



Dave Yost • Auditor of State



**OHIO SCHOOLS COUNCIL  
CUYAHOGA COUNTY**

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# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT

Ohio Schools Council  
Cuyahoga County  
6133 Rockside Road, Suite 10  
Independence, Ohio 44131

To the Board of Directors:

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

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Ohio Schools Council, Cuyahoga County, Ohio, (the Council), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

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

Management is responsible for preparing and fairly presenting these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes designing, implementing, and maintaining internal control relevant to preparing and fairly presenting financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the Council's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the Council's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

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

***Opinion***

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 Ohio Schools Council, Cuyahoga County, Ohio, as of June 30, 2013, and the respective changes in financial position thereof for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

***Other Matters***

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require this presentation to include *Management's discussion and analysis*, listed in the table of contents, to supplement the basic financial statements. Although this information is not part of the basic financial statements, the Governmental Accounting Standards Board considers it essential for placing the basic financial statements in an appropriate operational, economic, or historical context. We applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, consisting of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, to the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not opine or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to opine or provide any other assurance.

*Supplementary Information*

Our audit was conducted to opine on the Council's basic financial statements taken as a whole.

The budgetary comparison schedule presents additional analysis and is not a required part of the basic financial statements.

The schedule is management's responsibility, and derives from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. We subjected this schedule to the auditing procedures we applied to the basic financial statements. We also applied certain additional procedures, including comparing and reconciling the schedule directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves in accordance with auditing standards generally accepted in the United States of America. In our opinion, this schedule is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated March 6, 2015, on our consideration of the Council's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control over financial reporting and compliance.

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

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

March 6, 2015

**Ohio Schools Council**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2013*  
*Unaudited*

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The discussion and analysis of Ohio Schools Council's (the Council) financial performance provides an overall review of the Council's financial activities for the fiscal year ended June 30, 2013. The intent of this discussion and analysis is to look at the Council's financial performance as a whole; readers should also review the basic financial statements and the notes to the basic financial statements to enhance their understanding of the Council's financial performance.

### **Financial Highlights**

Key financial highlights for 2013 are as follows:

- Net position of governmental activities increased by \$126,795 from 2012. The Council has no business-type activities.
- In total, the Council's program specific charges for services exceeded the expenses by \$77,347.
- The general fund, the Council's only operating fund, increased by \$117,894 from the 2012 balance.

### **Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Council's basic financial statements. The Council's financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements.

***Government-wide Financial Statements.*** The government-wide financial statements are designed to provide the reader with a broad overview of the Council's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Council's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Council is improving or deteriorating.

The *statement of activities* presents information showing how the Council's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected receivables and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Council that are principally supported by user fees and charges and the program expenses used to operate during the fiscal year.

The government-wide financial statements can be found on pages 12 and 13 of this report.

***Fund Financial Statements.*** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Council, like State and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Council can be divided into two categories: governmental and fiduciary funds.



**Ohio Schools Council**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2013*  
*Unaudited*

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*Governmental Funds* Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

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

The Council maintains one governmental fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the general fund, which is considered to be the major fund.

The basic fund financial statements can be found on pages 14-17 of this report.

*Fiduciary Funds* The fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of these funds are not available to support the Council's own programs. Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trusts funds and agency funds. Trust funds are used to account for assets held by the Council under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Council's own programs. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Council's only fiduciary fund is an agency fund.

The basic fiduciary fund financial statement can be found on page 18 of this report.

***Notes to the Basic Financial Statements.*** The notes provide additional information that is essential to the full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements begin on page 19 of this report.

### **Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Council, assets exceeded liabilities by \$7.67 million at the close of the most recent fiscal year.

More than ninety-nine percent of the Council's net position reflects its unrestricted net position. The Council uses unrestricted net position to meet ongoing obligations to creditors. Less than one percent of the net position is investments in capital assets (e.g., equipment and furniture). The Council uses these capital assets to provide services to the school districts; consequently, these assets are not available for future spending.

**Ohio Schools Council**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2013*  
*Unaudited*

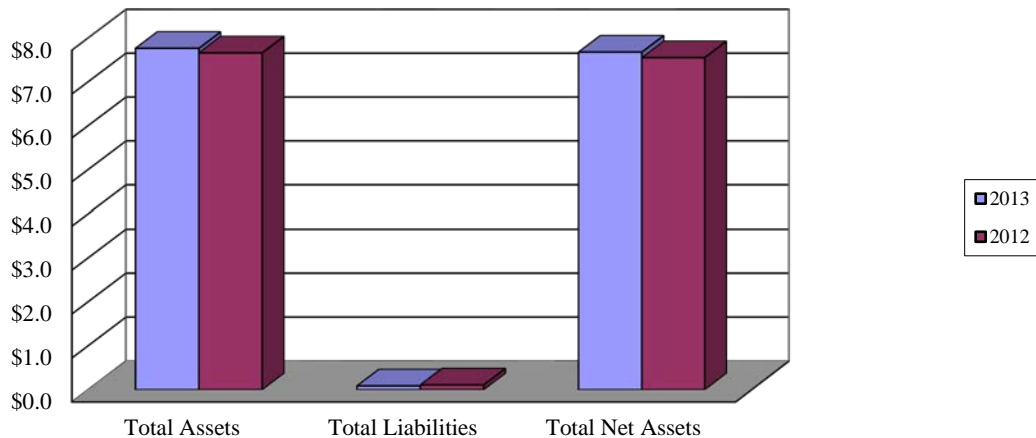
At the end of the current fiscal year, the Council is able to report positive balances in both categories of net position in the governmental activities. The same situation held true for the prior fiscal year.

The table below shows net position for fiscal year 2013 compared to fiscal year 2012.

