



**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

REGULAR AUDIT

FOR THE YEAR ENDED JUNE 30, 2004



**Auditor of State
Betty Montgomery**

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

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**Auditor of State
Betty Montgomery**

INDEPENDENT ACCOUNTANTS' REPORT

Liberty Benton Local School District
Hancock County
9190 CR 9
Findlay, Ohio 45840-8811

To the Board of Education:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Liberty Benton Local School District, Hancock County, (the District), as of and for the year ended June 30, 2004, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinions.

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

As described in Note 3 to the financial statements, during the year ended June 30, 2004, the District implemented a new financial reporting model, as required by the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 25, 2006, 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. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

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

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

May 25, 2006

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR FISCAL YEAR ENDED JUNE 30, 2004
UNAUDITED**

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

Financial Highlights

Key financial highlights for fiscal year 2004 are as follows:

- In total, net assets increased \$339,450.
- General revenues accounted for \$10,363,322, or 89 percent of all revenues. Program specific revenues in the form of charges for sales and services, operating grants and contributions and capital grants and contributions accounted for \$1,274,320 or 11 percent of total revenues of \$11,637,642.
- The District's major funds included the General Fund and the Bond Retirement Fund. The General Fund had \$9,961,216 in revenues and other financing sources and \$9,829,947 in expenditures and other financing uses. The General Fund's balance increased \$131,269 from the prior fiscal year. The Bond Retirement Fund had \$732,155 in revenues and \$706,063 in expenditures. The Bond Retirement Fund's balance increased \$26,092 from the prior fiscal year.

Using the Basic Financial Statements

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

The Statement of Net Assets and the Statement of Activities provide information about the activities of the whole District, presenting both an aggregate view of the District's finances and a longer-term view of those finances. Fund financial statements provide a greater level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the District's most significant funds, with all other non-major funds presented in total in a single column. For the District, the general fund and bond retirement fund are by far the most significant funds and the only governmental funds reported as major funds.

Reporting the District as a Whole

Statement of Net Assets and Statement of Activities

The statement of net assets and the statement of activities reflect how the District did financially during fiscal year 2004. These statements include all assets and liabilities using the accrual basis of accounting similar to which is used by most private-sector companies. This basis of accounting considers all of the current fiscal years' revenues and expenses regardless of when cash is received or paid.

These statements report the District's net assets and changes in those assets. This change in net assets is important because it tells the reader whether the financial position of the District as a whole has increased or decreased from the prior fiscal year. Over time, these increases and/or decreases are one indicator of whether the financial position is improving or deteriorating. Causes for these changes may be the result of many factors, some financial, some not. Non-financial factors include the District's property tax base, current property tax laws in Ohio restricting revenue growth, facility conditions, required educational programs, and other factors.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR FISCAL YEAR ENDED JUNE 30, 2004
UNAUDITED
(Continued)**

In the statement of net assets and the statement of activities, the District discloses a single type of activity:

Governmental Activities - All of the District's programs and services are reported here including instruction, support services, non-instructional services, and extracurricular activities. These services are primarily funded by property tax revenues and from intergovernmental revenues, including federal and state grants and other shared revenues.

Reporting the District's Most Significant Funds

Fund Financial Statements

Fund financial statements provide detailed information about the District's major funds. While the District uses many funds to account for its multitude of financial transactions, the fund financial statements focus on the District's most significant funds. The District's major governmental funds are the General Fund and the Bond Retirement Fund. While the District uses many funds to account for its financial transactions, these are the most significant.

Governmental Funds - Most of the District's activities are reported in governmental funds, which focus on how monies flow into and out of those funds and the balances left at fiscal year end for spending in future periods. These funds are reported using modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent in the near future to finance educational programs.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities on the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to help make this comparison between governmental funds and governmental activities.

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the District. Fiduciary funds are not reflected on the government-wide financial statements because the resources from these funds are not available to support the District's programs. These funds use the accrual basis of accounting.

The District as a Whole

Table 1 provides a summary of the District's net assets for fiscal year 2004. A comparative analysis is not provided because this is the first year for government-wide financial statements using the full accrual basis of accounting. An analysis will be provided in future years when prior year information is available.

LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR FISCAL YEAR ENDED JUNE 30, 2004
UNAUDITED
(Continued)

Table 1
Net Assets
Governmental Activities

| | <u>2004</u> |
|---|--------------------|
| <u>Assets:</u> | |
| Current and Other Assets | \$9,921,419 |
| Capital Assets, Net | <u>9,605,376</u> |
| Total Assets | <u>19,526,795</u> |
| <u>Liabilities:</u> | |
| Current and Other Liabilities | 4,526,470 |
| Long-Term Liabilities | <u>6,887,708</u> |
| Total Liabilities | <u>11,414,178</u> |
| <u>Net Assets:</u> | |
| Invested in Capital Assets, Net of Related Debt | 4,940,011 |
| Restricted | 745,615 |
| Unrestricted | <u>2,426,991</u> |
| Total | <u>\$8,112,617</u> |

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR FISCAL YEAR ENDED JUNE 30, 2004
UNAUDITED
(Continued)**

Table 2 reflects the changes in net assets for fiscal year 2004. This is the first year of implementation for GASB 34. Comparative figures are not available for fiscal year 2003. A comparative analysis will be provided in future years when prior year information is available.

**Table 2
Change in Net Assets
Governmental Activities**

| | 2004 |
|------------------------------------|-------------|
| <u>Revenues:</u> | |
| Program Revenues: | |
| Charges for Services and Sales | \$473,282 |
| Operating Grants and Contributions | 789,853 |
| Capital Grants and Contributions | 11,185 |
| Total Program Revenues | 1,274,320 |
| General Revenues: | |
| Property Taxes | 4,350,027 |
| Income Taxes | 1,020,958 |
| Grants and Entitlements | 4,768,774 |
| Interest | 86,302 |
| Gifts and Donations | 20,590 |
| Miscellaneous | 116,671 |
| Total General Revenues | 10,363,322 |
| Total Revenues | 11,637,642 |
| <u>Expenses:</u> | |
| Instruction | 6,091,920 |
| Support Services: | |
| Pupils | 632,328 |
| Instructional Staff | 574,435 |
| Board of Education | 13,085 |
| Administration | 714,373 |
| Fiscal | 253,423 |
| Business | 1,626 |
| Operation and Maintenance of Plant | 1,084,348 |
| Pupil Transportation | 527,152 |
| Central | 101,678 |
| Non-Instructional | 414,815 |
| Extracurricular Activities | 402,594 |
| Interest and Fiscal Charges | 486,415 |
| Total Expenses | 11,298,192 |
| Increase in Net Assets | \$339,450 |

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR FISCAL YEAR ENDED JUNE 30, 2004
UNAUDITED
(Continued)**

Governmental Activities

Table 3 indicates the total cost of services and the net cost of services for governmental activities. The statement of activities reflects the cost of program services and the charges for services and sales, grants, and contributions offsetting those services. The net cost of services identifies the cost of those services supported by tax revenues and unrestricted state entitlements.

**Table 3
Governmental Activities**

| | Total Cost of Services 2004 | Net Cost of Services 2004 |
|------------------------------------|--|--|
| Instruction | \$6,091,920 | \$5,519,200 |
| Support Services: | | |
| Pupils | 632,328 | 496,262 |
| Instructional Staff | 574,435 | 552,274 |
| Board of Education | 13,085 | 13,085 |
| Administration | 714,373 | 714,373 |
| Fiscal | 253,423 | 253,423 |
| Business | 1,626 | 1,626 |
| Operation and Maintenance of Plant | 1,084,348 | 1,084,348 |
| Pupil Transportation | 527,152 | 489,499 |
| Central | 101,678 | 96,678 |
| Non-Instructional | 414,815 | 13,081 |
| Extracurricular Activities | 402,594 | 303,608 |
| Interest and Fiscal Charges | 486,415 | 486,415 |
| Total Expenses | <u>\$11,298,192</u> | <u>\$10,023,872</u> |

The dependence upon tax revenues and unrestricted state entitlements for governmental activities is apparent. Over 91 percent of instruction activities are supported through taxes and other general revenues. For all governmental activities, support from general revenues is 89 percent. The remaining 11 percent are derived from tuition and fees, specific grants, and donations.

The District's Funds

The District's governmental funds are accounted for using the modified accrual basis of accounting. The District's major governmental funds are the general fund and the bond retirement fund. Total governmental funds had revenues and other financing sources of \$11,906,777 and expenditures and other financing uses of \$11,632,535. The net positive change of \$274,242 in fund balance for the year indicates that the District is able to meet current costs.

General Fund Budgeting Highlights

The District's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the General Fund. During the course of fiscal year 2004, the District amended its General Fund budget as needed.

Final expenditures and other financing uses were budgeted at \$10,533,097 while actual expenditures and other financing uses were \$9,988,785. The \$544,312 difference is primarily due to a conservative "worst case scenario" approach. The District over-appropriates in case significant, unexpected expenditures arise during the fiscal year.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR FISCAL YEAR ENDED JUNE 30, 2004
UNAUDITED
(Continued)**

Capital Assets and Debt Administration

Capital Assets

At the end of fiscal year 2004, the District had \$9,605,376 invested in capital assets (net of accumulated depreciation) for governmental activities.

For further information regarding the District's capital assets, see notes to the basic financial statements.

Debt

At June 30, 2004, the District had \$6,347,284 in school improvement general obligation bonds for building improvements. The bonds were issued for a twenty-two year period, with final maturity on June 20, 2020. The bonds are being retired through the Bond Retirement Debt Service Fund.

