

**UNIFIED SCHOOL DISTRICT NUMBER 311
PRETTY PRAIRIE, KANSAS**

FINANCIAL STATEMENT

FISCAL YEAR ENDED JUNE 30, 2012

**Unified School District Number 311
Pretty Prairie, Kansas**

Fiscal Year Ended June 30, 2012

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**Unified School District Number 311
Pretty Prairie, Kansas**

Fiscal Year Ended June 30, 2012

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INDEPENDENT AUDITOR'S REPORT

The Board of Education
Unified School District Number 311
Pretty Prairie, KS 67570

We have audited the summary statement of cash receipts, expenditures, and unencumbered cash balances of Pretty Prairie USD 311, as of and for the year ended June 30, 2012. This financial statement is the responsibility of the Unified School District Number 311's management. Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the *Kansas Municipal Audit Guide*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. 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 that our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, Pretty Prairie USD 311 has prepared this financial statement using accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which practices differ from accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between these statutory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, as presumed to be material.

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of Pretty Prairie USD 311 as of June 30, 2012, or the respective changes in financial position and changes in cash flows, where applicable, for the year then ended.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of Pretty Prairie USD 311 as of June 30, 2012, and the aggregate cash receipts and expenditures for the year then ended, on the basis of accounting described in Note 1.

Our audit was conducted for the purpose of forming an opinion on the 2012 financial statement as a whole. The summary of expenditures-actual and budget, individual fund schedules of cash receipts and expenditures-actual and budget, schedule of cash receipts and expenditures-agency funds, district activity schedules, schedules of cash receipts and expenditures-actual-component unit (Schedules 1, 2, 3, 4 and 5 as listed in the table of contents) are presented for purposes of additional analysis and are not a required part of the 2012 financial statement. Such information is the responsibility of management and the 2012 supplementary information was derived from and relates directly to the underlying accounting and other records used to prepare the 2012 financial statement. The 2012 information has been subjected to the auditing procedures applied in the audit of the 2012 financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2012 financial statement or to the 2012 financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the 2012 financial statement as a whole.

Swindoll, Janzen, Hawk & Loyd, LLC

Swindoll, Janzen, Hawk & Loyd, LLC

August 31, 2012

**Unified School District Number 311
Pretty Prairie, Kansas**

SUMMARY OF CASH RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH
For the Year Ended June 30, 2012

| <u>Fund</u> | <u>Beginning Unencumbered Cash Balance 07-01-11</u> | <u>Cash Receipts</u> | <u>Expenditures</u> | <u>Ending Unencumbered Cash Balance 06-30-12</u> | <u>Add Encumbrances and Accounts Payable</u> | <u>Ending Cash Balance 06-30-12</u> |
|--|---|--------------------------|---------------------|--|--|---|
| GOVERNMENTAL TYPE FUNDS: | | | | | | |
| GENERAL OPERATING FUNDS | | | | | | |
| General Fund | \$ 1 | \$ 2,266,636 | \$ 2,266,637 | \$ - | \$ 1,997 | \$ 1,997 |
| Supplemental General Fund | 18,917 | 718,047 | 700,000 | 36,964 | 38,985 | 75,949 |
| Total General Operating Funds | 18,918 | 2,984,683 | 2,966,637 | 36,964 | 40,982 | 77,946 |
| SPECIAL REVENUE FUNDS | | | | | | |
| At Risk (K-12) Fund | 2,884 | 150,000 | 127,042 | 25,842 | - | 25,842 |
| Capital Outlay Fund | 319,367 | 100,622 | 111,753 | 308,236 | 38,187 | 346,423 |
| Driver Training Fund | 16,938 | 2,918 | 2,937 | 16,919 | - | 16,919 |
| Food Service Fund | 50,545 | 172,221 | 167,191 | 55,575 | - | 55,575 |
| Professional Development Fund | 24,854 | 15,300 | 17,495 | 22,659 | - | 22,659 |
| Special Education Fund | 181,437 | 360,025 | 367,220 | 174,242 | - | 174,242 |
| Vocational Education Fund | 25,101 | 211,105 | 206,833 | 29,373 | 14 | 29,387 |
| KPERS Retirement Contribution Fund | - | 183,551 | 183,551 | - | - | - |
| Title I Fund | - | 26,477 | 26,477 | - | - | - |
| Title II - A Teacher Quality Fund | - | 6,637 | 6,637 | - | - | - |
| Small Rural School Grant Fund | - | 24,321 | 24,321 | - | - | - |
| Character Education Grant Fund | - | 2,000 | 2,000 | - | 1,406 | 1,406 |
| 21st Century Grant Fund | 7,171 | - | - | 7,171 | - | 7,171 |
| Pre-K Grant Fund | - | 41,000 | 41,000 | - | - | - |
| Art Creates Rich Values Grant Fund | 1,872 | - | 625 | 1,247 | - | 1,247 |
| Carl Perkins Reserve Grant Fund | - | - | - | - | - | - |
| OWLS Grant Fund | 1,182 | - | 52 | 1,130 | - | 1,130 |
| Rimmer Grant Fund | 1,000 | - | - | 1,000 | - | 1,000 |
| Recreation Commission Fund | - | 33,833 | 33,833 | - | - | - |
| Contingency Reserve Fund | 214,252 | 95,911 | 84,478 | 225,685 | - | 225,685 |
| Textbook and Student Materials Revolving Fund | 62,813 | 43,192 | 50,219 | 55,786 | 2,949 | 58,735 |
| Gate Receipts Activity Funds | - | 30,332 | 21,666 | 8,666 | - | 8,666 |
| District Activity Funds | 31,480 | 29,388 | 50,751 | 10,117 | - | 10,117 |
| Interest Clearing Fund | - | 9,613 | 9,613 | - | - | - |
| Total Special Revenue Funds | 940,896 | 1,538,446 | 1,535,694 | 943,648 | 42,556 | 986,204 |
| DEBT SERVICE FUND | | | | | | |
| Bond and Interest Fund | 188,681 | 136,118 | 117,023 | 207,776 | - | 207,776 |
| PRIVATE PURPOSE TRUST FUND | | | | | | |
| Special Education Gift Fund | 10,000 | - | - | 10,000 | - | 10,000 |
| COMPONENT UNIT | | | | | | |
| Recreation Commission | 14,953 | 35,233 | 36,052 | 14,134 | - | 14,134 |
| Total Financial Reporting Entity (Excluding Agency Funds) | \$ 1,173,448 | \$ 4,694,480 | \$ 4,655,406 | \$ 1,212,522 | \$ 83,538 | \$ 1,296,060 |

COMPOSITION OF CASH:

| | |
|----------------------------------|--------------|
| Citizens Bank of Kansas | |
| District Checking | \$ 1,261,809 |
| High School Checking | 22,963 |
| Middle School Checking | 2,576 |
| Grade School Checking | 2,177 |
| Certificates of Deposit | 10,000 |
| Component Unit | 14,134 |
| Total Cash | 1,313,659 |
| Less Agency Funds per Schedule 3 | (17,599) |
| Total (Excluding Agency Funds) | \$ 1,296,060 |

UNIFIED SCHOOL DISTRICT NUMBER 311

PRETTY PRAIRIE, KANSAS

NOTES TO THE FINANCIAL STATEMENT

FISCAL YEAR ENDED JUNE 30, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Financial Reporting Entity

Unified School District Number 311 is a municipal corporation governed by an elected seven-member board. The financial statement present Unified School District Number 311 (the primary government) and its component unit. The component unit is included in the District's reporting entity because of the significance of its operational or financial relationship with the District.