**Table 1 - Net Position**

	Governmental Activities		
	2013	2012	Change
<b>Assets</b>			
Current and Other Assets	\$7,732,282	\$7,627,626	\$104,656
Capital Assets	30,664	30,961	(297)
<i>Total Assets</i>	<u>7,762,946</u>	<u>7,658,587</u>	<u>104,359</u>
<b>Liabilities</b>			
Current Liabilities	55,458	68,404	(12,946)
Long-term Liabilities	31,200	40,690	(9,490)
<i>Total Liabilities</i>	<u>86,658</u>	<u>109,094</u>	<u>(22,436)</u>
<b>Net Position</b>			
Net Investment in Capital Assets	30,664	30,961	(297)
Unrestricted	7,645,624	7,518,532	127,092
<i>Total Net Position</i>	<u>\$7,676,288</u>	<u>\$7,549,493</u>	<u>\$126,795</u>

**Governmental Activities - Net Position (In Millions)**



As noted above, the Council's net position increased by \$126,795. This increase is due to increases in program participation and reductions in staff compared to fiscal year 2012.

**Ohio Schools Council**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2013*  
*Unaudited*

**Governmental Activities**

The table below shows changes in net position for fiscal year 2013 compared to the prior fiscal year.

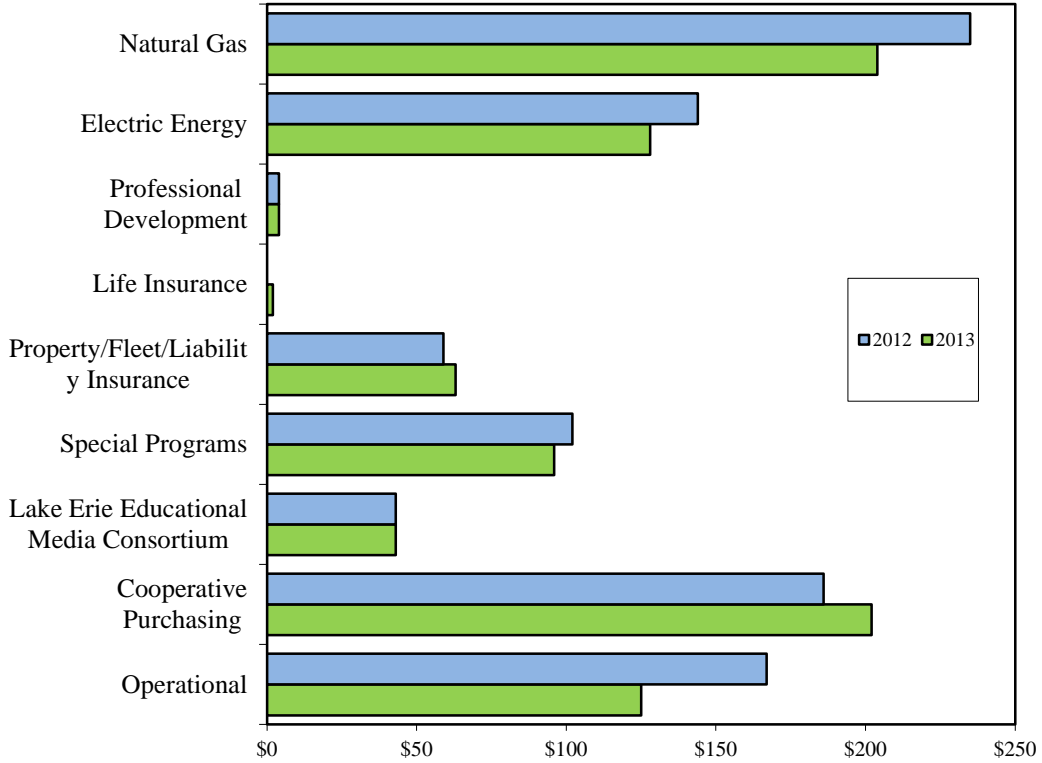
**Table 2 - Changes in Net Position**

	Governmental Activities		
	2013	2012	Change
<b>Revenues</b>			
Program Revenues:			
Charges for Services	\$943,730	\$931,741	\$11,989
General Revenues:			
Investment Earnings	17,878	41,258	(23,380)
Miscellaneous	31,570	64,031	(32,461)
Total General Revenues	49,448	105,289	(55,841)
<i>Total Revenues</i>	993,178	1,037,030	(43,852)
<b>Program Expenses</b>			
Operational	124,452	166,739	42,287
Cooperative Purchasing	201,554	185,505	(16,049)
Lake Erie Educational Media Consortium	43,494	43,084	(410)
Special Programs	96,316	102,537	6,221
Property/Fleet/Liability Insurance	63,223	59,389	(3,834)
Professional Development	4,019	4,046	27
Electrical Energy Program	127,736	144,326	16,590
Natural Gas Program	203,557	234,577	31,020
Life Insurance	2,032	0	(2,032)
Total Expenses	866,383	940,203	73,820
Increase (Decrease) in Net Position	126,795	96,827	29,968
Net Position, Beginning of Year	7,549,493	7,452,666	96,827
Net Position, End of Year	\$7,676,288	\$7,549,493	\$126,795

Charges for services revenues increased due to the Council receiving a full year of life insurance program fees, additional electrical energy program fees for the Power 4 Schools program and the E-Schoolmall integration fees in 2013, and increases in program participation. Investment earnings were lower in fiscal year 2013 than in fiscal year 2012 because of lower interest rates. Miscellaneous revenue decreased due to payments to the Council from school districts for integration software in fiscal year 2012.

**Ohio Schools Council**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2013*  
*Unaudited*

**Program Expenses – Governmental Activities**  
**(in Thousands)**



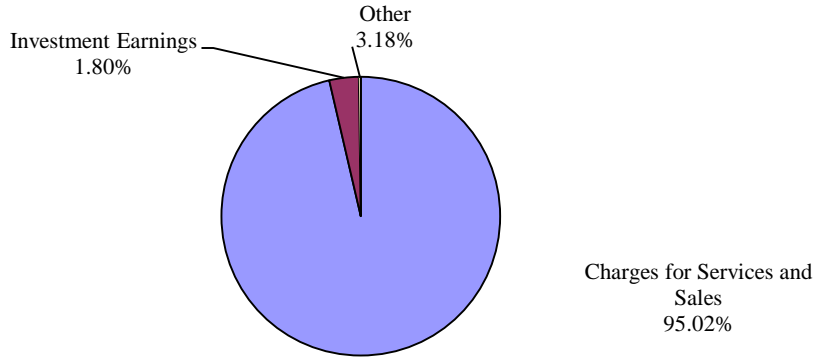
Cooperative purchasing expenses increased in fiscal year 2013 due to the Council hiring a consultant to assist with the Toledo area expansion of the cooperative purchasing program.