At June 30, 2004, the District's overall legal debt margin was \$5,549,349, with an un-voted debt margin of \$136,461.

For further information regarding the District's debt, see the notes to the basic financial statements.

Current Issues

The District is holding its own in the state of a declining economy and uncertainty in State funding. Liberty Benton is comprised of portions of Liberty, Blanchard, and Eagle Townships, totally with an approximate population of 9,000. It has a number of small and medium businesses with agriculture having a contributing influence on the economy.

The district is currently operating in the first year of the state biennium budget. 53.7 percent of district revenue sources are from local funds, 42 percent from state funds and the remaining 4.3 percent is from federal funds. The total expenditure per pupil was calculated at \$6,998.

Over the past several years, the District has remained in a stable financial position. In August 2004, the District passed a five-year emergency levy to generate \$724,600 annually. This levy provides a source of funds for the financial operations and stability of the district. However, future finances are not without challenges as our community changes and state funding is revised. Some of these challenges are in the future of state funding for schools in light of the DeRolph court case and the long term effects of public utility deregulation, as well as the reduction of personal property for business inventory.

Contacting the District's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the District's finances and to reflect the District's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to Lisa Dobbins, Treasurer, Liberty Benton Local School District, 9190 County Road 9, Findlay, Ohio 45840-8811.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**Statement of Net Assets
June 30, 2004**

| | | Governmental Activities |
|---|-----------|------------------------------------|
| Assets: | | |
| Equity in Pooled Cash and Cash Equivalents | \$ | 5,625,292 |
| Materials and Supplies Inventory | | 23,496 |
| Accrued Interest Receivable | | 575 |
| Accounts Receivable | | 9,185 |
| Intergovernmental Receivable | | 8,371 |
| Prepaid Items | | 75,516 |
| Taxes Receivable | | 3,766,988 |
| Income Taxes Receivable | | 411,996 |
| Non-Depreciable Capital Assets | | 841,717 |
| Depreciable Capital Assets, net | | 8,763,659 |
| Total Assets | | <u>19,526,795</u> |
| LIABILITIES: | | |
| Accounts Payable | | 84,705 |
| Accrued Wages and Benefits | | 749,824 |
| Intergovernmental Payable | | 235,646 |
| Matured Compensated Absences Payable | | 48,488 |
| Deferred Revenue | | 3,407,807 |
| Long-Term Liabilities: | | |
| Due Within One Year | | 547,119 |
| Due in More Than One Year | | 6,340,589 |
| Total Liabilities | | <u>11,414,178</u> |
| NET ASSETS: | | |
| Invested in Capital Assets, Net of Related Debt | | 4,940,011 |
| Restricted for Debt Service | | 394,380 |
| Restricted for Capital Outlay | | 323,761 |
| Restricted for Other Purposes | | 27,474 |
| Unrestricted | | 2,426,991 |
| Total Net Assets | \$ | <u>8,112,617</u> |

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**Statement of Activities
For the Fiscal Year Ended June 30, 2004**

| | Program Revenues | | | Net (Expense) Revenue and Changes in Net Assets | |
|---|----------------------|-----------------------------------|---------------------------------------|--|----------------------------|
| | Expenses | Charges for Services and Sales | Operating Grants and Contributions | Capital Grants and Contributions | Governmental Activities |
| Governmental Activities: | | | | | |
| Instruction: | | | | | |
| Regular | \$ 4,472,171 | \$ 79,871 | \$ 85,499 | | \$ (4,306,801) |
| Special | 753,499 | | 355,186 | | (398,313) |
| Vocational | 382,894 | | 52,164 | | (330,730) |
| Adult/Continuing | 421 | | | | (421) |
| Other | 482,935 | | | | (482,935) |
| Support Services: | | | | | |
| Pupils | 632,328 | | 136,066 | | (496,262) |
| Instructional Staff | 574,435 | | 22,161 | | (552,274) |
| Board of Education | 13,085 | | | | (13,085) |
| Administration | 714,373 | | | | (714,373) |
| Fiscal | 253,423 | | | | (253,423) |
| Business | 1,626 | | | | (1,626) |
| Operation and Maintenance of Plant | 1,084,348 | | | | (1,084,348) |
| Pupil Transportation | 527,152 | | 26,468 | \$ 11,185 | (489,499) |
| Central | 101,678 | | 5,000 | | (96,678) |
| Operation of Non-Instructional Services | 414,815 | 294,425 | 107,309 | | (13,081) |
| Extracurricular Activities | 402,594 | 98,986 | | | (303,608) |
| Debt Service: | | | | | |
| Interest and Fiscal Charges | 486,415 | | | | (486,415) |
| Totals | <u>\$ 11,298,192</u> | <u>\$ 473,282</u> | <u>\$ 789,853</u> | <u>\$ 11,185</u> | <u>(10,023,872)</u> |
| General Revenues: | | | | | |
| Taxes: | | | | | |
| Property Taxes, Levied for General Purposes | | | | | 3,663,350 |
| Property Taxes, Levied for Capital Outlay | | | | | 10,085 |
| Property Taxes, Levied for Debt Service | | | | | 676,592 |
| Income Taxes | | | | | 1,020,958 |
| Grants and Entitlements not Restricted to Specific Programs | | | | | 4,768,774 |
| Gifts and Donations | | | | | 20,590 |
| Investment Earnings | | | | | 86,302 |
| Miscellaneous | | | | | 116,671 |
| Total General Revenues | | | | | <u>10,363,322</u> |
| Change in Net Assets | | | | | 339,450 |
| Net Assets Beginning of Year | | | | | <u>7,773,167</u> |
| Net Assets End of Year | | | | | <u>\$ 8,112,617</u> |

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**Balance Sheet
Governmental Funds
June 30, 2004**

| | General Fund | Bond Retirement Fund | Other Governmental Funds | Total Governmental Funds |
|--|---------------------|---------------------------------|---|---|
| Assets | | | | |
| Current Assets: | | | | |
| Equity in Pooled Cash and Cash Equivalents | \$ 4,761,835 | \$ 336,714 | \$ 526,743 | \$ 5,625,292 |
| Materials and Supplies Inventory | 5,334 | | 18,162 | 23,496 |
| Accrued Interest Receivable | 575 | | | 575 |
| Accounts Receivable | 7,050 | | 2,135 | 9,185 |
| Intergovernmental Receivable | | | 8,371 | 8,371 |
| Prepaid Items | 73,595 | | 1,921 | 75,516 |
| Taxes Receivable | 3,141,024 | 625,964 | | 3,766,988 |
| Income Taxes Receivable | 411,996 | | | 411,996 |
| Total Assets | \$ 8,401,409 | \$ 962,678 | \$ 557,332 | \$ 9,921,419 |
| Liabilities | | | | |
| Current Liabilities: | | | | |
| Accounts Payable | 72,603 | | 12,102 | 84,705 |
| Accrued Wages and Benefits | 724,587 | | 25,237 | 749,824 |
| Intergovernmental Payable | 145,271 | | 3,904 | 149,175 |
| Matured Compensated Absences Payable | 33,654 | | 14,834 | 48,488 |
| Deferred Revenue | 2,965,645 | 577,795 | | 3,543,440 |
| | 3,941,760 | 577,795 | 56,077 | 4,575,632 |
| Fund Balances | | | | |
| Reserved: | | | | |
| Reserved for Encumbrances | 112,625 | | 25,758 | 138,383 |
| Reserved for Prepaid Items | 73,595 | | 1,921 | 75,516 |
| Reserved for Property Taxes | 243,831 | 48,169 | | 292,000 |
| Unreserved, Designated: | | | | |
| Designated for Termination Benefits | | | 77,877 | 77,877 |
| Unreserved, Undesignated, Reported in: | | | | |
| General Fund | 4,029,598 | | | 4,029,598 |
| Special Revenue Funds | | | 73,698 | 73,698 |
| Debt Service Funds | | 336,714 | | 336,714 |
| Capital Projects Funds | | | 322,001 | 322,001 |
| Total Fund Balances | 4,459,649 | 384,883 | 501,255 | 5,345,787 |
| Total Liabilities and Fund Balances | \$ 8,401,409 | \$ 962,678 | \$ 557,332 | \$ 9,921,419 |

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

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

| | | |
|--|-------------|-------------------------|
| Total Governmental Fund Balances | \$ | 5,345,787 |
| Amounts reported for governmental activities on the statement of net assets are different because of the following: | | |
| Capital assets used in governmental activities are not financial resources and, therefore, not reported in the funds. | | 9,605,376 |
| Other long-term assets are not available to pay for current period expenditures and therefore are deferred in the funds | | 135,633 |
| Intergovernmental payable includes contractually required pension contributions not expected to be paid with available expendable resources, and therefore, not reported in the funds. | | (86,471) |
| Some liabilities are not due and payable in the current period and, therefore, not reported in the funds: | | |
| General Obligation Bonds Payable | (6,347,284) | |
| Capital Leases Payable | (88,536) | |
| Compensated Absences Payable | (451,888) | |
| | | <u>(6,887,708)</u> |
| Net Assets of Governmental Activities | \$ | <u><u>8,112,617</u></u> |

