



**Mary Taylor, CPA**  
Auditor of State



**EHOVE CAREER CENTER  
ERIE COUNTY**

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# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

EHOVE Career Center  
Erie County  
316 Mason Road West  
Milan, Ohio 44846-9771

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 EHOVE Career Center, Erie County, Ohio (the Career Center), as of and for the year ended June 30, 2007, which collectively comprise the Career Center's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Career Center's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

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 EHOVE Career Center, Erie County, Ohio, as of June 30, 2007, and the respective changes in financial position thereof and the respective budgetary comparisons for the General and Adult Education funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 6, 2008, on our consideration of the Career Center's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

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

We conducted our audit to opine on the financial statements that collectively comprise the Career Center's basic financial statements. The schedule of federal awards expenditures provides additional information and is not a required part of the basic financial statements. We subjected the schedule of federal awards expenditures to the auditing procedures applied in the audit of the basic financial statements. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

A handwritten signature in cursive script that reads "Mary Taylor".

**Mary Taylor, CPA**  
Auditor of State

March 6, 2008

**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)**

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

**Financial Highlights**

Key financial highlights for 2007 are as follows:

- In total, net assets of governmental activities decreased \$165,288 which represents a 2.86% decrease from 2006.
- General revenues accounted for \$11,957,062 in revenue or 71.79% of all revenues. Program specific revenues in the form of charges for services and sales, grants and contributions accounted for \$4,697,547 or 28.21% of total revenues of \$16,654,609.
- The Career Center had \$16,819,897 in expenses related to governmental activities; only \$4,697,547 of these expenses were offset by program specific charges for services, grants or contributions. General revenues supporting governmental activities (primarily taxes and unrestricted grants and entitlements) of \$11,957,062 were not adequate to provide for these programs.
- The Career Center has two major governmental funds; the general fund and the adult education fund. The general fund had \$11,709,957 in revenues and \$11,504,348 in expenditures and other financing uses. During fiscal 2007, the general fund's fund balance increased \$202,844 from \$5,028,197 to \$5,231,041.
- Another of the Career Center's major governmental funds is the adult education fund. The adult education fund had \$2,820,040 in revenues and other financing sources and \$2,954,106 in expenditures. During fiscal 2007, the adult education fund's fund balance decreased \$152,537 from \$34,991 to a fund balance deficit of \$117,546.

**Using the Basic Financial Statements**

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

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

**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

**Reporting the Career Center as a Whole**

***Statement of Net Assets and the Statement of Activities***

While this document contains the large number of funds used by the Career Center to provide programs and activities, the view of the Career Center as a whole looks at all financial transactions and asks the question, "How did we do financially during 2007?" The Statement of Net Assets and the Statement of Activities answer this question. These statements include *all assets, liabilities, revenues and expenses* using the *accrual basis of accounting* similar to the accounting used by most private-sector companies. This basis of accounting will take into account all of the current year's revenues and expenses regardless of when cash is received or paid.

These two statements report the Career Center's *net assets* and changes in those assets. This change in net assets is important because it tells the reader that, for the Career Center as a whole, the *financial position* of the Career Center has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Non-financial factors include the Career Center's property tax base, current property tax laws in Ohio restricting revenue growth, facility conditions, required educational programs and other factors.

In the Statement of Net Assets and the Statement of Activities, the Governmental Activities include the Career Center's programs and services, including instruction, support services, operation and maintenance of plant, pupil transportation, extracurricular activities, and food service operations.

**Reporting the Career Center's Most Significant Funds**

***Fund Financial Statements***

Fund financial reports provide detailed information about the Career Center's major funds. The Career Center uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the Career Center's most significant funds. The Career Center's major governmental funds are the general fund and the adult education fund.

***Governmental Funds***

Most of the Career Center's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called *modified accrual* accounting, which measures cash and all other *financial assets* than can readily be converted to cash. The governmental fund financial statements provide a detailed *short-term* view of the Career Center's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance educational programs. The relationship (or differences) between governmental *activities* (reported in the Statement of Net Assets and the Statement of Activities) and governmental *funds* is reconciled in the basic financial statements.



**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

***Reporting the Career Center's Fiduciary Responsibilities***

The Career Center acts in a trustee capacity as an agent for individuals and other governments or organizations. These activities are reported in agency funds. All of the Career Center's fiduciary activities are reported in a separate Statement of Fiduciary Net Assets. These activities are excluded from the Career Center's other financial statements because the assets cannot be utilized by the Career Center to finance its operations.

***Notes to the Basic Financial Statements***

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**The Career Center as a Whole**

The Statement of Net Assets provides the perspective of the Career Center as a whole. The table below provides a summary of the Career Center's net assets for 2007 and 2006.

	<b>Net Assets</b>	
	Governmental Activities <u>2007</u>	Governmental Activities <u>2006</u>
<b><u>Assets</u></b>		
Current and other assets	\$ 12,502,118	\$ 11,989,695
Capital assets, net	<u>2,141,484</u>	<u>2,356,549</u>
Total assets	<u>14,643,602</u>	<u>14,346,244</u>
<b><u>Liabilities</u></b>		
Current liabilities	6,837,753	6,384,944
Long-term liabilities	<u>2,189,596</u>	<u>2,179,759</u>
Total liabilities	<u>9,027,349</u>	<u>8,564,703</u>
<b><u>Net Assets</u></b>		
Invested in capital assets, net of related debt	767,484	904,549
Restricted for set-asides		48,764
Restricted for capital projects		18,551
Restricted for state funded programs	101	601
Restricted for other purposes	1,981	1,465
Unrestricted	<u>4,846,687</u>	<u>4,807,611</u>
Total net assets	<u>\$ 5,616,253</u>	<u>\$ 5,781,541</u>

Over time, net assets can serve as a useful indicator of a government's financial position. At June 30, 2007, the Career Center's assets exceeded liabilities by \$5,616,253.

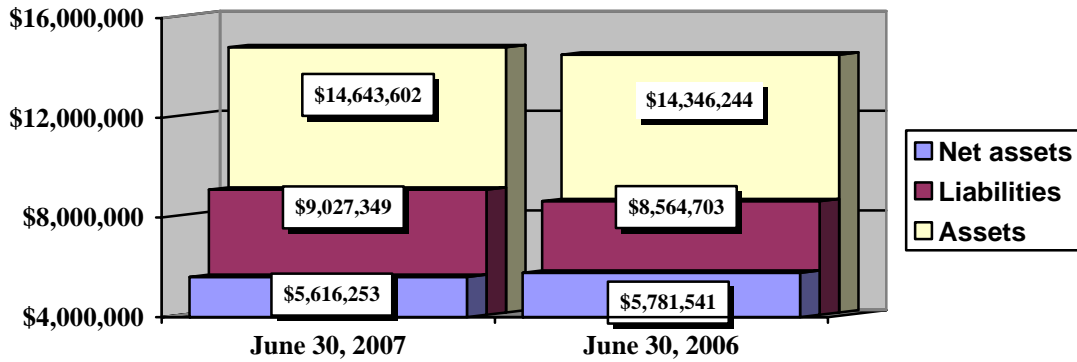
**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

At year-end, capital assets represented 14.63% of total assets. Capital assets include land, buildings and improvements, furniture and equipment, and vehicles. Capital assets, net of related debt to acquire the assets at June 30, 2007, were \$767,484. These capital assets are used to provide services to the students and are not available for future spending. Although the Career Center's investment in capital assets is reported net of related debt, it should be noted that the resources to repay the debt must be provided from other sources, since capital assets may not be used to liquidate these liabilities. The Career Center had no bonded debt outstanding at June 30, 2007; however, the Career Center did have a school improvement note outstanding at June 30, 2007.

A portion of the Career Center's net assets, \$2,082 represent resources that are subject to external restrictions on how they may be used. The remaining Career Center's net assets, \$4,846,687 are unrestricted net assets and may be used to meet the Career Center's ongoing obligations to the students and creditors.

**Governmental Activities**



The table below shows the change in net assets for fiscal years 2007 and 2006.

**Change in Net Assets**

	Governmental Activities <u>2007</u>	Governmental Activities <u>2006</u>
<b>Revenues</b>		
Program revenues:		
Charges for services and sales	\$ 2,419,363	\$ 2,441,048
Operating grants and contributions	2,278,184	2,195,289
General revenues:		
Property taxes	6,175,469	5,657,664
Grants and entitlements	5,268,557	4,910,175
Investment earnings	335,410	315,405
Miscellaneous	<u>177,626</u>	<u>229,293</u>
Total revenues	<u>16,654,609</u>	<u>15,748,874</u>

**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

**Change in Net Assets**

	<u>Governmental Activities 2007</u>	<u>Governmental Activities 2006</u>
<b><u>Expenses</u></b>		
Program expenses:		
Instruction:		
Regular	852,928	824,180
Special	553,340	578,403
Vocational	5,759,554	6,249,716
Adult continuing education	3,517,520	3,122,018
Support services:		
Pupil	1,003,014	930,211
Instructional staff	199,242	209,888
Board of education	59,746	46,118
Administration	1,843,276	1,774,468
Fiscal	376,509	344,620
Business	252,026	247,368
Operations and maintenance	1,679,859	1,647,558
Pupil transportation	25,712	18,605
Central	361,641	313,348
Operations of non-instructional services		
Food service operations	274,157	256,502
Other non instructional services	3,103	3,100
Interest and fiscal charges	<u>58,270</u>	<u>99,030</u>
 Total expenses	 <u>16,819,897</u>	 <u>16,665,133</u>
 Change in net assets	 (165,288)	 (916,259)
Net assets at beginning of year	<u>5,781,541</u>	<u>6,697,800</u>
Net assets at end of year	<u>\$ 5,616,253</u>	<u>\$ 5,781,541</u>

**Governmental Activities**

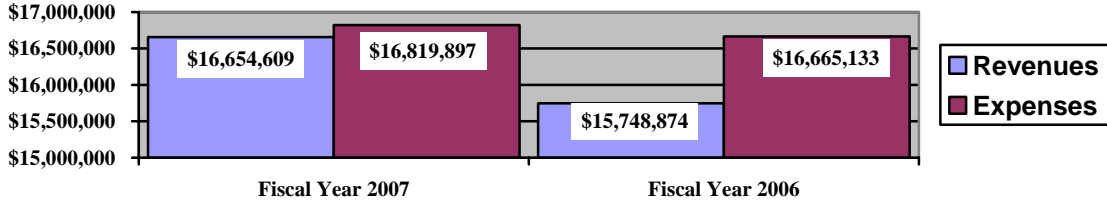
Net assets of the Career Center's governmental activities have decreased by \$165,288. While net assets decreased during the year, increases in property tax and unrestricted grants and entitlements offset an overall increase in expenditures. Vocational expense is the predominant expense line item of the Career Center, totaling \$5,759,554 or 34.24% of total expenses. Total governmental expenses of \$16,819,897 were offset by program revenues of \$4,697,547 and general revenues of \$11,957,062. Program revenues supported 27.93% of the total governmental expenses. The primary sources of revenue for governmental activities are derived from property taxes, and grants and entitlements. These two revenue sources represent 68.71% of total governmental revenue.

