,704</u>	<u>-</u>	<u>-</u>	<u>175,704</u>
<i>Total Fund Balances</i>	<u>\$ 498,360</u>	<u>\$ 118,882</u>	<u>\$ 90,866</u>	<u>\$ 708,108</u>

#### **4. 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 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 deposits are deposits of interim monies. Interim monies are those monies that are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing within five years from the date of deposit or by savings or deposit accounts including passbook accounts.

Interim monies are permitted to be deposited or invested in the following securities.

1. United States treasury notes, bills, bonds, or any other obligation or security issued by the United States treasury or any other obligation guaranteed as to principal or interest by the United States;
2. Bonds, notes, debentures, or any other obligations or securities issued by a federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio or its political subdivisions, provided that such political subdivisions are located wholly or partly within the District;
5. Time certificates of deposit or savings or deposit accounts, including, but not limited to passbook accounts;
6. 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;
7. The State Treasurer's investment pool (STAR Ohio);

## **Newbury Local School District**

### *Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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8. Securities lending agreements in which the District lends securities and the eligible institution agrees to exchange either securities described in division (1) or (2) or cash or both securities and cash, equal value for equal value;
9. High grade commercial paper in an amount not to exceed five percent of the District's total average portfolio;
10. Commercial paper notes issued by any entity that is defined in division (D) of section 1705.01 of the Revised Code and has assets exceeding five hundred million dollars, and to which notes are rated at the time of purchase in the highest classification established by the least two standard rating services; the aggregate value of the notes does not exceed ten percent of the aggregate value of the outstanding commercial paper of the issuing corporation; the notes mature no later than one hundred eighty days after purchase; and
11. Bankers' acceptances of banks that are members of the federal deposit insurance corporation to which obligations both the following apply: obligations are eligible for purchase by the Federal Reserve System and the obligations mature no later than one hundred eighty days after purchase.

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

An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the District, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the Treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

During fiscal year 2014, the District did not have any investments.

All interest receipts are reported in the general fund except those specifically related to those funds deemed appropriate according to Board policy. For fiscal year 2014, interest receipts in the general fund are \$4,943 and of that amount, \$1,936 was assigned from other funds.

#### **Deposits:**

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. According to state law, public depositories must give security for all public funds on deposit in excess of those funds that are insured by the Federal Deposit Insurance Corporation (FDIC) or by any other agency or instrumentality of the federal government. These institutions may either specifically collateralize individual accounts in lieu of amounts insured by the FDIC, or may pledge a pool of government securities valued at least 105 percent of the total value of public monies on deposit at the institution. The District's policy is to deposit money with financial institutions that are able to abide by the laws governing insurance and collateralization of public funds.

At June 30, 2014, the District's deposits of \$735,068 were either covered by FDIC or collateralized by the financial institution's public entity deposit pool in the District's name.

**5. BUDGETARY BASIS FUND BALANCES**

Differences between the budgetary basis fund balances and cash fund balances are due to encumbrances and perspective differences. The cash fund balance, as well as the cash receipts, cash disbursements, and other financing receipts and disbursements of the general fund include activity that is budgeted within special revenue funds. However, on the budgetary basis, the activity of special revenue funds is excluded resulting in perspective differences. The table below presents those differences for the District’s general fund:

	<u>General</u>
Budgetary basis fund balance	\$ 275,490
Budgeted as part of special revenue funds:	
Beginning cash fund balances	57,480
Receipts	28,488
Disbursements	(21,964)
Transfer in	4,487
Encumbrances	<u>154,379</u>
Cash basis fund balance	<u><u>\$ 498,360</u></u>

**6. PROPERTY TAX**

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 occur in the first half of the following fiscal year. The last reappraisal was completed for tax year 2011 for Geauga County.