Natural gas and electrical energy expenses decreased in fiscal year 2013 due to the retirement of the program manager, who was not replaced.

The decrease in operational expenses was due to the retirement of the Executive Director, who was not replaced until October 2012.

**Ohio Schools Council**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2013*  
*Unaudited*

**Revenues by Sources - Governmental Activities**



**Analysis of the Governmental Fund**

**Governmental Fund.** Information about the Council's governmental fund starts on page 14. This fund uses the modified accrual basis of accounting. The Council only has one governmental fund; the general fund, which is the chief operating fund of the Council. The general fund had total revenues of \$993,178 and expenditures of \$875,284. The total general fund balance increased by \$117,894 for fiscal year 2013. Of the \$7,678,684 fund balance, \$25,441 is nonspendable, \$590 is assigned and \$7,652,653 is unassigned. As a measure of the general fund's liquidity, it may be useful to compare expenditures to unassigned fund balance.

**Capital Assets**

During fiscal year 2013, the Council acquired \$5,272 in new capital assets, offset by a year's depreciation.

**Table 3 - Capital Assets (Net of Accumulated Depreciation)**

	Governmental Activities	
	2013	2012
Furniture and Equipment	\$30,664	\$30,961

The Council continued its ongoing commitment to maintaining and improving its capital assets. For more information on the Council's capital assets, see Note 8.

**Long-Term Obligations**

At June 30, 2013, the Council had no outstanding bonded long-term debt. The long-term liabilities listed in Table 1 are those accumulated for compensated absences. For additional information on long-term obligations, see Note 9 to the basic financial statements.

**Ohio Schools Council**  
*Management's Discussion and Analysis*  
*For the Fiscal Year Ended June 30, 2013*  
*Unaudited*

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**Current Issues Affecting Financial Condition**

The finances of the Council are dependent upon school district membership dues, and participation of school districts and municipalities in various programs offered through the Council for which the Council charges fees. The municipalities cannot join the Council, but can participate in the programs offered by the Council. The Council currently has six cities participating in the cooperative purchasing program and one city in the life insurance program. Membership in the Council has grown to 198 districts. Participation in Council programs has also been growing over the past several years.

The mission of the Council is to provide districts the opportunity to buy products and services at significantly reduced prices. The Council has negotiated significant savings for school districts to purchase natural gas, electricity, various types of insurance, and various types of supplies and equipment. In addition to the Council's annual membership fee, members are charged fees to participate in a property, fleet and general liability insurance program (however, the fee was waived for fiscal year 2013), life insurance program, cooperative purchasing program (the fees were reduced by half for fiscal year 2013), school bus purchasing program (the fees were reduced by half for fiscal year 2013), Lake Erie Educational Media Consortium (LEEMC), Natural Gas program, Computer Technology Services and Electronic Vendor Audit System (EVAS). Changes in the number of districts participating in any of these programs will affect the total revenue of the Council.

**Contacting the Council's Financial Management**

This financial report is designed to provide our members, investors and creditors with a general overview of the Council's finances and to show the Council's accountability for money it receives. If you have questions about this report or need additional financial information, contact William Zelei, Executive Director, at 6393 Oak Tree Boulevard, Suite 377, Independence, Ohio 44131.

## **Basic Financial Statements**

**Ohio Schools Council**  
*Statement of Net Position*  
*June 30, 2013*

	Governmental Activities
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	\$7,656,008
Accounts Receivable	33,356
Accrued Interest Receivable	17,477
Prepaid Items	24,445
Materials and Supplies Inventory	996
Depreciable Capital Assets	30,664
<i>Total Assets</i>	7,762,946
<b>Liabilities</b>	
Accounts Payable	7,575
Accrued Wages and Benefits Payable	40,420
Intergovernmental Payable	5,603
Vacation Benefits Payable	1,860
Long-Term Liabilities:	
Due Within One Year	4,817
Due in More Than One Year	26,383
<i>Total Liabilities</i>	86,658
<b>Net Position</b>	
Investment in Capital Assets	30,664
Unrestricted	7,645,624
<i>Total Net Position</i>	\$7,676,288

See accompanying notes to the basic financial statements





# Ohio Schools Council

## Balance Sheet

### Governmental Fund

June 30, 2013

	<u>General</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	\$7,656,008
Accounts Receivable	33,356
Accrued Interest Receivable	17,477
Prepaid Items	24,445
Materials and Supplies Inventory	<u>996</u>
<i>Total Assets</i>	<u><u>\$7,732,282</u></u>
<b>Liabilities and Fund Balance</b>	
<b>Liabilities</b>	
Accounts Payable	\$7,575
Accrued Wages and Benefits Payable	40,420
Intergovernmental Payable	<u>5,603</u>
<i>Total Liabilities</i>	<u>53,598</u>
<b>Fund Balance</b>	
Nonspendable	25,441
Assigned	590
Unassigned	<u>7,652,653</u>
<i>Total Fund Balances</i>	<u>7,678,684</u>
<i>Total Liabilities and Fund Balance</i>	<u><u>\$7,732,282</u></u>

See accompanying notes to the basic financial statements

**Ohio Schools Council**  
*Reconciliation of Total Governmental Fund Balance to  
Net Position of Governmental Activities  
June 30, 2013*

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<b>Total Governmental Funds Balance</b>	\$7,678,684
<i>Amounts reported for governmental activities in the statement of net position are different because</i>	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	30,664
Vacation benefits payable is not expected to be paid with expendable available resources and therefore not reported in the funds.	(1,860)
Long-term liabilities, such as compensated absences, are not due and payable in the current period and therefore are not reported in the funds.	<u>(31,200)</u>
<i>Net Position of Governmental Activities</i>	<u><u>\$7,676,288</u></u>