**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

The graph below presents the Career Center's governmental activities revenue and expenses for fiscal years 2007 and 2006.

**Governmental Activities - Revenues and Expenses**



The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. The following table shows, for governmental activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by general revenues.

**Governmental Activities**

	Total Cost of Services 2007	Net Cost of Services 2007	Total Cost of Services 2006	Net Cost of Services 2006
<b>Program expenses</b>				
Instruction:				
Regular	\$ 852,928	\$ 852,928	\$ 824,180	\$ 824,180
Special	553,340	526,221	578,403	558,423
Vocational	5,759,554	5,409,675	6,249,716	5,967,748
Adult continuing education	3,517,520	397,600	3,122,018	48,042
Support services:				
Pupil	1,003,014	644,012	930,211	566,123
Instructional staff	199,242	199,242	209,888	209,888
Board of education	59,746	57,293	46,118	43,243
Administration	1,843,276	1,283,525	1,774,468	1,166,376
Fiscal	376,509	371,509	344,620	339,620
Business	252,026	252,026	247,368	247,368
Operations and maintenance	1,679,859	1,658,162	1,647,558	1,624,306
Pupil transportation	25,712	25,712	18,605	18,605
Central	361,641	351,010	313,348	286,805
Operations of non-instructional services				
Food service operations	274,157	32,062	256,502	25,939
Other non-instructional services	3,103	3,103	3,100	3,100
Interest and fiscal charges	58,270	58,270	99,030	99,030
<b>Total expenses</b>	<u>\$ 16,819,897</u>	<u>\$ 12,122,350</u>	<u>\$ 16,665,133</u>	<u>\$ 12,028,796</u>

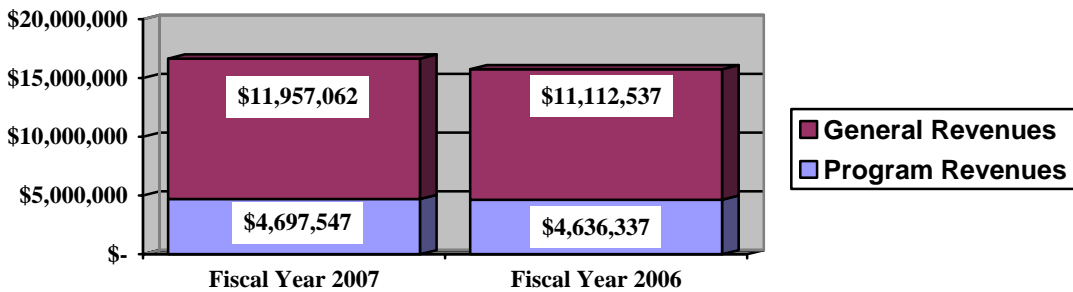
**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

The dependence upon tax and other general revenues for governmental activities is apparent, 67.27% of instruction activities are supported through taxes and other general revenues. For all governmental activities, general revenue support is 72.07%. The Career Center's taxpayers, as a whole, are the primary support for Career Center's students.

The graph below presents the Career Center's governmental activities revenue for fiscal years 2007 and 2006.

**Governmental Activities - General and Program Revenues**



**The Career Center's Funds**

The Career Center's governmental funds reported a combined fund balance of \$5,091,880, which is lower than last year's total of \$5,102,971. The schedule below indicates the fund balance and the total change in fund balance as of June 30, 2007 and 2006.

	Fund Balance (deficit) <u>June 30, 2007</u>	Fund Balance <u>June 30, 2006</u>	Increase (Decrease)
General	\$ 5,231,041	\$ 5,028,197	\$ 202,844
Adult continuing education	(117,546)	34,991	(152,537)
Other governmental	(21,615)	39,783	(61,398)
Total	<u>\$ 5,091,880</u>	<u>\$ 5,102,971</u>	<u>\$ (11,091)</u>

**General Fund**

The Career Center's general fund balance increased \$202,844, from \$5,028,197 to \$5,231,041. The increase in fund balance can be attributed primarily to increasing tax revenue and intergovernmental revenue and decreased facilities acquisition and construction expenditures from 2006. The table that follows assists in illustrating the fiscal year revenues and expenses of the general fund.

**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

	<u>2007</u> <u>Amount</u>	<u>2006</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
<b><u>Revenues</u></b>			
Taxes	\$ 6,047,402	\$ 5,688,730	6.30%
Tuition and fees	6,525	7,800	(16.35)%
Earnings on investments	306,595	313,515	(2.21)%
Intergovernmental	5,268,557	4,910,175	7.30%
Other	<u>80,578</u>	<u>58,888</u>	36.83%
Total	<u>\$ 11,709,657</u>	<u>\$ 10,979,108</u>	6.65%
<b><u>Expenditures</u></b>			
Instruction	\$ 6,496,751	\$ 6,430,990	1.02%
Support services	4,617,863	4,454,350	3.67%
Facilities acquisition and construction	141,117	348,045	(59.45)%
Debt service	<u>141,567</u>	<u>141,727</u>	(0.11)%
Total	<u>\$ 11,397,298</u>	<u>\$ 11,375,112</u>	0.20%

***Adult Education Fund***

The Career Center's adult education fund's fund balance decreased by \$152,537, from \$34,991 to a fund balance deficit of \$117,546. The decrease in fund balance can primarily be attributed to instructional expenditures exceeding increases in revenues. The table that follows assists in illustrating the fiscal year revenues and expenses of the adult education fund.

	<u>2007</u> <u>Amount</u>	<u>2006</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
<b><u>Revenues</u></b>			
Tuition and fees	\$ 2,088,495	\$ 1,996,149	4.63%
Intergovernmental	547,749	562,664	(2.65)%
Other	<u>102,196</u>	<u>96,659</u>	5.73%
Total	<u>\$ 2,738,440</u>	<u>\$ 2,655,472</u>	3.12%
<b><u>Expenditures</u></b>			
Instruction	\$ 2,264,561	\$ 2,109,709	7.34%
Support services	689,545	670,006	2.92%
Debt service	<u>-</u>	<u>884</u>	(100.00)%
Total	<u>\$ 2,954,106</u>	<u>\$ 2,780,599</u>	6.24%

***General Fund Budgeting Highlights***

The Career Center's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. The most significant budgeted fund is the general fund.

**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

For the general fund, final budgeted revenues and other financing sources of \$11,520,100 were equal to the original budgeted revenues and other financing sources. Actual revenues and other financing sources for fiscal 2007 was \$11,889,134. This represents a \$369,034 increase over the final budgeted amounts. This increase is primarily due to actual taxes being \$299,658 higher than budgeted.

General fund original appropriations (appropriated expenditures plus other financing uses) of \$11,874,337 were increased \$277,700 to \$12,152,037 in the final budget. The actual budget basis expenditures and other financing uses for fiscal year 2007 totaled \$12,128,262, which was \$23,775 less than the final budget appropriations.

**Capital Assets and Debt Administration**

***Capital Assets***

At the end of fiscal 2007, the Career Center had \$2,141,484 invested in land, buildings and improvements, furniture and equipment, and vehicles. This entire amount is reported in governmental activities. The following table shows fiscal 2007 balances compared to 2006:

**Capital Assets at June 30  
(Net of Depreciation)**

	Governmental Activities	
	2007	2006
Land	\$ 396,420	\$ 378,920
Buildings and improvements	1,241,412	1,356,533
Furniture and equipment	353,192	460,205
Vehicles	150,460	160,891
Total	\$ 2,141,484	\$ 2,356,549

Total additions to capital assets for 2007 were \$68,549. The overall decrease in capital assets of \$215,065 is primarily due to current year depreciation expense of \$283,431 exceeding additions. See Note 8 to the basic financial statements for additional information on the Career Center's capital assets.

***Debt Administration***

At June 30, 2007, the Career Center had \$1,374,000 in school improvement notes outstanding. Of this total, \$82,000 is due within one year and \$1,292,000 is due within greater than one year. The following table summarizes the debt outstanding.

**Outstanding Debt, at Year End**

	Governmental Activities 2007	Governmental Activities 2006
	2007	2006
School improvement note	\$ 1,374,000	\$ 1,452,000
Total	\$ 1,374,000	\$ 1,452,000

**EHOVE CAREER CENTER  
ERIE COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(UNAUDITED)  
(Continued)**

See Note 9 to the basic financial statements for additional information on the Career Center's debt administration.

**Current Financial Related Activities**

The Career Center is reporting an overall decrease in Net Assets using the accrual accounting GASB 34 Model. However, the Career Center remains financially sound. As the financial statements report, the Career Center relies heavily upon grants and entitlements, and local property taxes. The reduction in tangible personal property tax revenues over the next 5 years, approximately \$250,000 each year, will have a dramatic effect on the revenues collected locally. While revenues from the State of Ohio will replace those lost, our projected new tax revenues for financial statement purposes are being reduced by a significant amount. This has translated into a 3.10% reduction in net assets of governmental activities in fiscal year 2007. The Career Center will enjoy, in fiscal years 2007 and 2008, increases in real property tax which is a result of the six year property tax re-valuation update. The Career Center believes this additional tax revenue, along with the Career Center's cash balance, will provide the necessary funds to meet its operating expenses in future years. The Career Center renewed a 1½ mill tax levy in November 2005. This levy provides \$2,500,000 in tax revenue and was renewed for five years. The Career Center will need to renew a ½ mill levy in 2008. Both levies are renewed for 5 year periods of time.

The Career Center committed \$1.5 million for the replacement of 40 year old equipment and for portable classrooms much needed due to a lack space at the Career Center. The majority of these monies were expended in fiscal year 2006. On June 30, 2005, the Career Center entered into a note agreement with the Columbus Regional Airport Authority (through the OASBO Expanded Asset Pooled Financing Program). The proceeds of the note were received in fiscal year 2006 on July 7, 2005. The principal amount of the notes is \$1,527,000, with an interest rate of 4.225%. The Career Center began making payments in January 2006. This repayment will reduce future revenues available for the operation of the Career Center. We believe these expenditures of current dollars will return larger benefits in the years to come. While this may reduce future net assets, we believe the Career Center was strengthened financially with the completion of this project.

