



**Mary Taylor, CPA**  
Auditor of State



**COSHOCTON COUNTY CAREER CENTER  
COSHOCTON COUNTY**

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## INDEPENDENT ACCOUNTANTS' REPORT

Coshocton County Career Center  
Coshocton County  
23640 Airport Road  
Coshocton, Ohio 43812

To the Board of Education:

We have audited the accompanying financial statements of the governmental activities, the major fund and the aggregate remaining fund information of the Coshocton County Career Center, Coshocton County, Ohio (the Career Center), as of and for the year ended June 30, 2008, 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, the major fund and the aggregate remaining fund information of the Coshocton County Career Center, Coshocton County, Ohio, as of June 30, 2008, and the respective changes in financial position and where applicable, cash flows, thereof and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 26, 2009, 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.

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

A handwritten signature in black ink that reads "Mary Taylor". The script is cursive and fluid.

**Mary Taylor, CPA**  
Auditor of State

January 26, 2009

**Coshocton County Career Center**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2008*  
*(Unaudited)*

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The discussion and analysis of the Coshocton County Career Center's (the "Career Center") financial performance provides an overall review of the Career Center's financial activities for the fiscal year ended June 30, 2008. The intent of this discussion and analysis is to look at the Career Center's performance as a whole; readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the Career Center's financial performance.

***Financial Highlights***

Key financial highlights for 2008 are as follows:

- General revenues accounted for \$3,625,464 in revenue or 90 percent of all revenues. Program specific revenues in the form of charges for services and sales, grants, and contributions accounted for \$422,866 or 10 percent of total revenues of \$4,048,330.
- Total program expenses were \$4,086,903.
- In total, net assets decreased \$38,573.
- Outstanding debt decreased from \$350,959 to \$296,427 during 2008.

***Using this Annual Report***

This annual report consists of a series of financial statements and notes to those statements. The statements are organized so the reader can understand the Coshocton County Career Center as a whole 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 Coshocton County Career Center, the general fund is by far the most significant fund.

**Coshocton County Career Center**  
*Management's Discussion and Analysis (Continued)*  
*For the Fiscal Year Ended June 30, 2008*  
*(Unaudited)*

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***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 fiscal year 2008?" The Statement of Net Assets and the Statement of Activities answer this question. These statements include *all assets* and *liabilities* using the *accrual basis of accounting* similar to the accounting used by most private-sector companies. This basis of accounting takes 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 which restrict revenue growth, facility conditions, required educational programs, and other factors.

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

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

*Fund Financial Statements*

The analysis of the Career Center's major funds begins on page 12. Fund financial reports provide detailed information about the Career Center's major funds. The Career Center uses many funds to account for financial transactions. However, these fund financial statements focus on the Career Center's most significant funds. The Career Center's major governmental fund is the general 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 that can readily be converted to cash. The governmental fund 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 financial statements.



**Coshocton County Career Center**  
*Management's Discussion and Analysis (Continued)*  
*For the Fiscal Year Ended June 30, 2008*  
*(Unaudited)*

**Proprietary Fund** – The Career Center maintains one type of proprietary fund. Internal service funds are an accounting device used to accumulate and allocate costs internally among the Career Center's various functions. The Career Center uses an internal service fund to account for its health insurance benefits. Because this service predominately benefits governmental functions, it has been included within the governmental activities in the government-wide financial statements. The proprietary fund financial statements begin on page 17.

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

The Career Center acts in a trustee capacity as an agent for individuals, private organizations, other governmental units and/or other funds. These activities are reported in two agency funds. The Career Center's fiduciary activities are reported in a separate Statement of Fiduciary Assets and Liabilities on page 20. 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.

**The Career Center as a Whole**

Recall the Statement of Net Assets provides the perspective of the Career Center as a whole.

Table 1 provides a summary of the Career Center's net assets for 2008 compared to 2007:

**(Table 1)**  
**Net Assets**  
**Governmental Activities**

	2008	2007
<b>Assets</b>		
Current and Other Assets	\$ 2,448,588	\$ 2,203,923
Capital Assets	1,081,236	1,127,181
<i>Total Assets</i>	3,529,824	3,331,104
<b>Liabilities</b>		
Long-Term Liabilities	537,258	586,187
Other Liabilities	1,821,292	1,535,070
<i>Total Liabilities</i>	2,358,550	2,121,257
<b>Net Assets</b>		
Invested in Capital		
Assets Net of Debt	843,736	842,181
Restricted	76,102	139,743
Unrestricted	251,436	227,923
<i>Total Net Assets</i>	\$ 1,171,274	\$ 1,209,847

**Coshocton County Career Center**  
*Management's Discussion and Analysis (Continued)*  
*For the Fiscal Year Ended June 30, 2008*  
*(Unaudited)*

Total net assets decreased by \$38,573. A decrease of \$45,945 in total capital assets reflects depreciation exceeding additional purchases. Total liabilities increased by \$173,791, which was primarily a result of an increase in claims payable and accrued wages and benefits.

Table 2 shows the changes in net assets for fiscal years 2008 and 2007. The Career Center has prepared financial statements following GASB Statement No. 34, revenue and expense comparisons. This table presents two fiscal years in side-by-side comparison. This will enable the reader to draw further conclusions about the Career Center's financial status and possibly project future problems.

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

	2008	2007
<b>Revenues</b>		
<b><i>Program Revenues</i></b>		
Charges for Services	\$ 74,121	\$ 95,302
Operating Grants	348,745	388,579
<b><i>General Revenue</i></b>		
Property Taxes	1,303,905	1,350,568
Grants and Entitlements	2,148,775	1,995,422
Other	172,784	34,312
<b><i>Total Revenues</i></b>	<b>4,048,330</b>	<b>3,864,183</b>
<b><i>Program Expenses</i></b>		
Instruction	2,421,586	2,044,107
Support Services	1,477,930	1,301,237
Operation of Non-Instructional Services	120,495	126,714
Extracurricular Activities	53,235	11,671
Interest and Fiscal Charges	13,657	16,333
<b><i>Total Program Expenses</i></b>	<b>4,086,903</b>	<b>3,500,062</b>
<b><i>Change in Net Assets</i></b>	<b>(38,573)</b>	<b>364,121</b>
<b><i>Net Assets Beginning of Year</i></b>	<b>1,128,779</b>	<b>845,726</b>
<b><i>Net Assets End of Year</i></b>	<b>\$ 1,090,206</b>	<b>\$ 1,209,847</b>

**Coshocton County Career Center**  
*Management's Discussion and Analysis (Continued)*  
*For the Fiscal Year Ended June 30, 2008*  
*(Unaudited)*

**Governmental Activities**

Several revenue sources fund the Career Center's governmental activities with intergovernmental revenue in the form of operating grants and unrestricted grants and entitlements being the largest contributor. Intergovernmental revenue generated \$2,497,520 in 2008. Property tax levies, which generated \$1,303,905, are also a large revenue generator. With the combination of taxes and intergovernmental funding over 94 percent of expenses in governmental activities, the Career Center monitors both of these revenue sources very closely for fluctuations.

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. Table 3 shows, for governmental activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by tax revenue and unrestricted State entitlements.