See accompanying notes to the basic financial statements

**Ohio Schools Council**  
*Statement of Revenues, Expenditures and Changes in Fund Balance*  
*Governmental Fund*  
*For the Fiscal Year Ended June 30, 2013*

	General
<b>Revenues</b>	
Interest	\$17,878
Charges for Services	943,730
Miscellaneous	31,570
<i>Total Revenues</i>	993,178
<b>Expenditures</b>	
Current:	
Operational	128,543
Cooperative Purchasing	203,496
Lake Erie Educational Media Consortium	43,540
Special Programs	97,150
Property/Fleet/Liability Insurance	63,269
Professional Development	4,112
Electrical Energy Program	129,123
Natural Gas Program	204,019
Life Insurance	2,032
<i>Total Expenditures</i>	875,284
<i>Net Change in Fund Balance</i>	117,894
<i>Fund Balance Beginning of Year</i>	7,560,790
<i>Fund Balance End of Year</i>	\$7,678,684

See accompanying notes to the basic financial statements

**Ohio Schools Council**  
*Reconciliation of the Statement of Revenues, Expenditures and Changes  
in Fund Balance of Governmental Fund to the Statement of Activities  
For the Fiscal Year Ended June 30, 2013*

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**Net Change in Fund Balance -Total Governmental Funds** \$117,894

*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.

The amount by which capital outlay exceeded depreciation in the  
current period.

Capital Asset Additions	5,272	
Current Year Depreciation	<u>(3,951)</u>	1,321

In the statement of activities the loss on the disposal of capital assets  
is reported. (1,618)

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

Vacation Benefits Payable	(292)	
Compensated Absences	<u>9,490</u>	
Total		<u>9,198</u>

*Change in Net Position of Governmental Activities* \$126,795

See accompanying notes to the basic financial statements

**Ohio Schools Council**  
*Statement of Fiduciary Assets and Liabilities*  
*Agency Fund*  
*June 30, 2013*

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	<u>Agency</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	\$4,890,302
Accounts Receivable	2,824
Accrued Interest Receivable	<u>11,174</u>
<i>Total Assets</i>	<u><u>\$4,904,300</u></u>
<b>Liabilities</b>	
Accounts Payable	\$800,945
Undistributed Monies	<u>4,103,355</u>
<i>Total Liabilities</i>	<u><u>\$4,904,300</u></u>

See accompanying notes to the basic financial statements

**Ohio Schools Council**  
*Notes to the Basic Financial Statements*  
*For the Year Ended June 30, 2013*

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**Note 1 – Description of the Council and Reporting Entity**

The Ohio Schools Council, Cuyahoga County, Ohio, (the Council) is a jointly governed organization established under Chapter 167, Revised Code, in 1986. The Council was created by school districts for the purpose of saving money through volume purchases. The Council consists of 198 school districts in 35 counties throughout Ohio. Each school district member superintendent serves as a representative of the Assembly. The Assembly is the legislative body of the Council. The Council operates under a nine-member Board of Directors (the Board). Five members of the Board are selected by the Assembly from among the member districts, and the remaining four are the representatives of the president, president-elect, past president and treasurer of the Greater Cleveland School Superintendents' Association. The Board is the policy making authority of the Council. The Board meets monthly September through June. The Board appoints an Executive Director who is responsible for receiving and disbursing funds, investing available funds, preparing financial reports for the Board and Assembly and carrying out such other responsibilities as designated by the Board.

**A. Description of the Entity**

The Council provides services primarily in the area of procurement. The Council negotiates pricing for its members on consumable products such as maintenance and office/classroom supplies, books, buses, and GPS equipment, and services such as computer and network repair, shipping, electronics recycling, electronic vendor audit systems (eVAS), time clock and payroll management, workers compensation, electricity, non-sufficient fund collection, outbound calling, online training, legal hotline, leadership searches, waste and recycling, property, fleet and liability insurance, employee life insurance, natural gas and energy efficiency.

Members and other not-for-profit entities contribute amounts sufficient to cover substantially all annual costs of the Council through program administration fees. Upon termination of the Council, surpluses remaining in any Council Program, after payment of all known obligations, will be distributed to the participating members in the manner provided in the Program Agreement. After payment of all known obligations of the Council, other than those incurred in connection with any program, any surplus remaining in the Council general fund shall be distributed among the members in the same proportion to the total remaining as the amount of each member's total share of operating costs incurred.

The reporting entity for the Council is comprised of all departments, boards and agencies that are not legally separate from the Council and any other organizations that would need to be included to ensure that the financial statements of the Council are not misleading.

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

The Council is associated with the Power 4 Schools Program, a jointly governed organization, as presented in Note 14.

**Ohio Schools Council**  
*Notes to the Basic Financial Statements*  
*For the Year Ended June 30, 2013*

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**Note 2 - Summary of Significant Accounting Policies**

The financial statements of the Council have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Council's accounting policies are described below.

***A. Basis of Presentation***

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

***Government-wide Financial Statements*** The statement of net position and the statement of activities display information about the Council as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. These statements usually distinguish between those activities of the Council that are governmental and those that are considered business-type. The Council, however, has no business-type activities.

The statement of net position presents the financial condition of the governmental activities of the Council at fiscal year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Council'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 Council, within certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which governmental function is self-financing or draws from the general revenues of the Council.

***Fund Financial Statements*** During the fiscal year, the Council segregates transactions related to certain Council 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 Council at this more detailed level. The Council's general fund is its only governmental fund.

***B. Fund Accounting***

The Council uses fund accounting to segregate cash and investments that are restricted as to use. A fund is a separate accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and attaining certain objectives in accordance with special regulations, restrictions or limitations.

For financial statement presentation purposes, the Council's funds are classified as either governmental or fiduciary.



**Ohio Schools Council**  
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**Governmental Funds** Governmental funds focus on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be repaid. The difference between governmental fund assets and liabilities is reported as fund balance. The following is the Council's only governmental fund:

**General Fund** The general fund is the general operating fund. It is used to account for and report all financial resources except those required to be accounted for and reported in another fund.