In conclusion, the Career Center has committed itself to excellence for many years, and will continue to be both innovative, and a leader, in the education and training of students in the three county area. These financial statements represent the continued effort to keep our residents informed of the excellent use of their tax dollars for vocational training needed by our students and expected by our business partners.

**Contacting the Career Center's Financial Management**

This financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the Career Center's finances and to show the Career Center's accountability for the money it receives. If you have questions about this report or need additional financial information contact Mr. Larry Hanneman, Treasurer, EHOVE Career Center, 316 W. Mason Road, Milan, Ohio 44846-9771.



**EHOVE CAREER CENTER  
ERIE COUNTY**

**STATEMENT OF NET ASSETS  
JUNE 30, 2007**

		<b>Governmental Activities</b>
<b>Assets:</b>		
Equity in pooled cash and investments . . . . .	\$	5,483,695
Receivables:		
Taxes . . . . .		6,658,914
Accounts . . . . .		132,840
Intergovernmental . . . . .		91,796
Accrued interest . . . . .		63,100
Prepayments . . . . .		19,118
Materials and supplies inventory . . . . .		52,655
Capital assets:		
Land . . . . .		396,420
Depreciable capital assets, net . . . . .		1,745,064
Total capital assets, net . . . . .		<u>2,141,484</u>
 Total assets. . . . .		 <u>14,643,602</u>
 <b>Liabilities:</b>		
Accounts payable. . . . .		34,471
Accrued wages and benefits . . . . .		853,706
Pension obligation payable. . . . .		227,054
Intergovernmental payable . . . . .		78,847
Unearned revenue . . . . .		5,643,675
Long-term liabilities:		
Due within one year. . . . .		121,564
Due within more than one year . . . . .		2,068,032
 Total liabilities . . . . .		 <u>9,027,349</u>
 <b>Net Assets:</b>		
Invested in capital assets, net of related debt. . . . .		767,484
Restricted for:		
State funded programs . . . . .		101
Other purposes . . . . .		1,981
Unrestricted . . . . .		4,846,687
 Total net assets . . . . .	 \$	 <u><u>5,616,253</u></u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

	Program Revenues			Net (Expense) Revenue and Changes in Net Assets
Expenses	Charges for Services and Sales	Operating Grants and Contributions	Governmental Activities	
<b>Governmental activities:</b>				
Instruction:				
Regular . . . . .	\$ 852,928			\$ (852,928)
Special . . . . .	553,340		\$ 27,119	(526,221)
Vocational . . . . .	5,759,554	\$ 231,018	118,861	(5,409,675)
Adult continuing education . . . . .	3,517,520	1,544,250	1,575,670	(397,600)
Support services:				
Pupil . . . . .	1,003,014	39,494	319,508	(644,012)
Instructional staff . . . . .	199,242			(199,242)
Board of education . . . . .	59,746	2,453		(57,293)
Administration . . . . .	1,843,276	412,562	147,189	(1,283,525)
Fiscal . . . . .	376,509		5,000	(371,509)
Business . . . . .	252,026			(252,026)
Operations and maintenance . . . . .	1,679,859	17,050	4,647	(1,658,162)
Pupil transportation . . . . .	25,712			(25,712)
Central . . . . .	361,641		10,631	(351,010)
Operation of non-instructional services:				
Food service operations . . . . .	274,157	172,536	69,559	(32,062)
Other non-instructional services . . . . .	3,103			(3,103)
Interest and fiscal charges . . . . .	58,270			(58,270)
Total governmental activities . . . . .	\$ 16,819,897	\$ 2,419,363	\$ 2,278,184	(12,122,350)
<b>General Revenues:</b>				
Property taxes levied for:				
General purposes . . . . .				6,175,469
Grants and entitlements not restricted to specific programs . . . . .				5,268,557
Investment earnings . . . . .				335,410
Miscellaneous . . . . .				177,626
Total general revenues . . . . .				11,957,062
Change in net assets . . . . .				(165,288)
<b>Net assets at beginning of year . . . . .</b>				<b>5,781,541</b>
<b>Net assets at end of year . . . . .</b>				<b>\$ 5,616,253</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2007**

	<u>General</u>	<u>Adult Education</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Assets:</b>				
Equity in pooled cash and investments . . . . .	\$ 5,321,076	\$ 41,382	\$ 121,237	\$ 5,483,695
Receivables:				
Taxes . . . . .	6,658,914			6,658,914
Accounts . . . . .	748	132,092		132,840
Intergovernmental . . . . .	1,459	6,000	84,337	91,796
Accrued interest . . . . .	63,100			63,100
Interfund loans . . . . .	300,461			300,461
Prepayments . . . . .	17,197	987	934	19,118
Materials and supplies inventory . . . . .	11,450	36,359	4,846	52,655
<b>Total assets . . . . .</b>	<b>\$ 12,374,405</b>	<b>\$ 216,820</b>	<b>\$ 211,354</b>	<b>\$ 12,802,579</b>
<b>Liabilities:</b>				
Accounts payable . . . . .	\$ 10,791	\$ 5,848	\$ 17,832	\$ 34,471
Accrued wages and benefits . . . . .	758,367	57,028	38,311	853,706
Compensated absences payable . . . . .	34,256			34,256
Pension obligation payable . . . . .	192,913	11,843	22,298	227,054
Intergovernmental payable . . . . .	57,300	12,380	9,167	78,847
Interfund loan payable . . . . .		155,100	145,361	300,461
Deferred revenue . . . . .	452,947	85,282		538,229
Unearned revenue . . . . .	5,636,790	6,885		5,643,675
<b>Total liabilities . . . . .</b>	<b>7,143,364</b>	<b>334,366</b>	<b>232,969</b>	<b>7,710,699</b>
<b>Fund Balances:</b>				
Reserved for encumbrances . . . . .	91,999	14,501	35,579	142,079
Reserved for materials and supplies inventory . . . . .	11,450	36,359	4,846	52,655
Reserved for property tax unavailable for appropriation . . . . .	613,548			613,548
Reserved for unclaimed monies . . . . .	1,981			1,981
Reserved for prepayments . . . . .	17,197	987	934	19,118
Unreserved, undesignated (deficit), reported in:				
General fund . . . . .	4,494,866			4,494,866
Special revenue funds . . . . .		(169,393)	(62,974)	(232,367)
<b>Total fund balances (deficit) . . . . .</b>	<b>5,231,041</b>	<b>(117,546)</b>	<b>(21,615)</b>	<b>5,091,880</b>
<b>Total liabilities and fund balances . . . . .</b>	<b>\$ 12,374,405</b>	<b>\$ 216,820</b>	<b>\$ 211,354</b>	<b>\$ 12,802,579</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO  
NET ASSETS OF GOVERNMENTAL ACTIVITIES  
JUNE 30, 2007**

<b>Total governmental fund balances</b>		<b>\$ 5,091,880</b>
<i>Amounts reported for governmental activities in the statement of net assets are different because:</i>		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		2,141,484
Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds.		
Taxes	\$ 408,576	
Accounts receivable	85,282	
Accrued interest	44,371	
Total		538,229
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.		
Compensated absences	781,340	
Note payable	1,374,000	
Total		<u>(2,155,340)</u>
<b>Net assets of governmental activities</b>		<b><u><u>\$ 5,616,253</u></u></b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

	<u>General</u>	<u>Adult Education</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>				
From local sources:				
Taxes . . . . .	\$ 6,047,402			\$ 6,047,402
Tuition . . . . .	6,525	\$ 2,088,495		2,095,020
Earnings on investments. . . . .	306,595		\$ 547	307,142
Classroom materials and fees . . . . .			76,906	76,906
Charges for services . . . . .			172,536	172,536
Other . . . . .	80,578	102,196	144,892	327,666
Intergovernmental. . . . .	5,268,557	547,749	1,730,435	7,546,741
Total revenue . . . . .	<u>11,709,657</u>	<u>2,738,440</u>	<u>2,125,316</u>	<u>16,573,413</u>
<b>Expenditures:</b>				
Current:				
Instruction:				
Regular . . . . .	874,906			874,906
Special. . . . .	521,069			521,069
Vocational. . . . .	5,100,776		347,544	5,448,320
Adult continuing education . . . . .		2,264,561	1,208,671	3,473,232
Support Services:				
Pupil. . . . .	607,604	58,052	306,698	972,354
Instructional staff . . . . .	193,245			193,245
Board of education . . . . .	56,188			56,188
Administration. . . . .	1,195,955	606,431	37,325	1,839,711
Fiscal . . . . .	342,681		5,000	347,681
Business . . . . .	250,125			250,125
Operations and maintenance. . . . .	1,632,893	25,062		1,657,955
Pupil transportation . . . . .	25,712			25,712
Central. . . . .	313,460		10,576	324,036
Operation of non-instructional services:				
Food service operations . . . . .			271,047	271,047
Other non-instructional services . . . . .			3,103	3,103
Facilities acquisition and construction . . . . .	141,117		19,765	160,882
Debt service:				
Principal retirement . . . . .	78,000			78,000
Interest and fiscal charges . . . . .	63,567			63,567
Total expenditures . . . . .	<u>11,397,298</u>	<u>2,954,106</u>	<u>2,209,729</u>	<u>16,561,133</u>
Excess of revenues over/(under) expenditures . . . . .	<u>312,359</u>	<u>(215,666)</u>	<u>(84,413)</u>	<u>12,280</u>
<b>Other financing sources (uses):</b>				
Transfers in . . . . .		81,600	25,450	107,050
Transfers (out) . . . . .	(107,050)			(107,050)
Total other financing sources (uses) . . . . .	<u>(107,050)</u>	<u>81,600</u>	<u>25,450</u>	
Net change in fund balances . . . . .	205,309	(134,066)	(58,963)	12,280
<b>Fund balances at beginning of year. . . . .</b>	5,028,197	34,991	39,783	5,102,971
<b>Decrease in reserve for inventory . . . . .</b>	(2,465)	(18,471)	(2,435)	(23,371)
<b>Fund balances (deficits) at end of year . . . . .</b>	<u>\$ 5,231,041</u>	<u>\$ (117,546)</u>	<u>\$ (21,615)</u>	<u>\$ 5,091,880</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

**Net change in fund balances - total governmental funds** \$ 12,280

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

Governmental funds report capital outlays as expenditures.

However, in 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 depreciation expense exceeds capital outlays in the current period.

Capital asset additions	\$	68,549	
Current year depreciation		(283,431)	
Total			(214,882)

Governmental funds only report the disposal of capital assets to the extent proceeds are received from the sale. In the statement of activities, a gain or loss is reported for each disposal.