**(Table 3)**  
**Total and Net Cost of Program Services**  
**Governmental Activities**

	Total Cost of Service 2008	Total Cost of Service 2007	Net Cost of Service 2008	Net Cost of Service 2007
Instruction	\$ 2,421,586	\$ 2,044,107	\$ (2,153,176)	\$ (1,698,500)
Support Services:				
Pupil and Instructional Staff	474,427	397,710	(460,943)	(392,715)
Board of Education, Administration Fiscal, Business and Central	561,187	470,974	(536,219)	(467,224)
Operation and Maintenance of Plant	434,121	424,739	(430,531)	(417,666)
Pupil Transportation	8,195	7,814	(7,680)	(7,814)
Operation of Non-Instructional Services	120,495	126,714	(10,355)	(4,258)
Extracurricular Activities	53,235	11,671	(51,476)	(11,671)
Interest and Fiscal Charges	13,657	16,333	(13,657)	(16,333)
<b>Total</b>	<b>\$ 4,086,903</b>	<b>\$ 3,500,062</b>	<b>\$ (3,664,037)</b>	<b>\$ (3,016,181)</b>

Instruction and student support services comprise 70.9 percent of governmental program expenses. Other support services such as board of education, administration, fiscal and business were 13.7 percent of governmental program expenses. Fiscal expenses include payments to the County Auditor for administrative fees and other administrative services provided to the Career Center. Interest and fiscal charges were .3 percent. Interest expense was attributable to the outstanding bonds. Pupil transportation and the operation and maintenance of facilities accounts for 10.8 percent of governmental program expenses. Operation of non-instructional services, consisting primarily of food service operations, comprises 3 percent of governmental program expenses. Extracurricular activities comprise 1.3 percent of total expenses.

The dependence upon tax revenues and general revenue entitlements from the State for governmental activities is apparent. Program revenues only account for 10.6 percent of program expenses. Program revenues include charges for services and grants and contributions that are program specific. The community is the second largest area of support for the Career Center students.

**Coshocton County Career Center**  
*Management's Discussion and Analysis (Continued)*  
*For the Fiscal Year Ended June 30, 2008*  
*(Unaudited)*

**The Career Center's Funds**

Information about the Career Center's major funds starts on page 12. These funds are accounted for using the modified accrual basis of accounting. All governmental funds had total revenues, including other financing sources, of \$4,279,586 and expenditures, including other financing uses, of \$4,308,927. The net decrease in governmental fund balance for the year was \$29,341. The general fund balance decreased \$119,959. This decrease can be attributed to an increase in accrued wages and benefits and an increase in matured compensated absences.

***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.

For the general fund, the final budget basis revenue (exclusive of other financing sources) was \$3,679,042 representing a \$51,400 increase from the original budget estimate of \$3,627,642. Final appropriations (exclusive of other financing uses) of \$3,489,534 were \$16,212 higher than original budget appropriations. The general fund actual unencumbered cash balance at the end of the fiscal year was \$289,335.

During the course of fiscal year 2008, the Career Center made modifications to the general fund budget. The Career Center uses site-based budgeting and budgeting systems are designed to tightly control total site budgets but provide flexibility for site management

***Capital Assets and Debt Administration***

**Capital Assets**

At the end of fiscal year 2008, the Career Center had \$1,081,236 invested in land, land improvements, buildings and improvements, furniture and equipment. See note 8 for additional details. Table 4 shows fiscal year 2008 balances compared with 2007.

**(Table 4)**  
**Capital Assets at June 30**  
**Governmental Activities**

	2008	2007
Land	\$ 28,429	\$ 28,429
Land Improvements	2,413	2,643
Buildings and Improvements	1,003,820	1,049,991
Furniture and Equipment	46,574	46,118
Totals	\$ 1,081,236	\$ 1,127,181

All capital assets, except land, are reported net of depreciation. The \$45,945 decrease in capital assets was attributable to depreciation expense exceeding additional purchases.

**Coshocton County Career Center**  
*Management's Discussion and Analysis (Continued)*  
*For the Fiscal Year Ended June 30, 2008*  
*(Unaudited)*

The School District is required by State statute to set aside in the general fund an amount based on a statutory formula for the purchase of textbooks and materials related to instruction and an equal amount for the acquisition and construction of capital improvements. For fiscal year 2008, this amounted to \$42,361 for each set aside. The Career Center has qualifying disbursements or offsets exceeding these requirements for both set asides.

**Debt**

At June 30, 2008, the Career Center had \$296,427 in outstanding debt with \$54,848 due within one year. See note 14 for additional details. Table 5 summarizes bonds outstanding.

**(Table 5)**  
**Outstanding Debt, at June 30**

	2008	2007
Installment Loan	\$ 58,927	\$ 65,959
H.B. 264 Loan	237,500	285,000
Total	\$ 296,427	\$ 350,959

***Current Issues***

The Career Center anticipates a slow, steady growth in enrollment over the next several years. The Career Center is continually investigating new career technical programs to offer. As labor market information becomes available and future trends are analyzed, the Coshocton Career Center plans to offer offers newer, cutting edge programs to benefit students, thus increasing enrollment and generating increased foundation funding for the district.

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

This financial report is designed to provide our citizens, taxpayers, 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 any questions about this report or need additional financial information, contact Tamara Hess, Treasurer of Coshocton County Career Center, 23640 Airport Road, Coshocton, OH 43812.

**Coshocton County Career Center**

*Statement of Net Assets*

*June 30, 2008*

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	<u>Governmental Activities</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	\$ 400,563
Cash and Cash Equivalents With Fiscal Agent	718,952
Receivables:	
Taxes	1,296,132
Accounts	390
Intergovernmental	15,787
Inventory Held For Resale	4,109
Materials and Supplies Inventory	12,655
Nondepreciable Capital Assets	28,429
Depreciable Capital Assets, Net	<u>1,052,807</u>
<i>Total Assets</i>	<u>3,529,824</u>
<b>Liabilities</b>	
Accounts Payable	17,554
Accrued Wages and Benefits	359,174
Intergovernmental Payable	63,712
Deferred Revenue	1,168,523
Accrued Vacation Leave Payable	10,392
Matured Compensated Absences Payable	23,496
Accrued Interest Payable	3,855
Claims Payable	174,586
Long Term Liabilities:	
Due Within One Year	68,056
Due in More Than One Year	<u>469,202</u>
<i>Total Liabilities</i>	<u>2,358,550</u>
<b>Net Assets</b>	
Invested in Capital Assets, Net of Related Debt	843,736
Restricted for:	
Capital Projects	8,000
Debt Service	62,520
Other Purposes	5,582
Unrestricted	<u>251,436</u>
<i>Total Net Assets</i>	<u>\$ 1,171,274</u>

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*Statement of Activities*  
For the Fiscal Year Ended June 30, 2008

	Program Revenues		Net (Expense)	
	Charges for	Operating	Revenue and	
Expenses	Services	Grants and	Changes in	
	and Sales	Contributions	Net Assets	
			Governmental	
			Activities	
<b>Governmental Activities</b>				
Instruction:				
Regular	\$ 587,166	\$ 0	\$ 938	\$ (586,228)
Special	114,870	0	213,624	98,754
Vocational	1,719,213	24,969	28,879	(1,665,365)
Other	337	0	0	(337)
Support Services:				
Pupils	175,945	0	469	(175,476)
Instructional Staff	298,482	0	13,015	(285,467)
Board of Education	36,912	0	0	(36,912)
Administration	258,551	0	0	(258,551)
Fiscal	192,695	0	4,600	(188,095)
Business	47,611	0	0	(47,611)
Operation and Maintenance of Plant	434,121	3,590	0	(430,531)
Pupil Transportation	8,195	0	515	(7,680)
Central	25,418	0	20,368	(5,050)
Operation of Non-Instructional Services:				
Food Service Operations	113,491	45,562	64,578	(3,351)
Community Services	7,004	0	0	(7,004)
Extracurricular Activities	53,235	0	1,759	(51,476)
Interest and Fiscal Charges	13,657	0	0	(13,657)
<i>Total Governmental Activities</i>	<u>\$ 4,086,903</u>	<u>\$ 74,121</u>	<u>\$ 348,745</u>	<u>(3,664,037)</u>
<b>General Revenues</b>				
Property Taxes Levied for:				
General Purposes				1,245,451
Debt Service				58,454
Grants and Entitlements not Restricted to Specific Programs				2,148,775
Investment Earnings				14,033
Miscellaneous				158,751
<i>Total General Revenues</i>				<u>3,625,464</u>
<i>Change in Net Assets</i>				(38,573)
<i>Net Assets Beginning of Year</i>				<u>1,209,847</u>
<i>Net Assets End of Year</i>				<u>\$ 1,171,274</u>