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

*Natural Gas Program* accounts for assets held by the Council as an agent for member entities involved in the Council-administered natural gas program.

*Property/Fleet/Liability Insurance* accounts for assets held by the Council as an agent for member entities involved in the Council-administered property/fleet/liability insurance program premiums.

*Life Insurance* accounts for assets held by the Council as an agent for member entities life insurance program premiums.

**C. Measurement Focus**

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

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

**D. Basis of Accounting**

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. The general fund uses the modified accrual basis of accounting. Fiduciary funds also use the accrual basis of accounting.

**Ohio Schools Council**  
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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. The Council defines available as expected to be received within sixty days of fiscal year-end.

Non-exchange transactions, in which the Council receives value without directly giving equal value in return, include grants, entitlements and donations. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the Council must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the Council 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: interest, charges for services and fees.

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***

The Council is not bound by the budgetary laws prescribed by the Ohio Revised Code. The Council passes an annual budget prior to the beginning of the fiscal year. Appropriations and subsequent amendments are approved by the Board of Directors during the year as required. See supplemental information on page 34.

***F. Cash and Investments***

Cash received by the Council is pooled in a central bank account. Monies for all funds are maintained in this account. Individual fund integrity is maintained through the Council's records. Interest in the pool is presented as "equity in pooled cash and cash equivalents".

During fiscal year 2013, the Council's investments were limited to certificates of deposit and STAR Ohio.

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 are reported at cost.

The Ohio Schools Council has invested in the State Treasury Asset Reserve of Ohio (STAROhio) during fiscal year 2013. 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 Rule 2a7 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's net asset value per share which is the price the investment could be sold at June 30, 2013.

**Ohio Schools Council**  
*Notes to the Basic Financial Statements*  
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***G. Prepaid Items***

Payments made to vendors for services that will benefit periods beyond June 30, 2013 are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of purchase and an expenditure/expense is reported in the year in which services are consumed.

***H. Inventory***

Inventories are presented at cost on a first-in, first-out basis and are expended/expensed when used. Inventories consist of materials and supplies held for consumption.

***I. Capital Assets***

All capital assets of the Council are classified as general capital assets. These assets generally result from expenditures in the governmental funds. They are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements.

Capital assets are capitalized at cost and updated for additions and retirements during the year. The Council was able to estimate the historical cost for the initial reporting of assets by backtrending (i.e., estimating the current replacement cost of the asset to be capitalized and using an appropriate price-level index to deflate the cost to the acquisition year or estimated acquisition year.) Donated capital assets are recorded at their fair market values as of the date received. The Council maintains a capitalization threshold of five hundred dollars. The Council does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

All reported capital assets are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

Description	Governmental Activities Estimated Lives
Furniture and Equipment	5 – 40 years

***J. Compensated Absences***

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the Council will compensate the employees for the benefits through paid time off or some other means. The Council records a liability for accumulated unused vacation time when earned for all employees with more than one year of service. Up to five unused vacation days may be carried forward and must be used by August 30. If the employee does not use the five vacation days within the prescribed time, the employee loses that time.

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

**Ohio Schools Council**  
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***K. Accrued Liabilities and Long-Term Obligations***

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

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

***L. Estimates***

The preparation of the basic 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.

***M. Net Position***

Net position represents the difference between all other elements in a statement of financial position. Net investment in capital assets consists of capital assets, net of accumulated depreciation. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Council or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

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

***N. Fund Balance***

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

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

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

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

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**Assigned** Amounts in the assigned fund balance classification are intended to be used by the Council for specific purposes but do not meet the criteria to be classified as restricted or committed. State statute authorizes the Director to assign fund balance for purchases on order provided such amounts have been lawfully appropriated.

**Unassigned** Unassigned fund balance is the residual classification for the general fund and includes all spendable amounts not contained in the other classifications.

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

### **Note 3 – Changes in Accounting Principles**

For fiscal year 2013, the Council has implemented Governmental Accounting Standard Board (GASB) Statement No. 60, "Accounting and Financial Reporting for Service Concession Arrangements," Statement No. 61, "The Financial Reporting Entity: Omnibus; an amendment of GASB Statements No. 14 and No. 34," Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position," Statement No. 65, "Items Previously Reported as Assets and Liabilities," and Statement No. 66, "Technical Corrections-2012-an amendment of GASB Statements No. 10 and No. 62."

GASB Statement No. 60 improves financial reporting by addressing issues related to service concession arrangements, which are a type of public-private or public-public partnership. The implementation of this statement did not result in any change in the Council's financial statements.

GASB Statement No. 61 modifies existing requirements for the assessment of potential component units in determining what should be included in the financial reporting entity, the display of component units presentation and certain disclosure requirements. These changes were incorporated in the Council's fiscal year 2013 financial statements; however, there was no effect on beginning net position/fund balance.

GASB Statement No. 63 provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and related note disclosures. These changes were incorporated in the Council's fiscal year 2013 financial statements; however, there was no effect on beginning net position/fund balance.

GASB Statement No. 65 properly classifies certain items that were previously reported as assets and liabilities as deferred outflows of resources or deferred inflows of resources or recognizes certain items that were previously reported as assets and liabilities as outflows of resources (expenses or expenditures) or inflows of resources (revenues). These changes were incorporated in the Council's fiscal year 2013 financial statements; however, there was no effect on beginning net position/fund balance.

GASB Statement No. 66 resolves conflicting accounting and financial reporting guidance that could diminish the consistency of financial reporting and thereby enhance the usefulness of the financial reports. The implementation of this statement did not result in any change in the Council's financial statements.

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**Note 4 – Fund Balance**

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

Fund Balance	General
<i>Nonspendable</i>	
Inventory	\$996
Prepays	24,445
Total Nonspendable	25,441
Assigned for Purchases on Order	590
Unassigned	7,652,653
<i>Total Fund Balance</i>	\$7,678,684

**Note 5 – Cash and Investments**

Monies held by the Council are classified by State statute into three categories.