(183)

Governmental funds report expenditures for inventory when purchased. However, in the statement of activities, they are reported as an expense when consumed.

(23,371)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Taxes		128,067	
Accounts receivable		(75,139)	
Accrued interest		28,268	
Total			81,196

In the statement of activities, interest is accrued on outstanding notes, whereas in governmental funds, an interest expenditure is reported when due.

5,297

Note principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities on the statement of net assets.

78,000

Some expenses reported in the statement of activities, such as compensated absences, do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

(103,625)

**Change in net assets of governmental activities** **\$ (165,288)**

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)  
GENERAL FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
From local sources:				
Taxes . . . . .	\$ 5,800,000	\$ 5,800,000	\$ 6,099,658	\$ 299,658
Tuition . . . . .			6,525	6,525
Earnings on investments. . . . .	260,000	260,000	305,025	45,025
Other. . . . .	92,830	92,830	83,304	(9,526)
Intergovernmental . . . . .	5,242,270	5,242,270	5,252,591	10,321
Total revenue . . . . .	<u>11,395,100</u>	<u>11,395,100</u>	<u>11,747,103</u>	<u>352,003</u>
<b>Expenditures:</b>				
Current:				
Instruction:				
Regular . . . . .	841,149	886,849	886,553	296
Special. . . . .	587,235	539,235	539,092	143
Vocational. . . . .	5,083,829	5,297,029	5,296,786	243
Support Services:				
Pupil. . . . .	586,543	608,143	608,032	111
Instructional staff . . . . .	211,769	200,769	200,672	97
Board of education . . . . .	50,900	56,650	56,498	152
Administration. . . . .	1,198,706	1,218,506	1,218,365	141
Fiscal . . . . .	350,879	342,529	341,924	605
Business . . . . .	252,010	247,110	247,045	65
Operations and maintenance. . . . .	1,716,946	1,663,296	1,663,130	166
Pupil transportation . . . . .	21,722	17,972	17,915	57
Central. . . . .	319,920	322,120	321,826	294
Facilities acquisition and construction . . . . .	211,129	182,179	181,346	833
Debt Service:				
Principal retirement . . . . .	78,000	78,000	78,000	
Interest and fiscal charges . . . . .	63,600	63,600	63,567	33
Total expenditures . . . . .	<u>11,574,337</u>	<u>11,723,987</u>	<u>11,720,751</u>	<u>3,236</u>
Excess of revenues over/(under) expenditures . . . . .	<u>(179,237)</u>	<u>(328,887)</u>	<u>26,352</u>	<u>355,239</u>
<b>Other financing sources (uses):</b>				
Refund of prior year expenditure . . . . .	5,000	5,000	23,546	18,546
Transfers (out) . . . . .	(100,000)	(107,050)	(107,050)	
Advances in. . . . .	120,000	120,000	118,485	(1,515)
Advances (out) . . . . .	(200,000)	(321,000)	(300,461)	20,539
Total other financing sources (uses) . . . . .	<u>(175,000)</u>	<u>(303,050)</u>	<u>(265,480)</u>	<u>37,570</u>
Net change in fund balance . . . . .	(354,237)	(631,937)	(239,128)	392,809
<b>Fund balance at beginning of year. . . . .</b>	5,243,394	5,243,394	5,243,394	
<b>Prior year encumbrances appropriated . . . . .</b>	166,922	166,922	166,922	
<b>Fund balance at end of year . . . . .</b>	<u>\$ 5,056,079</u>	<u>\$ 4,778,379</u>	<u>\$ 5,171,188</u>	<u>\$ 392,809</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)  
ADULT EDUCATION  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
From local sources:				
Tuition . . . . .	\$ 2,030,000	\$ 2,172,930	\$ 2,048,631	\$ (124,299)
Other . . . . .	160,000	96,287	104,930	8,643
Intergovernmental . . . . .	545,000	545,000	541,749	(3,251)
Total revenue . . . . .	<u>2,735,000</u>	<u>2,814,217</u>	<u>2,695,310</u>	<u>(118,907)</u>
<b>Expenditures:</b>				
Current:				
Instruction:				
Adult continuing education . . . . .	2,146,683	2,271,275	2,254,653	16,622
Support Services:				
Pupil . . . . .	53,460	59,070	56,165	2,905
Administration . . . . .	592,418	592,418	612,309	(19,891)
Operations and maintenance . . . . .	26,000	26,000	25,074	926
Total expenditures . . . . .	<u>2,818,561</u>	<u>2,948,763</u>	<u>2,948,201</u>	<u>562</u>
Excess of revenues under expenditures . . . . .	<u>(83,561)</u>	<u>(134,546)</u>	<u>(252,891)</u>	<u>(118,345)</u>
<b>Other financing sources:</b>				
Transfers in . . . . .	50,000	52,000	81,600	29,600
Advances in . . . . .	<u>50,000</u>	<u>50,000</u>	<u>155,100</u>	<u>105,100</u>
Total other financing sources . . . . .	<u>50,000</u>	<u>102,000</u>	<u>236,700</u>	<u>134,700</u>
Net change in fund balance . . . . .	(33,561)	(32,546)	(16,191)	16,355
Fund balance at beginning of year . . . . .	15,380	15,380	15,380	
Prior year encumbrances appropriated . . . . .	25,491	25,491	25,491	
Fund balance at end of year . . . . .	<u>\$ 7,310</u>	<u>\$ 8,325</u>	<u>\$ 24,680</u>	<u>\$ 16,355</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS



**EHOVE CAREER CENTER  
ERIE COUNTY**

**STATEMENT OF FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS  
JUNE 30, 2007**

	<u>Agency</u>
<b>Assets:</b>	
Equity in pooled cash and investments . . . . .	\$ 21,156
Total assets . . . . .	<u>\$ 21,156</u>
<b>Liabilities:</b>	
Due to students . . . . .	\$ 21,156
Total liabilities . . . . .	<u>\$ 21,156</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**EHOVE CAREER CENTER  
ERIE COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007**

**NOTE 1 - DESCRIPTION OF THE CAREER CENTER**

The EHOVE Career Center ("Career Center") 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 Career Center is a joint vocational school district as defined by 3311.16 of the Ohio Revised Code. The Career Center operates under an appointed Board of Education (nine members) and is responsible for the provision of public education to residents of the district.

Average daily membership (ADM) as of October 1, 2006, was 765. The Career Center employed 11 administrative and supervisory personnel, 83 certificated employees and 44 non-certificated employees.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The basic financial statements of the Career Center have been prepared in conformity with accounting principles generally accepted in the United States of America (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 Career Center 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. The Career Center's significant accounting policies are described below.

**A. Reporting Entity**

The reporting entity has been defined in accordance with GASB Statement No. 14, "The Financial Reporting Entity" as amended by GASB Statement No. 39, "Determining Whether Certain Organizations Are Component Units". The reporting entity is composed of the primary government, component units and other organizations that are included to ensure that the basic financial statements of the Career Center are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Career Center. For the Career Center, this includes regular vocational, special and adult continuing instruction. The Career Center also provides support services for the pupils, instructional staff, general and school administration, business and fiscal services, facilities acquisition and construction services, operation and maintenance of plant, student transportation, food services, extracurricular activities and non-programmed services.

Component units are legally separate organizations for which the Career Center is financially accountable. The Career Center is financially accountable for an organization if the Career Center appoints a voting majority of the organization's governing board and (1) the Career Center is able to significantly influence the programs or services performed or provided by the organization; or (2) the Career Center is legally entitled to or can otherwise have access to organization's resources; or (3) the Career Center is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or (4) the Career Center is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the Career Center in that the Career Center approves the budget, the issuance of debt or the levying of taxes. Based upon the application of these criteria, the Career Center has no component units.

**EHOVE CAREER CENTER  
ERIE COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

The basic financial statements of the reporting entity include only those of the Career Center (the primary government). The following organizations are described due to their relationship to the Career Center:

*JOINTLY GOVERNED ORGANIZATIONS*

The Northern Ohio Educational Computer Association

The Northern Ohio Educational Computer Association (NOECA) is a jointly governed organization among area schools. The jointly governed organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to the administrative and instructional functions among members. Each of the governments of these schools supports NOECA based upon a per pupil charge dependent upon the software package utilized. In the event of dissolution of the organization, all current members will share in net obligations or asset liquidations in a ratio proportionate to their last twelve months financial contributions. The NOECA assembly consists of a superintendent from each participating school and representative from the fiscal agent. NOECA is governed by a Board of Directors chosen from the general membership of the NOECA Assembly. The Board of Directors consists of a representative from the fiscal agent, the chairman of each of the operating committees, and two Assembly members from each county in which participating schools are located. The degree of control exercised by any participating school is limited to its representation on the Board. The Career Center paid \$36,243 to NOECA for services during 2007. Financial information can be obtained by contacting Betty Schwiefert, who serves as controller, at 2900 South Columbus Avenue, Sandusky, Ohio 44870.

Bay Area Council of Governments

The Bay Area Council of Governments consists of numerous school districts representing seven counties (Crawford, Erie, Huron, Ottawa, Sandusky, Seneca, and Wood). This jointly governed organization was formed for the purpose of purchasing goods and services at a lower cost. The items currently being purchased through Bay Area are natural gas and insurance. The only cost to the Career Center is an administrative charge if they purchase something through the Council. The Bay Area Council of Governments consists of the superintendent of each school. The Board of Directors consists of one elected representative from each county, and the superintendent of the fiscal agent, and two non-voting members (administrator and fiscal officer).

Members of the Board serve two-year terms which are staggered. The Career Center paid \$142,388 to the Bay Area Council of Governments for services during 2007. Financial information can be obtained by contacting Betty Schwiefert, who serves as fiscal officer, at 2900 South Columbus Avenue, Sandusky, Ohio 44870.

**EHOVE CAREER CENTER  
ERIE COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

Cisco Academy of Northwest Ohio

The Cisco Academy of Northwest Ohio (the Academy) was established July 1, 1998 to foster cooperation toward joint training and other joint activities of mutual interest among certain educational entities located in Northwest Ohio. The Academy is organized under Ohio laws as a regional council of governments pursuant to a written agreement entered into by its member educational entities and by laws adopted by the representatives of the member educational entities. The Academy is governed by a management council consisting of a representative appointed from each participating member educational entity. The Board of Education of the Four County Career Center has been designated fiscal agent for the Academy. The Career Center paid \$2,000 to the Academy for services during 2007. Financial information can be obtained by contacting the Four County Career Center, 22900 State Route 34, Archbold, Ohio 43502-9586.