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*Balance Sheet*  
*Governmental Funds*  
*June 30, 2008*

	<u>General</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Assets</b>			
Equity in Pooled Cash and Cash Equivalents	\$ 314,331	\$ 86,232	\$ 400,563
Receivables:			
Taxes	1,236,352	59,780	1,296,132
Accounts	390	0	390
Intergovernmental	0	15,787	15,787
Inventory Held For Resale	0	4,109	4,109
Materials and Supplies Inventory	12,655	0	12,655
<i>Total Assets</i>	<u>\$ 1,563,728</u>	<u>\$ 165,908</u>	<u>\$ 1,729,636</u>
<b>Liabilities and Fund Balances</b>			
<b>Liabilities</b>			
Accounts Payable	\$ 17,466	\$ 88	\$ 17,554
Accrued Wages and Benefits	343,013	16,161	359,174
Matured Compensated Absences Payable	17,189	6,307	23,496
Intergovernmental Payable	60,557	3,155	63,712
Deferred Revenue	1,193,083	61,789	1,254,872
<i>Total Liabilities</i>	<u>1,631,308</u>	<u>87,500</u>	<u>1,718,808</u>
<b>Fund Balances</b>			
Fund Balance:			
Reserved for Encumbrances	9,664	1,388	11,052
Reserved for Property Taxes	43,269	2,084	45,353
Undesignated, Unreserved Reported in:			
General Fund	(120,513)	0	(120,513)
Special Revenue Funds	0	6,425	6,425
Debt Service Fund	0	60,511	60,511
Capital Projects Funds	0	8,000	8,000
<i>Total Fund Balances</i>	<u>(67,580)</u>	<u>78,408</u>	<u>10,828</u>
<i>Total Liabilities and Fund Balances</i>	<u>\$ 1,563,728</u>	<u>\$ 165,908</u>	<u>\$ 1,729,636</u>

See accompanying notes to the basic financial statements.



**Coshocton County Career Center**  
*Reconciliation of Total Governmental Fund Balances to  
 Net Assets of Governmental Activities  
 June 30, 2008*

<b>Total Governmental Fund Balances</b>		\$	10,828
 <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.			1,081,236
Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds.			
Grants	\$	4,093	
Delinquent Property Taxes		82,256	
Total			86,349
An internal service fund is used by management to charge the costs of insurance to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net assets.			544,366
In the statement of activities, interest is accrued on outstanding debt, whereas in the governmental funds, and interest expenditure is reported when due.			(3,855)
Long-term liabilities, including compensated absences payable, are not due and payable in the current period and therefore are not reported in the funds:			
H.B. 264 Loan		(237,500)	
Installment Loan		(58,927)	
Accrued Vacation Leave Payable		(10,392)	
Compensated Absences		(240,831)	
Total			(547,650)
 <i>Net Assets of Governmental Activities</i>		 \$	 <u><u>1,171,274</u></u>

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Governmental Funds*  
For the Fiscal Year Ended June 30, 2008

	General	Other Governmental Funds	Total Governmental Funds
<b>Revenues</b>			
Taxes	\$ 1,234,971	\$ 58,009	\$ 1,292,980
Intergovernmental	2,283,377	208,800	2,492,177
Investment Income	14,033	0	14,033
Tuition and Fees	0	14,144	14,144
Rentals	3,590	0	3,590
Charges for Services	10,825	45,443	56,268
Contributions and Donations	0	1,250	1,250
Miscellaneous	17,272	764	18,036
<i>Total Revenues</i>	<u>3,564,068</u>	<u>328,410</u>	<u>3,892,478</u>
<b>Expenditures</b>			
Current:			
Instruction:			
Regular	539,732	938	540,670
Special	0	113,943	113,943
Vocational	1,636,661	45,961	1,682,622
Other	0	337	337
Support Services:			
Pupils	167,265	6,247	173,512
Instructional Staff	241,724	54,811	296,535
Board of Education	36,912	0	36,912
Administration	259,760	1,265	261,025
Fiscal	183,363	17,969	201,332
Business	45,889	0	45,889
Operation and Maintenance of Plant	428,527	419	428,946
Pupil Transportation	7,680	515	8,195
Central	5,549	19,869	25,418
Operation of Non-Instructional Services:			
Food Service Operations	0	117,414	117,414
Community Services	0	7,434	7,434
Extracurricular Activities	15,523	37,712	53,235
Debt Service:			
Principal Retirement	7,032	47,500	54,532
Interest and Fiscal Charges	2,968	11,733	14,701
<i>Total Expenditures</i>	<u>3,578,585</u>	<u>484,067</u>	<u>4,062,652</u>
<i>Excess of Revenues Under Expenditures</i>	<u>(14,517)</u>	<u>(155,657)</u>	<u>(170,174)</u>
<b>Other Financing Sources (Uses)</b>			
Refund of Prior Year Expenditures	140,833	0	140,833
Transfers In	0	246,275	246,275
Transfers Out	(246,275)	0	(246,275)
<i>Total Financing Sources and (Uses)</i>	<u>(105,442)</u>	<u>246,275</u>	<u>140,833</u>
<i>Net Change in Fund Balance</i>	(119,959)	90,618	(29,341)
<i>Fund Balances (Deficit) Beginning of Year</i>	<u>52,379</u>	<u>(12,210)</u>	<u>40,169</u>
<i>Fund Balances (Deficit) End of Year</i>	<u>\$ (67,580)</u>	<u>\$ 78,408</u>	<u>\$ 10,828</u>

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*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, 2008*

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**Net Change in Fund Balances - Total Governmental Funds** \$ (29,341)

*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 exceeded capital outlay in the current period.

Capital Asset Additions	\$ 41,668	
Current Year Depreciation	<u>(87,613)</u>	
Total		(45,945)

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

Grants	4,093	
Delinquent Property Taxes	<u>10,925</u>	
Total		15,018

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

H.B. 264 Loan Principal	47,500	
Installment Loan Principal	<u>7,032</u>	
Total		54,532

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

1,044

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

Accrued Vacation Payable	(3,606)	
Compensated Absences	<u>(5,603)</u>	
Total		(9,209)

The internal service fund used by management to charge the costs of insurance to individual funds is not reported in the district-wide statement of activities. Governmental fund expenditures and related internal service fund revenues are eliminated. The net revenue (expense) of the internal service fund is allocated among the governmental activities.