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2004**

| | <u>General Fund</u> | <u>Bond Retirement Fund</u> | <u>All Other Governmental Funds</u> | <u>Total Governmental Funds</u> |
|--|---------------------|-----------------------------|-------------------------------------|---------------------------------|
| REVENUES: | | | | |
| Property and Other Local Taxes | \$ 3,615,751 | \$ 667,095 | \$ | \$ 4,282,846 |
| Income Tax | 952,506 | | | 952,506 |
| Intergovernmental | 5,056,975 | 65,060 | 449,326 | 5,571,361 |
| Interest | 86,294 | | 8 | 86,302 |
| Tuition and Fees | 72,627 | | | 72,627 |
| Rent | 7,244 | | | 7,244 |
| Extracurricular Activities | | | 98,986 | 98,986 |
| Gifts and Donations | 17,302 | | 3,288 | 20,590 |
| Customer Sales and Services | | | 294,425 | 294,425 |
| Miscellaneous | 39,646 | | 76,550 | 116,196 |
| Total Revenues | <u>9,848,345</u> | <u>732,155</u> | <u>922,583</u> | <u>11,503,083</u> |
| EXPENDITURES: | | | | |
| Current: | | | | |
| Instruction: | | | | |
| Regular | 4,260,284 | | 116,640 | 4,376,924 |
| Special | 601,118 | | 127,067 | 728,185 |
| Vocational | 378,258 | | 900 | 379,158 |
| Adult/Continuing | 421 | | | 421 |
| Other | 482,935 | | | 482,935 |
| Support Services: | | | | |
| Pupils | 593,467 | | 36,763 | 630,230 |
| Instructional Staff | 478,131 | | 100,339 | 578,470 |
| Board of Education | 13,101 | | | 13,101 |
| Administration | 673,521 | 547 | 59,048 | 733,116 |
| Fiscal | 238,001 | 13,878 | 1,045 | 252,924 |
| Business | 1,626 | | | 1,626 |
| Operation and Maintenance of Plant | 893,167 | | 53,356 | 946,523 |
| Pupil Transportation | 507,604 | | | 507,604 |
| Central | 86,311 | | | 86,311 |
| Operation of Non-Instructional Services | | | 389,765 | 389,765 |
| Extracurricular Activities | 229,042 | | 104,349 | 333,391 |
| Capital Outlay | 78,277 | | 107,253 | 185,530 |
| Debt Service: | | | | |
| Principal | 23,860 | 490,000 | | 513,860 |
| Interest | | 201,638 | | 201,638 |
| Total Expenditures | <u>9,539,124</u> | <u>706,063</u> | <u>1,096,525</u> | <u>11,341,712</u> |
| Excess of Revenues Over (Under) Expenditures | <u>309,221</u> | <u>26,092</u> | <u>(173,942)</u> | <u>161,371</u> |
| OTHER FINANCING SOURCES AND USES: | | | | |
| Transfers In | | | 290,823 | 290,823 |
| Proceeds from Sale of Fixed Assets | 475 | | | 475 |
| Inception of Capital Lease | 112,396 | | | 112,396 |
| Transfers Out | (290,823) | | | (290,823) |
| Total Other Financing Sources and Uses | <u>(177,952)</u> | | <u>290,823</u> | <u>112,871</u> |
| Net Change in Fund Balances | 131,269 | 26,092 | 116,881 | 274,242 |
| Fund Balance at Beginning of Year | 4,328,380 | 358,791 | 384,374 | 5,071,545 |
| Fund Balance at End of Year | <u>\$ 4,459,649</u> | <u>\$ 384,883</u> | <u>\$ 501,255</u> | <u>\$ 5,345,787</u> |

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

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

Net Change in Fund Balances - Total Governmental Funds \$ 274,242

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

Governmental funds report capital outlay as expenditures. However, on the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlay exceeds depreciation in the current year.

| | | |
|---|------------------|---------|
| Capital Outlay - Depreciable Capital Assets | \$ 615,442 | |
| Depreciation | <u>(502,127)</u> | 113,315 |

The proceeds from the sale of capital assets are reported as other financing sources in the governmental funds. However, the cost of the capital assets is removed from the capital asset account on the statement of net assets and is offset against the proceeds from the sale of capital assets resulting in a (loss) on disposal of capital assets on the statement of activities.

| | | |
|------------------------------------|--|-----------|
| Loss on Disposal of Capital Assets | | (345,153) |
|------------------------------------|--|-----------|

| | | |
|---|--|---------|
| Revenues on the statement of activities that do not provide current financial resources are not reported as revenues in governmental funds. | | 134,083 |
|---|--|---------|

| | | |
|--|--|-----------|
| Debt proceeds are recorded as other financing sources on the governmental funds, but the debt proceeds increases liabilities on the statement of activities. | | (112,396) |
|--|--|-----------|

| | | |
|--|--|---------|
| Repayment of principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities on the statements of activities. | | 513,860 |
|--|--|---------|

| | | |
|--|--|-----------|
| Interest charges reported on the statement of activities, that do no require the use of current financial resources, are not reported as expenditures in governmental funds. | | (284,777) |
|--|--|-----------|

Some expenses reported on the statement of activities, such as compensated absences and intergovernmental payable representing contractually required pension contributions, do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds:

| | | |
|------------------------------|---------------|--------|
| Intergovernmental Payable | 3,813 | |
| Compensated Absences Payable | <u>42,463</u> | 46,276 |

| | | |
|---|----|-----------------------|
| Change in Net Assets of Governmental Activities | \$ | <u><u>339,450</u></u> |
|---|----|-----------------------|

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**Statement of Revenues, Expenditures and Changes
In Fund Balance - Budget (Non-GAAP Basis) and Actual
GENERAL FUND
For the Fiscal Year Ended June 30, 2004**

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual</u> | <u>Variance with Final Budget</u> |
|--|------------------------|---------------------|---------------------|---------------------------------------|
| REVENUES: | | | | |
| Property and Other Local Taxes | \$ 3,618,876 | \$ 3,433,047 | \$ 3,491,944 | \$ 58,897 |
| Income Tax | 977,449 | 977,449 | 928,972 | (48,477) |
| Intergovernmental | 4,672,991 | 5,045,128 | 5,059,137 | 14,009 |
| Interest | 205,254 | 175,000 | 116,023 | (58,977) |
| Tuition and Fees | 45,000 | 63,800 | 66,899 | 3,099 |
| Rent | 5,000 | 4,000 | 7,244 | 3,244 |
| Gifts and Donations | | | 17,302 | 17,302 |
| Miscellaneous | 36,418 | 28,468 | 28,418 | (50) |
| Total Revenues | <u>9,560,988</u> | <u>9,726,892</u> | <u>9,715,939</u> | <u>(10,953)</u> |
| EXPENDITURES: | | | | |
| Current: | | | | |
| Instruction: | | | | |
| Regular | 4,308,151 | 4,284,379 | 4,215,390 | 68,989 |
| Special | 637,471 | 672,107 | 611,650 | 60,457 |
| Vocational | 424,304 | 414,459 | 391,695 | 22,764 |
| Adult/Continuing Instruction | 820 | 820 | 421 | 399 |
| Other | 423,819 | 489,394 | 482,935 | 6,459 |
| Support Services: | | | | |
| Pupils | 637,229 | 656,030 | 574,198 | 81,832 |
| Instructional Staff | 492,128 | 528,574 | 495,931 | 32,643 |
| Board of Education | 16,226 | 16,226 | 10,701 | 5,525 |
| Administration | 671,667 | 681,372 | 658,925 | 22,447 |
| Fiscal | 240,821 | 243,621 | 235,880 | 7,741 |
| Business | 1,800 | 1,925 | 1,736 | 189 |
| Operation and Maintenance of Plant | 975,877 | 994,809 | 969,245 | 25,564 |
| Pupil Transportation | 524,906 | 535,190 | 521,370 | 13,820 |
| Central | 78,560 | 102,478 | 94,233 | 8,245 |
| Extracurricular Activities | 239,266 | 239,266 | 227,828 | 11,438 |
| Capital Outlay | 207,147 | 213,447 | 205,824 | 7,623 |
| Total Expenditures | <u>9,880,192</u> | <u>10,074,097</u> | <u>9,697,962</u> | <u>376,135</u> |
| Excess of Revenues Over (Under) Expenditures | <u>(319,204)</u> | <u>(347,205)</u> | <u>17,977</u> | <u>365,182</u> |
| Other Financing Sources and Uses: | | | | |
| Transfers In | 265,796 | 185,121 | | (185,121) |
| Insurance Proceeds | | | 9,965 | 9,965 |
| Proceeds from Sale of Fixed Assets | 5,000 | 1,000 | 475 | (525) |
| Refund of Prior Year Expenditures | 15,000 | 15,000 | 1,442 | (13,558) |
| Advances In | 30,000 | | | |
| Transfers Out | (400,000) | (380,000) | (290,823) | 89,177 |
| Advances Out | (7,000) | (79,000) | | 79,000 |
| Total Other Financing Sources and Uses | <u>(91,204)</u> | <u>(257,879)</u> | <u>(278,941)</u> | <u>(21,062)</u> |
| Net Change in Fund Balances | (410,408) | (605,084) | (260,964) | 344,120 |
| Fund Balance at Beginning of Year | 4,597,546 | 4,597,546 | 4,597,546 | |
| Prior Year Encumbrances Appropriated | 267,420 | 267,420 | 267,420 | |
| Fund Balance at End of Year | <u>\$ 4,454,558</u> | <u>\$ 4,259,882</u> | <u>\$ 4,604,002</u> | <u>\$ 344,120</u> |

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**Statement of Fiduciary Net Assets
Fiduciary Funds
June 30, 2004**

| | <u>Agency Fund</u> |
|--|-------------------------|
| Assets | |
| Current Assets: | |
| Equity in Pooled Cash and Cash Equivalents | \$ <u>58,892</u> |
| Total Assets | <u>58,892</u> |
| Liabilities | |
| Current Liabilities: | |
| Due to Students | <u>58,892</u> |
| Total Liabilities | \$ <u><u>58,892</u></u> |

See Accompanying Notes to the Basic Financial Statements

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004**

1. DESCRIPTION OF THE SCHOOL DISTRICT AND REPORTING ENTITY

The Liberty Benton Local School District (the District) is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The District is a local school district as defined by Section 3311.03 of Ohio Revised Code. The District operates under an elected Board of Education (5 members) and is responsible for the provision of public education to residents of the District.