*PUBLIC ENTITY RISK POOLS*

Health Benefits

The Huron-Erie School Employees Insurance Association is a shared risk pool, with participants from Erie and Huron Counties. The Association is governed by an assembly which consists of one representative from each participant (usually the superintendent or designee). The assembly elects officers for two year terms to serve as the Board of Directors. The assembly exercises control over the operation of the Association. All Association revenues are generated from charges for services. Financial information can be obtained by writing to Betty Schwiefert, who serves as fiscal officer, at 2900 South Columbus Avenue, Sandusky, Ohio 44870.

Workers' Compensation

The Career Center participates in a group rating plan for workers' compensation as established under Section 4123.29 of the Ohio Revised Code. The Ohio Association of School Business Officials Workers' Compensation Group Rating Plan (the Plan) was established through the Ohio Association of School Business Officials (OASBO) as a group purchasing pool.

The Executive Director of the OASBO, or his designee, serves as coordinator of the Plan. Each year, the participating school district pays an enrollment fee to the Plan to cover the costs of administering the program.

**B. Fund Accounting**

The Career Center uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

*GOVERNMENTAL FUNDS*

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses 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 following are the Career Center's 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 balance is available for any purpose provided it is expended or transferred according to the general laws of Ohio.

*Adult Education* - The Adult Education fund is used to account for transactions made in connection with adult education classes. Receipts include, but are not limited to, tuition from patrons and students and reimbursement from the State Department of Education. Expenditures include supplies, salaries and textbooks.

The other governmental funds of the Career Center account for food service operations, the sale of uniform school supplies, rotary funds for vocation education and for grants and other resources whose use is restricted to a particular purpose.

*PROPRIETARY FUNDS*

Proprietary funds are used to account for activities which are similar to those often found in the private sector where the determination of net income is necessary or useful to sound financial administration. The Career Center has no proprietary funds.

*FIDUCIARY FUNDS*

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds and agency funds. The Career Center's only fiduciary funds are agency funds which are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Career Center's agency funds account for student activities and district agency responsibilities.

**C. Basis of Presentation and Measurement Focus**

*Government-wide Financial Statements* - The statement of net assets and the statement of activities display information about the Career Center as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the governmental activities of the Career Center. 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 amounts paid by the recipient of 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 not classified as program revenues are presented as general revenues of the Career Center.

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the Career Center are included on the statement of net assets.

Fund Financial Statements - Fund financial statements report detailed information about the Career Center. 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. Governmental funds use the modified accrual basis of accounting. Fiduciary funds use the accrual basis of accounting.

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. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the Career Center, available means expected to be received within sixty days of fiscal year-end.

Nonexchange transactions, in which the Career Center receives value without directly giving equal value in return, include property taxes, grants, entitlements and donation. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (see Note 6).

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

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 Career Center must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the Career Center 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, tuition, grants, interest and charges for services.

Unearned Revenue and Deferred Revenue - Unearned revenue and deferred revenue arise 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, 2007, but which were levied to finance fiscal year 2008 operations, and other revenues received in advance of the fiscal year for which they are intended to finance, have been recorded as unearned revenue. Grants and entitlements received before the eligibility requirements are met and tuition and delinquent property taxes due at June 30, 2007 are 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.

Expenses/Expenditures - On the accrual basis of accounting, expenses are recognized at the time they are incurred. The fair value of donated commodities used during the year is reported in the statement of revenues, expenditures and changes in fund balances as an expenditure with a like amount reported as intergovernmental revenue. Unused donated commodities are reported as intergovernmental revenue.

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. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

**E. Budgets**

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

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

Tax Budget:

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

Estimated Resources:

By April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the Budget Commission and receives the Commissions' Certificate of Estimated Resources, which states the projected revenue of each fund. Prior to June 30, the Career Center must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the Certificate of Estimated Resources. The revised budget then serves as the basis for the appropriation measure. On or about July 1, the Certificate is amended to include any unencumbered cash balances from the preceding year. The Certificate may be further amended during the year if projected increases or decreases in revenue are identified by the Career Center Treasurer. The amounts reported in the budgetary statements reflect the amounts in the original and final amended Certificates issued during the fiscal year.

Appropriations:

Upon receipt from the County Auditor of an amended certificate of estimated resources based on final assessed values and tax rates or a certificate saying no new certificate is necessary, the annual appropriation resolution is enacted by the Board of Education. Prior to the passage of the annual appropriation measure, the Board may pass a temporary appropriation measure to meet the ordinary expenses of the Career Center. The appropriation resolution, by fund, must be within the estimated resources as certified by the County Budget Commission and the total of expenditures may not exceed the appropriation totals at the object level within each function. Any revisions that alter the object level within each function must be approved by the Board of Education.

The Board may pass supplemental fund appropriations so long as the total appropriations by fund do not exceed the amounts set forth in the most recent Certificate of Estimated Resources. During the year, all supplemental appropriations were legally enacted.

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



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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

Lapsing of Appropriations:

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

**F. Cash and Investments**

To improve cash management, cash received by the Career Center is pooled in a central bank account. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the Career Center's records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Investments" on the basic financial statements.

During fiscal year 2007, investments were limited to federal agency securities, commercial paper and investments in the State Treasury Asset Reserve of Ohio (STAR Ohio). These investments are reported at fair value, which is based on quoted market prices.

The Career Center has invested funds in STAR Ohio during fiscal 2007. 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, 2007.

Under existing Ohio statutes all investment earnings are assigned to the general fund unless statutorily required to be credited to a specific fund. The Board of Education has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the general fund during fiscal year 2007 amounted to \$306,595, which includes \$9,266 assigned from other Career Center funds.

For presentation on the basic financial statements, investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the Career Center are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

An analysis of the Career Center's investment account at fiscal year-end is provided in Note 4.

**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 are stated at cost. Cost is determined on a first-in, first-out basis. Inventories are accounted for using the purchase method on the fund financial statements and using the consumption method on the government-wide financial statements.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

On the fund financial statements, reported material and supplies inventory is equally offset by a fund balance reserve in the governmental funds which indicates that it does not constitute available spendable resources even though it is a component of net current assets.

Inventory consists of expendable supplies held for consumption, donated food and purchased food.

**H. Capital Assets**

General capital assets 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 in the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The Career Center's capitalization threshold is \$10,000. The Career Center 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.

All reported capital assets except land 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:

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>
Buildings and improvements	25 - 50 years
Furniture and equipment	5 - 20 years
Vehicles	6 - 10 years

**I. Interfund Balances**

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund loan receivables/payables" and receivables and payables resulting from charges for goods and services are classified as "due to/from other funds". These amounts are eliminated in the governmental activities column on the statement of net assets. Interfund loans are summarized in Note 5.A.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**J. Compensated Absences**

The Career Center reports compensated absences in accordance with the provisions of GASB No. 16, "Accounting for Compensated Absences". Vacation benefits are accrued as a liability as the benefits are earned if the employee's rights to receive compensation are attributable to services already rendered and it is probable that the Career Center will compensate the employees for the benefits through paid time off or some other means. Sick leave benefits are accrued as a liability using the vesting payment method. An accrual for earned sick leave is made to the extent it is probable that benefits will result in termination payments. A liability for sick leave is based on the sick leave accumulated at the balance sheet date by those employees who are currently eligible to receive termination (severance) payments, as well as those employees expected to become eligible in the future.

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, compensated absences 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. Contractually required pension contributions are reported as a liabilities in the fund statements when due.

**L. Fund Balance Reserves**

The Career Center 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 equity reserves have been established for encumbrances, materials and supplies inventory, prepayments, unclaimed monies, and property taxes unavailable for appropriation. Under Ohio law, unclaimed money must be held for five years before it becomes available for appropriation. Money not yet held for the five year period is presented as reserved. The reserve for property taxes unavailable for appropriation represents taxes recognized as revenue under GAAP but not available for appropriation under state statute.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**M. Net Assets**

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consist 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 through enabling legislation as through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Net assets restricted for other purposes consist of unclaimed monies held by the Career Center.

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

**N. Prepayments**

Certain payments to vendors reflect the costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. These items are reported as assets on the balance sheet using the consumption method. A current asset for the prepaid amounts is recorded at the time of the purchase and the expenditure/expense is reported in the year in which services are consumed. At fiscal year-end, because prepayments are not available to finance future governmental fund expenditures, the fund balance is reserved by an amount equal to the carrying value of the asset on the fund financial statements.

**O. Estimates**

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

**P. Restricted Assets**

Assets are reported as restricted assets when limitations on their use change the normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments or imposed by enabling legislation.

**Q. Interfund Activity**

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 basic financial statements. See Note 5.B. for detail.

Interfund activities between governmental funds are eliminated in the statement of activities.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**R. Extraordinary and Special Items**

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Board of Education and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during fiscal 2007.

**NOTE 3 - ACCOUNTABILITY AND COMPLIANCE**

**Deficit Fund Balances**

Fund balances at June 30, 2007, included the following individual fund deficits:

<u>Major Fund</u>	<u>Deficit</u>
Adult Education	\$ 117,546
 <u>Nonmajor Funds</u>	
Food Service	25,168
Other Grants	66,583
Public Preschool Grant	648
Vocational Education	7,001

The general fund is liable for any deficits in these funds and provides transfers when cash is required, not when accruals occur. The deficit fund balances result from adjustments for accrued liabilities.

**NOTE 4 - DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the Career Center 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 Career Center treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

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

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

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**NOTE 4 - DEPOSITS AND INVESTMENTS – (Continued)**

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;
3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in items (1) and (2) above and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool (STAR Ohio);
7. Certain banker's acceptance and commercial paper notes for a period not to exceed one hundred eighty days from the purchase date in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time: and,
8. Under limited circumstances, corporate debt interests rated in either of the two highest classifications by at least two nationally recognized rating agencies.

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

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

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 4 - DEPOSITS AND INVESTMENTS – (Continued)**

**A. Cash on Hand**

At year-end, the Career Center had \$270 in undeposited cash on hand which is included on the financial statements of the Career Center as part of "Equity in Pooled Cash and Investments."

**B. Deposits with Financial Institutions**

At June 30, 2007, the carrying amount of all Career Center deposits was \$169,923. Based on the criteria described in GASB Statement No. 40, "Deposits and Investment Risk Disclosures", as of June 30, 2007, \$205,988 of the Career Center's bank balance of \$379,899 was exposed to custodial risk as discussed below, while \$173,911 was covered by Federal Deposit Insurance Corporation.

Custodial credit risk is the risk that, in the event of bank failure, the Career Center's deposits may not be returned. Deposits of \$205,988 were collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the Career Center. Although the securities were held by the pledging institutions trust department and all statutory requirements for the deposit of money had been followed, noncompliance with federal requirements could potentially subject the District to a successful claim by the FDIC.