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

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

Interim deposits are deposits of interim monies. Interim monies are those monies 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 held by the Council can be deposited or invested in the following securities:

1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligation or security 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;

**Ohio Schools Council**  
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3. Written repurchase agreements in the securities listed above;
4. Bonds and other obligations of the State of Ohio;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;
6. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2);
7. The State Treasurer's investment pool (STAR Ohio); and
8. Commercial paper and bankers acceptances if training requirements have been met.

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. Investments may only be made through specified dealers and institutions.

**Deposits**

***Custodial Credit Risk*** Custodial credit risk for deposits is the risk that in the event of bank failure, the Council will not be able to recover deposits or collateral securities that are in possession of an outside party. At fiscal year end, \$1,866,364 of the Council's bank balance of \$10,366,364 was uninsured and uncollateralized. Although the securities were held by the pledging financial institutions' trust department and all statutory requirements for the deposit of money had been followed, noncompliance with Federal requirements could potentially subject the Council to a successful claim by the FDIC.

The Council has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the Council or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least one hundred five percent of the deposits being secured.

**Investments**

Investments are reported at fair value. As of June 30, 2013, the Council had the following investments:

Investment	Fair Value	Maturity (in Years) <u>Less than 1</u>
STAR Ohio	\$2,193,439	\$2,193,439

***Interest Rate Risk*** As a means of limiting its exposure to fair value losses caused by rising interest rates, the Council's investment policy requires that operating funds be invested primarily in short-term investments maturing within five years from the date of purchase and that the Council's investment portfolio be structured so that securities mature to meet cash requirements for ongoing operations and/or long-term debt payments. The stated intent of the policy is to avoid the need to sell securities prior to maturity.

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**Credit Risk** STAR Ohio carries a rating of AAAM by Standard & Poor's. Ohio law requires that STAR Ohio maintain the highest rating provided by at least one nationally recognized standard rating service. The Council has no investment policy that addresses credit risk.

**Note 6 – Receivables**

Receivables at June 30, 2013 consisted of accounts and accrued interest receivable. All receivables are considered collectible in full within one year.

**Note 7 – Employee Benefits**

**A. Compensated Absences**

The criteria for determining vested vacation and sick leave components are derived from board policy and State laws. Only contracted personnel who are under a 260-day contract are eligible for vacation time.

Staff members employed with a 260-day contract are entitled to the following vacation day schedule:

- Five days per year (first year)
- Ten days per year (2nd through 5th year)
- Fifteen days per year (6th through 11th year)
- Twenty days per year (12th year and thereafter)

Days in the above schedule refer to workdays. Up to five unused vacation days may be carried forward and must be used by August 30. If an employee does not use the five unused vacation days within the prescribed time, the employee loses that time.

Upon retirement or voluntary separation from the organization, accumulated sick leave may be paid to the employee on the following basis:

- After five years of continuous employment with the Council, the employee is entitled to receive payment at his/her per diem rate of up to one-fourth of accumulated sick leave not to exceed 15 days.
- After ten years of continuous service with the Council, the employee is entitled to receive payment of his/her per diem rate up to one-fourth of accumulated sick leave not to exceed 30 days.
- After twenty years of continuous employment with the Council, the employee is entitled to receive payment at his/her per diem rate of up to one-fourth of accumulated sick leave not to exceed 45 days.

Payment to the employee of this benefit shall eliminate all accumulated sick leave. Employees who retire or take a voluntary separation from the organization shall request severance pay within three months of leaving the Council.

Sick leave shall be accrued according to the following schedule for contract employees:

260 contract days	15 sick days per year
200 contract days	10 sick days per year
150 contract days	8 sick days per year
70 contract days	5 sick days per year.



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Sick leave may accumulate over time to equal the number of work days as found in each employee's annual contract.

Hourly employees accrue one hour of sick leave for every 20 hours worked up to a maximum of 900 hours of sick leave. Every eight hours of sick leave will be converted to one day of unused sick leave for severance purposes.

**B. Insurance Benefits**

The Council has elected to provide employee medical, dental and life insurance benefits through a private carrier.

For individuals employed with 260-day contracts, prior to August 1, 2005, the Council shall pay 100 percent of the cost of medical and dental insurance.

For individuals employed with a 260-day contract after August 1, 2005, the Council shall pay 80 percent of the cost of medical and dental insurance.

The Council pays up to \$818.30 per month towards the cost for the medical and dental insurance provided for the Executive Director and Assistant Executive Director. In lieu of medical and dental insurance, the Executive Director and/or Assistant Executive Director may chose to receive a stipend of \$818.30 per month for fiscal year 2013. This stipend may be taken either as reimbursement of medical expenses or deposited in an annuity. This stipend is not considered part of the salary for the positions.

The Council provides Health Savings Accounts of \$3,000 per year to employees enrolled in medical insurance.

The Council pays for life insurance in the amount of 2.5 times the employee's annual salary.

In lieu of vision insurance, the Council reimburses employees up to \$200 per year for vision related expenses, such as eye examination, glasses, and/or contacts, upon submission of receipts.

**Note 8 – Capital Assets**

Capital asset activity for the fiscal year ended June 30, 2013 was as follows:

	Balance 7/1/2012	Addition	Deletion	Balance 6/30/2013
Governmental Activities				
<i>Capital Assets, being depreciated:</i>				
Furniture and Equipment	\$85,788	\$5,272	\$11,079	\$79,981
Less Accumulated Depreciation	(54,827)	(3,951)	(9,461)	(49,317)
Governmental Activities Capital Assets, Net	<u>\$30,961</u>	<u>\$1,321</u>	<u>\$1,618</u>	<u>\$30,664</u>

Depreciation expense was charged to the operational function.