The District is the 413th largest in the State of Ohio (among 612 school districts) in terms of enrollment. It is staffed by 74 classified employees and 102 certified teaching personnel, who provide services to 1,366 students and other community members. The District currently operates two instructional buildings.

The 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 are not misleading. The primary government of the District 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 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; (2) the District is legally entitled to or can otherwise access the organization's resources; (3) the District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or (4) 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 seven jointly governed organizations and two insurance pools. These organizations are the Northwest Ohio Area Computer Services Cooperative, Millstream Cooperative Vocational Career Center, Hancock County Local Professional Development Committee, Ohio Schools Council Association, Northwestern Ohio Educational Research Council, Inc., West Central Regional Professional Development Center, Northwest Ohio Special Education Regional Resource Center, Hancock County Schools Health Benefit Fund and Trust, and the OSBA Workers' Compensation Group Rating Plan. Information about these organizations is presented in Notes 16 and 17 to the basic financial statements.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its governmental activities provided they do not conflict with or contradict GASB pronouncements. Following are the more significant of the District's accounting policies.

A. Basis of Presentation

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

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

Government-wide Financial Statements

The statement of net assets and the statement of activities display information about the District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The statement of net assets presents the financial condition of the governmental activities of the District at year-end. The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues, which are not classified as program revenues, are presented as general revenues of the District, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which governmental function is self-financing or draws from the general revenues 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 rather than reporting funds by type. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by fund type.

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 and fiduciary.

Governmental Funds

Governmental funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The District has two major governmental funds.

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 is available to the District for any purpose provided it is expended or transferred according to the general laws of Ohio.

Bond Retirement Fund – The Bond Retirement Fund is used to account for property tax revenues to pay the principal and related interest on the school improvement bonds.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

The other governmental funds of the District account for grants, other resources and capital projects of the District whose uses are restricted to a particular purpose.

Fiduciary Funds

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds, and agency funds. 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 had no private purpose trust funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results or operations. The District's agency funds account for various student managed activities.

C. Measurement Focus

Government-wide Financial Statements

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the District are included on the Statement of Net Assets. The Statement of Activities presents increases (e.g. revenues) and decreases (e.g. expenses) in total net assets.

Fund Financial Statements

Fund financial statements report detailed information about the District. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column, and all nonmajor funds are aggregated into one column. Fiduciary funds are reported by fund type.

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

Agency funds do not report a measurement focus as they do not report operations.

D. Basis of Accounting

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

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

Revenues - Exchange and Non-exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current fiscal year or soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, available means expected to be received within sixty days of fiscal year end.

Nonexchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from income taxes is recognized in the fiscal year in which the underlying exchange transaction occurred. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the District must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year end: property taxes available as an advance, grants, investment earnings, tuition, and student fees.

Deferred Revenue

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

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

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

Expenditures/Expenses

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocation of cost, such as depreciation and amortization, are not recognized in governmental funds.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

E. Budgetary Process

All funds, except agency funds, are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriations resolution, all of 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 amount the Board of Education may appropriate. The appropriations resolution is the Board's authorization to spend resources and sets annual limits on expenditures plus encumbrances at the level of control selected by the Board. The legal level of budgetary control selected by the Board is at the function level for the general fund and fund level for remaining funds. Any budgetary modifications at this level may only be made by the Board of Education.

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

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

F. Cash and Investments

To improve cash management, cash received by the District is pooled. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the District's records. Interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents" on the financial statements.

During fiscal year 2004, investments included federal agency securities, mutual funds, and STAR Ohio. Federal agency securities are reported at fair value, which is based on quoted market prices. Mutual funds are reported at fair value, which is based on current share price. STAR Ohio is an investment pool, managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on June 30, 2004.

The School District allocates interest according to State statutes. Interest revenue credited to the General Fund during fiscal year 2004 was \$86,294, which included \$18,480 assigned from other District funds.

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.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

G. Inventory

On government-wide financial statements, inventories are presented at the lower of cost or market on a first-in, first-out basis and are expensed when used.

On fund financial statements, inventories of governmental funds are stated at cost. Cost is determined on a first-in, first-out basis. Inventory in governmental funds consists of expendable supplies held for consumption, donated food, purchased food, and school supplies held for resale and are expensed when used. The cost of inventory items is recorded as an expenditure when purchased.

H. Capital Assets

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

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and deletions during the year. Donated capital assets are recorded at their fair market values as of the date received. The District's capitalization threshold is fifteen hundred dollars. The District does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

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

| Description | Estimated Lives |
|-------------------------------------|------------------------|
| Land Improvements | 20 years |
| Buildings and Building Improvements | 7 - 40 years |
| Furniture, Fixtures and Equipment | 5 - 20 years |
| Vehicles | 5 - 10 years |

I. Interfund Balances

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables." These amounts are eliminated in the governmental activities columns of the statement of net assets. The District had no interfund receivables/payables at June 30, 2004.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

J. Compensated Absences

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable the District will compensate the employees for the benefits through paid time off or some other means. The District records a liability for accumulated unused vacation time when earned for all employees with more than one year of service.

Sick leave benefits are accrued as a liability using the vesting method. The liability includes the employees who are currently eligible to receive termination benefits and those the District has identified as probable of receiving payment in the future. The amount is based on accumulated sick leave and employees' wage rates at fiscal year end, taking into consideration any limits specified in the District's termination policy. The District records a liability for accumulated unused sick leave for all employees after ten years of service.

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

For governmental fund financial statements, compensated absences are recognized as liabilities and expenditures as payments come due each period upon the occurrence of employee resignations and retirements.

K. Accrued Liabilities and Long-Term Obligations

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

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

L. Net Assets

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

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

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

M. Fund Balance Reserves and Designations

The District reserves those portions of fund equity which are legally segregated for a specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund equity, which is available for appropriation in future periods. Fund reserves have been established for property taxes, prepaid items and encumbrances.

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

A designation of fund balance represents a self-imposed limitation on the use of available expendable resources by the Board of Education. The designation within the other governmental funds represents monies set aside by the Board for future payment of termination benefits.

N. Interfund Transactions

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

Interfund activity between governmental funds is eliminated in the statement of activities.

O. Prepaid Items

Certain payments to vendors reflect the costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. These items are reported as assets on the balance sheet using the consumption method. A current asset for prepaid amounts is recorded at the time of the purchase and the expenditure/expense is reported in the year in which services are consumed.

P. Estimates

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

Q. Extraordinary and Special Items

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

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

3. CHANGES IN ACCOUNTING PRINCIPLES AND RESTATEMENT OF FUND BALANCE

A. Changes in Accounting Principles

For fiscal year 2004, the District has implemented Governmental Accounting Standards Board Statement (GASB) No. 34, "Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments;" GASB No. 37, "Basic Financial Statements for State and Local Governments: Omnibus," GASB No. 38, "Certain Financial Statement Note Disclosures," and GASB Interpretation No. 6, "Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements." At June 30, 2003, there was no effect on fund balance as a result of implementing GASB Statements 37 and 38.

GASB Statement No. 34 creates new basic financial statements for reporting on the District's financial activities. The financial statements now include government-wide financial statements prepared on an accrual basis of accounting and fund financial statements which present information for individual major funds rather than by fund type. Nonmajor funds are presented in total in one column.

GASB Statement No. 37 clarifies certain provisions of Statement No. 34, including the required content of the Management Discussion and Analysis, the classification of program revenues and the criteria for determining major funds. GASB Statement No. 38, modifies, establishes and rescinds certain financial statement note disclosures.

The government-wide financial statements show the District's programs for governmental activities. The beginning net asset amount for governmental programs reflects the change in fund balance for governmental funds at June 30, 2003, caused by the conversion to the accrual basis of accounting.

GASB Interpretation No. 6 clarifies the application of standards for modified accrual recognition of certain liabilities and expenditures in areas where differences have arisen, or potentially could arise, in interpretation and practice. The District restated the fund liability of compensated absences that had not matured during fiscal year 2003.

The District began depreciating its capital assets. This caused capital assets as reported at June 30, 2003, to decrease \$7,397,688 from \$17,234,902 to \$9,837,214.

B. Restatement of Fund Balance

The restatements for fund classifications, GASB Statement No. 34, and GASB Interpretation No. 6 had the following effects on fund balance of the major and nonmajor funds of the District as they were previously reported.