Property taxes include amounts levied against all real, public utility and tangible personal property (used in public utility) located in the District. Real property tax revenue received in calendar year 2014 represents collections of calendar year 2013 taxes. Real property taxes received in calendar year 2014 were levied after April 1, 2013, on the assessed value listed as of January 1, 2013, the lien date. Assessed values for real property taxes are established by State law at 35 percent of appraised market value. Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax revenue received in calendar year 2014 represents collections of calendar year 2013 taxes. Public utility real and tangible personal property taxes received in calendar year 2014 became a lien December 31, 2012, were levied after October 1, 2013 and are collected in 2013 with real property taxes. Public utility real property is assessed at 35 percent of true value; public utility tangible personal property currently is assessed at varying percentages of true value.

The Geauga County Treasurers collect property tax on behalf of all taxing districts within the respective counties. The District receives property taxes from both counties. The County Auditors periodically advances to the District its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2014, 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.

The assessed values upon which the second half of fiscal year 2014 taxes collected are:

<u>Property Category</u>	2013 <u>Assessed Value</u>	2012 <u>Assessed Value</u>
<u>Real Property</u>		
Residential and agricultural	\$ 142,970,390	\$ 142,997,350
Commercial, industrial and minerals	22,038,280	22,074,570
<u>Tangible Personal Property</u>		
Public utilities	4,929,260	4,433,940
Total	<u>\$ 169,937,930</u>	<u>\$ 169,505,860</u>

## **7. LONG-TERM DEBT**

Under the cash basis of accounting as described in Note 2, the District does not record debt in the accompanying basic financial statements.

The District's did not have any long-term obligations at June 30, 2014.

## **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 natural disasters. These risks are covered by commercial insurance purchased from independent third parties through the Ohio School Plan, a public entity insurance purchasing pool.

Settled claims have not exceeded this commercial coverage in any of the past three years. There have been no significant reductions in coverage from last year.

### **B. Workers' Compensation**

The District is a member of the OSBA Workers' Compensation Group Rating Program (Program) established in April 1991. The program was created by the Ohio School Boards Association as a result of the Worker's Compensation group rating plan as defined in Section 4123.29 of the Ohio Revised Code. The group rating program allows school districts to group together to potentially achieve a lower premium rate than they may otherwise be able to acquire as individual employers. Although, the District's rate is provided by the Program, they are insured by the State's Workers' Compensation Program and remit their premiums to the State of Ohio.

The District pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

## 9. DEFINED BENEFIT PENSION PLANS AND OTHER POSTEMPLOYMENT BENEFITS

### A. DEFINED BENEFIT PENSION PLANS

#### 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 administered by the School Employees Retirement Board. SERS provides basic retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3476 or by calling toll free (800) 878-5853. It is also posted on SERS' website, [www.ohsers.org](http://www.ohsers.org), under *Employers/Audit Resources*.

**Funding Policy** - Plan members are required to contribute 10 percent of their annual covered salary and the District is required to contribute at an actuarially determined rate. The current District rate is 14 percent of annual covered payroll. A portion of the District's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for fiscal year 2014, 13.10 percent of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended by the SERS' Retirement Board up to a statutory maximum amount of 10 percent for plan members and 14 percent for employers. Chapter 3309 of the Ohio Revised Code provides statutory authority for member and employer contributions. The District's required contributions for pension obligations to SERS for the fiscal years ended June 30, 2014, 2013 and 2012 were \$168,980, \$189,951 and \$124,410, respectively, which represents the required annual contribution each year.

#### State Teachers Retirement System

**Plan Description** - The District participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing, multiple employer public employee retirement plan. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone financial report that may be obtained by writing to STRS Ohio, 275 E. Broad St., Columbus, OH 43215-3771, by calling (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 plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on a member's lifetime contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5 percent of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The member may elect to receive a lifetime monthly annuity or a lump sum withdrawal. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan.

## **Newbury Local School District**

### *Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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The DB portion of the Combined Plan payment is payable to a member on or after age 60; the DC portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50. Benefits are established by Chapter 3307 of the Ohio Revised Code.