Discretely Present Component Unit. The component unit section of the financial statement include the financial data of the discretely presented component unit. The component unit is reported separately to emphasize that they are legally separate from the District. The governing body of the component unit is appointed by the District.

Recreation Commission. The Unified School District's Recreation Commission Board operates the District's Recreation Commission. The Recreation Commission oversees recreation activities and operates as a separate governing body, but the District levies the taxes for the Recreation Commission, and the Recreation Commission has only the powers granted by statute, K.S.A 12-1928. Complete financial records for the Recreation Commission Board may be reviewed at the administrative offices of the District at 206 East Main, Pretty Prairie, KS 67570.

(b) Reimbursed Expenses

The District records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as revenue to that fund. For purposes of budgetary comparisons, the expenditures are properly reflected as offset by the reimbursements. Expenditures for the year ended June 30, 2012, in the amount of \$9,792 is classified as reimbursed expenses in the General Fund. This expenditure is for general purposes and is exempt from the budget law under K.S.A. 72-5390.

(c) Basis of Presentation - Fund Accounting

The accounts of the District are organized on the basis of funds each of which is considered to be a separate accounting entity. The operations of each fund are accounted for separately. Funds are classified into two categories: Governmental and Fiduciary. Within each of these two categories there are one or more fund types. The District uses the following fund types:

Governmental Fund Types

General Fund--The General Fund is used to account for all activities of the general government not accounted for in some other fund.

Special Revenue Funds--Special Revenue Funds are used to account for the collection and disbursement of monies earmarked for a special purpose.

Debt Service Fund--Debt Service Funds are used to account for the servicing of general long-term debt such as general obligation bonds.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

(c) Basis of Presentation - Fund Accounting (cont.)

Fiduciary Fund Types

This fund type accounts for assets held by the District as a trustee or agent for others and therefore cannot be used to support the District's own programs.

Private Purpose Trust Funds—These funds are used to report all trust arrangements under which principal and income benefit individuals, private organizations, or other governments.

(d) Statutory Basis of Accounting

The statutory basis of accounting, as used in the preparation of this statutory basis financial statement, is designed to demonstrate compliance with cash basis and budget laws of the State of Kansas. Cash receipts are recognized when the cash balance of a fund is increased. Expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods and services, and are usually evidenced by a purchase order or written contract. For an interfund transaction, a cash receipt is recorded in the fund receiving cash from another fund, and an expenditure would be charged in the fund from which the transfer is made.

The District has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted account principles and allowing the District to use the statutory basis of accounting.

(e) Departure from Accounting Principles Generally Accepted in the United States of America

The basis of accounting described above results in a financial statement presentation which shows cash receipts, cash disbursements, cash and unencumbered cash balances and expenditures compared to budget. Balance sheets that would have shown noncash assets such as receivables, inventories and prepaid expenses, liabilities such as deferred revenue and matured principal and interest payable and reservations of the fund balance are not presented. Under accounting principles generally accepted in the United States of America, encumbrances are only recognized as a reservation of fund balance; encumbrances outstanding at year end do not constitute expenditures or liabilities. Consequently, the expenditures as reported do not present the cost of goods and services received during the fiscal year in accordance with accounting principles generally accepted in the United States of America. Capital assets that account for the land, buildings and equipment owned by the municipality are not presented in the financial statement. Also, general long-term debt such as general obligation bonds, revenue bonds, capital leases, temporary notes and compensated absences are not presented in the financial statement.

(f) Budget and Tax Cycle

Kansas statutes require that an annual operating budget be legally adopted for the General Fund, Special Revenue Funds (unless specifically exempted by statute), Debt Service Funds and Enterprise Funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of budget for the succeeding calendar year on or before August 1.
2. Publication in local newspaper of the proposed budget and notice of public hearing on the budget on or before August 5.
3. Public hearing on or before August 15, but at least ten days after publication of notice of hearing.
4. Adoption of the final budget on or before August 25.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

(f) Budget and Tax Cycle (cont.)

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication the hearing may be held and the governing body may amend the budget at that time. There were no budget amendments made for the current year. The statutes permit transferring budgeted amounts between line items within an individual fund.

However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison statements are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the statutory basis of accounting in which revenues are recognized when cash is received and expenditures include disbursements, accounts payable and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the District for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year end.

A legal operating budget is not required for Agency Funds and the following Special Revenue Funds:

| | | |
|-------------------------------------|------------------------------|---------------------------------|
| Title I Fund | Pre-K Grant Fund | Contingency Reserve Fund |
| Title IIA fund | Art Creates Rich Values Fund | Student material Revolving Fund |
| Small Rural School Grant Fund | Carl Perkins Reserve fund | Gate Receipts Activity Funds |
| Character Education Grant Fund | OWLS Fund | District Activity funds |
| 21 st Century Grant Fund | Rimmer Grant Fund | Interest Clearing Fund |

Spending in funds which are not subject to the legal annual operating budget requirements are controlled by federal regulations, other statutes or by the use of internal spending limits established by the governing body.

2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Compliance with Kansas Statutes

K.S.A. 10-1113, 10-1121 there were multiple ending negative unencumbered cash balances throughout the year in several funds. However, at June 30, 2012, all ending unencumbered cash balances were positive.

3. DEPOSITS AND INVESTMENTS

K.S.A. 9-1401 establishes the depositories which may be used by the District. The statute requires banks eligible to hold the District's funds have a main or branch bank in the county in which the District is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The District has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the District's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities, temporary notes; no fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The District has no investment policy that would further limit investment choices.

Concentration of credit risk. State statutes place no limit on the amount the District may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405. At June 30, 2012 the District held no investments.

3. DEPOSITS AND INVESTMENTS (cont.)

Custodial credit risk - deposits. Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. State statutes require the District's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka. All deposits were legally secured at June 30, 2012.