The transition from governmental fund balance to net assets of the governmental activities is also presented.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

3. CHANGES IN ACCOUNTING PRINCIPLES AND RESTATEMENT OF FUND BALANCE – (Continued)

| | <u>General</u> | <u>Bond Retirement Fund</u> | <u>Nonmajor Governmental Funds</u> | <u>Total Governmental Activities</u> |
|--|--------------------|-------------------------------------|--|--|
| Fund Balance June 30, 2003 | \$4,298,678 | \$358,791 | \$357,275 | \$5,014,744 |
| GASB Statement 34 Adjustment | | | | |
| Change in Fund Structure: | | | | |
| Expendable Trust | | | 1,417 | 1,417 |
| Enterprise | | | 20,459 | 20,459 |
| Interpretation 6 Adjustments: | | | | |
| Compensated Absences Payable | 29,702 | | 5,223 | 34,925 |
| Adjusted Fund Balance | <u>\$4,328,380</u> | <u>\$358,791</u> | <u>\$384,374</u> | 5,071,545 |
| GASB 34 Adjustments: | | | | |
| Deferred Revenue | | | | 1,550 |
| Capital Assets | | | | 9,837,214 |
| Long-Term Liabilities | | | | <u>(7,137,142)</u> |
| Governmental Activities Net Assets at June 30, 2003 | | | | <u>\$7,773,167</u> |

4. BUDGETARY BASIS OF ACCOUNTING

While the District is reporting financial position, results of operations, and changes in fund balances on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual presented for the General Fund is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and fund financial statements are the following:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Encumbrances are treated as expenditures (budget basis) rather than as a reservation of fund balance (GAAP basis).

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements to the budgetary basis statements for the General Fund.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

4. BUDGETARY BASIS OF ACCOUNTING – (Continued)

| Net Change in Fund Balance - General Fund | |
|--|-------------------------|
| GAAP basis | \$ 131,269 |
| Net adjustment for revenue accruals | (132,406) |
| Net adjustment for expenditure accruals | 26,417 |
| Net adjustment for other sources/uses | (100,989) |
| Adjustment for encumbrances | <u>(185,255)</u> |
| Budget basis | <u>\$ (260,964)</u> |

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 withdrawal 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 deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit, or by savings accounts including passbook accounts.

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.

Interim monies may be deposited or invested in the following securities:

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

5. DEPOSITS AND INVESTMENTS – (Continued)

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. Bond and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions; and
6. The State Treasurer's investment pool (STAR Ohio),
7. Certain bankers' acceptances and commercial paper notes for a period not to exceed 180 days in an amount not to exceed 25% of the interim monies available for investment at any one time; and
8. Under limited circumstances, corporate debt instrument rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

Investments in stripped principal or interest obligations, reverse purchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the District, and must be purchased with the expectation that it will be held to maturity.

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

Cash on Hand: At fiscal year end, the District had \$150 in undeposited cash on hand, which is included on the balance sheet of the District as part of "Equity in Pooled Cash and Cash Equivalents."

The following information classifies deposits and investments by categories of risk as defined in GASB Statement No. 3, "Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements."

At fiscal year-end, the carrying amount of the District's deposits was \$1,195,490 and the bank balance was \$1,364,733. Of the bank balance, \$212,873 was covered by Federal Depository Insurance and \$1,151,860 was uninsured and uncollateralized as defined by GASB. Although all State statutory requirements for the deposit of money had been followed, noncompliance with federal requirements would potentially subject the District to a successful claim by the FDIC.

The District's investments are categorized below to give an indication of the level of risk assumed by the District at fiscal year end. Category 1 includes investments that are insured or registered for which the securities are held by the District or its agent in the District's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the District's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty, or by its trust department or agent but not in the District's name. Mutual funds and STAR Ohio are unclassified since it is not evidenced by securities that exist in physical or book entry form.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

5. DEPOSITS AND INVESTMENTS – (Continued)

| | Category 2 | Fair Value |
|--|--------------------|--------------------|
| Federal Home Loan Mortgage Corporation Notes | \$695,445 | \$695,445 |
| Federal Home Loan Bank Notes | 797,376 | 797,376 |
| Federal Farm Credit Bank Notes | 198,500 | 198,500 |
| Federal Home Loan Bank Discount Notes | 399,540 | 399,540 |
| Federal National Mortgage Association Notes | 517,455 | 517,455 |
| | <u>\$2,608,316</u> | |
| Mutual Funds | | 408,209 |
| STAR Ohio | | 1,472,019 |
| Totals | | <u>\$4,488,544</u> |

The classification of cash and cash equivalents, and investments on the basic financial statements is based on criteria set forth in GASB Statement No. 9, "Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting." A reconciliation between the classifications of cash and cash equivalents and investments on the basic financial statements and the classifications of deposits and investments presented above per GASB Statement No. 3 is as follows:

| | Cash and Cash Equivalents | Investments |
|--|--------------------------------------|--------------------|
| GASB Statement No. 9 | \$5,684,184 | |
| Cash on Hand | (150) | |
| Investments: | | |
| Federal Home Loan Mortgage Corporation Notes | (695,445) | \$695,445 |
| Federal Home Loan Bank Notes | (797,376) | 797,376 |
| Federal Farm Credit Bank Notes | (198,500) | 198,500 |
| Federal Home Loan Bank Discount Notes | (399,540) | 399,540 |
| Federal National Mortgage Association Notes | (517,455) | 517,455 |
| Mutual Funds | (408,209) | 408,209 |
| STAR Ohio | (1,472,019) | 1,472,019 |
| GASB Statement No. 3 | <u>\$1,195,490</u> | <u>\$4,488,544</u> |

6. PROPERTY TAXES

Property taxes are levied and assessed on a calendar year basis, while the District's fiscal year runs from July through June. First-half tax distributions 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, public utility, and tangible personal (used in business) property located in the District. Real and public utility property tax revenues received in calendar year 2004 represent the collection of calendar year 2003 taxes. Real property taxes for 2004 were levied after April 1, 2003, on the assessed values as of January 1, 2003, the lien date. Assessed values for real property taxes are established by State statute 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 alternate payment dates to be established.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

6. PROPERTY TAXES – (Continued)

Public utility real and tangible personal property taxes received in calendar year for 2004 were levied after April 1, 2003, on the assessed values as of December 31, 2002, the lien date. Public utility real property is assessed at 35 percent of true value; tangible personal property is currently assessed at varying percentages of true value.

Tangible personal property tax revenues received in calendar year 2004 (other than public utility property) represent the collection of calendar year 2004 taxes. Tangible personal property taxes received in calendar year 2004 were levied after April 1, 2003, on the value as of December 31, 2003. Tangible personal property is currently assessed at 25 percent of true value for capital assets and 24 percent for inventory. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20. Tangible personal property taxes paid by April 30 are usually received by the District prior to June 30.

The District receives property taxes from Hancock County. The County Auditor periodically advances to the District its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2004, are available to finance fiscal year 2004 operations. The amount available to be advanced can vary based on the date the tax bills are sent. The amount available as an advance at June 30, 2004, was \$243,831 in the General Fund and \$48,169 in the Debt Service Fund. The amount available as an advance at June 30, 2003, was \$120,024 in the General Fund and \$24,976 in the Debt Service Fund.

Accrued property taxes receivable includes real property, public utility property and tangible personal property taxes which are measurable as of June 30, 2004, and for which there is an enforceable legal claim. Although total property tax collections for the next fiscal year are measurable, only the amount of real property taxes available as an advance at June 30 was levied to finance current fiscal year operations and is reported as revenue at fiscal year end. The portion of the receivable not levied to finance current fiscal year operations is offset by a credit to deferred revenue.

On the full accrual basis, collectible delinquent property taxes have been recorded as a receivable and revenue, while on the modified accrual basis the revenue has been deferred.

The assessed values upon which the fiscal year 2004 taxes were collected are:

| | 2003 Second- Half Collections | | 2004 First- Half Collections | |
|--|--|----------------|---|----------------|
| | Amount | Percent | Amount | Percent |
| Agricultural/Residential | \$86,511,370 | 65% | \$91,350,790 | 67% |
| Industrial/Commercial | 18,358,940 | 14% | 18,614,040 | 14% |
| Public Utility | 5,680,840 | 4% | 5,879,120 | 4% |
| Tangible Personal | 21,967,120 | 17% | 20,617,342 | 15% |
| Total Assessed Value | <u>\$132,518,270</u> | <u>100%</u> | <u>\$136,461,292</u> | <u>100%</u> |
| Tax rate per \$1,000 of assessed valuation | \$43.87 | | \$43.71 | |

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

7. INCOME TAXES

The District levies a voted tax of .75 percent for general operations on the income of residents and of estates. The tax was effective on January 1, 1995, and was renewed in 2002, and continues for eight years. Employers of residents are required to withhold income tax on compensation and remit the tax to the State. Taxpayers are required to file an annual return. The State makes quarterly distributions to the District after withholding amounts for administrative fees and estimated refunds. Income tax revenue is credited to the General Fund and 25% of the collections are transferred to the permanent improvement fund by Board Resolution.