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

**Funding Policy** - For the fiscal year ended June 30, 2014, plan members were required to contribute 11 percent of their annual covered salaries. The statutory maximum employee contribution rate will be increased 1 percent each year beginning July 1, 2013, until it reaches 14 percent on July 1, 2016. For the fiscal year ended June 30, 2014, the School District was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. Contribution rates are established by the State Teachers Retirement Board, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions.

The District's required contributions for pension obligations to STRS Ohio for the fiscal years ended June 30, 2014, 2013 and 2012 were \$439,878, \$471,436 and \$448,219, respectively, which represents the required annual contribution for each year.

### **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, 2014, several of the members of the Board of Education has elected Social Security. The Board's liability would be 6.2 percent of wages paid.

## **B. POSTEMPLOYMENT BENEFITS**

### **School Employees Retirement System**

**Plan Description** - The District participates in two cost-sharing multiple employer defined benefit OPEB plans administered by the School Employees Retirement System for noncertificated retirees and their beneficiaries, a Health Care Plan and a Medicare Part B Plan. The Health Care Plan includes hospitalization and physicians' fees through several types of plans including HMO's, PPO's and traditional indemnity plans as well as a prescription drug program. The Medicare Part B Plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries up to a statutory limit. Benefit provisions and the obligations to contribute are established by the System based on authority granted by State statute. The financial reports of both Plans are included in the SERS Comprehensive Annual Financial Report which is available by contacting SERS at 300 East Broad St., Suite 100, Columbus, Ohio 43215-3746.

## **Newbury Local School District**

### *Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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**Funding Policy** - State statute permits SERS to fund the health care benefits through employer contributions. Each year, after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer contribution of 14 percent of covered payroll to the Health Care Fund. The Health Care Fund was established and is administered in accordance with Internal Revenue Code Section 105 (e). For 2014, 0.14 percent of covered payroll was allocated to health care. In addition, employers pay a surcharge for employees earning less than an actuarially determined amount; for 2014, this amount was \$20,250. Active employee members do not contribute to the Health Care Plan. Retirees and their beneficiaries are required to pay a health care premium that varies depending on the plan selected, the number of qualified years of service, Medicare eligibility and retirement status. The District's contributions for health care for the fiscal years ended June 30, 2014, 2013 and 2012 were \$1,806, \$2,320 and \$15,064 respectively, which equaled the required allocations for those years.

The Retirement Board, acting with advice of the actuary, allocates a portion of the employer contribution to the Medicare Part B Fund. For 2014, this actuarially required allocation was 0.76 percent of covered payroll. The District's contributions for Medicare Part B for the fiscal years ended June 30, 2014, 2013 and 2012 was \$9,803, \$10,730 and \$8,006, respectively, which equaled the required allocations for those years.

### **State Teachers Retirement System**

**Plan Description** - The District contributes to the cost sharing multiple employer defined benefit Health Plan administered by the State Teachers Retirement System of Ohio (STRS Ohio) for eligible retirees who participated in the defined benefit or combined pension plans offered by STRS Ohio. Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums. The Plan is included in the report of STRS Ohio which may be obtained by visiting [www.strsoh.org](http://www.strsoh.org) or by calling (888) 227-7877.

**Funding Policy** - Ohio law authorizes STRS Ohio to offer the Plan and gives the Retirement Board authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. Active employee members do not contribute to the Plan. All benefit recipients pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2014, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. The District's contributions for health care for the fiscal years ended June 30, 2014, 2013 and 2012 were \$33,837, \$36,264 and \$34,478, respectively, which equaled the required allocations for those years.

## **10. REQUIRED SET-ASIDES**

The School District is required by the state law to annually set aside in the general fund an amount based on a statutory formula for the acquisition and construction of capital improvements. The School District may replace using general fund revenues with proceeds from various sources (offsets), such as bond or levy proceeds related to the acquisition, replacement, enhancement, maintenance or repair of permanent improvements. Amounts not spent by fiscal year end or offset by similarly restricted resources received during the fiscal year must be held in cash at fiscal year end and carried forward to be used for the same purposes in future fiscal years.