(24,672)

*Change in Net Assets of Governmental Activities*

\$ (38,573)

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*Statement of Revenues, Expenditures, and Changes in Fund Balance -  
 Budget (Non-GAAP Basis) and Actual  
 General Fund  
 For the Fiscal Year Ended June 30, 2008*

	Budgeted Amounts		Actual	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>Revenues</b>				
Taxes	\$ 1,300,229	\$ 1,309,242	\$ 1,238,118	\$ (71,124)
Intergovernmental	2,279,612	2,278,000	2,283,377	5,377
Investment Income	14,010	20,000	14,033	(5,967)
Rentals	3,664	10,000	3,670	(6,330)
Charges for Services	12,061	18,700	12,081	(6,619)
Miscellaneous	18,066	43,100	18,096	(25,004)
<i>Total Revenues</i>	3,627,642	3,679,042	3,569,375	(109,667)
<b>Expenditures</b>				
Current:				
Instruction:				
Regular	529,330	504,695	513,584	(8,889)
Vocational	1,515,277	1,553,024	1,577,050	(24,026)
Support Services:				
Pupils	160,886	160,886	162,243	(1,357)
Instructional Staff	242,472	242,472	240,893	1,579
Board of Education	44,415	44,415	38,371	6,044
Administration	247,008	247,008	251,632	(4,624)
Fiscal	231,267	231,267	180,175	51,092
Business	41,200	41,200	41,978	(778)
Operation and Maintenance of Plant	427,986	427,986	424,284	3,702
Pupil Transportation	9,000	9,000	7,680	1,320
Central	200	3,300	6,320	(3,020)
Extracurricular Activities	14,281	14,281	15,034	(753)
Debt Service:				
Principal Retirement	7,032	7,032	7,032	0
Interest and Fiscal Charges	2,968	2,968	2,968	0
<i>Total Expenditures</i>	3,473,322	3,489,534	3,469,244	20,290
<i>Excess of Revenues Over Expenditures</i>	154,320	189,508	100,131	(89,377)
<b>Other Financing Sources (Uses)</b>				
Refund of Prior Year Expenditures	0	0	140,833	140,833
Other Financing Uses	(265,000)	(236,988)	0	236,988
Advances Out	(500)	0	0	0
Transfers Out	0	(12,300)	(12,087)	213
<i>Total Other Financing Sources (Uses)</i>	(265,500)	(249,288)	128,746	378,034
<i>Net Change in Fund Balance</i>	(111,180)	(59,780)	228,877	288,657
<i>Fund Balance Beginning of Year</i>	38,828	38,828	38,828	0
Prior Year Encumbrances Appropriated	21,630	21,630	21,630	0
<i>Fund Balance End of Year</i>	\$ (50,722)	\$ 678	\$ 289,335	\$ 288,657

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**

*Statement of Fund Net Assets*

*Proprietary Fund*

*June 30, 2008*

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	Governmental Activities - Internal Service Fund
<b>Assets</b>	
Cash and Cash Equivalents with Fiscal Agent	\$ 718,952
<b>Liabilities</b>	
Claims Payable	174,586
<b>Net Assets</b>	
Unrestricted	\$ 544,366

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*Statement of Revenues, Expenses, and Changes in Fund Net Assets*  
*Proprietary Fund*  
*For the Fiscal Year Ended June 30, 2008*

	Governmental Activities - Internal Service Fund
<b>Operating Revenue</b>	
Charges for Services	\$ 486,019
<b>Operating Expenses</b>	
Fringe Benefits	70,020
Purchased Services	27,173
Claims	432,912
<i>Total Operating Expenses</i>	530,105
<i>Operating Income</i>	(44,086)
<b>Non-Operating Revenue</b>	
Interest	19,414
<i>Change in Net Assets</i>	(24,672)
<i>Net Assets Beginning of Year</i>	569,038
<i>Net Assets End of Year</i>	\$ 544,366

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*Statement of Cash Flows*  
*Proprietary Fund*  
For the Fiscal Year Ended June 30, 2008

	<u>Governmental Activities - Internal Service Fund</u>
<b><i>Increase in Cash and Cash Equivalents</i></b>	
<b>Cash Flows From Operating Activities</b>	
Cash Received for Charges for Services	\$ 486,019
Cash Payments for Goods and Services	(97,193)
Cash Payments for Claims	<u>(282,061)</u>
<i>Net Cash Provided by Operating Activities</i>	<u>106,765</u>
<b>Cash Flows From Investing Activities</b>	
Interest on Investments	<u>19,414</u>
<i>Net Increase in Cash and Cash Equivalents</i>	126,179
<i>Cash and Cash Equivalents Beginning of Year</i>	<u>592,773</u>
<i>Cash and Cash Equivalents End of Year</i>	<u><u>\$ 718,952</u></u>
<b>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</b>	
<i>Operating Income</i>	\$ (44,086)
Adjustment:	
Increase in Claims Payable	<u>150,851</u>
<i>Net Cash Provided by Operating Activities</i>	<u><u>\$ 106,765</u></u>

See accompanying notes to the basic financial statements.

**Coshocton County Career Center**  
*Statement of Fiduciary Assets and Liabilities*  
*Agency Fund*  
*June 30, 2008*

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	<u>Agency</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	<u>\$ 11,187</u>
<b>Liabilities</b>	
Due to Students	<u>\$ 11,187</u>

See accompanying notes to the basic financial statements.



**Coshocton County Career Center**  
*Notes to the Basic Financial Statements*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 1: DESCRIPTION OF THE SCHOOL DISTRICT AND REPORTING ENTITY**

The Coshocton County Career Center (Career Center) was 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 school district as defined by Section 3311.18 of the Ohio Revised Code. The Career Center operates under a Board of Education, consisting of five members appointed by participating school districts. Average daily membership on October 1, 2008, was 227. The Career Center employs 30 certificated and 14 non-certificated employees.

The reporting entity is comprised of the primary government, component units and other organizations that are included to insure 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 Coshocton County Career Center, this includes general operations, food service and student related activities of the Career Center.

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 access, the organization's resources; the Career Center is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provides financial support to, the organization; or 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. The Career Center has no component units.

The Career Center is involved with Ohio Mid-Eastern Regional Educational Services Association (OME-RESA), which is defined as a jointly governed organization. Additional information concerning the jointly governed organization is presented in Note 15.

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

The financial statements of the Career Center have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to local 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 applied Financial Accounting Standards Board (FASB) Statements and Interpretations issued on or before November 30, 1989, to its governmental activities and to its internal service fund unless those pronouncements conflict with or contradict GASB pronouncements. Following are the more significant of the Career Center's accounting policies.

***A. Basis of Presentation***

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

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Government-wide Financial Statements*** The statement of net assets and the statement of activities display information about the Career Center as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The activity of the internal service fund is also eliminated to avoid “doubling up” revenues and expenses.

The statement of net assets presents the financial condition of the governmental activities of the Career Center at fiscal year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Career Center’s governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and therefore, clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program, and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Career Center, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the Career Center.

***Fund Financial Statements*** During the year, the Career Center segregates transactions related to certain Career Center functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Career Center at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The internal service fund is presented in a single column on the face of the proprietary fund statements. The fiduciary funds are reported by type.

***B. Fund Accounting***

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

***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 is the Career Center’s major governmental fund:

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

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

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Proprietary Funds*** Proprietary funds focus on the determination of changes in net assets, financial position and cash flows and are classified as either enterprise or internal service. The Career Center's only proprietary fund is an internal service fund.

***Internal Service Fund*** – The internal service fund accounts for the financing of services provided by one department or agency to other departments or agencies of the Career Center on a cost reimbursement basis. The Career Center's internal service fund accounts for the operation of the Career Center's self-insurance program for employee medical benefits.

***Fiduciary Funds*** Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private purpose trust funds, and agency funds. Trust funds are used to account for assets held by the Career Center under a trust agreement for individuals, private organizations, or other governments and are, therefore, not available to support the Career Center's own programs. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Career Center's only fiduciary funds are agency funds, which account for student advance placement testing and student activities.

***C. Measurement Focus***

***Government-wide Financial Statements*** The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the Career Center are included on the statement of net assets. The statement of activities presents increases (i.e., revenues) and decreases (i.e., expenditures) in total net assets.