At year end the carrying amount of the District's deposits, including certificates of deposit, was \$1,313,659. The bank balance was \$1,366,214. The bank balance was held by one banks resulting in a concentration of credit risk. The difference between the carrying amount and the bank balance is outstanding checks and deposits in transit. Of the bank balance, \$250,000 was covered by FDIC insurance and the remaining \$1,116,214 was collateralized by pledged securities held under joint custody receipts issued by a third-party bank in the District's name. The third-party bank holding the pledged securities is independent of the pledging bank. The pledged securities are held under a tri-party agreement signed by all three parties: The District, the pledging bank, and the independent third-party bank holding the pledged securities.

4. LONG-TERM DEBT

Changes in long-term liabilities for the District for the year ended June 30, 2012, were as follows:

| <u>STATEMENT OF CHANGES IN LONG TERM DEBT</u> | | | | | | | | | | |
|---|-----------------------|----------------------|------------------------|-------------------------------|----------------------------------|------------------|-----------------------------|--------------------|----------------------------|----------------------|
| For the Year Ended June 30, 2012 | | | | | | | | | | |
| <u>Issue</u> | <u>Interest Rates</u> | <u>Date of Issue</u> | <u>Amount of Issue</u> | <u>Date of Final Maturity</u> | <u>Balance Beginning of Year</u> | <u>Additions</u> | <u>Reductions/ Payments</u> | <u>Net Change</u> | <u>Balance End of Year</u> | <u>Interest Paid</u> |
| General Obligation Refund Bonds: | | | | | | | | | | |
| Series 2002 | 4.20-5.75% | 5/1/2002 | \$1,730,000 | 9/1/2012 | \$ 160,000 | \$ - | \$ 80,000 | \$ - | \$ 80,000 | \$ 5,120 |
| Series 2011 | 3.00-3.30% | 9/1/2011 | \$1,235,000 | 9/1/2022 | 1,235,000 | - | - | - | 1,235,000 | 31,903 |
| Total Contractual Indebtedness | | | | | 1,395,000 | - | 80,000 | - | 1,315,000 | 37,023 |
| Compensated Absences | N/A | N/A | N/A | N/A | 82,340 | - | - | 6,658 | 88,998 | - |
| Total Long-Term Debt | | | | | <u>\$ 1,477,340</u> | <u>\$ 6,656</u> | <u>\$ 80,000</u> | <u>\$ (73,342)</u> | <u>\$ 1,403,998</u> | <u>\$ 37,023</u> |

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:

| <u>STATEMENT OF MATURITY OF LONG TERM DEBT</u> | | | | | | | | |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| For the Year Ended June 30, 2012 | | | | | | | | |
| | <u>Year</u> | | | | | | | |
| | <u>2013</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018-2022</u> | <u>2023</u> | <u>Total</u> |
| Principal: | | | | | | | | |
| General Obligation Bonds: | | | | | | | | |
| Series 2002 | \$ 80,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 80,000 |
| Series 2011 | 15,000 | 100,000 | 105,000 | 110,000 | 115,000 | 645,000 | 145,000 | 1,235,000 |
| Total Principal | 95,000 | 100,000 | 105,000 | 110,000 | 115,000 | 645,000 | 145,000 | 1,315,000 |
| Interest: | | | | | | | | |
| General Obligation Bonds: | | | | | | | | |
| Series 2002 | 1,720 | - | - | - | - | - | - | 1,720 |
| Series 2011 | 37,680 | 35,955 | 34,880 | 29,655 | 26,280 | 75,840 | 2,393 | 242,683 |
| Total Interest | 39,400 | 35,955 | 34,880 | 29,655 | 26,280 | 75,840 | 2,393 | 244,403 |
| Total Principal and Interest | <u>\$ 134,400</u> | <u>\$ 135,955</u> | <u>\$ 139,880</u> | <u>\$ 139,655</u> | <u>\$ 141,280</u> | <u>\$ 720,840</u> | <u>\$ 147,393</u> | <u>\$ 1,559,403</u> |

5. INTERFUND TRANSACTIONS

Operating transfers were as follows:

| From | To | Statutory Authority | Amount |
|---------------------------|--------------------------|---------------------|---------|
| General Fund | Capital Outlay | K.S.A. 72-6428 | 44,114 |
| General Fund | Professional Development | K.S.A. 72-6428 | 10,000 |
| General Fund | Special Education | K.S.A. 72-6428 | 265,025 |
| General Fund | Vocational Education | K.S.A. 72-6428 | 10,000 |
| General Fund | Contingency | K.S.A. 72-6428 | 95,911 |
| Supplemental General Fund | At Risk (K-12) | K.S.A. 72-6433 | 150,000 |
| Supplemental General Fund | Food Service | K.S.A. 72-6433 | 46,200 |
| Supplemental General Fund | Professional Development | K.S.A. 72-6433 | 5,300 |
| Supplemental General Fund | Special Education | K.S.A. 72-6433 | 95,000 |
| Supplemental General Fund | Vocational Education | K.S.A. 72-6433 | 201,000 |
| Contingency Fund | General | K.S.A. 72-6429 | 84,478 |

6. RELATED PARTY TRANSACTIONS

Unified School District Number 311 is the taxing authority for the Pretty Prairie Recreation Commission. During the fiscal year ended June 30, 2012, the District levied a total tax of 6.00 mills for the Recreation Commission and the Recreation Commission Employee Benefits Fund, which is in turn appropriated to the Pretty Prairie Recreation Commission for its operations. Also, there is an informal agreement between the District and the Recreation Commission for use of District facilities when they are not otherwise being used by the District.

7. PENSION COSTS AND EMPLOYEE BENEFITS

Defined Benefit Pension Plan

Plan Description. The District contributes to Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, *et seq.* KPERS provides retirement benefits, life insurance, disability income benefits, and death benefits. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to KPERS (611 S Kansas Avenue, Topeka, KS 66603) or by calling 1-888-275-5737.

Funding Policy. K.S.A. 74-4919 establishes the KPERS member-employee contribution rate at 4% of covered salary. Member-employees' contributions are withheld by their employer and paid to KPERS according to the provisions of section 414(h) of the Internal Revenue Code. The State of Kansas is required to contribute the remaining amount necessary to achieve the actuarially determined contribution rate. For fiscal year 2012, the State of Kansas contributed 9.77% of covered payroll. These contribution requirements are established by KPERS and are periodically revised. Kansas' contributions to KPERS for all Kansas public school employees for the years ending June 30, 2012, 2011, and 2010 were \$298,635,383, \$253,834,044, and \$248,468,186, respectively, equal to the required contributions for each year as set forth by the legislature. The amounts attributable to the District for the years ending June 30, 2012, 2011, and 2010 were \$183,551, \$111,356, and \$135,966.