8. RECEIVABLES

Receivables at June 30, 2004, consisted of taxes, accounts (billings for user charged services and student fees), internal loans, accrued interest, and intergovernmental grants and entitlements. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of state programs and the current year guarantee of federal funds. A summary of the receivables reported on the Statement of Net Assets follows:

| Governmental Activities | |
|--------------------------------|---------------------|
| Taxes | \$ 4,178,984 |
| Accounts | 9,185 |
| Intergovernmental | 8,371 |
| Accrued interest | <u>575</u> |
| Total | <u>\$ 4,197,115</u> |

Receivables have been disaggregated on the face of the basic financial statements. All receivables are expected to be collected within the subsequent year.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

9. CAPITAL ASSETS

A. The capital asset balances of the governmental activities have been restated due to reclassification of asset classifications and depreciation:

| | <u>Balance</u> <u>6/30/03</u> | <u>Adjustments</u> | <u>Restated</u> <u>Balance</u> <u>6/30/03</u> |
|---|----------------------------------|-----------------------|---|
| Governmental Activities: | | | |
| <i>Capital assets, not being depreciated:</i> | | | |
| Land | \$ 833,317 | | \$ 833,317 |
| Construction in Progress | 337,478 | - | 337,478 |
| Total capital assets, not being depreciated | <u>1,170,795</u> | <u>-</u> | <u>1,170,795</u> |
| <i>Capital assets, being depreciated:</i> | | | |
| Land improvements | 564,568 | 12,654 | 577,222 |
| Buildings and improvements | 13,105,601 | 120,392 | 13,225,993 |
| Furniture, fixtures and equipment | 1,344,210 | 57,831 | 1,402,041 |
| Vehicles | <u>1,049,728</u> | <u>-</u> | <u>1,049,728</u> |
| Total capital assets, being depreciated | <u>16,064,107</u> | <u>190,877</u> | <u>16,254,984</u> |
| <i>Less: accumulated depreciation</i> | <u>-</u> | <u>(7,588,565)</u> | <u>(7,588,565)</u> |
| Governmental activities capital assets, net | <u>\$17,234,902</u> | <u>\$ (7,397,688)</u> | <u>\$ 9,837,214</u> |

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

9. CAPITAL ASSETS – (Continued)

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

| | <u>Balance 06/30/03</u> | <u>Additions</u> | <u>Deletions</u> | <u>Balance 06/30/04</u> |
|---|-----------------------------|-------------------|---------------------|-----------------------------|
| <i>Capital assets, not being depreciated:</i> | | | | |
| Land | \$ 833,317 | \$ - | \$ - | \$ 833,317 |
| Construction-in-progress | <u>337,478</u> | <u>8,400</u> | <u>(337,478)</u> | <u>8,400</u> |
| Total capital assets, not being depreciated | <u>1,170,795</u> | <u>8,400</u> | <u>(337,478)</u> | <u>841,717</u> |
| <i>Capital assets, being depreciated:</i> | | | | |
| Land improvements | 577,222 | 459,435 | (7,586) | 1,029,071 |
| Buildings and building improvements | 13,225,993 | 32,943 | - | 13,258,936 |
| Furniture, fixtures and equipment | 1,402,041 | 58,570 | (425,628) | 1,034,983 |
| Vehicles | <u>1,049,728</u> | <u>56,094</u> | <u>(198,171)</u> | <u>907,651</u> |
| Total capital assets, being depreciated | <u>16,254,984</u> | <u>607,042</u> | <u>(631,385)</u> | <u>16,230,641</u> |
| <i>Less: accumulated depreciation</i> | | | | |
| Land improvements | (146,504) | (42,135) | 4,236 | (184,403) |
| Buildings and building improvements | (5,477,559) | (316,019) | - | (5,793,578) |
| Furniture, fixtures and equipment | (1,138,687) | (84,689) | 424,628 | (798,748) |
| Vehicles | <u>(825,815)</u> | <u>(59,284)</u> | <u>194,846</u> | <u>(690,253)</u> |
| Total accumulated depreciation | <u>(7,588,565)</u> | <u>(502,127)</u> | <u>623,710</u> | <u>(7,466,982)</u> |
| Depreciable Capital Assets, Net | <u>8,666,419</u> | <u>104,915</u> | <u>(7,675)</u> | <u>8,763,659</u> |
| Capital assets, net of accumulated depreciation | <u>\$ 9,837,214</u> | <u>\$ 113,315</u> | <u>\$ (345,153)</u> | <u>\$ 9,605,376</u> |

LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY

NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)

9. CAPITAL ASSETS – (Continued)

Depreciation expense was charged to governmental functions as follows:

| | |
|---|------------------|
| Instruction: | |
| Regular | \$86,789 |
| Special | 24,202 |
| Vocational | 19,713 |
| Support Services: | |
| Pupils | 18,750 |
| Instructional Staff | 41,977 |
| Administration | 18,645 |
| Fiscal | 3,661 |
| Operation and Maintenance of Plant | 114,362 |
| Pupil Transportation | 69,041 |
| Central | 15,367 |
| Operation of Non-Instructional Services | 20,255 |
| Extracurricular | 69,365 |
| Total Depreciation Expense | <u>\$502,127</u> |

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

10. RISK MANAGEMENT

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. During fiscal year 2004, the District contracted for the following insurance coverage:

Coverage provided by Indiana Insurance Company is as follows:

| | |
|---|--------------|
| Buildings, Contents, Boiler, and Machinery (\$2,500 deductible) | \$26,272,802 |
| Sexual Misconduct | |
| Each Loss | 1,000,000 |
| Aggregate | 1,000,000 |
| Inland Marine | |
| Equipment | 507,151 |
| Software | 161,550 |
| Employee Benefits | |
| Each Loss | 1,000,000 |
| Aggregate | 3,000,000 |
| General School District Liability | |
| Per Occurrence | 1,000,000 |
| Aggregate | 2,000,000 |
| Stop Gap | |
| Per Occurrence | 1,000,000 |
| Aggregate | 2,000,000 |
| Errors and Omissions | |
| Per Occurrence | 1,000,000 |
| Aggregate | 1,000,000 |

Coverage provided by Indiana Insurance Company is as follows:

| | |
|------------------------------|-------------|
| Automobile Liability | \$1,000,000 |
| Uninsured Motorists | 1,000,000 |
| Umbrella Liability Insurance | 2,000,000 |

Settled claims have not exceeded this commercial coverage in any of the past three years, and there has been no significant reduction in insurance coverage from the prior fiscal year.

The District participates in the Hancock County Schools Health Benefit Fund and Trust (Trust), a public entity shared risk pool consisting of seven local school districts, the Hancock County Educational Service Center, and the Blanchard Valley Board of Mental Retardation/Developmental Disabilities. The District pays monthly premiums to the Trust for employee medical, dental, vision, and life insurance benefits. The Trust is responsible for the management and operations of the program. Upon withdrawal from the Trust, a participant is responsible for the payment of all Trust liabilities to its employees, dependents, and designated beneficiaries accruing as a result of withdrawal.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

10. RISK MANAGEMENT – (Continued)

For fiscal year 2004, the District participated in the Ohio School Boards Association Workers' Compensation Group Rating Program (GRP), an insurance purchasing pool (Note 17). The intent of the GRP is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the GRP. The workers' compensation experience of the participating school districts is calculated as one experience and a common premium rate is applied to all school districts in the GRP. Each participant pays its workers' compensation premium to the State based on the rate for the GRP rather than its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings percentage of the GRP. A participant will then either receive money from or be required to contribute to the "Equity Pooling Fund." This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the GRP. Participation in the GRP is limited to school districts that can meet the GRP's selection criteria. The firm of Gates McDonald & Co. provides administrative, cost control and actuarial services to the GRP.

11. DEFINED BENEFIT PENSION PLANS

A. State Teachers Retirement System

The District contributes to the State Teachers Retirement System of Ohio (STRS), a cost-sharing multiple employer public employee retirement system administered by the State Teachers Retirement Board. STRS provides retirement and disability benefits to members and death and survivor benefits to plan members and beneficiaries. Benefits are established by Chapter 3307 of the Ohio Revised Code. STRS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to State Teachers Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3771.

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

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

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

11. DEFINED BENEFIT PENSION PLANS – (Continued)

For the fiscal year ended June 30, 2004, plan members were required to contribute 10 percent of their annual covered salaries. The District was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. Contribution rates are established by 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.

The District's required contributions for pension obligations to STRS for fiscal years ended June 30, 2004, 2003, and 2002, were \$569,736, \$516,916 and \$357,776, respectively; 92 percent has been contributed for fiscal year 2004 and 100 percent for the fiscal years 2003 and 2002. \$50,864 represents the unpaid contribution for fiscal year 2004.

B. School Employees Retirement System

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

For the fiscal year ended June 30, 2004, plan members are required to contribute 10 percent of their annual covered salary and the District was required to contribute at an actuarially determined rate. The rate for fiscal year 2004 was 14 percent of annual covered payroll; 9.09 percent was the portion to fund pension obligations. 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 District's contributions for pension obligations to SERS for the fiscal years ended June 30, 2004, 2003, and 2002, were \$114,270, \$98,423, and \$62,166 respectively; 86 percent has been contributed for fiscal year 2004 and 100 percent for fiscal years 2003 and 2002. \$25,362 represents the unpaid contribution for fiscal year 2004.

C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by the State Teachers Retirement System or the School Employees Retirement System have an option to choose Social Security or the State Teachers Retirement System/School Employees Retirement System. As of June 30, 2003, four of the Board members have elected Social Security. The Board's liability is 6.2 percent of wages paid.

12. POSTEMPLOYMENT BENEFITS

The District provides comprehensive health care benefits to retired teachers and their dependents through STRS, and to retired non-certified employees and their dependents through SERS. Benefits include hospitalization, physicians' fees, prescription drugs, and partial reimbursement of monthly Medicare Part B premiums. Benefit provisions and the obligations to contribute are established by STRS and SERS based on authority granted by state statute. Both STRS and SERS are funded on a pay-as-you-go-basis.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

12. POSTEMPLOYMENT BENEFITS – (Continued)

The State Teachers Retirement Board has statutory authority over how much, if any, of the health care costs will be absorbed by STRS. Most benefit recipients pay a portion of the health care cost in the form of a monthly premium. By Ohio law, the cost of coverage paid from STRS funds shall be included in the employer contribution rate, currently 14% of covered payroll. For this fiscal year, the State Teachers Retirement Board allocated employer contributions equal to 1% of covered payroll to the Health Care Reserve fund. For the District, this amount equaled \$43,826 during fiscal year 2004.