***Fund Financial Statements*** 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 reconciliations with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Like the government-wide statements, the internal service fund is accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of fund net assets. The statement of revenues, expenses and changes in fund net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the Career Center finances and meets the cash flow needs of its internal service fund activity.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***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 and the statements for the proprietary and fiduciary funds are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

***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 the fiscal year-end.

Non-exchange transactions, in which the Career Center receives value without directly giving equal value in return, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (See Note 6). 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 fiscal 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 non-exchange 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, interest, tuition, grants, student fees, and rentals.

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

Property taxes for which there is an enforceable legal claim as of June 30, 2008, but which were levied to finance fiscal year 2009 operations, have been recorded as deferred revenue. Grants and entitlements received before the eligibility requirements are met are also recorded as deferred revenue.

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

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***Expenses/Expenditures*** On the accrual basis of accounting, expenses are recognized at the time they are incurred.

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

***E. Budgetary Process***

All funds, other than agency funds, are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the appropriation resolution and the certificate of estimated resources, which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amounts that the Board of Education may appropriate. The appropriation resolution is the Board's authorization to spend resources and sets annual limits on expenditures plus encumbrances at a level of control selected by the Board. The legal level of control has been established by the Board of Education at the fund level. Budgetary modifications at this level require a resolution of the Board of Education. The Treasurer has been given the authority to allocate Board appropriations to the function and object levels within each fund.

The certificate of estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the Career Center Treasurer. The amounts reported as the original and final budgeted amounts in the budgetary statements reflect the amounts in the certificate when the original and final appropriations were adopted.

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 budgeted amounts reflect the first appropriation for that fund that covered the entire fiscal year, including amounts automatically carried over from prior years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Board during the fiscal year.

***F. Cash and Investments***

To improve cash management, all cash received by the Career Center is pooled. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through Career Center records. Interest in the pool is presented as "equity in pooled cash and cash equivalents". The Career Center participates in the OME-RESA insurance consortium for self-insurance. These monies are held separate from the Career Center's central bank account and are reflected in the financial statement as "Cash and Cash Equivalents with Fiscal Agent".

During fiscal year 2008, investments were limited to STAROhio.

Except for nonparticipating investment contracts, investments are reported at fair value which is based on quoted market prices. Nonparticipating investment contracts such as nonnegotiable certificates of deposit and repurchase agreements are reported at cost.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

STAROhio is an investment pool managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAROhio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule2a4 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's share price, which is the price the investment could be sold for on June 30, 2008.

Following Ohio statutes, the Board of Education has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the general fund during fiscal year 2008 amounted to \$14,033, which includes \$5,829 assigned from other Career Center funds.

Investments of the cash management pool and investments with an original maturity of three months or less at the time they are purchased by the Career Center are reported as cash equivalents.

***G. Inventory***

Inventories are presented at the lower of cost or market on a first-in, first-out basis and are expensed when used. Inventories are accounted for using the consumption method, which means that the costs of inventory items are recorded as expenditures in the governmental funds when consumed.

Inventories consist of materials and supplies held for consumption and donated and purchased food held for resale.

***H. Capital Assets***

All capital assets of the Career Center are classified as general capital assets. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported 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 has a capitalization threshold of \$2,500. 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 assets 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>Estimated Lives</u>
Land Improvements	20 Years
Buildings and Improvements	25-50 Years
Furniture and Equipment	5-20 Years
Vehicles	8 Years

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***I. Compensated Absences***

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the employer 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 termination method. An accrual for earned sick leave is made to the extent that it is probable that benefits will result in termination payments. The liability is an estimate based on the Career Center's past experience of making termination payments.

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

On the governmental fund statements, compensated absences are recognized as a liability and expenditure to the extent payments come due each period upon the occurrence of employee resignations and retirements. These amounts are recorded in the account "Matured Compensated Absences Payable" in the funds from which the employee will be paid.

***J. Accrued Liabilities and Long-Term Obligations***

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements and all payables, accrued liabilities and long term obligations from proprietary funds are reported on the proprietary fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, claims and 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 fiscal year. Bonds and capital leases are recognized as a liability on the fund financial statements when due.

***K. Net Assets***

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Career Center or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. At June 30, 2008, none of the Career Center's net assets were restricted by enabling legislation. Net assets restricted for other purposes include instructional activities and grants.

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

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***L. Fund Balance Reserves***

The Career Center reserves those portions of fund equity which are legally segregated for specific future use or which do not represent available expendable resources and therefore are not available for appropriations or expenditures. Unreserved fund balance indicates that portion of fund equity, which is available for appropriation, in future periods. Fund balance reserves are established for encumbrances and property taxes.

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

***M. 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 financial statements.

***N. Operating Revenues and Expenses***

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary fund. For the Career Center, these revenues are charges for services for self-insurance programs. Operating expenses are necessary costs incurred to provide the goods or services that are the primary activity of the fund. All revenues and expenses not meeting these definitions are reported as non-operating.

***O. 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 year 2008.

***P. Estimates***

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

***Q. Changes in Accounting Principles***

For the year ended 2008, the School District has implemented GASB Statement No. 45, “*Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*”, GASB Statement No. 48, “*Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues*”, GASB Statement No. 49, “*Accounting and Financial Reporting for Pollution Remediation Obligations*”, and GASB Statement No. 50, “*Pension Disclosures – an amendment of GASB Statements No. 25 and No. 27.*”



**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

GASB Statement No. 45 provides guidance on all aspects of OPEB reporting by employers. This Statement establishes standards for the measurement, recognition, and display of OPEB expense/expenditures and related liabilities (assets), note disclosures, and, if applicable, required supplementary information (RSI) in the financial reports of state and local governmental employers.

GASB Statement No. 48 provides guidance on accounting for sales and pledges of receivables and future revenues. The Statement also requires governments to disclose in the notes to the financial statements the amount of future revenues that have been pledged or sold.

GASB Statement No. 49 provides guidance on how to calculate and report the costs and obligations associated with pollution cleanup efforts.

GASB Statement No. 50 more closely aligns the financial reporting requirements for pensions with those for other postemployment benefits (OPEB) and, in doing so, enhances information disclosed in notes to financial statements or presented as required supplementary information (RSI) by pension plans and by employers that provide pension benefits. The reporting changes required by this Statement amend applicable note disclosure and RSI requirements of GASB Statement No. 25, "*Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans*", and GASB Statement No. 27, "*Accounting for Pensions by State and Local Governmental Employers*", to conform with requirements of GASB Statement No. 43, "*Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*", and GASB Statement No. 45, "*Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*".

Implementation of these GASB Statements did not affect the presentation of the financial statements of the School District.

**NOTE 3: FUND DEFICITS**

Fund balances at June 30, 2008 included the following individual fund deficits:

	<u>Deficit</u>
<i>Major Fund:</i>	
General Fund	\$ 67,580
<i>Non-Major Special Revenue Fund:</i>	
Vocational Education	766

The deficit in the General Fund was created by the lack of unrestricted available resources to cover operations in the fund as well as the application of generally accepted accounting principles. The Career Center is currently monitoring its financial condition and is taking steps to increase revenues and reduce spending.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 4: BUDGETARY BASIS OF ACCOUNTING**

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

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

The following table summarizes the adjustments necessary to reconcile GAAP basis statement to the budgetary basis statement on a fund type basis for the general fund:

**Net Change in Fund Balance**

	<u>General</u>
GAAP Basis	\$ (119,959)
Net Adjustments for Revenue Accruals	5,307
Net Adjustments for Expenditure Accruals	368,524
Adjustment for Encumbrances	<u>(24,995)</u>
Budget Basis	<u>\$ 228,877</u>

**NOTE 5: DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the Career Center into three categories.

Active monies are public deposits necessary to meet the 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.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 5: DEPOSITS AND INVESTMENTS (Continued)**

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

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

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal or interest by the United States;
2. Bonds, notes, debentures, or any other obligations or securities issued by 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 any other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool (STAROhio).
7. Certain bankers acceptances and commercial paper notes for a period not to exceed one hundred and eighty days from the purchase date in any 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 noted in either of the two highest rating classifications by at least two nationally recognized rating agencies.