8. LEAVE POLICIES

Sick Leave

Certified Employees – The policy regarding sick pay is that each teacher will be allowed ten (10) days sick leave per year, accumulative to ninety (90) days. The Board will pay fifty-six dollars (\$56.00) per day for each day of sick leave over ninety (90) days at the end of each contract year. Upon retirement or resignation, an employee will be paid fifty-six (\$56.00) per day for unused sick leave.

Non-Certified Employees – The policy regarding sick pay is that each teacher will be allowed ten (10) days sick leave per year, accumulative to ninety (90) days. The Board will pay 1/2 the daily rate for a substitute (i.e. a substitute secretary, substitute custodian, or substitute cook) for each day of sick leave over ninety (90) days at the end of the contract year. Upon retirement or resignations, an employee will be paid 1/2 the daily rate for a substitute for each day of unused sick leave.

A potential liability of \$88,998 for accumulated sick leave for all employees existed as of June 30, 2012.

Vacation Leave

Classified employees under contract for twelve (12) months receive vacation pay according to the following schedule:

1. The custodians, treasurer, and clerk receive two (2) weeks paid vacation leave if duty begins at the beginning of the contract year (July 1).
2. The superintendent receives three (3) weeks paid vacation leave.
3. The HS/MS principal receives 4 weeks (20 days) paid vacation leave.

Personal Leave

Certified Employees – Each employee is allowed three (3) days of personal leave each contract year, accumulative to four (4) days.

Sick Leave Pool

All Certified/Non-Certified employees who earn sick leave are required to participate in the sick leave pool, unless they opted out of participated in the 2006-2007 school year. The participants are required to contribute two days to the sick leave pool during the first contract year of participation and one day per year in any year when the number of days in the pool on September 1st falls below 300 days. Employees who have depleted their accumulated sick leave can make application to the sick leave screening board. A participant can apply for up to 15% of the sick leave pool days that have accumulated by September 1. The fiscal year for the sick leave pool will be from September 1 through August 30.

9. EARLY RETIREMENT INCENTIVE

All certified employees of the District are eligible to participate in the District's early retirement program if certain eligibility requirements are met. The employee must have fifteen (15) years or more of consecutive years of employment in a certified position in the district and be at least sixty (60) years of age. Notification of early retirement must be given to the District by February 1 in the year prior to the retirement date. The early retirement benefit is calculated based on a percentage of the employee's final annual base contract salary, with the percentage based on the year of benefit as detailed below:

9. EARLY RETIREMENT INCENTIVE (cont.)

| Year of Benefit | Percentage of Last Annual Salary |
|------------------------|---|
| 1st Year | 20% |
| 2nd Year | 18% |
| 3rd Year | 16% |
| 4th Year | 14% |
| 5th Year | 12% |

The benefit shall be paid by the school district in checks until the retiree reaches social security retirement age. The retiree is also eligible to continue their health insurance coverage until age sixty-five (65), by deduction of the monthly premium from the early retirement benefit, or by the retiree paying his/her own monthly premium. The district will pay \$75 per month towards this insurance.

Those eligible under this program may receive benefits for up to 5 years. No payments for retired employees under this plan were paid out for the year ended June 30, 2012.

10. OTHER POST EMPLOYMENT BENEFITS

As provided by K.S.A. 12-5040, the District allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the District is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in the financial statement.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the District makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured. There is no cost to the District under this program.

11. USE OF ESTIMATES

The preparation of financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas required management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

12. CLAIMS AND JUDGMENTS

The District participates in federal and state programs that are fully or partially funded by grants received from other governmental units. Expenditures financed by grants are subject to audit by appropriate grantor government. If expenditures are disallowed due to noncompliance with grant program regulations, the District may be required to reimburse the grantor government. As of August 31, 2012, grant expenditures have not been audited but the District believes that disallowed expenditures, if any, based on subsequent audits will not have a material effect on any of the individual governmental funds or the overall financial position of the District.

The District is exposed to various risks of loss related to property loss, torts, and errors and omissions. The District has purchased commercial insurance for these potential risks. There have been no significant reductions in insurance coverage from fiscal year end June 30, 2011 to fiscal year end June 30, 2012, and there were no settlements that exceeded insurance coverage in the past three years.

During the ordinary course of its operations, the District is exposed to various claims, legal actions and complaints. It is of the opinion of the District's management and legal counsel that any current matters are not anticipated to have a material impact on the District.

13. RESTATEMENT OF BEGINNING BALANCES

Due to a technical amendment to the 2011 Kansas Municipal Audit Guide, which governs the format and accounting for this financial statement, beginning unencumbered balances have been restated from (\$166,665) to \$1 in the General Fund and from \$2,934 to \$18,917 in the Supplemental General Fund. These changes reflect the change in policy of the Kansas Municipal Audit Guide as to when the final State Aid payments are posted. The previous policy dictated that the payment received in July of the subsequent fiscal year be posted in the subsequent fiscal year. The technical amendment for the statutory statements now states that the payment should be posted in the prior fiscal year. The balances have been adjusted for this change in policy.

14. SUBSEQUENT EVENTS

Management has evaluated the effects on the financial statement of subsequent events occurring through August 31, 2012 which is the date at which the financial statement was available to be issued.

SUPPLEMENTARY INFORMATION

**Unified School District Number 311
Pretty Prairie, Kansas**

SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET

(Budgeted Funds Only)