**C. Investments**

As of June 30, 2007, the Career Center had the following investments and maturities:

<u>Investment type</u>	<u>Fair Value</u>	<u>Investment Maturities</u>	
		<u>6 months or less</u>	<u>7 to 12 months</u>
STAR Ohio	\$ 1,399,738	\$ 1,399,738	
FHLB	499,500	499,500	
FNMA	1,473,872	991,099	\$ 482,773
FHLMC	983,542	983,542	
FFCB	490,501	490,501	
Commercial Paper	487,505	487,505	-
	<u>\$ 5,334,658</u>	<u>\$ 4,851,885</u>	<u>\$ 482,773</u>

The weighted average maturity of investments is .24 years.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007  
(Continued)**

**NOTE 4 - DEPOSITS AND INVESTMENTS – (Continued)**

*Interest Rate Risk:* Interest rate risk arises because potential purchasers of debt securities will not agree to pay face value for those securities if interest rates substantially increase. As a means of limiting its exposure to fair value losses arising from rising interest rates, the Career Center's investment policy limits investment portfolio maturities to two years or less. State statute requires that an investment must be purchased with the expectation that it will be held to maturity.

The Career Center's investment policy permits investments in any security specifically authorized by Ohio Revised Code Section 135.14, 135.142, and 135.45 as amended. No security will be purchased that has a final maturity of greater than two years.

*Credit Risk:* The Career Center's investments in federal agency securities were rated AAA and Aaa by Standard & Poor's and Moody's Investor Services, respectively. The Career Center's investment in commercial paper has been rated P1 and A1+ by Standard & Poor's and Moody's Investor Services, respectively. State law limits investments in commercial paper to the top two ratings issued by nationally recognized standard rating services. Standard & Poor's has assigned STAR Ohio an AAAM money market rating. Ohio law requires that STAR Ohio maintain the highest rating provided by at least one nationally recognized standard rating service. The Career Center's investment policy does not address investment credit risk beyond the requirements of state statutes.

*Custodial Credit Risk:* For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Career Center will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The federal agency securities and commercial paper are exposed to custodial credit risk in that they are uninsured, unregistered and held by the counterparty's trust department or agent but not in the Career Center's name. The Career Center has no investment policy dealing with investment custodial risk beyond the requirement in State statute that prohibits payment for investments prior to the delivery of the securities representing such investments to the treasurer or qualified trustee. If the securities transferred are not represented by a certificate, payment shall be made only upon receipt of confirmation of transfer from the custodian by the treasurer, governing board or qualified trustee.

*Concentration of Credit Risk:* The Career Center places no dollar limit on the amount that may be invested in any one issuer however, the Career Center's investment policy requires an effort to diversify its holdings of investments by avoiding concentrations of specific issuers. State statute limits investments in commercial paper to 25% of the interim monies available for investment at any one time. The following table includes the percentage of each investment type held by the Career Center at June 30, 2007:



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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**NOTE 4 - DEPOSITS AND INVESTMENTS – (Continued)**

<u>Investment type</u>	<u>Fair Value</u>	<u>% of Total</u>
STAR Ohio	\$ 1,399,738	26.24
FHLB	499,500	9.36
FNMA	1,473,872	27.63
FHLMC	983,542	18.44
FFCB	490,501	9.19
Commercial Paper	487,505	9.14
	<u>\$ 5,334,658</u>	<u>100.00</u>

**D. Reconciliation of Cash and Investments to the Statement of Net Assets**

The following is a reconciliation of cash and investments as reported in the footnote above to cash and investments as reported on the statement of net assets as of June 30, 2007:

<u>Cash and Investments per footnote</u>		
Carrying amount of deposits	\$	169,923
Investments		5,334,658
Cash on hand		<u>270</u>
Total	\$	<u>5,504,851</u>
 <u>Cash and investments per Statement of Net Assets</u>		
Governmental activities	\$	5,483,695
Agency funds		<u>21,156</u>
Total	\$	<u>5,504,851</u>

**NOTE 5 - INTERFUND TRANSACTIONS**

- A.** Interfund balances at June 30, 2007, as reported on the fund statements, consist of the following individual interfund loans receivable and payable:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Adult education	\$ 155,100
General	Nonmajor governmental funds	<u>145,361</u>
Total		<u>\$ 300,461</u>

The primary purpose of the interfund balances is to cover costs in specific funds where revenues were not received by June 30. These interfund balances will be repaid once the anticipated revenues are received. All interfund balances are expected to be repaid within one year.

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**NOTE 5 - INTERFUND TRANSACTIONS – (Continued)**

Interfund balances between governmental funds are eliminated on the government-wide financial statements; therefore, no internal balances at June 30, 2007, are reported on the statement of net assets.

- B.** Interfund transfers for the year ended June 30, 2007, consisted of the following, as reported on the fund financial statements:

Transfers from general fund to:	
Adult Education	\$ 81,600
Nonmajor governmental funds	<u>25,450</u>
Total	<u>\$ 107,050</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.

Interfund transfers between governmental funds are eliminated on the government-wide financial statements; therefore, no transfers are reported on the statement of activities.

**NOTE 6 - PROPERTY TAXES**

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

Property taxes include amounts levied against all real, public utility and tangible personal property (used in business) located within the Counties served by the Career Center. Real property tax revenue received in calendar 2007 represents collections of calendar year 2006 taxes. Real property taxes received in calendar year 2007 were levied after April 1, 2006, on the assessed value listed as of January 1, 2006, the lien date. Assessed values for real property taxes are established by State law at thirty-five percent of appraised market value. Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax revenue received in calendar 2007 represents collections of calendar year 2006 taxes. Public utility real and tangible personal property taxes received in calendar year 2007 became a lien January 1, 2006, were levied after April 1, 2006, and are collected in 2007 with real property taxes. Public utility real property is assessed at thirty-five percent of true value; public utility tangible personal property currently is assessed at varying percentages of true value.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**NOTE 6 - PROPERTY TAXES – (Continued)**

Tangible personal property tax revenue received during calendar 2007 (other than public utility property) represents the collection of 2007 taxes. Tangible personal property taxes received in calendar year 2007 were levied after April 1, 2006, on the value as of December 31, 2006. For 2006, tangible personal property is assessed at 18.75% for property including inventory. This percentage will be reduced to 12.5% for 2007, 6.25% for 2008 and zero for 2009. Payments by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, 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 Career Center prior to June 30.

House Bill No. 66 was signed into law on June 30, 2005. House Bill No. 66 phases out the tax on tangible personal property of general businesses, telephone and telecommunications companies, and railroads. The tax on general business and railroad property will be eliminated by calendar year 2009, and the tax on telephone and telecommunications property will be eliminated by calendar year 2011. The tax is phased out by reducing the assessment rate on the property each year. The bill replaces the revenue lost by the Career Center due to the phasing out of the tax. In calendar years 2007-2010, the Career Center will be fully reimbursed for the lost revenue. In calendar years 2011-2017, the reimbursements will be phased out.

The Career Center receives property taxes from various Counties. The County Auditors periodically advance to the Career Center their portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2007, are available to finance fiscal year 2007 operations. The amount available as an advance at June 30, 2007, was \$613,548 in the general fund. This amount has been recorded as revenue.

Accrued property taxes receivable includes real property, public utility property and tangible personal property taxes which are measurable as of June 30, 2007, 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 unearned revenue.

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

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE 6 - PROPERTY TAXES – (Continued)**

The full tax rate for Career Center operations for the year ended June 30, 2007, was \$3.95 per \$1,000.00 of assessed value. The assessed values upon which the fiscal year 2007 taxes were collected are:

	2006 Second Half Collections		2007 First Half Collections	
	Amount	Percent	Amount	Percent
Real Property	\$ 2,507,606,270	88.96	\$ 2,827,643,950	92.61
Public Utility Property	141,784,950	5.03	134,641,040	4.41
Tangible Personal Property	169,360,631	6.01	90,849,668	2.98
Total Assessed Valuation	\$ 2,818,751,851	100.00	\$ 3,053,134,658	100.00

**NOTE 7 - RECEIVABLES**

Receivables at June 30, 2007, consisted of taxes, accounts (billings for user charged services and student fees), 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 principal items of receivables reported on the statement of net assets follows:

<b>Governmental Activities</b>	
Taxes	\$ 6,658,914
Gross accounts receivables	153,467
Less: allowance for doubtful accounts	(20,627)
Net accounts receivable	132,840
Intergovernmental	91,796
Accrued interest	63,100
Total	\$ 6,946,650

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

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**NOTE 8 - CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2007, was as follows:

	<u>Balance 06/30/06</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance 06/30/07</u>
Governmental Activities				
<i>Capital assets, not being depreciated:</i>				
Land	\$ 378,920	\$ 17,500	\$ -	\$ 396,420
Total capital assets, not being depreciated	<u>378,920</u>	<u>17,500</u>	<u>-</u>	<u>396,420</u>
<i>Capital assets, being depreciated:</i>				
Buildings and improvements	4,514,896			4,514,896
Furniture and equipment	1,131,521	19,747		1,151,268
Vehicles	318,970	31,302	(22,000)	328,272
Total capital assets, being depreciated	<u>5,965,387</u>	<u>51,049</u>	<u>(22,000)</u>	<u>5,994,436</u>
<i>Less: accumulated depreciation</i>				
Buildings and improvements	(3,158,363)	(115,121)		(3,273,484)
Furniture and equipment	(671,316)	(126,760)		(798,076)
Vehicles	(158,079)	(41,550)	21,817	(177,812)
Total accumulated depreciation	<u>(3,987,758)</u>	<u>(283,431)</u>	<u>21,817</u>	<u>(4,249,372)</u>
Governmental activities capital assets, net	<u>\$ 2,356,549</u>	<u>\$ (214,882)</u>	<u>\$ (183)</u>	<u>\$ 2,141,484</u>

Depreciation expense was charged to governmental functions as follows:

<u>Instruction:</u>	
Regular	\$ 6,755
Special	3,024
Vocational	181,206
Adult education	16,135
<u>Support Services:</u>	
Pupil	1,042
Instructional staff	2,970
Board of education	3,558
Administration	8,084
Fiscal	789
Operations and maintenance	20,624
Central	37,422
Food service operations	<u>1,822</u>
Total depreciation expense	<u>\$ 283,431</u>

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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(Continued)**

**NOTE 9 - LONG-TERM OBLIGATIONS**

The Career Center's long-term obligations activity during the year consists of the following:

	Balance Outstanding <u>06/30/06</u>	<u>Additions</u>	<u>Reductions</u>	Balance Outstanding <u>06/30/07</u>	Amounts Due in <u>One Year</u>
<b>Governmental Activities:</b>					
School improvement note	\$ 1,452,000		\$ (78,000)	\$ 1,374,000	\$ 82,000
Compensated absences	<u>727,759</u>	\$ 214,296	<u>(126,459)</u>	<u>815,596</u>	<u>39,564</u>
Total governmental activities	<u>\$ 2,179,759</u>	<u>\$ 214,296</u>	<u>\$ (204,459)</u>	<u>\$ 2,189,596</u>	<u>\$ 121,564</u>

*Compensated Absences:* Compensated absences will be paid from the fund from which the employees' salaries are paid, which consist of the general fund, adult education fund, vocational education grant fund (a nonmajor governmental fund), and other grants fund (a nonmajor governmental fund).