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

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

After the allocation for basic benefits, the remainder of the employer's 14% contribution is allocated to providing health care benefits. At June 30, 2004, the healthcare allocation is 4.91%. In addition, SERS levies a surcharge to fund health care benefits equal to 14% of the difference between a minimum pay and the member's pay, prorated for partial service credit. For fiscal year 2004, the minimum pay has been established as \$24,500. The surcharge, added to the unallocated portion of the 14% employer contribution rate, provides for maintenance of the asset target level for the health care fund.

Health care benefits are financed on a pay as you go basis. The target level for the health care reserve is 150% of annual health care expenses, before premium deduction. Gross expenses for health care at June 30, 2004 were \$223,443,805 and the target level was \$335.2 million. At June 30, 2004, SERS's net assets available for payment of health care benefits were \$300.8 million. SERS has approximately 62,000 participants currently receiving health care benefits. For the 2004 fiscal year, the District paid \$80,995 to fund health care benefits, including the surcharge.

13. OTHER EMPLOYEE BENEFITS

A. COMPENSATED ABSENCES

The criteria for determining vacation and sick leave benefits are derived from negotiated agreements and State laws. Classified employees earn ten to twenty days of vacation per year, depending upon length of service. Accumulated unused vacation time is paid to classified employees and administrators upon termination of employment. Teachers and administrators, who are not on a twelve-month contract, do not earn vacation time.

Teachers, administrators, and classified employees earn sick leave at a rate of one and one-fourth days per month. Sick leave may be accumulated up to a maximum of two hundred fifteen days for all employees, other than the superintendent, and two hundred forty days for the superintendent. Upon retirement, payment is made for one-fourth of their accrued, but unused sick leave credit to a maximum of fifty-three and three-fourths days for all employees other than the superintendent, and sixty days for the superintendent.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

13. OTHER EMPLOYEE BENEFITS – (Continued)

B. Health Care Benefits

The District provides medical, dental, vision, and life insurance to all employees through the Hancock County Schools Health Benefit Fund and Trust. Depending upon the plan chosen, the employees share the cost of the monthly premium with the Board. The premium varies with employee depending on the terms of the union contract.

14. LONG-TERM OBLIGATIONS

Changes in the District's long-term obligations during fiscal year 2004 were as follows:

| | <u>Balance Outstanding 06/30/03</u> | <u>Additions</u> | <u>Reductions</u> | <u>Balance Outstanding 06/30/04</u> | <u>Amounts Due in One Year</u> |
|---|---|-------------------|-----------------------|---|--|
| Governmental Activities: | | | | | |
| <u>General Obligation Bonds:</u> | | | | | |
| School Improvement Refunding Bonds | | | | | |
| FY98 3.75%-5.25% | \$ 4,620,000 | \$ - | \$ (490,000) | \$ 4,130,000 | \$ 510,000 |
| Capital appreciation bonds | <u>1,932,507</u> | <u>284,777</u> | <u>-</u> | <u>2,217,284</u> | <u>-</u> |
| Total general obligation bonds payable | <u>6,552,507</u> | <u>284,777</u> | <u>(490,000)</u> | <u>6,347,284</u> | <u>510,000</u> |
| <u>Other Long-Term Obligations:</u> | | | | | |
| Capital lease obligation | | 112,396 | (23,860) | 88,536 | 37,119 |
| Compensated absences | 494,351 | 451,888 | (494,351) | 451,888 | |
| Intergovernmental Payable | <u>90,284</u> | <u>-</u> | <u>(90,284)</u> | <u>-</u> | <u>-</u> |
| Total other long-term obligations | <u>584,635</u> | <u>564,284</u> | <u>(608,495)</u> | <u>540,424</u> | <u>37,119</u> |
| Total governmental activities | <u>\$ 7,137,142</u> | <u>\$ 849,061</u> | <u>\$ (1,098,495)</u> | <u>\$ 6,887,708</u> | <u>\$ 547,119</u> |

FY 1998 School Improvement Refunding Bonds – On April 1, 1998, the District issued \$7,303,427 in voted general obligation bonds to pay notes, in the amount of \$700,000, and to refund bonds previously issued in 1994, in the amount of \$6,604,053, for constructing, furnishing, and equipping a new high school and improvements to other District buildings. The refunding bond issue includes serial, term, and capital appreciation bonds, in the amount of \$5,290,000, \$1,575,000, and \$438,427, respectively. The bonds were issued for a twenty-two year period, with final maturity during fiscal year 2020. These bonds will be retired from proceeds of tax levy and will be paid from the Bond Retirement Fund.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

14. LONG-TERM OBLIGATIONS – (Continued)

The term bonds maturing on December 1, 2019, are subject to mandatory sinking fund redemption, in part by lot, pursuant to the terms of the mandatory sinking fund redemption requirements of the District. The mandatory redemption is to occur on December 1 in each of the years 2017 and 2018 (with the balance of \$510,000 to be paid at stated maturity on December 1, 2019), at a redemption price equal to 100 percent of the principal amount redeemed plus accrued interest to the redemption date, according to the following schedule:

| <u>Year</u> | <u>Amount</u> |
|-------------|---------------|
| 2017 | \$520,000 |
| 2018 | 545,000 |

Term bonds redeemed by other than mandatory redemption, or purchased for cancellation may be credited against the applicable mandatory redemption requirement.

Serial bonds maturing on and after December 1, 2008, are also subject to prior redemption on or after December 1, 2008, by and at the sole option of the District, either in whole on any date or in part on any interest payment date and in integral multiples of \$5,000, at the following redemption prices (expressed as percentages of the principal amount redeemed) plus accrued interest to the redemption date:

| <u>Redemption Dates (Dates Inclusive)</u> | <u>Redemption Prices</u> |
|---|------------------------------|
| December 1, 2008 through November 30, 2009 | 101% |
| December 1, 2009 and thereafter | 100% |

The capital appreciation bonds are not subject to prior redemption. The capital appreciation bonds will mature in fiscal years 2009 through 2016. The maturity amount of the bonds is \$4,560,000. The present value (as of issue date) reported in the statement of net assets at June 30, 2004, was \$438,427. Total accreted interest of \$1,778,857 has been included in the statement of net assets at June 30, 2004.

The school improvement refunding bonds defeased in-substance \$6,604,053 in school improvement general obligation bonds. At June 30, 2004, \$5,334,054 of this debt was still outstanding.

Compensated absences and intergovernmental payables, representing the District's contractually required pension contributions, will be paid from the fund from which the employees' salaries are paid.

The District's overall debt margin was \$5,549,349 with an unvoted debt margin of \$136,461 at June 30, 2004.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

14. LONG-TERM OBLIGATIONS – (Continued)

The following is a summary of the future debt service requirements to maturity for the school improvement refunding bonds:

| Fiscal Year Ended | Current Interest Bonds | | | Capital Appreciation Bonds | | |
|----------------------|------------------------|---------------------|---------------------|----------------------------|-------------|---------------------|
| | Principal | Interest | Total | Principal | Interest | Total |
| 2005 | \$ 510,000 | \$ 180,260 | \$ 690,260 | \$ - | \$ - | \$ - |
| 2006 | 480,000 | 158,855 | 638,855 | | | |
| 2007 | 500,000 | 137,415 | 637,415 | | | |
| 2008 | 520,000 | 114,845 | 634,845 | | | |
| 2009 | 545,000 | 91,012 | 636,012 | 570,000 | | 570,000 |
| 2010 - 2014 | - | 393,751 | 393,751 | 2,850,000 | | 2,850,000 |
| 2015 - 2019 | 1,065,000 | 341,125 | 1,406,125 | 1,140,000 | | 1,140,000 |
| 2020 | 510,000 | 12,750 | 522,750 | - | - | - |
| Total | <u>\$ 4,130,000</u> | <u>\$ 1,430,013</u> | <u>\$ 5,560,013</u> | <u>\$ 4,560,000</u> | <u>\$ -</u> | <u>\$ 4,560,000</u> |

15. CAPITALIZED LEASES – LESSEE DISCLOSURE

The District entered into capitalized leases for the acquisition of athletic fitness equipment.

The terms of the agreement provides an option to purchase the equipment. The lease meets the criteria of a capital lease as defined by Statement No. 13 of the Financial Accounting Standards Board (FASB), "Accounting for Leases," which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee at the conclusion of the lease term. Capital lease payments have been reclassified and are reflected as debt service expenditures in the Combined Statement of Revenues, Expenditures and Changes in Fund Balances for Governmental Fund Types. These expenditures are reflected as program/function expenditures on the budgetary statements.

Fixed assets acquired by lease have been capitalized in amount equal to the present value of the future minimum lease payments as of the date of their inception. A corresponding liability was recorded. Principal payments in the 2004 fiscal year totaled \$23,860. This amount is reflected as debt service principal retirement in the General Fund.

The following is an analysis of the equipment under capital lease as of June 30, 2004:

General Fixed Assets

| | |
|----------------------------|------------------|
| Athletic Fitness Equipment | <u>\$112,396</u> |
|----------------------------|------------------|

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

15. CAPITALIZED LEASES – LESSEE DISCLOSURE – (Continued)

The following is a schedule of the future minimum lease payments required under the capital lease and the present value of the future minimum lease payments as of June 30, 2004:

| General Long-Term Obligations | |
|--|------------------------------|
| Year Ending June 30, | Fitness Equipment |
| 2005 | \$39,462 |
| 2006 | 39,461 |
| 2007 | 13,154 |
| Total Future Minimum Lease Payments | 92,077 |
| Less: Amount Representing Interest | (3,541) |
| Present Value of Future Minimum Lease Payments | \$88,536 |

The District does not have a capitalized lease obligation after fiscal year 2007.