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.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

**NOTE 5: DEPOSITS AND INVESTMENTS (Continued)**

According to State law, public depositories must give security for all uninsured public funds on deposit. These institutions may either specifically collateralize individual accounts in lieu of amounts insured by FDIC, or may pledge a pool of government securities valued at least 105 percent of the total value of uninsured public monies on deposit at the institution. Repurchase agreements must be secured by the specific government securities upon which the repurchase agreements are based. These securities must be obligations of or guaranteed by the United States and mature or be redeemable within five years of the date of the related repurchase agreement. State law does not require security for public deposits and investments to be maintained in the Career Center's name. During 2008, the Career Center and public depositories complied with the provisions of these statutes.

***Deposits with Financial Institutions***

Custodial credit risk is the risk that, in the event of a bank failure, the Career Center's deposits may not be returned. All deposits are collateralized with eligible securities in amounts equal to at least 105 percent 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 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.

At fiscal year-end, the carrying amount of the Career Center's deposits was \$44,993, which includes \$310 cash on hand. Based on the criteria described in GASB Statement No. 40, "Deposits and Investment Risk Disclosures," as of June 30, 2008, none of the Career Center's bank balance of \$50,188 was exposed to custodial risk as discussed above. The entire bank balance of \$50,188 was covered by Federal Deposit Insurance Corporation.

***Funds Held by Fiscal Agent***

The Career Center participates in the Ohio Mid-Eastern Regional Educational Service Agency School Employees Insurance Consortium for employee benefits. The Career Center has \$718,951, representing internal service fund pooled cash and cash equivalents. All benefit deposits are made to the Consortium's depository account. Collateral is held by a qualified third-party trustee in the name of the Consortium.

***Investments***

As of June 30, 2008, the Career Center had the following investment and maturity:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturity 6 Months or Less</u>
STAROhio	\$ 366,757	\$ 366,757

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 5: DEPOSITS AND INVESTMENTS (Continued)**

**Interest Rate Risk.** As a means of limiting its exposure to fair value losses arising from rising interest rates and according to state law, the Career Center's investment policy limits investment portfolio maturities to five years or less for investments with a fixed interest rate, and two years or less for investments with a variable interest rate.

**Credit Risk.** Standard & Poor's has assigned STAROhio an AAAM rating.

**Concentration of Credit Risk.** The Career Center places no limit on the amount that may be invested in any one issuer. At June 30, 2008, 100 percent of the Career Center's investments were in STAROhio.

**NOTE 6: PROPERTY TAXES**

Property taxes are levied and assessed on a calendar year basis while the Career Center's 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 in the Career Center. Real property tax revenue received in calendar 2008 represents collections of calendar year 2007 taxes. Real property taxes received in calendar year 2008 were levied after April 1, 2007, on the assessed value listed as of January 1, 2007, 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 semiannually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax revenue received in calendar 2008 represents collections of calendar year 2007 taxes. Public utility real and tangible personal property taxes received in calendar year 2008 became a lien December 31, 2006, were levied after April 1, 2007 and are collected in 2008 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.

Tangible personal property tax revenue received during calendar 2008 (other than public utility property) represents the collection of 2008 taxes. Tangible personal property taxes received in calendar year 2008 were levied after April 1, 2007, on the value as of December 31, 2007. For 2007, tangible personal property was assessed at 12.5 percent for property including inventory. This percentage will be reduced to 6.25 percent 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.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
For the Fiscal Year Ended June 30, 2008

**NOTE 6: PROPERTY TAXES (Continued)**

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 replaced the revenue lost by the Career Center due to the phasing out of the tax. In calendar years 2006-2010, 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 Coshocton, Guernsey, Licking, Muskingum and Tuscarawas Counties. The County Auditors periodically advance to the Career Center their portions of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2008, are available to finance fiscal year 2008 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

Accrued property taxes receivable includes real property, public utility property and tangible personal property taxes which are measurable as of June 30, 2008, and for which there is an enforceable legal claim. Although total property tax collections for the next fiscal year are measurable, only the delayed personal property tax and the amount of real property taxes available as an advance at June 30 was levied to finance current fiscal year operations and is reported as revenue at fiscal year end. The portion of the receivable not levied to finance current fiscal year operations is offset by a credit to deferred revenue.

The amount available as an advance at June 30, 2008, was \$43,269 in the general fund and \$2,084 in the bond retirement debt service fund. The amount available as an advance at June 30, 2007 was \$46,151 in the general fund and \$2,263 in the bond retirement debt service fund.

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.

The assessed values upon which the fiscal year 2008 taxes were collected are:

	2007 Second-Half Collections		2008 First-Half Collections	
	Amount	Percent	Amount	Percent
Agricultural/Residential	\$ 416,834,740	64%	\$ 421,380,410	65%
Commercial/Industrial	102,223,650	16%	102,296,280	16%
Tangible Personal Property	125,430,962	19%	116,562,522	18%
Public Utility/Minerals	5,009,990	1%	4,158,720	1%
 Total Assessed Value	 \$ 649,499,342	 100%	 \$ 644,397,932	 100%
 Tax rate per \$1,000 of assessed value	 \$ 2.50		 \$ 2.50	

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
For the Fiscal Year Ended June 30, 2008

**NOTE 7: RECEIVABLES**

Receivables at June 30, 2008 consisted of taxes, accounts (rent, student fees and tuition) and intergovernmental grants. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of the State programs, and the current fiscal year guarantee of Federal funds.

**NOTE 8: CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2008 was as follows:

	Balance 6/30/2007	Additions	Deletions	Balance 6/30/2008
<b>Governmental Activities</b>				
<i>Capital Assets not being depreciated:</i>				
Land	\$ 28,429	\$ 0	\$ 0	\$ 28,429
<i>Capital Assets, being depreciated:</i>				
Land Improvements	319,230	0	0	319,230
Building and Improvements	3,577,234	0	0	3,577,234
Furniture and Equipment	724,755	41,668	0	766,423
Vehicles	99,441	0	0	99,441
<i>Total Capital Assets, being depreciated</i>	<u>4,720,660</u>	<u>41,668</u>	<u>0</u>	<u>4,762,328</u>
<i>Less Accumulated Depreciation:</i>				
Land Improvements	(316,587)	(230)	0	(316,817)
Building and Improvements	(2,550,993)	(69,921)	0	(2,620,914)
Furniture and Equipment	(654,887)	(17,462)	0	(672,349)
Vehicles	(99,441)	0	0	(99,441)
<i>Total Accumulated Depreciation</i>	<u>(3,621,908)</u>	<u>(87,613) *</u>	<u>0</u>	<u>(3,709,521)</u>
<i>Total Capital Assets being depreciated, net</i>	<u>1,098,752</u>	<u>(45,945)</u>	<u>0</u>	<u>1,052,807</u>
<i>Governmental Activities Capital Assets, Net</i>	<u>\$ 1,127,181</u>	<u>\$ (45,945)</u>	<u>\$ 0</u>	<u>\$ 1,081,236</u>

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
For the Fiscal Year Ended June 30, 2008

**NOTE 8: CAPITAL ASSETS (Continued)**

\* Depreciation expense was charged to governmental functions as follows:

Instruction:	
Regular	\$ 27,291
Vocational	54,627
Support Services:	
Instructional Staff	4,035
Administration	631
Business	554
Operation and Maintenance of Plant	225
Operation of Non-Instructional Services:	
Food Service Operations	250
Total Depreciation Expense	\$ 87,613

**NOTE 9: RISK MANAGEMENT**

***A. General Insurance***

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 has a comprehensive property and casualty policy with a deductible of \$1,000 per incident on property and equipment. The Career Center's comprehensive property and casualty policy aggregate limit is approximately \$10,952,333 (subject to scheduled limits). There is a separate policy covering boiler and machinery with a limit of \$10,732,333 and a \$1,000 deductible. The Career Center's vehicle insurance policy limit is \$1,000,000 with a \$1,000 auto physical damage deductible. All board members, administrators, and employees are covered under a Career Center liability policy. Additionally, the Career Center carries a \$3,000,000 blanket umbrella policy. Settlement claims have not exceeded this commercial coverage in any of the past three years. There have been no significant reductions in insurance coverage from last year.