*School Improvement Note:* On June 30, 2005, the Career Center entered into a note agreement with the Columbus Regional Airport Authority (through the OASBO Expanded Asset Pooled Financing Program) for the purpose of improving, renovating, furnishing and equipping school buildings. The proceeds of the note were received on July 7, 2005. The initial principal amount of the notes was \$1,527,000, with an interest rate of 4.225%. Principal and interest payments in fiscal year 2007 totaled \$78,000 and \$63,567, respectively. These amounts are reported as debt service expenditures in the General fund.

The following is a summary of the future debt service requirements to maturity for the note:

<u>Year Ended</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008	\$ 82,000	\$ 60,154	\$ 142,154
2009	85,000	56,564	141,564
2010	89,000	52,842	141,842
2011	92,000	48,946	140,946
2012	96,000	44,918	140,918
2013 - 2017	545,000	157,869	702,869
2018 - 2020	<u>385,000</u>	<u>34,192</u>	<u>419,192</u>
Total	<u>\$ 1,374,000</u>	<u>\$ 455,485</u>	<u>\$ 1,829,485</u>

**NOTE 10 - OTHER EMPLOYEE BENEFITS**

**A. Sick Leave**

Each full time professional staff member is entitled to fifteen (15) days sick leave with pay for each year under contract and accrues sick leave at the rate of one and one-fourth (1¼) days for each calendar month under contract. Sick leave is cumulative to three hundred twenty-five (325) days for certified employees and two hundred seventy-two (272) days for non-certified employees.

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(Continued)**

**NOTE 10 - OTHER EMPLOYEE BENEFITS – (Continued)**

**B. Service Retirement Benefits**

1. Certified employees are eligible for service retirement pay after the Board of Education accepts the employee's resignation. Service retirement pay is one-fourth (25%) of the certified employee's accrued but unused sick leave days at the time of retirement based on their daily rate times the value of the employee's eligible (81.25 days maximum) accrued but unused sick leave days. Employees must have at least ten years of total retirement service and at least five years of service with the Career Center to become eligible to be entitled to the maximum of eighty-one and one-fourth days (81.25 days).
2. Certified employees who retire during the current contract will be paid \$225 for every year of service with the EHOVE Board of Education.
3. Non-certified employees are eligible for service retirement pay after the Board of Education accepts the employee's resignation. Service retirement is one-fourth of sick leave days accumulated, but not to exceed sixty-eight (68) days. Non-certified employees must have ten or more years of public service at the time of retirement.
4. Non-certified employees shall receive a lump sum payment of \$125 per year of service with the Career Center upon retiring (as defined by the School Employees Retirement System).
5. Administration employees, certified, and non-certified non-union staff are eligible for service retirement pay after the Board of Education accepts the employee's resignation. Service retirement is that as set forth in the EHOVE Education Association contract for administrators and as set forth in the Ohio Association of Public School Employees (OAPSE) contract for non-certified employees.

**NOTE 11 - RISK MANAGEMENT**

**A. Comprehensive**

The Career Center 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. The Career Center maintains comprehensive insurance coverage with private carriers for general liability, real property, building contents and vehicles. Vehicle policies include liability coverage for bodily injury and property damage. Real property and contents are fully insured. Losses have not exceeded insurance coverage for the last three years and there has been no significant reduction in insurance coverage from last year.

The Career Center is a member of the Huron-Erie School Employees Insurance Association, a public entity risk pool currently operating as a common risk management and health insurance program for 13 member schools. The Career Center pays a monthly premium to the pool for health, prescription drug and dental. The pool agreement provides that the Association will be self-sustaining through member premiums, and the pool purchased stop-loss coverage from private insurance carriers to cover claims in excess of \$250,000 for any employee in a year or to cover aggregate claims in excess of 120% of the prior year's total claims. Individual coverage per person cannot exceed \$1,000,000 in claims during his or her lifetime.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE 11 - RISK MANAGEMENT – (Continued)**

In the event of a withdrawal, the Career Center shall assume and be responsible for payment of all claims of its eligible employees, families and dependents from the effective date of withdrawal, regardless of when such claims were incurred, processed, or presented to the Association, insurance provider, insurance consultant, or any other appropriate or authorized person or representative; provided further, any such claims, which are paid after the effective date of withdrawal by the Association insurance provider or insurance consultant, or charged to such parties, shall be reimbursed in full by any withdrawing member upon demand of the Association.

**B. Workers' Compensation Rating Plan**

The Career Center participates in the Ohio Association of School Business Officials Workers' Compensation Group Rating Plan (the Plan), an insurance purchasing pool (Note 2.A.). The intent of the Plan is to achieve the benefit of a reduced premium for the Career Center by virtue of its grouping and representation with other participants in the Plan. Participants in the Plan are placed on tiers according to their loss history. Participants with low loss histories are rewarded with greater savings than participants with higher loss histories. Each participant pays its workers' compensation premium to the state based on the rate for its Plan tier rather than its individual rate. Participation in the Plan is limited to school districts that can meet the Plan's selection criteria. The firm of Sheakley UniService, Inc. provides administrative, cost control, assistance with safety programs, and actuarial services to the Plan.

**NOTE 12 - PENSION PLANS**

**A. School Employees Retirement System**

The Career Center 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 Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling (800) 878-5853. It is also posted on SERS' website, [www.ohsers.org](http://www.ohsers.org), under Forms and Publications.



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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE 12 - PENSION PLANS – (Continued)**

Plan members are required to contribute 10 percent of their annual covered salary and the Career Center is required to contribute at an actuarially determined rate. The current Career Center rate is 14 percent of annual covered payroll. A portion of the Career Center's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for fiscal year 2007, 10.68 percent of annual covered salary was the portion used to fund pension obligations. For fiscal year 2006, 10.58 percent of annual covered salary was the portion used to fund pension obligations. For fiscal year 2005, 10.57 percent of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts, by the SERS' Retirement Board. The adequacy of the contribution rates is determined annually. The Career Center's required contributions to SERS for the fiscal years ended June 30, 2007, 2006, and 2005, were \$207,182, \$176,877 and \$162,892, respectively.

**B. State Teachers Retirement System**

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

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

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

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE 12 - PENSION PLANS – (Continued)**

For the fiscal year ended June 30, 2007, plan members were required to contribute 10 percent of their annual covered salaries. The Career Center was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. Contribution rates are established by the State Teachers Retirement Board, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions. The Career Center's required contributions to STRS Ohio for the fiscal years ended June 30, 2007, 2006, and 2005, were \$916,819, \$828,073, and \$821,063, respectively. Contributions to the DC and Combined Plans for fiscal 2007 were \$17,310 made by the Career Center and \$27,801 made by plan members.

**C. Social Security System**

Effective July 1, 1991, all employees not otherwise covered by the SERS or the STRS Ohio have an option to choose Social Security or the SERS/STRS Ohio. As of June 30, 2007, certain members of the Board of Education have elected Social Security. The Career Center's liability is 6.2% of wages paid.

**NOTE 13 - POSTEMPLOYMENT BENEFITS**

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

STRS Ohio retirees who participated in the DB or combined plans and their dependents are eligible for health care coverage. The STRS Ohio Board has statutory authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. All benefit recipients pay a portion of health care cost in the form of a monthly premium. By law, the cost of coverage paid from STRS Ohio funds is included in the employer contribution rate, currently 14 percent of covered payroll. For the fiscal year ended June 30, 2007, the STRS Ohio Board allocated employer contributions equal to 1 percent of covered payroll to the Health Care Reserve Fund. For the Career Center, this amount equaled \$70,525 for fiscal year 2007.

STRS Ohio pays health care benefits from the Health Care Stabilization Fund. At June 30, 2006 (the latest information available), the balance in the Health Care Stabilization Fund was \$3.5 billion. For the fiscal year ended June 30, 2006 (the latest information available), net health care costs paid by STRS Ohio were \$282.743 million and STRS Ohio had 119,184 eligible benefit recipients.

For SERS, coverage is made available to service retirees with ten or more fiscal years of qualifying service credit, and to disability and survivor benefit recipients. All retirees and beneficiaries 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. Premiums may be reduced for retirees whose household income falls below the poverty level.

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**NOTE 13 - POSTEMPLOYEMENT BENEFITS – (Continued)**

After the allocation for basic benefits, the remainder of the employer's 14 percent contribution is allocated to providing health care benefits. For the fiscal year ended June 30, 2007, employer contributions to fund health care benefits were 3.32 percent of covered payroll, a decrease of .10 percent from fiscal year 2006. In addition, SERS levies a surcharge to fund health care benefits equal to 14 percent of the difference between a minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 2007, the minimum pay was established at \$35,800.

However, the surcharge is capped at 2 percent of each employer's SERS salaries. For the 2007 fiscal year, Career Center paid \$102,258 to fund health care benefits, including the surcharge.

The surcharge, added to the unallocated portion of the 14 percent employer contribution rate, provides for maintenance of the asset target level for the health care fund. The target level for the health care reserve is 150 percent of annual health care expenses. Expenses for health care for the fiscal year ended June 30, 2006 (the latest information available) were \$158.751 million. At June 30, 2006 (the latest information available), SERS had net assets available for payment of health care benefits of \$295.6 million. On the basis of actuarial projections, the allocated contributions will be insufficient in the long term, to provide for a health care reserve equal to at least 150 percent of estimated annual net claim costs. At June 30, 2006 (the latest information available), SERS had 59,492 participants currently receiving health care benefits.

**NOTE 14 - BUDGETARY BASIS OF ACCOUNTING**

While reporting financial position, results of operations, and changes in fund balance on the basis of GAAP, the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts and disbursements.

The statement of revenue, expenditures, and changes in fund balance – budget and actual (non-GAAP budgetary basis) presented for the general fund and Adult Education fund are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

- (a) Revenues and other financing sources are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis);
- (b) Expenditures and other financing uses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis);
- (c) In order to determine compliance with Ohio law, and to reserve that portion of the applicable appropriation, total outstanding encumbrances (budget basis) are recorded as the equivalent of an expenditure, as opposed to a reservation of fund balance for that portion of outstanding encumbrances not already recognized as an account payable (GAAP basis).