For the Year Ended June 30, 2012

| <u>Fund</u> | <u>Certified Budget</u> | <u>Adjustment to Comply With Legal Max</u> | <u>Adjustment for Qualifying Budget Credits</u> | <u>Total Budget for Comparison</u> | <u>Expenditures Chargeable to Current Year</u> | <u>Variance Favorable (Unfavorable)</u> |
|--|-----------------------------|--|---|--|--|---|
| GOVERNMENTAL TYPE FUNDS: | | | | | | |
| GENERAL OPERATING FUNDS | | | | | | |
| General Fund | 2,268,941 | \$ (12,096) | \$ 9,792 | \$ 2,266,637 | \$ 2,266,637 | \$ - |
| Supplemental General Fund | 700,000 | - | - | 700,000 | 700,000 | - |
| SPECIAL REVENUE FUNDS | | | | | | |
| At Risk (K-12) Fund | 150,598 | - | - | 150,598 | 127,042 | 23,556 |
| Capital Outlay Fund | 200,000 | - | - | 200,000 | 111,753 | 88,247 |
| Driver Training Fund | 3,175 | - | - | 3,175 | 2,937 | 238 |
| Food Service Fund | 185,587 | - | - | 185,587 | 167,191 | 18,396 |
| Professional Development Fund | 17,500 | - | - | 17,500 | 17,495 | 5 |
| Special Education Fund | 379,781 | - | - | 379,781 | 367,220 | 12,561 |
| Vocational Education Fund | 216,675 | - | - | 216,675 | 206,833 | 9,842 |
| KPERS Special Retirement Contribution Fund | 202,668 | - | - | 202,668 | 183,551 | 19,117 |
| Federal Funds Fund (Note A) | 55,607 | - | - | 55,607 | 59,435 | (3,828) |
| Gifts and Grants Fund | 44,800 | - | - | 44,800 | 41,677 | 3,123 |
| Recreation Commission Fund | 35,350 | - | - | 35,350 | 33,833 | 1,517 |
| DEBT SERVICE FUND | | | | | | |
| Bond and Interest Fund | 117,024 | - | - | 117,024 | - | 117,024 |
| Total | \$ 4,577,706 | \$ (12,096) | \$ 9,792 | \$ 4,575,402 | \$ 4,285,604 | \$ 289,798 |

Note A: The District is required by the State to include in their budget document a budget for federal funds. However, under the statutes, federal funds are exempt from budget requirements. This is not considered a budget violation.

**Unified School District Number 311
Pretty Prairie, Kansas**

GENERAL OPERATING FUND

GENERAL FUND

**SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012**

| | 2012 | | Variance |
|--|------------------|---------------------|------------------------------------|
| | Actual | Budget | Favorable (Unfavorable) |
| Cash Receipts: | | | |
| Taxes and Shared Revenue | | | |
| Ad valorem property | \$ 264,255 | \$ 250,678 | \$ 13,577 |
| Delinquent tax | 5,998 | 4,666 | 1,332 |
| Mineral production tax | 258 | - | 258 |
| Special Education aid | 265,025 | 269,862 | (4,837) |
| State equalization aid | 1,635,828 | 1,659,255 | (23,427) |
| Federal aid - Education Jobs | 1,002 | - | 1,002 |
| Miscellaneous reimbursements | 9,792 | - | 9,792 |
| Transfer from Contingency Fund | 84,478 | 84,478 | - |
| Total Cash Receipts | <u>2,266,636</u> | <u>\$ 2,268,939</u> | <u>\$ (2,303)</u> |
| Expenditures: | | | |
| Instruction | 968,687 | \$ 1,079,228 | \$ 110,541 |
| Student support services | 51,993 | 55,250 | 3,257 |
| Instruction support staff | 84,238 | 100,000 | 15,762 |
| General administration | 85,334 | 83,538 | (1,796) |
| School administration | 202,770 | 203,980 | 1,210 |
| Other supplemental service | 44,525 | 45,242 | 717 |
| Operations and maintenance | 215,547 | 196,217 | (19,330) |
| Transportation | 188,493 | 194,374 | 5,881 |
| Operating transfers | 425,050 | 311,112 | (113,938) |
| Total Expenditures | <u>2,266,637</u> | <u>2,268,941</u> | <u>2,304</u> |
| Adjustment to legal maximum budget | - | (12,096) | (12,096) |
| Adjustment or other reimbursed expenses | - | 9,792 | 9,792 |
| Total expenditures and transfers subject to budget | <u>2,266,637</u> | <u>\$ 2,266,637</u> | <u>\$ -</u> |
| Receipts Over (Under) Expenditures | (1) | | |
| Unencumbered Cash, Beginning | <u>1</u> | | |
| Unencumbered Cash, Ending | <u>\$ -</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

GENERAL OPERATING FUND

SUPPLEMENTAL GENERAL FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

For the Year Ended June 30, 2012

| | 2012 | | |
|------------------------------------|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| Taxes and Shared Revenue: | | | |
| Ad valorem tax | \$ 386,609 | \$ 401,164 | \$ (14,555) |
| Delinquent tax | 9,196 | 7,203 | 1,993 |
| Motor vehicle tax | 37,985 | 43,168 | (5,183) |
| Recreational vehicle tax | 579 | 909 | (330) |
| 16/20M tax | 2,940 | - | 2,940 |
| State equalization aid | 280,738 | 270,630 | 10,108 |
| Total Cash Receipts | <u>718,047</u> | <u>\$ 723,074</u> | <u>\$ (5,027)</u> |
| Expenditures: | | | |
| Instruction | 84,267 | \$ 14,000 | \$ (70,267) |
| Student support services | 404 | 1,000 | 596 |
| Instructional support | 12,459 | 14,000 | 1,541 |
| School administration | 7,254 | 10,000 | 2,746 |
| Operations and maintenance | 98,116 | 163,000 | 64,884 |
| Operating transfers | 497,500 | 498,000 | 500 |
| Total Expenditures | <u>700,000</u> | <u>\$ 700,000</u> | <u>\$ -</u> |
| Receipts Over (Under) Expenditures | 18,047 | | |
| Unencumbered Cash, Beginning | <u>18,917</u> | | |
| Unencumbered Cash, Ending | <u>\$ 36,964</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

AT RISK (K-12) FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|---|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| Transfer from Supplemental General Fund | <u>\$ 150,000</u> | <u>\$ 150,000</u> | <u>\$ -</u> |
| Expenditures: | | | |
| Instruction | <u>127,042</u> | <u>\$ 150,598</u> | <u>\$ 23,556</u> |
| Receipts Over (Under) Expenditures | 22,958 | | |
| Unencumbered Cash, Beginning | <u>2,884</u> | | |
| Unencumbered Cash, Ending | <u>\$ 25,842</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

CAPITAL OUTLAY FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|------------------------------------|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| Taxes and Shared Revenue: | | | |
| Ad valorem property | \$ 28,474 | \$ 29,862 | \$ (1,388) |
| Delinquent tax | 415 | - | 415 |
| Motor vehicle tax | 3,703 | - | 3,703 |
| Recreational vehicle tax | 52 | - | 52 |
| 16/20M tax | 21 | - | 21 |
| Interest on idle funds | 9,613 | - | 9,613 |
| Miscellaneous income | 14,230 | - | 14,230 |
| Transfer from General Fund | 44,114 | - | 44,114 |
| Total Cash Receipts | <u>100,622</u> | <u>\$ 29,862</u> | <u>\$ 70,760</u> |
| Expenditures: | | | |
| Instruction | 62,200 | \$ 120,000 | \$ 57,800 |
| Instruction support staff | 651 | - | (651) |
| School administration | - | 5,000 | 5,000 |
| Operations and maintenance | 40,525 | - | (40,525) |
| Transportation | 8,377 | 75,000 | 66,623 |
| Total Expenditures | <u>111,753</u> | <u>\$ 200,000</u> | <u>\$ 88,247</u> |
| Receipts Over (Under) Expenditures | (11,131) | | |
| Unencumbered Cash, Beginning | <u>319,367</u> | | |
| Unencumbered Cash, Ending | <u>\$ 308,236</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