**Newbury Local School District**

*Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2014*

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

The following information describes the change in the year-end set-aside amounts for capital maintenance.

	<u>Capital Maintenance Reserve</u>
Set-aside reserve balance as of June 30, 2013	\$ -
Current year set-aside requirement	89,800
Current year offsets	(156,195)
Qualifying disbursements	<u>-</u>
Totals	<u>(66,395)</u>
Set-aside balance carried forward to future fiscal years	<u>\$ -</u>

In a prior year, the District was also required to set aside money for budget stabilization. At June 30, 2014, only the unspent portion of certain workers' compensation refunds continues to be set aside in the amount of \$31,149.

**11. JOINTLY GOVERNED ORGANIZATION**

***Auburn Career Center*** The Auburn Career Center is a joint vocational school district which is a jointly governed organization among eleven School Districts. Each participating school district appoints one member to the Auburn Career Center's Board of Education. The students of each participating school district may attend classes offered at the vocational facility. Each participant's control over the operation of Auburn Career Center is not dependent on the District's continued participation. Financial information can be obtained from 8140 Auburn Road, Painesville, Ohio 44077.

***Lake Geauga Computer Association*** The Lake Geauga Computer Association (the "LGCA") is a jointly governed organization that was formed for the purpose of providing computer services for accounting, grading, scheduling, EMIS and other applications to its 19 member school districts. Each of the districts supports LGCA based upon a per pupil charge. The executive committee (governing board) consists of the superintendents and treasurers of the member school districts. The degree of control exercised by any participating school district is limited to its representation on the governing board. LGCA's continued existence is not dependent on Newbury Local School District's continued participation.

The District made payments totaling \$23,739 to the Lake Geauga Computer Association during fiscal year 2014. To obtain financial information, write to Lake Geauga Computer Association, 8221 Auburn Road, Painesville, Ohio 44077.

## **Newbury Local School District**

*Notes to the Basic Financial Statements*

*For the Fiscal Year Ended June 30, 2014*

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***Newbury Joint Recreation Council*** The Newbury Joint Recreation Council (the “Council”) is a jointly governed organization. The District appoints three members of the seven-member board. The purpose of the Council is to further athletic and recreational opportunities. The District has made financial contributions to the Council in prior years, but not during fiscal year ended June 30, 2014. The District’s degree of control is limited to its representation on the board. The Council’s continued existence is not dependent on the District’s continued participation. To obtain financial information, write to Newbury Joint Recreation Board, Newbury Town Hall, Newbury, Ohio 44065.

***Ohio Schools Council*** The Ohio Schools Council (OSC) is a jointly governed organization among school districts. The jointly governed organization was created by school districts for the purpose of saving money through volume purchases. Each district supports the Council by paying an annual participation fee. Each school district member’s superintendent serves as a representative of the Assembly. The Assembly elects five of the Council’s Board 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). The Board is the policy making authority of the Council. The Board meets monthly from September through June. The Board appoints an Executive Director who is responsible for receiving and disbursing funds, investing available funds, preparing financial reports for the Board and Assembly and carrying out such other responsibilities as designated by the Board. In fiscal year 2014, the District paid \$350 to the Council for membership, \$400 for membership in the Cooperative Purchasing Program and \$150 for membership in the Lake Erie Media Consortium. Financial information can be obtained by contacting William Zelei, the Executive Director of the Ohio Schools Council at 6133 Rockside Road, Suite 10, Independence, Ohio 44131.

## **12. INSURANCE PURCHASING POOL**

***Ohio School Plan*** The District participates in the Ohio School Plan (OSP), an insurance purchasing pool. The OSP is created and organized pursuant to and as authorized by Section 2744.081 of the Ohio Revised Code. The OSP is an unincorporated, non-profit association of its members and an instrumentality for each member for the purpose of enabling members of the Plan to provide for a formalized, joint insurance purchasing program to maintain adequate insurance protection, risk management programs and other administrative services. The OSP’s business and affairs are conducted by a fifteen member Board of directors consisting of school district superintendents and treasurers, as well as the president of Harcum-Hyre Insurance Agency, Inc. and a partner of the Hylant Group, Inc. Hylant Group, Inc. is the Administrator of the OSP and is responsible for processing claims. Harcum-Hyre Insurance Agency, Inc. is the sales and marketing representative, which establishes agreements between OSP and member schools.