16. JOINTLY GOVERNED ORGANIZATIONS

A. Northwest Ohio Area Computer Services Cooperative

The District is a participant in the Northwest Ohio Area Computer Services Cooperative (NOACSC), which is a computer consortium. NOACSC is an association of public school districts within the boundaries of Allen, Hancock, Mercer, Paulding, Putnam, and Van Wert Counties, and the Cities of St. Marys and Wapakoneta. The organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to administrative and instructional functions among member school districts. The governing board of NOACSC consists of two representatives from each county elected by majority vote of all charter member school districts within each county. Financial information can be obtained from Michael Wildermuth, who serves as director, 645 South Main Street, Lima, Ohio 45804.

B. Millstream Cooperative Vocational Career Center

The Millstream Cooperative Vocational Career Center is a distinct political subdivision of the State of Ohio established under Section 3313.90 of the Ohio Revised Code. The Career Center provides vocational instruction to students. The Career Center operates under the direction of an Advisory Council consisting of the superintendent of each participating school district and one additional representative from the Findlay City School District. The Treasurers from the Hancock and Putnam County Educational Service Centers serve in an ex-officio capacity for all meetings. Financial information can be obtained from the Findlay City School District Treasurer, 227 South West Street, Findlay, Ohio 45840-3377.

C. Hancock County Local Professional Development Committee

The Hancock County Local Professional Development Committee (HCLPDC) was established in 1999 to plan, promote, and facilitate effective and efficient professional educator license renewal standards and staff development activities. The HCLPDC is organized under Ohio laws as a regional council of governments pursuant to a written agreement entered into by its members. The HCLPDC is governed by a thirteen member Executive Board. Financial information can be obtained from the Hancock County Educational Service Center, who serves as fiscal agent, 7746 County Road 140, Findlay, Ohio 45840.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

16. JOINTLY GOVERNED ORGANIZATIONS – (Continued)

D. Ohio Schools Council

The Ohio Schools Council (Council) is a jointly governed organization among thirty-eight school districts, which was formed to purchase quality products and services at the lowest possible cost to participating school districts. The Council is governed by a board consisting of seven superintendents from the participating school districts. The degree of control exercised by any school district is limited to its representation on the Board. Financial information can be obtained from the Ohio Schools Council, 6133 Rockside Road, Suite 10, Independence, Ohio 44131.

The District participates in the Council's prepaid natural gas program. This program allows the District to purchase natural gas at reduced rates if the District commits to participating for a twelve-year period. The District makes monthly payments based on estimated usage. Each month the estimates are compared to actual usage and adjustments are made.

The City of Hamilton, Ohio, has issued \$89,450,000 in debt to purchase natural gas from CMS Energy Corporation for the participating school districts for the twelve-year period. The participating school districts are not obligated in any manner for the debt. If a participating school district terminates its agreement, the school district is entitled to recover the amount of its contributions for its share of program administrative costs that had not been encumbered.

E. Northwestern Ohio Educational Research Council, Inc.

The Northwestern Ohio Educational Research Council, Inc., (NOERC) is a jointly governed organization formed to bring educational entities into a better understanding of their common educational problems, facilitate and conduct practical educational research, coordinate educational research among members, provide a means for evaluating and disseminating the results of research, serve as a repository for research and legislative materials, and provide opportunities for training. The NOERC serves a twenty-five county area in Northwest Ohio. The Board of Directors consists of superintendents from two educational service centers, two exempted village school districts, five local school districts, and five city school districts, as well as representatives from two private or parochial schools and three institutions of higher education. Each active member is entitled to one vote on all issues addressed by the Board of Directors. Financial information can be obtained from the Northwestern Ohio Educational Research Council, Inc., Box 456, Ashland, Ohio 44805.

F. West Central Regional Professional Development Center

The West Central Regional Professional Development Center (Center) is a jointly governed organization among the school districts in Allen, Auglaize, Hancock, Hardin, Mercer, Paulding, Putnam and Van Wert Counties. The organization was formed to establish an articulated regional structure for professional development in which school districts, the business community, higher education, and other groups cooperatively plan and implement effective professional development activities that are tied directly to school improvement, and in particular, to improvements in instructional programs.

The Center is governed by a fifty-two member board made up of representatives from the participating school districts, the business community, and two institutions of higher learning. The degree of control exercised by any participating school district is limited to its representation on the Board. Financial information can be obtained from the Hancock County Educational Service Center, 7746 County Road 140, Findlay, Ohio 45840.

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

16. JOINTLY GOVERNED ORGANIZATIONS – (Continued)

G. Northwest Ohio Special Education Regional Resource Center

The Northwest Ohio Special Education Regional Resource Center (SERRC) is a jointly governed organization formed to initiate, expand, and improve special education programs and services for children with disabilities and their parents. The SERRC is made up of school districts from Defiance, Fulton, Hancock, Henry, Lucas, Ottawa, Paulding, Putnam, Sandusky, Seneca, Van Wert, Williams, and Wood counties. The SERRC is governed by a thirty-three member board consisting of twenty-six superintendents, one director of student services, one parent representative, one representative from a community school, one representative from a mental health board, one representative from a parent advisory council, one representative from Bowling Green State University, and one representative from the University of Toledo. The degree of control exercised by any participating school district is limited to its representation on the Board. Financial information can be obtained from David Michel, Eastwood Local Schools, 4800 Sugar Ridge Road, Pemberville, Ohio 43450.

17. INSURANCE POOLS

A. Ohio School Boards Association Workers' Compensation Group Rating Plan

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

B. Hancock County Schools Health Benefit Fund and Trust

The Hancock County Schools Health Benefit Fund and Trust (Trust) is a public entity shared risk pool consisting of seven local school districts, the Hancock County Educational Service Center, and the Blanchard Valley Board of Mental Retardation/Developmental Disabilities. The Trust is a Voluntary Employee Benefit Association under Section 501(c)(9) of the Internal Revenue Code and provides medical, dental, vision, and life insurance benefits to participants. The Administrative Committee of the Trust consists of the superintendent from each participating member. The Administrative Committee advises the trustee, Sky Bank, concerning aspects of the administration of the Trust.

Each member decides which plans offered by the Administrative Committee that will be extended to its employees. Participation in the Trust is by written application subject to acceptance by the Administrative Committee and payment of the monthly premiums. Financial information can be obtained from Aaron Moore, Sky Insurance, P.O. Box 10079, 1695 Indian Wood Circle, Maumee, OH 43537.

18. SET-ASIDE CALCULATIONS AND FUND RESERVES

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

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(Continued)**

18. SET-ASIDE CALCULATIONS AND FUND RESERVES – (Continued)

The following cash basis information describes the change in the fund balance reserves for textbooks and capital improvements during fiscal year 2004.

| | Textbooks | Capital Acquisition |
|--|------------------|--------------------------------|
| Balance June 30, 2003 | (\$369,880) | |
| Current Year Set-aside Requirement | 177,055 | \$177,055 |
| Qualifying Expenditures | (395,993) | (177,055) |
| Amount Carried Forward to Fiscal Year 2005 | (\$588,818) | |

19. INTERFUND TRANSFERS

Interfund transfers for the year ended June 30, 2004, consisted of the following, as reported on the fund financial statements:

| | |
|---------------------------------|-------------------|
| Transfers from general fund to: | |
| Nonmajor governmental funds | <u>\$ 290,823</u> |

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, and (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. Transfers between governmental funds are eliminated on the government-wide financial statements; therefore, no transfers are reported on the statement of activities.

20. 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 are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the District at June 30, 2004.

B. Litigation

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

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**Auditor of State
Betty Montgomery**

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

Liberty Benton Local School District
Hancock County
9190 CR 9
Findlay, Ohio 45840-8811

To the Board of Education:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Liberty Benton Local School District, Hancock County (the District) as of and for the year ended June 30, 2004, which collectively comprise the District's basic financial statements and have issued our report thereon dated May 25, 2006, in which we noted the District implemented a new financial reporting model, as required by the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting to determine our auditing procedures in order to express our opinions on the financial statements and not to opine on the internal control over financial reporting. Our consideration of the internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts material to the financial statements we audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses. In a separate letter to the District's management dated May 25, 2006, we reported other matters involving internal control over financial reporting we did not deem reportable conditions.

Compliance and Other Matters

As part of reasonably assuring whether the 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, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*. In a separate letter to the District's management dated May 25, 2006, we reported other matters related to noncompliance we deemed immaterial.

We intend this report solely for the information and use of the audit committee, management, and the Board of Education. It is not intended for anyone other than these specified parties.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

May 25, 2006

**LIBERTY BENTON LOCAL SCHOOL DISTRICT
HANCOCK COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2004**

| Finding Number | Finding Summary | Fully Corrected? | Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i> |
|----------------|---|------------------|--|
| 2003-001 | Finding for Recovery Repaid Under Audit | Yes | |
| 2003-002 | Reportable Condition – Extracurricular Activity | Yes | |



**Auditor of State
Betty Montgomery**

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P.O. Box 1140
Columbus, Ohio 43216-1140

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800-282-0370

Facsimile 614-466-4490

LIBERTY BENTON LOCAL SCHOOL DISTRICT

HANCOCK 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
JUNE 22, 2006**