DRIVER TRAINING FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|------------------------------------|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| State aid | \$ 1,034 | \$ 1,776 | \$ (742) |
| Miscellaneous income | 1,884 | - | 1,884 |
| | <u>2,918</u> | <u>\$ 1,776</u> | <u>\$ 1,142</u> |
| Total Cash Receipts | | | |
| Expenditures: | | | |
| Instruction | 2,578 | \$ 3,175 | \$ 597 |
| Operations and maintenance | 359 | - | (359) |
| | <u>2,937</u> | <u>\$ 3,175</u> | <u>\$ 238</u> |
| Total Expenditures | | | |
| Receipts Over (Under) Expenditures | (19) | | |
| Unencumbered Cash, Beginning | <u>16,938</u> | | |
| Unencumbered Cash, Ending | <u>\$ 16,919</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

FOOD SERVICE FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

For the Year Ended June 30, 2012

| | 2012 | | Variance |
|---|---------------|---------------|------------------------------------|
| | Actual | Budget | Favorable (Unfavorable) |
| Cash Receipts: | | | |
| State aid | \$ 1,573 | \$ 1,187 | \$ 386 |
| Federal aid | 64,734 | 56,406 | 8,328 |
| Lunch receipts - students | 55,840 | 56,013 | (173) |
| Lunch receipts - adults | 3,874 | - | 3,874 |
| Transfer from general | - | 11,112 | (11,112) |
| Transfer from Supplemental General Fund | 46,200 | 52,000 | (5,800) |
| Total Cash Receipts | 172,221 | \$ 176,718 | \$ (4,497) |
| Expenditures: | | | |
| Other supplemental service | 45 | \$ - | \$ (45) |
| Food service operations | 167,146 | 185,587 | 18,441 |
| Total Expenditures | 167,191 | \$ 185,587 | \$ 18,396 |
| Receipts Over (Under) Expenditures | 5,030 | | |
| Unencumbered Cash, Beginning | 50,545 | | |
| Unencumbered Cash, Ending | \$ 55,575 | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

PROFESSIONAL DEVELOPMENT FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|---|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| Transfer from General Fund | \$ 10,000 | \$ - | \$ 10,000 |
| Transfer from Supplemental General Fund | 5,300 | - | 5,300 |
| Total Cash Receipts | <u>15,300</u> | <u>\$ -</u> | <u>\$ 15,300</u> |
| Expenditures: | | | |
| Instruction | 4,219 | \$ - | \$ (4,219) |
| Instruction support staff | <u>13,276</u> | <u>17,500</u> | <u>4,224</u> |
| Total Expenditures | <u>17,495</u> | <u>\$ 17,500</u> | <u>\$ 5</u> |
| Receipts Over (Under) Expenditures | (2,195) | | |
| Unencumbered Cash, Beginning | <u>24,854</u> | | |
| Unencumbered Cash, Ending | <u>\$ 22,659</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

SPECIAL EDUCATION FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|---|----------------------|----------------------|---|
| | <u>Actual</u> | <u>Budget</u> | Variance Favorable (Unfavorable) |
| Cash Receipts: | | | |
| Transfer from General Fund | \$ 265,025 | \$ 285,000 | \$ (19,975) |
| Transfer from Supplemental General Fund | 95,000 | 95,000 | - |
| Total Cash Receipts | <u>360,025</u> | <u>\$ 380,000</u> | <u>\$ (19,975)</u> |
| Expenditures: | | | |
| Instruction | 332,288 | \$ 341,500 | \$ 9,212 |
| General administration | 6,897 | 7,056 | 159 |
| Transportation | <u>28,035</u> | <u>31,225</u> | <u>3,190</u> |
| Total Expenditures | <u>367,220</u> | <u>\$ 379,781</u> | <u>\$ 12,561</u> |
| Receipts Over (Under) Expenditures | (7,195) | | |
| Unencumbered Cash, Beginning | <u>181,437</u> | | |
| Unencumbered Cash, Ending | <u>\$ 174,242</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

VOCATIONAL EDUCATION FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|---|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| Other | \$ 105 | \$ - | \$ 105 |
| Transfer from General Fund | 10,000 | 15,000 | (5,000) |
| Transfer from Supplemental General Fund | 201,000 | 201,000 | - |
| Total Cash Receipts | <u>211,105</u> | <u>\$ 216,000</u> | <u>\$ (4,895)</u> |
| Expenditures: | | | |
| Instruction | <u>206,833</u> | <u>\$ 216,675</u> | <u>\$ 9,842</u> |
| Receipts Over (Under) Expenditures | 4,272 | | |
| Unencumbered Cash, Beginning | <u>25,101</u> | | |
| Unencumbered Cash, Ending | <u>\$ 29,373</u> | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

KPERS SPECIAL RETIREMENT CONTRIBUTION FUND

**SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012**

| | 2012 | | Variance |
|------------------------------------|---------------|---------------|------------------------------------|
| | Actual | Budget | Favorable (Unfavorable) |
| Cash Receipts: | | | |
| State aid | \$ 183,551 | \$ 202,668 | \$ (19,117) |
| Expenditures: | | | |
| Instruction | 122,607 | \$ 130,619 | \$ 8,012 |
| Student support services | 4,963 | 4,783 | (180) |
| Instruction support staff | 4,392 | 7,865 | 3,473 |
| General administration | 5,437 | 5,266 | (171) |
| School administration | 17,999 | 18,387 | 388 |
| Other supplemental service | 4,305 | 3,969 | (336) |
| Operations and maintenance | 15,457 | 12,798 | (2,659) |
| Transportation | 3,151 | 12,562 | 9,411 |
| Food service operations | 5,240 | 6,419 | 1,179 |
| Total Expenditures | 183,551 | \$ 202,668 | \$ 19,117 |
| Receipts Over (Under) Expenditures | - | | |
| Unencumbered Cash, Beginning | - | | |
| Unencumbered Cash, Ending | \$ - | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