**Ohio Schools Council**  
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**Note 9 – Long Term Obligations**

The changes in the Council long-term obligations during fiscal year 2013 were as follows:

	Balance 7/1/2012	Additions	Deductions	Balance 6/30/2013	Amount Due in One Year
<b>Governmental Activities</b>					
Compensated Absences	\$40,690	\$1,171	(\$10,661)	\$31,200	\$4,817

**Note 10 – Defined Benefit Pension Plan**

Plan Description – The Council participates in the School Employees Retirement System (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 Ohio Revised Code Chapter 3309. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report can be obtained by visiting the SERS website at [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

Funding Policy – Plan members are required to contribute 10 percent of their annual covered salary and the Council is required to contribute 14 percent of annual covered payroll. The contribution requirements of plan members and employers are established and may be amended by the SERS’ Retirement Board up to statutory maximum amounts of 10 percent for plan members and 14 percent for employers. The Retirement Board, acting with the advice of the actuary, allocates the employer contribution rate among four of the System’s funds (Pension Trust Fund, Death Benefit Fund, Medicare B Fund, and Health Care Fund). For the fiscal year ended June 30, 2013, the allocation to pension and death benefits was 13.10 percent. The remaining .90 percent of the 14 percent employer contribution rate is allocated to the Medicare B and Health Care funds. The Council’s required contributions for pension obligations to SERS for the fiscal years ended June 30, 2013, 2012, and 2011 were \$53,603, \$56,314 and \$51,359, respectively. For fiscal year 2013, 92.19 percent has been contributed, with the balance being reported as an intergovernmental payable. The full amount has been contributed for fiscal years 2012 and 2011.

**Note 11 – Postemployment Benefits**

Plan Description – The Council participates in two cost-sharing multiple-employer defined benefit other postemployment benefit (OPEB) plans administrated 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, Medicare Advantage, 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 obligation to contribute are established by SERS based on authority granted by State statute. The financial reports of both Plans are included in the SERS Comprehensive Annual Financial Report which can be obtained on SERS’ website at [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

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

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Fund. The Health Care Fund was established and is administered in accordance with Internal Revenue Code Section 105(e). For fiscal year 2013, 0.16 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 fiscal year 2013, this amount was \$20,525. During fiscal year 2013, the Council paid \$2,883 in surcharge.

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 Council's contributions for health care for the fiscal years ended June 30, 2013, 2012, and 2011 were \$3,538, \$5,533, and \$8,566, respectively. For fiscal year 2013, 92.19 percent has been contributed, with the balance being reported as an intergovernmental payable. The full amount has been contributed for fiscal years 2012 and 2011.

The Retirement Board, acting with advice of the actuary, allocates a portion of the employer contribution to the Medicare B Fund. For fiscal year 2013, this actuarially required allocation was 0.74 percent of covered payroll. The Council's contributions for Medicare Part B for the fiscal years ended June 30, 2013, 2012, and 2011, were \$3,028, \$3,326, and \$3,305 respectively. For fiscal year 2013, 92.19 percent has been contributed, with the balance being reported as an intergovernmental payable. The full amount has been contributed for fiscal years 2012 and 2011.

## **Note 12 – Lease Obligations**

The Council had a two year lease, for the rental of the space located at 6133 Rockside Road, with Rockside Square II for the period of December 1, 2008 to November 30, 2010 and renewed the lease for the period of December 1, 2010 to November 30, 2012. The terms of the lease require payment in monthly installments in the amount of \$3,532 for the period of December 1, 2009 to November 30, 2011 and payment in monthly installments of \$3,604 for the period of December 1, 2011 to November 30, 2012. The lease has been renewed for the period of December 1, 2012 to August 31, 2013.

## **Note 13 – Risk Management**

### ***A. Workers' Compensation***

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

### ***B. Property and Liability***

The Council is exposed to various risks of loss related to torts; theft, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year the Council contracted with Todd Associates, Incorporated for all insurance. The types of coverage and deductibles are as follows:

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Type of Coverage	Coverage	Deductible
Director's and Officers' Liability	\$2,000,000	\$1,000
Employment Practices Liability	2,000,000	2,500
Employer's Liability (Ohio Stop Gap)	1,000,000	None
General Liability	1,000,000	None
Commercial Property	75,000	1,000
Public Employee Blanket Bond	1,000,000	2,500
Forgery or Alteration Coverage	1,000,000	2,500
Computer Fraud	500,000	2,500
Funds Transfer Fraud	500,000	2,500

Settled claims have not exceeded this commercial coverage in any of the past three years.

**Note 14 – Jointly Governed Organization**

The Council participates in the Power 4 Schools Program., a jointly governed organization, which provides the economical supply of electricity to Ohio school districts to maximize savings on the purchase of electricity. Power 4 Schools is governed by a four-member Electricity Committee appointed by a board consisting of the executive directors of the Ohio Schools Council, the Buckeye Association of School Administrators (BASA), the Ohio Association of School Business Officials (OASBO), and Ohio School Boards Association (OSBA). The degree of control exercised by any participating programs is limited to its representation of the Board. The Committee members will serve two year terms. The Board oversees and manages the operation of the program. The Council contributed \$11,060 during fiscal year 2013 for the operation of Power 4 Schools. Financial information can be obtained by contacting David Varda at Ohio Association of School Business Officials, 8050 North High Street, Suite 170, Columbus, Ohio 43235.

**Note 15 – Natural Gas Program**

The Ohio Schools Council entered into a contract with CMS Energy Corporation, of Jackson, Michigan in 1999 to supply natural gas to participating school districts for 12 years. Under the agreement, the City of Hamilton, Ohio prepaid CMS for 44 billion cubic feet of gas to be delivered from November 1, 1999 to October 31, 2011 by issuing \$89,450,000 in bonds. This transaction locked in a twelve-year firm supply of natural gas at favorable market rates for the benefit of all participants. In August 2006 CMS Energy Corporation opted to no longer participate in the prepaid gas program and defeased the outstanding bonds. \$58,455,232 was placed on deposit with US Bank a sufficient amount of government securities to pay off all the outstanding bonds as they came due November 2011. This prepaid gas program was terminated during fiscal year 2007.

In August 2009, all districts that participated in the prepaid natural gas program on August 24, 2006 were sent a check for “surplus” funds totaling \$2.8 million. The surplus funds were the result of the settlement with CMS Energy Management Corporation when they were released from their contract as supplier. Each district’s payment was based on actual gas consumption during the program by the district divided by the total volume of gas consumed by all the eligible participants during the term of the program.