**13. INTERFUND ACTIVITY**

**Interfund Transfers and Advances**

Transfers made during the year ended June 30, 2014, were as follows:

Transfers from general fund to:		
Nonmajor governmental funds	\$	126,890

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the fund collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Advances made during the year ended June 30, 2014, were as follows:

<u>Fund:</u>	Advance <u>To:</u>	Advance <u>From:</u>
General fund	\$ 12,977	\$ 13,128
Nonmajor governmental funds	13,128	12,977
Total	<u>\$ 26,105</u>	<u>\$ 26,105</u>

All balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, or (3) payments between funds are made. As of June 30, 2014, all advances outstanding are anticipated to be repaid in fiscal year 2015.

**14. CONTINGENCIES**

**Grants and potential litigation**

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, 2014, if applicable, cannot be determined at this time.

In the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the District at June 30, 2014.

There are currently no matters in litigation with the District as defendant.



# Dave Yost • Auditor of State

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

Newbury Local School District  
Geauga County  
14775 Auburn Road  
Newbury, Ohio 44065

To the Board of Education:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Newbury Local School District, Geauga County, (the District) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated April 14, 2016 wherein we noted the District uses a special purpose framework other than generally accepted accounting principles.

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

As part of our financial statement audit, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinions on the financial statements, but not to the extent necessary to opine on the effectiveness of the District's internal control. Accordingly, we have not opined on it.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or a combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the District's financial statements. 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 internal control deficiencies that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control that we consider material weaknesses. However, unidentified material weaknesses may exist.

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

As part of reasonably assuring whether the District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed an instance of noncompliance we must report under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2014-001.

***District's Response to Findings***

The District's response to the finding identified in our audit is described in the accompanying schedule of findings. We did not audit the District's response and, accordingly, we express no opinion on it.

***Purpose of this Report***

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping initial "D".

**Dave Yost**  
Auditor of State  
Columbus, Ohio

April 14, 2016

NEWBURY LOCAL SCHOOL DISTRICT  
GEAUGA COUNTY

SCHEDULE OF FINDINGS  
JUNE 30, 2014

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

FINDING NUMBER 2014-001

**Material Noncompliance**  
**GAAP Reporting**

**Ohio Rev. Code §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 Rev. Code §117.38.

**Ohio Admin. Code Section 117-2-03(B)** requires all schools to file annual financial reports in accordance with generally accepted accounting principles (GAAP). The District prepared its financial statements in accordance with the cash accounting basis. The accompanying financial statements omit assets, liabilities, fund equities, and disclosures that, while material, cannot be determined at this time. Pursuant to Ohio Rev. Code Section 117.38, the District may be fined and subject to various other administrative remedies for its failure to file the required financial report.

The District should prepare its financial statements according to generally accepted accounting principles to provide the users with more meaningful and complete financial statements.

**Officials' Response**

The Board, Superintendent and Treasurer do not feel it is cost effective and efficient to prepare the Generally Accepted Account Principles (GAAP) basis financial statements to meet the District's reporting needs. Therefore, we chose to report using the Other Comprehensive Basis of Accounting (OCBOA) special framework.

**NEWBURY LOCAL SCHOOL DISTRICT  
GEAUGA COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
JUNE 30, 2014**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b><i>Explain</i></b>
2013-001	Ohio Rev. Code Section 117.38 & Ohio Admin. Code Section 117-2-03(B) – Failed to file financial statements in accordance with GAAP.	No	Repeated as Finding Number 2014-001



# Dave Yost • Auditor of State

**NEWBURY LOCAL SCHOOL DISTRICT**

**GEAUGA 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  
MAY 3, 2016**