FEDERAL FUNDS

**SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012**

| | <u>Title I</u> | <u>Title II-A</u> | <u>Small Rural Schools</u> | <u>Character Education</u> | <u>Total Current Year Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
|------------------------------------|----------------|-------------------|--------------------------------|--------------------------------|--|------------------|---|
| Cash Receipts: | | | | | | | |
| Federal aid | \$ 26,477 | \$ 6,637 | \$ 24,321 | \$ 2,000 | \$ 59,435 | \$ 72,031 | \$ (12,596) |
| Expenditures: | | | | | | | |
| Instruction | 26,477 | 6,637 | 22,202 | 2,000 | 57,316 | \$ 53,720 | \$ (3,596) |
| School administration | - | - | 1,038 | - | 1,038 | 1,087 | 49 |
| Transportation | - | - | 31 | - | 31 | - | (31) |
| Food service operations | - | - | 1,050 | - | 1,050 | 800 | (250) |
| Total Expenditures | <u>26,477</u> | <u>6,637</u> | <u>24,321</u> | <u>2,000</u> | <u>59,435</u> | <u>\$ 55,607</u> | <u>\$ (3,828)</u> |
| Receipts Over (Under) Expenditures | - | - | - | - | - | - | - |
| Unencumbered Cash, Beginning | - | - | - | - | - | - | - |
| Unencumbered Cash, Ending | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | | |

Unified School District Number 311
Pretty Prairie, Kansas

SPECIAL REVENUE FUND

GIFTS AND GRANTS FUNDS

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | <u>21st Century Grant</u> | <u>Pre-K Grant</u> | <u>Art Creates Rich Values Grant</u> | <u>O.W.L.S. Grant</u> | <u>Rimmer Grant</u> | <u>Total Current Year Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
|------------------------------------|-----------------------------------|------------------------|--|---------------------------|-------------------------|--|---------------|---|
| Cash Receipts: | | | | | | | | |
| Grants | \$ - | \$ 41,000 | \$ - | \$ - | \$ - | \$ 41,000 | \$44,800 | \$ (3,800) |
| Expenditures: | | | | | | | | |
| Instruction | - | 41,000 | 625 | 52 | - | 41,677 | \$44,800 | \$ 3,123 |
| Receipts Over (Under) Expenditures | - | - | (625) | (52) | - | (677) | | |
| Unencumbered Cash, Beginning | 7,171 | - | 1,872 | 1,182 | 1,000 | 11,225 | | |
| Unencumbered Cash, Ending | \$ 7,171 | \$ - | \$ 1,247 | \$ 1,130 | \$ 1,000 | \$ 10,548 | | |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

RECREATION COMMISSION FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|--|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| Taxes and Shared Revenue: | | | |
| Ad valorem tax | \$ 29,153 | \$ 28,039 | \$ 1,114 |
| Delinquent tax | 750 | 514 | 236 |
| Motor vehicle tax | 3,624 | 3,467 | 157 |
| Recreational vehicle tax | 49 | 73 | (24) |
| In lieu of taxes | - | - | - |
| 16/20M tax | 257 | - | 257 |
| Other | - | 3,257 | (3,257) |
| Total Cash Receipts | <u>33,833</u> | <u>\$ 35,350</u> | <u>\$ (1,517)</u> |
| Expenditures: | | | |
| Appropriation to Recreation Commission | <u>33,833</u> | <u>\$ 35,350</u> | <u>\$ 1,517</u> |
| Receipts Over (Under) Expenditures | - | | |
| Unencumbered Cash, Beginning | - | | |
| Unencumbered Cash, Ending | <u>\$ -</u> | | |

Unified School District Number 311
 Pretty Prairie, Kansas

SPECIAL REVENUE FUND

CONTINGENCY RESERVE FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

For the Year Ended June 30, 2012

(With Comparative Actual Totals for the Prior Year Ended June 30, 2011)

| | <u>Current Year Actual</u> |
|------------------------------------|------------------------------------|
| Cash Receipts: | |
| Transfer from General Fund | \$ 95,911 |
| Expenditures: | |
| Transfer to General Fund | <u>84,478</u> |
| Receipts Over (Under) Expenditures | 11,433 |
| Unencumbered Cash, Beginning | <u>214,252</u> |
| Unencumbered Cash, Ending | <u>\$ 225,685</u> |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

TEXTBOOK & STUDENT MATERIAL REVOLVING FUND

**SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012**

| | <u>Current Year Actual</u> |
|------------------------------------|---|
| Cash Receipts: | |
| Receipts from students | \$ <u>43,192</u> |
| Expenditures: | |
| Instruction | 15,285 |
| Instruction support staff | <u>34,934</u> |
| Total Expenditures | <u>50,219</u> |
| Receipts Over (Under) Expenditures | (7,027) |
| Unencumbered Cash, Beginning | <u>62,813</u> |
| Unencumbered Cash, Ending | <u>\$ 55,786</u> |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

INTEREST CLEARING FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | <u>Current Year Actual</u> |
|------------------------------------|---|
| Cash Receipts: | |
| Interest | \$ 9,613 |
| Expenditures: | |
| Transfer to Captial Outlay Fund | <u>9,613</u> |
| Receipts Over (Under) Expenditures | - |
| Unencumbered Cash, Beginning | <u>-</u> |
| Unencumbered Cash, Ending | <u>\$ -</u> |

**Unified School District Number 311
Pretty Prairie, Kansas**

SPECIAL REVENUE FUND

BOND & INTEREST FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|------------------------------------|----------------------|----------------------|--|
| | <u>Actual</u> | <u>Budget</u> | <u>Variance Favorable (Unfavorable)</u> |
| Cash Receipts: | | | |
| Taxes and Shared Revenue: | | | |
| Ad valorem tax | \$ 88,289 | \$ 84,832 | \$ 3,457 |
| Delinquent tax | 2,307 | 1,670 | 637 |
| Motor vehicle tax | 10,653 | 9,924 | 729 |
| Recreational vehicle tax | 160 | 209 | (49) |
| 16/20M tax | 684 | - | 684 |
| State aid | 32,767 | 32,767 | - |
| Other | 1,258 | - | 1,258 |
| | <u>136,118</u> | <u>\$ 129,402</u> | <u>\$ 6,716</u> |
| Total Cash Receipts | | | |
| | 136,118 | \$ 129,402 | \$ 6,716 |
| Expenditures: | | | |
| Bond | 80,000 | \$ 80,000 | \$ - |
| Interest | 37,023 | 37,024 | 1 |
| | <u>117,023</u> | <u>\$ 117,024</u> | <u>\$ 1</u> |
| Total Expenditures | | | |
| | 117,023 | \$ 117,024 | \$ 1 |
| Receipts Over (Under) Expenditures | 19,095 | | |
| Unencumbered Cash, Beginning | <u>188,681</u> | | |
| Unencumbered Cash, Ending | <u>\$ 207,776</u> | | |