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These “surplus” funds were kept separate from the Council’s funds and all interest earned by these funds were deposited back into the account. The Council was reimbursed \$100,000 from these funds for payment of costs incurred by the Council and attributable to this program and the cost of creating a new program.

An interim supply agreement was approved with Exelon Energy for one year beginning August 2006 that was renewed in October 2007 and was effective until September 30, 2008. Energy USA was selected as the new natural gas supplier and program manager beginning October 1, 2008 to September 30, 2010. In June 2010, the Council entered into an agreement with Compass Energy Gas Services LLC to be the natural gas supplier and program manager beginning October 1, 2010 through March 31, 2013. The contract with Compass Energy Gas Services LLC was extended for an additional three years beginning April 1, 2013 through March 31, 2016. The original members of the prepaid natural gas program continued to participate in the natural gas aggregation program with no new program agreement.

New members that joined from August 2006 to June 2008 used the program agreement and resolution to secure board approval to participate. Beginning in June 2008 a revised agreement was used by new members to secure board approval to participate. Both agreements have an indefinite term and provide the option to withdraw from the program by sending written notification by certified mail on or before September 15 of the fiscal year proceeding the fiscal year in which the participant wishes to withdraw from the program.

The Council provides participating school districts the ability to purchase natural gas at reduced rates. There are currently 150 members in the Program. The participants make monthly payments based on estimated usage and estimated prices. Each August, these estimated payments are compared to their actual usage and actual prices for the year (July to June). Districts that paid more in estimated billings than their actual billings are issued credits on future billings beginning in August until the credits are exhausted and districts that did not pay enough on estimated billings are invoiced for the difference on the August monthly estimated billing.

**Note 16 - Significant Commitments**

***Encumbrances***

Encumbrances are commitments related to unperformed contracts for goods or services. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At fiscal year end the amount of encumbrances expected to be honored upon performance by the vendor in the next fiscal year was \$2,294 in the general fund.

## Supplemental Information

### Ohio Schools Council

*Schedule of Revenues, Expenditures and Changes  
In Fund Balance - Budget (Non-GAAP Basis) and Actual  
General Fund  
For the Fiscal Year Ended June 30, 2013*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Revenues</b>				
Interest	\$25,000	\$30,908	\$26,814	(\$4,094)
Charges for Services	856,216	987,166	987,368	202
Miscellaneous	20,182	31,569	31,570	1
<i>Total Revenues</i>	901,398	1,049,643	1,045,752	(3,891)
<b>Expenditures</b>				
Current:				
Operational	122,531	140,235	130,770	9,465
Cooperative Purchasing	198,599	215,778	205,798	9,980
Lake Erie Educational Media Consortium	43,610	45,795	44,135	1,660
Special Programs	104,881	104,144	60,440	43,704
Property/Fleet/Liability Insurance	60,172	60,417	65,769	(5,352)
Professional Development	5,271	5,386	4,087	1,299
Electrical Energy Program	140,313	147,736	131,195	16,541
Natural Gas Program	264,669	242,673	210,544	32,129
Life Insurance	1,350	2,034	2,032	2
<i>Total Expenditures</i>	941,396	964,198	854,770	109,428
<i>Net Change in Fund Balance</i>	(39,998)	85,445	190,982	105,537
<i>Fund Balance Beginning of Year</i>	7,457,205	7,457,205	7,457,205	0
Prior Year Encumbrances Appropriated	400	400	400	0
<i>Fund Balance End of Year</i>	\$7,417,607	\$7,543,050	\$7,648,587	\$105,537

See accompanying notes to the supplemental information

**Ohio Schools Council**  
*Notes to the Supplemental Information*  
*For the Fiscal Year Ended June 30, 2013*

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**Note 1 – Budgetary Basis of Accounting**

***A. Budgetary Process***

The Council is no longer required under State statute to file budgetary information with the State Department of Education. However, the Council's Board does follow the budgetary process for control purposes. This is done by adopting an annual appropriation resolution which is the Board's authorization to spend resources. The resolution sets annual limits on expenditures plus encumbrances at the level of control selected by the Board. The level of control has been established by the Board at the object level. The Executive Director has been authorized to allocate appropriations to the function and object level within the fund.

The Executive Director reviews the prior year's revenues and factors in the wages expected to be charged for the services offered in order to determine the estimated resources for the current year. The estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the Council Executive Director. The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts of the estimated resources approved by the Board when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts of the estimated resources that was in effect at the time the final appropriations were passed by the Board.

The appropriation resolution is subject to amendment by the Board throughout the year with the restriction that appropriations may not exceed estimated revenues by fund. 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 fiscal years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Board during the fiscal year.

***B. Budgetary Basis of Accounting***

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

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Encumbrances are treated as expenditures (budget basis) rather than as committed or assigned fund balance (GAAP basis).
4. Unreported cash represents amounts received but not included as revenue on the budget basis operating statements. These amounts are included as revenue on the GAAP basis operating statement.

**Ohio Schools Council**  
*Notes to the Supplemental Information*  
*For the Fiscal Year Ended June 30, 2013*

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

	<u>General</u>
GAAP Basis	\$117,894
Net Adjustment for Revenue Accruals	48,647
Beginning Unrecorded Cash	(1,200)
Ending Unrecorded Cash	5,127
Net Adjustment for Expenditure Accruals	22,808
Adjustment for Encumbrances	<u>(2,294)</u>
Budget Basis	<u><u>\$190,982</u></u>





# Dave Yost • Auditor of State

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

Ohio Schools Council  
Cuyahoga County  
6133 Rockside Road, Suite 10  
Independence, Ohio 44131

To the Board of Directors:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Ohio Schools Council, Cuyahoga County, Ohio, (the Council) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements and have issued our report thereon dated March 6, 2015.

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

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the Council's financial statements. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

***Compliance and Other Matters***

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

***Purpose of this Report***

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

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

March 6, 2015



# Dave Yost • Auditor of State

**OHIO SCHOOLS COUNCIL**

**CUYAHOGA 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  
APRIL 14, 2015**