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE 14 - BUDGETARY BASIS OF ACCOUNTING – (Continued)**

The adjustments necessary to convert the results of operations for the year on the budget basis to the GAAP basis for the General Fund and the Adult Education Fund are as follows:

**Net Change in Fund Balance**

	<u>General Fund</u>	<u>Adult Education</u>
Budget basis	\$ (239,128)	\$ (16,191)
Net adjustment for revenue accruals	(37,446)	43,130
Net adjustment for expenditure accruals	226,784	(22,607)
Net adjustment for other sources/uses	158,430	(155,100)
Adjustment for encumbrances	<u>96,669</u>	<u>16,702</u>
GAAP basis	<u>\$ 205,309</u>	<u>\$ (134,066)</u>

**NOTE 15 - CONTINGENCIES**

**A. Grants**

The Career Center receives significant financial assistance from numerous federal, state and local agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the Career Center. However in the opinion of management, any such disallowed claims will not have a material effect on the financial position of the Career Center.

**B. Litigation**

The Career Center is involved in no material litigation as either plaintiff or defendant.

**NOTE 16 - STATUTORY RESERVES**

The Career Center 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. The amounts set-aside may be reduced by offset credits, which are monies received and restricted for the same specific purpose. Amount not spent by year-end or reduced by offset credits must be held in cash at year-end and carried forward to be used for the same purposes in future years.

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**NOTES TO THE BASIC FINANCIAL STATEMENTS  
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**NOTE 16 - STATUTORY RESERVES – (Continued)**

The following cash basis information describes the change in the year-end set-aside amounts for textbooks, capital maintenance, and budget stabilization. Disclosure of this information is required by state statute.

	Textbooks/ Instructional <u>Materials</u>	Capital <u>Maintenance</u>	Budget <u>Stabilization</u>
Set-aside cash balance as of July 1, 2006	\$ (1,060,335)		\$ 48,764
Current year set-aside requirement	108,662	\$ 108,662	
Qualifying expenditures	<u>(401,069)</u>	<u>(375,232)</u>	<u>(48,764)</u>
Total	<u>\$ (1,352,742)</u>	<u>\$ (266,570)</u>	<u>\$ -</u>
Balance carried forward to FY 2008	<u>\$ (1,352,742)</u>	<u>\$ -</u>	<u>\$ -</u>

Senate Bill (S.B.) 345, 123<sup>rd</sup> General Assembly eliminated the requirement for the Budget Stabilization set-aside. S.B. 345 places special restrictions of the use of Bureau of Workers' Compensation (BWC) Rebate money remaining in the Budget Stabilization as of April 10, 2001. During 2007, the Career Center expended amounts reserved for budget stabilization.

Although the Career Center has offsets and qualifying disbursements during the year that reduced the set-aside requirements below zero, only the amount for textbooks may be used to reduce the set-aside requirements of future years.

**EHOVE CAREER CENTER  
ERIE COUNTY**

**SCHEDULE OF FEDERAL AWARDS EXPENDITURES  
FOR THE YEAR ENDED JUNE 30, 2007**

<b>FEDERAL GRANTOR Pass Through Grantor Program Title</b>	<b>Pass Through Entity Number</b>	<b>Federal CFDA Number</b>
<b>U.S. DEPARTMENT OF AGRICULTURE</b>		
<i>Passed Through Ohio Department of Education:</i>		
Food Donation	N/A	10.550
<u>Nutrition Cluster:</u>		
School Breakfast Program	051029-05PU-2006 051029-05PU-2007	10.553
Total - School Breakfast Program		
National School Lunch Program	051029-LLP4-2006 051029-LLP4-2007	10.555
Total - National School Lunch Program		
Total Nutrition Cluster		
Total U.S. Department of Agriculture		
<b>U.S. DEPARTMENT OF EDUCATION</b>		
<i>Direct Payment - United States Department of Education</i>		
Federal Pell Grant Program	N/A	84.063
<i>Passed Through Ohio Department of Education:</i>		
Vocational Education - Basic Grants to States	20A0-2005 051029-20C1-2006 051029-20C1-2007 051029-20C2-2006 051029-20C2-2007	84.048
Total Vocational Education - Basic Grants to States		
Safe and Drug-Free Schools and Communities - State Grants	051029-DRS1-2007	84.186
State Grants for Innovative Programs	051029-C2S1-2007	84.298
Improving Teacher Quality State Grants	051029-TRS1-2007	84.367
Total Department of Education		
<b>Total Federal Financial Assistance</b>		

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

<u>Receipts</u>	<u>Non-Cash Receipts</u>	<u>Disbursements</u>	<u>Non-Cash Disbursements</u>
	\$ 9,665		\$ 9,665
\$971		\$971	
11,135		11,135	
<u>12,106</u>		<u>12,106</u>	
11,200		11,200	
35,897		35,897	
<u>47,097</u>		<u>47,097</u>	
<u>59,203</u>		<u>59,203</u>	
<b>59,203</b>	<b>9,665</b>	<b>59,203</b>	<b>9,665</b>
<b>436,480</b>		<b>436,480</b>	
9,500		17,392	
9,516		3,492	
272,618		286,406	
5,477			
<u>68,597</u>		<u>75,271</u>	
<b>365,708</b>		<b>382,561</b>	
<b>1,445</b>		<b>1,445</b>	
<b>1,082</b>		<b>1,082</b>	
<b>4,059</b>		<b>4,059</b>	
<b>808,774</b>		<b>825,627</b>	
<b>\$ 867,977</b>	<b>\$ 9,665</b>	<b>\$ 884,830</b>	<b>\$ 9,665</b>

**EHOVE CAREER CENTER  
ERIE COUNTY**

**NOTES TO THE FEDERAL AWARDS EXPENDITURES SCHEDULE  
FISCAL YEAR ENDED JUNE 30, 2007**

**NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

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

**NOTE B - CHILD NUTRITION CLUSTER**

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

**NOTE C – FOOD DONATION PROGRAM**

Program regulations do not require the Career Center to maintain separate inventory records for purchased food and food received from the U.S. Department of Agriculture. This non-monetary assistance (expenditures) is reported in the Schedule at the fair value of the commodities received.

**NOTE E - MATCHING REQUIREMENTS**

Certain Federal programs require that the Career Center contribute non-Federal funds (matching funds) to support the Federally-funded programs. The Career Center has complied with the matching requirements. The expenditure of non-Federal matching funds is not included on the Schedule.





# Mary Taylor, CPA

Auditor of State

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

EHOVE Career Center  
Erie County  
316 Mason Road West  
Milan, Ohio 44846-9771

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 EHOVE Career Center, Erie County, Ohio, (the Career Center) as of and for the year ended June 30, 2007, which collectively comprise the Career Center's basic financial statements and have issued our report thereon dated March 6, 2008. 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 Career Center's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinions on the financial statements, but not to opine on the effectiveness of the Career Center's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Career Center's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Career Center's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Career Center's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the Career Center's internal control will not prevent or detect a material financial statement misstatement.

One Government Center / Suite 1420 / Toledo, OH 43604-2246  
Telephone: (419) 245-2811 (800) 443-9276 Fax: (419) 245-2484  
[www.auditor.state.oh.us](http://www.auditor.state.oh.us)

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

We noted a certain matter that we reported to the Career Center's management in a separate letter dated March 6, 2008.

### **Compliance and Other Matters**

As part of reasonably assuring whether the Career Center's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We did note certain noncompliance or other matters that we reported to the Career Center's management in a separate letter dated March 6, 2008.

We intend this report solely for the information and use of the audit committee, management, the Board of Education, and federal awarding agencies and pass-through entities. We intend it for no one other than these specified parties.



**Mary Taylor, CPA**  
Auditor of State

March 6, 2008



# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO MAJOR FEDERAL PROGRAMS AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

EHOVE Career Center  
Erie County  
316 Mason Road West  
Milan, Ohio 44846-9771

To the Board of Education:

### Compliance

We have audited the compliance of the EHOVE Career Center, Erie County, Ohio (the Career Center) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that apply to its major federal program for the year ended June 30, 2007. The summary of auditor's results section of the accompanying schedule of findings identifies the Career Center's major federal program. The Career Center's management is responsible for complying with the requirements of laws, regulations, contracts, and grants applicable to each major federal program. Our responsibility is to express an opinion on the Career Center's compliance based on our audit.

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

In our opinion, the EHOVE Career Center, Erie County, Ohio, complied, in all material respects, with the requirements referred to above that apply to its major federal program for the year ended June 30, 2007.

### Internal Control Over Compliance

The Career Center's management is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Career Center's internal control over compliance with requirements that could directly and materially affect a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Career Center's internal control over compliance.

A *control deficiency* in internal control over compliance exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent or detect noncompliance with a federal program compliance requirement on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the Career Center's ability to administer a federal program such that there is more than a remote likelihood that the Career Center's internal control will not prevent or detect more-than-inconsequential noncompliance with a federal program compliance requirement.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that the Career Center's internal control will not prevent or detect material noncompliance with a federal program's compliance requirements.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

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



**Mary Taylor, CPA**  
Auditor of State

March 6, 2008

**EHOVE CAREER CENTER  
ERIE COUNTY**

**SCHEDULE OF FINDINGS  
OMB CIRCULAR A -133 § .505  
JUNE 30, 2007**

**1. SUMMARY OF AUDITOR'S RESULTS**

<i>(d)(1)(i)</i>	Type of Financial Statement Opinion	Unqualified
<i>(d)(1)(ii)</i>	Were there any material control weaknesses reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(ii)</i>	Were there any other significant deficiencies in internal control reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(iii)</i>	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
<i>(d)(1)(iv)</i>	Were there any material internal control weaknesses reported for major federal programs?	No
<i>(d)(1)(iv)</i>	Were there any other significant deficiencies in internal control reported for major federal programs?	No
<i>(d)(1)(v)</i>	Type of Major Programs' Compliance Opinion	Unqualified
<i>(d)(1)(vi)</i>	Are there any reportable findings under § .510?	No
<i>(d)(1)(vii)</i>	Major Programs (list):	CFDA # 84.048 Vocational Education – Basic Grants to States
<i>(d)(1)(viii)</i>	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others
<i>(d)(1)(ix)</i>	Low Risk Auditee?	Yes

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

None.

**3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS**

None.





**Mary Taylor, CPA**  
Auditor of State

**EHOVE CAREER CENTER**

**ERIE 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  
MARCH 25, 2008**