Unified School District Number 311
 Pretty Prairie, Kansas

PRIVATE PURPOSE TRUST FUND

SPECIAL EDUCATION GIFT FUND

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
 For the Year Ended June 30, 2012

| | Current Year Actual |
|------------------------------------|---------------------------|
| Cash Receipts: | \$ - |
| Expenditures: | - |
| Receipts Over (Under) Expenditures | - |
| Unencumbered Cash, Beginning | 10,000 |
| Unencumbered Cash, Ending | \$ 10,000 |

**Unified School District Number 311
Pretty Prairie, Kansas**

STUDENT ORGANIZATION FUNDS

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS

For the Year Ended June 30, 2012

| | <u>Beginning Cash Balance</u> | <u>Cash Receipts</u> | <u>Cash Disbursements</u> | <u>Ending Cash Balance</u> |
|----------------------------------|-----------------------------------|--------------------------|-------------------------------|--------------------------------|
| Middle School - | | | | |
| Cheerleaders | \$ - | \$ 3,465 | \$ 3,223 | \$ 242 |
| Volleyball | 25 | - | - | 25 |
| Track | 167 | 384 | 424 | 127 |
| StuCo | 539 | 8,721 | 8,499 | 761 |
| High School - | | | | |
| Boys BB Student account | - | 795 | 408 | 387 |
| Girls BB Student account | - | 850 | 658 | 192 |
| Football Student account | - | 9,299 | 7,386 | 1,913 |
| Track Student account | - | 1,004 | 830 | 173 |
| Volleyball Student account | - | 1,204 | 1,033 | 171 |
| Music Student account | 208 | 1,202 | 489 | 922 |
| Cheerleaders | 2,704 | 1,440 | 735 | 3,409 |
| Drama/Play | 4,025 | 3,132 | 3,747 | 3,410 |
| Entrepenurial class | - | 1,762 | 1,519 | 243 |
| FFA Student account | - | 16,095 | 13,800 | 2,295 |
| Forensics/Speech Student account | 450 | 501 | 407 | 544 |
| German exchange | 66 | 26,833 | 26,746 | 154 |
| Stuco | 1,838 | 53 | 720 | 1,171 |
| Class of 2013 | 366 | 3,048 | 2,632 | 782 |
| Class of 2012 | 1,356 | - | 1,060 | 297 |
| Quiz Bowl Club | 223 | - | - | 223 |
| National Honor Society | 30 | - | 7 | 23 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Total Student Organization Funds | 11,996 | 79,788 | 74,321 | 17,464 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Sales Tax - Middle School | 296 | 700 | 888 | 108 |
| Sales Tax - High School | 595 | 2,686 | 3,253 | 27 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Total Sales Tax | 891 | 3,385 | 4,142 | 135 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Total Agency Funds | \$ 12,887 | \$ 83,174 | \$ 78,462 | \$ 17,599 |
| | <hr/> | <hr/> | <hr/> | <hr/> |

Unified School District Number 311
Pretty Prairie, Kansas

STATEMENT OF CASH RECEIPTS AND EXPENDITURES
For the Year Ended June 30, 2012

GATE RECEIPTS FUNDS

| | <u>Beginning Unencumbered Cash Balance</u> | <u>Cash Receipts</u> | <u>Expenditures</u> | <u>Ending Cash Balance</u> |
|----------------------------|---|---------------------------------|----------------------------|---------------------------------------|
| High School - Athletics | \$ - | \$ 30,332 | \$ 21,666 | \$ 8,666 |

DISTRICT ACTIVITY FUNDS

| | <u>Beginning Unencumbered Cash Balance</u> | <u>Cash Receipts</u> | <u>Expenditures</u> | <u>Ending Cash Balance</u> |
|----------------------------------|---|---------------------------------|----------------------------|---------------------------------------|
| Grade School | | | | |
| Student Activity | \$ 983 | \$ 1,880 | \$ 1,655 | \$ 1,208 |
| SAPT | 296 | - | - | 296 |
| RIF | 111 | 400 | 409 | 101 |
| Library | 118 | 3,580 | 3,127 | 571 |
| Middle School | | | | |
| Band students | 152 | 658 | 379 | 431 |
| Student activities | 8 | 193 | 154 | 47 |
| Yearbook | 680 | 2,037 | 1,881 | 836 |
| High School | | | | |
| Athletics student accounts | 23,423 | 5,918 | 27,393 | 1,948 |
| Library Fund | 273 | 1,113 | 676 | 709 |
| Antidrug Project | 270 | - | - | 270 |
| Concessions | - | 9,922 | 9,922 | - |
| Pop Machine | 840 | - | 840 | - |
| Student Benefits/Vending Machine | 4,325 | 3,689 | 4,315 | 3,700 |
| Total School Projects | <u>\$ 31,480</u> | <u>\$ 29,388</u> | <u>\$ 50,751</u> | <u>\$ 10,117</u> |

**Unified School District Number 311
Pretty Prairie, Kansas**

COMPONENT UNIT

RECREATION COMMISSION

SCHEDULE OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
For the Year Ended June 30, 2012

| | 2012 | | |
|------------------------------------|------------------|------------------|---|
| | Actual | Budget | Variance Favorable (Unfavorable) |
| Cash Receipts: | | | |
| Tax receipts | \$ 33,833 | \$ 33,000 | \$ 833 |
| Participation fees | 1,392 | 1,000 | 392 |
| Interest on idle funds | 8 | 7 | 1 |
| Total Cash Receipts | <u>35,233</u> | <u>\$ 34,007</u> | <u>\$ 1,226</u> |
| Expenditures: | | | |
| Baseball | 6,803 | \$ 5,000 | \$ 1,803 |
| Basketball | 1,349 | 4,000 | (2,651) |
| Insurance | 986 | 1,000 | (14) |
| Improvements | 6,971 | 4,000 | 2,971 |
| Arts and crafts | 500 | - | 500 |
| Golf | 7,000 | 7,000 | - |
| Skating activities | 1,500 | 1,500 | - |
| Civic theater support | 2,500 | 2,500 | - |
| Movies in the park | - | 1,000 | (1,000) |
| Trips | - | 1,000 | (1,000) |
| Sunset home support | 3,500 | 3,500 | - |
| Library support | 3,000 | 3,000 | - |
| Scholarship support | 200 | 2,000 | (1,800) |
| Indoor recreation program | 1,300 | 2,000 | (700) |
| Miscellaneous | 443 | 1,000 | (557) |
| Football | - | 1,000 | (1,000) |
| Total Expenditures | <u>36,052</u> | <u>\$ 39,500</u> | <u>\$ (3,448)</u> |
| Receipts Over (Under) Expenditures | (819) | | |
| Unencumbered Cash, Beginning | <u>14,954</u> | | |
| Unencumbered Cash, Ending | <u>\$ 14,135</u> | | |