***B. Fidelity Bond***

The Board President and Superintendent have a \$20,000 position bond. The treasurer is covered under a surety bond in the amount of \$60,000. In addition, the Career Center is covered by an umbrella policy in the amount of \$2,000,000.

***C. Workers' Compensation***

The Career Center pays the State Workers' Compensation System, an insurance purchasing pool, a premium based on a rate per \$100 of salaries. The Career Center is a member of the Sheakley Uniservice, Inc. on behalf of the Ohio Association of School Business Officials, an insurance purchasing pool. This rate is calculated based on accident history and administrative costs.



**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
For the Fiscal Year Ended June 30, 2008

**NOTE 9: RISK MANAGEMENT (Continued)**

***D. Employee Health Insurance***

The Career Center is self-insured for its medical, visions and dental insurance programs. Premiums are paid into the self-insurance fund and are available to pay claims and administrative costs. The Career Center is a member of the Ohio Mid-Eastern Regional Educational Service Agency (OME-RESA) Self-Insurance Plan, a claims servicing pool, consisting of fifty members, in which monthly premiums are paid to the fiscal agent who in turn pays the claims on the Career Center's behalf. A stop-loss insurance contract with a private insurance carrier covers specific liability claims in excess of \$50,000. The claims liability at June 30, 2008, was estimated by the third party administrator to be \$174,586. This based on the requirements of Governmental Accounting Standards Board Statement No. 30 which requires a liability for unpaid claims costs, including estimates of costs relating to incurred but not reported claims, be reported. The estimate was not affected by incremental claim adjustment expenses and does not include other allocated or unallocated claim adjustment expenses. Changes in the fund's claim liability for 2007 and 2008 are listed below.

	Balance Beginning of Year	Current Year Claims	Claims Payments	Balance End of Year
2007	\$ 120,806	\$ 240,252	\$ 337,323	\$ 23,735
2008	\$ 23,735	\$ 432,912	\$ 282,061	\$ 174,586

**NOTE 10: OTHER EMPLOYEE BENEFITS**

***A. Compensated Absences***

The criteria for determining vacation and sick leave benefits are derived from negotiated agreements and state laws. All employees earn three days of personal leave per year. This may not be accumulated. Classified employees earn ten to twenty days of vacation per fiscal year, depending upon length of service. Vacation days must be used within a year, unless Board approval is obtained. Accumulated, unused vacation time is paid to classified employees upon termination of employment. Teachers do not earn vacation time.

Teachers, administrators, and classified employees earn sick leave at the rate of one and one-fourth days per month. Sick leave may be accumulated to a maximum of 215 days for all personnel. Upon completion of ten or more years of service to the Career Center, state, or other political subdivision, and retirement from the profession, payment is made for one-fourth of accrued, but unused sick leave credit up to a maximum of 54 days for certified employees and 54 days for classified employees.

***B. Life Insurance***

The Career Center provides life insurance and accidental death and dismemberment insurance to employees through Ohio Mid-Eastern Regional Education Association Health Benefits Plan. Coverage is provided for all certified and classified employees depending on salary, ranging from \$20,000 to \$75,000.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 11: DEFINED BENEFIT PENSION PLANS**

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

The Career Center contributes to the School Employees Retirement System of Ohio (“SERS”), a cost-sharing multiple-employer defined benefit pension plan. SERS provides retirement, disability and survivor benefits; annual cost-of-living adjustments’ and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by state statute per Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling toll free (800) 878-5853. It is also posted on SERS’ website, [www.ohsers.org](http://www.ohsers.org), under Forms and Publications.

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 2008, 9.16 percent of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended by the SERS’ Retirement Board up to a statutory maximum amount of 10 percent for plan members and 14 percent for employers. Chapter 3309 of the Ohio Revised Code provides statutory authority for member and employer contributions. The Career Center’s required contributions for pension obligations to SERS for the fiscal years ended June 30, 2008, 2007 and 2006 were \$68,771, \$69,613 and \$73,939, respectively; 100 percent has been contributed for fiscal years 2008, 2007, and 2006.

***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 plan. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a publicly-available, stand-alone financial report that may be obtained by writing to STRS Ohio, 275 East Broad Street, Columbus, Ohio 43215-3771, by calling (888) 227-7877, or by visiting the STRS Ohio website at [www.strsohio.org](http://www.strsohio.org).

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on a member’s lifetime contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5% of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The member may elect to receive a lifetime monthly annuity or a lump sum withdrawal. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. The DB portion of the Combined Plan payment is payable to a member on or after age 60; the DC portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50. This option expired on December 31, 2001. Benefits are established by Chapter 3307 of the Ohio Revised Code.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 11: DEFINED BENEFIT PENSION PLANS (Continued)**

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.

For the fiscal year ended June 30, 2008, 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. For fiscal year 2007, the portion used to fund pension obligations was also 13 percent. Contribution rates are established by the State Teachers Retirement Board, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions.

The Career Center's required contributions for pension obligations for the fiscal years ended June 30, 2008, 2007, and 2006 were \$250,090, \$239,524 and \$242,719, respectively; 100 percent has been contributed for each fiscal year.

***C. Social Security System***

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System have an option to choose Social Security or the School Employees Retirement System/State Teachers Retirement System. As of June 30, 2008, one member of the Board of Education has elected social security. The Career Center's liability is 6.2 percent of wages paid.

**NOTE 12: POSTEMPLOYMENT BENEFITS**

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

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

Funding Policy – State statute permits SERS to fund the health care benefits through employer contributions. Each year, after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer contribution of 14 percent of covered payroll to the Health Care Fund. The Health Care Fund was established and is administered in accordance with Internal Revenue Code Section 401h. For 2008, 4.18 percent of covered payroll was allocated to health care. In addition, employers pay a surcharge for employees earning less than an actuarially determined amount; for 2008, this amount was \$6,839.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
*For the Fiscal Year Ended June 30, 2008*

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**NOTE 12: POSTEMPLOYMENT BENEFITS (Continued)**

Active employee members do not contribute to the Health Care Plan. Retirees and their beneficiaries are required to pay a health care premium that varies depending on the plan selected, the number of qualified years of service, Medicare eligibility and retirement status.

The Career Center's contributions for health care for the fiscal years ended June 30, 2008, 2007 and 2006 were \$25,378, \$26,147 and \$26,903 respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006.

The Retirement Board, acting with advice of the actuary, allocates a portion of the employer contribution to the Medicare B Fund. For 2008, this actuarially required allocation was 0.66 percent of covered payroll. The Career Center's contributions for Medicare Part B for the fiscal years ended June 30, 2008, 2007 and 2006 were \$4,811, \$4,432 and \$5,451 respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006.

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

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

Funding Policy – Ohio law authorizes STRS Ohio to offer the Plan and gives the Retirement Board authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. Active employee members do not contribute to the Plan. All benefit recipients pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2008, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. The Career Center's contributions for health care for the fiscal years ended June 30, 2008, 2007 and 2006 were \$17,864, \$17,109 and \$17,337 respectively; 100 percent has been contributed for fiscal years 2008, 2007 and 2006.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
For the Fiscal Year Ended June 30, 2008

**NOTE 13: INTERFUND TRANSFERS**

During fiscal year 2008, the general fund transferred \$6,087 and \$6,000 to the uniform school supply fund and the food service fund, respectively, to cover operating expenses.

The balance of the interfund transfers in and transfers out reported on the statement of revenues, expenditures and changes in fund balance represent the reclassification of advances. In prior years, the general fund advanced \$186,653, \$5,230, \$40,989, and \$1,316 to the adult education fund, the uniform school supply fund, the food service fund and the career development fund, respectively. In fiscal year 2008, it was determined these advances would not be repaid, and they were converted to transfers.

	Transfers Out	Transfers In
<b>Major Fund:</b>		
General	\$ 246,275	\$ 0
<b>Non-Major Special Revenue Funds:</b>		
Adult Education	0	186,653
Food Service	0	46,989
Uniform School Supplies	0	11,317
Career Development	0	1,316
Total	\$ 246,275	\$ 246,275

**NOTE 14: LONG-TERM OBLIGATIONS**

The changes in the Career Center's long-term obligations during the fiscal year 2008 were as follows:

	Principal Outstanding 06/30/2007	Additions	Deductions	Principal Outstanding 06/30/2008	Due Within One Year
<b>Governmental Activities:</b>					
H.B. 264 Loan, 4.5%, maturing 2013	\$ 285,000	\$ 0	\$ (47,500)	\$ 237,500	\$ 47,500
Installment Loan, 4.5%, maturing 2014	65,959	0	(7,032)	58,927	7,348
Compensated Absences	235,228	36,248	(24,338)	247,138	13,208
<i>Total General Long-Term Obligations</i>	\$ 586,187	\$ 36,248	\$ (78,870)	\$ 543,565	\$ 68,056

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
For the Fiscal Year Ended June 30, 2008

**NOTE 14: LONG-TERM OBLIGATIONS (Continued)**

During fiscal year 2003, the Career Center entered into a loan for a House Bill 264 project that consists of various repairs and upgrades to the school building to become more energy efficient. The total amount financed for the project was \$475,000. As in prior years, the loan will be paid from property tax revenue in the bond retirement debt service fund.

In fiscal year 1999, the Career Center entered into an agreement with the Coshocton County Commissioners to amortize \$100,000 worth of water and sewer line tap-in and other fees over a ten-year period. These amortized costs will mature in fiscal year 2014. The present value of \$100,000 over 10 years at an incremental borrowing rate of 4.5 percent was \$77,381, and this was the amount amortized. Construction was completed in June 2003 and the first payment was due in fiscal year 2005. Loan payments will be made from the general fund using foundation revenue.

Compensated absences will be paid from the general fund.

Principal and interest requirements to retire long-term obligations outstanding at June 30, 2008 are as follows:

Fiscal Year Ending June 30,	H.B. 264 Loan		Installment Loan		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2009	\$ 47,500	\$ 5,641	\$ 7,348	\$ 2,652	\$ 54,848	\$ 8,293
2010	47,500	4,513	7,679	2,321	55,179	6,834
2011	47,500	3,384	8,025	1,975	55,525	5,359
2012	47,500	2,256	8,385	1,614	55,885	3,870
2013	47,500	1,128	8,763	1,237	56,263	2,365
2014	0	0	18,727	1,274	18,727	1,274
	<u>\$ 237,500</u>	<u>\$ 16,922</u>	<u>\$ 58,927</u>	<u>\$ 11,073</u>	<u>\$ 296,427</u>	<u>\$ 27,995</u>

**NOTE 15: JOINTLY GOVERNED ORGANIZATION**

**Ohio Mid-Eastern Regional Educational Services Association (OME-RESA)** OME-RESA is a jointly governed organization comprised of 52 schools, created as a regional council of governments pursuant to state statute. The jointly governed organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to administrative and instructional functions for member Career Centers. Each of the governments of these Career Centers support OME-RESA based on a per pupil charge dependent upon the software package utilized. The OME-RESA assembly consists of a superintendent or designated representative from each participating Career Center and a representative from the fiscal agent. OME-RESA is governed by a board of directors chosen from the general membership of the OME-RESA assembly. The board of directors consists of a representative from the fiscal agent, the chairman of each operating committee, and at least an assembly member from each county from which participating Career Centers are located. During fiscal year 2008, the Career Center paid \$11,550 in administrative fees to OME-RESA. Financial information can be obtained by contacting the Treasurer at the Jefferson County Education Services Center, which serves as fiscal agent, located in Steubenville, Ohio.

**Coshocton County Career Center**  
*Notes to the Basic Financial Statements (Continued)*  
For the Fiscal Year Ended June 30, 2008

**NOTE 16: CONTINGENCIES**

**A. Grants**

The Career Center received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material effect on the overall financial position of the Career Center at June 30, 2008.

**B. Litigation**

The Career Center is not party to any claims or lawsuits that would have a material effect, if any, on the financial condition of the Career Center.

**NOTE 17: SET-ASIDES**

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. Amounts not spent by the end of the fiscal year or offset by similarly restricted resources received during the year must be held in cash at year-end. These amounts must be carried forward to be used for the same purposes in future years

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

	Textbooks	Capital Improvements
Set-aside Reserve Balances as of June 30, 2007	\$ 0	\$ 0
Set-aside Carryforward from Prior Year	(632,501)	0
Current Year Set-aside Requirement	42,361	42,361
Current Year Qualifying Disbursements	(134,245)	(52,039)
Totals	\$ (724,385)	\$ (9,678)
Set-aside Balance Carried Forward to Future Fiscal Years	\$ (724,385)	\$ 0
Set-aside Reserve Balance as of June 30, 2008	\$ 0	\$ 0

The Career Center had qualifying disbursements during the fiscal year that reduced the textbooks set-aside amount below zero. This amount may be used to reduce the set-aside requirement of future years. The Career Center also had qualifying disbursements during the year that reduced the capital acquisition set-aside amount below zero. This amount (\$9,678) may not be used to reduce the set-aside requirements for future years.

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# 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*

Coshocton County Career Center  
Coshocton County  
23640 Airport Road  
Coshocton, Ohio 43812

To the Board of Education:

We have audited the financial statements of the governmental activities, the major fund and the aggregate remaining fund information of the Coshocton County Career Center, Coshocton County, Ohio (the Career Center) as of and for the year ended June 30, 2008, which collectively comprise the Career Center's basic financial statements and have issued our report thereon dated January 26, 2009. 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.

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.

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We noted certain matters that we reported to the Career Center's management in a separate letter dated January 26, 2009.

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

As part of reasonably assuring whether the Coshocton County 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 noted certain matters that we reported to the Career Center's management in a separate letter dated January 26, 2009.

We intend this report solely for the information and use of management and the Board of Education. We intend it for no one other than these specified parties.



**Mary Taylor, CPA**  
Auditor of State

January 26, 2009



**Mary Taylor, CPA**  
Auditor of State

**COSHOCTON COUNTY CAREER CENTER**

**COSHOCTON 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 5, 2009**