### SKYLINE SCHOOLS USD 438 PRATT, KANSAS

SPECIAL FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

#### SKYLINE SCHOOLS USD 438 PRATT, KANSAS FOR THE YEAR ENDED JUNE 30, 2012

#### TABLE OF CONTENTS

	Page
Independent Auditor's Report	1-2
Statement 1	
Summary of Cash Receipts, Expenditures and Unencumbered Cash	3
Statement 2	
Summary of Expenditures - Actual and Budget	4
Statement 3 Statement of Cash Receipts and Expenditures -	
Actual and Budget	
General	
Supplemental General	
At Risk	
Bilingual Education	
Virtual Education	10
Capital Outlay	
Driver Training	
Food Service	
Parent Education Program	
Special Education	
Vocational Education	
KPERS Special Retirement Contribution	

#### Statement 4

Statement of Cash Receipts and Expenditures	
Contingency Reserve	18 20
Textbook Rental	21
Carl Perkins	22
Art Fair	23
Scholarships	24 26
Statement 5	
<u>Statement s</u>	
Statement of Cash Receipts and Expenditures	
District and Activity Accounts	<u>?</u> 7
Notes to the Financial Statements	3

#### PATTON, CRAMER & LaPRAD, CHARTERED CERTIFIED PUBLIC ACCOUNTANTS 113 E. THIRD STREET, DRAWER H PRATT, KANSAS 67124-1108 620-672-5533

SHELLEY K. PATTON, C.P.A. DONA H. CRAMER, C.P.A. STEPHEN B. LaPRAD, C.P.A. MEMBERS OF THE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

JENNIFER L. SLATER, C.P.A. MICHELLE A. TAYLOR, C.P.A.

#### INDEPENDENT AUDITORS' REPORT

Board of Education Skyline Schools USD 438 Pratt, KS 67124

We have audited the accompanying financial statements of Skyline Schools USD 438, Pratt, Kansas, as of June 30, 2012, and for the year then ended, as listed in the Table of Contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the Kansas Municipal Audit Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the Unified School District prepares its financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than generally accepted accounting principles. The effects on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the District's policy to prepare its financial statements on the basis of accounting discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of Skyline Schools USD 438, Pratt, Kansas, as of June 30, 2012.

However, in our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the cash and unencumbered cash balances of Skyline Schools USD 438, Pratt, Kansas as of June 30, 2012, and the revenues it received and expenditures it paid for the year then ended, on the basis of accounting described in Note 1.

Patton, Cramer & La Prad, Chartered

Certified Public Accountants

August 10, 2012

## SKYLINE SCHOOLS USD 438 PRATT, KANSAS SUMMARY OF CASH RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH FOR THE YEAR ENDED JUNE 30, 2012

	Begini Unencun <u>Cash Ba</u>	nbered	Саг	r Year icelled ibrances	Cash <u>Receipts</u>	Expenditures	Unen	inding cumbered Balance	standing mbrances	Ending Cash Balance
General Funds										
General Fund (Note 12)	\$	57	\$	-	\$ 2,910,219	\$ 2,910,276	\$	-	\$ -	\$ -
Supplemental General (Note 12)	103	,202			1,069,980	983,718		189,464	-	189,464
Special Revenue Funds										
Federal Funds		352		-	105,872	106,029		195	-	195
At Risk (K-12)		_		-	108,041	108,041		-	-	-
Bilingual Education		-		-	17,588	17,588		-	-	-
Virtual Education		-		-	22,786	22,786		-	-	-
Capital Outlay	16	,247		-	54,714	5,742		65,219	-	65,219
Driver Training	5	,000		-	7,976	7,976		5,000	-	5,000
Food Service	11	,114		-	179,248	170,363		19,999	-	19,999
Professional Development	11	,000		-	16,464	12,464		15,000	-	15,000
Parent Education Program	3	,044		-	3,014	2,933		3,125	-	3,125
Special Education		-		-	590,093	590,093		-	-	-
Vocational Education		-		-	194,855	194,855		-	-	-
KPERS Special Retirement		-		-	245,118	245,118		-	-	-
Contingency Reserve	58	,915		-	-	-		58,915	-	58,915
Textbook Rental	54	,982		-	23,503	9,451		69,034	-	69,034
OWLS	1	,844		_	-	174		1,670	-	1,670
Carl Perkins		-		-	2,022	2,022		-	-	-
Art Fair		16		_	-	-		16	-	16
School Projects Account	37	,766		_	115,698	112,912		40,552	-	40,552
Fees and User Charges		68		-	2,175	2,206		37	-	37
Gate Receipts	12	2,233		-	58,829	55,522		15,540	-	15,540
Fiduciary Type Funds										
Scholarships	49	,874		-	6,629	4,959		51,544	-	51,544
Section 125 Reimbursement Plan		-		-	69,529	69,529		-	12,339	12,339
Student Organizations Accounts					51,332	51,332		<u> </u>	 15,463	 15,463
Total (Memorandum Only)	\$ 365	5,714	_\$		\$ 5,855,685	\$ 5,686,089	\$	535,310	\$ 27,802	\$ 563,112

Composition of Cash		
Petty Cash	\$	1,500
Bank Deposits		265,416
Certificates of Deposit		
and Time Deposits		296,196
Total Cash	_\$_	563,112

### SKYLINE SCHOOLS USD 438 PRATT, KANSAS SUMMARY OF EXPENDITURES- ACTUAL AND BUDGET FOR THE YEAR ENDED JUNE 30, 2012

Funds	Certified Budget	Adjustment To Comply With Legal Max	Adjustment for Qualifying Budget Credit	Total Budget for Comparison	Expenditures Chargeable To Current Year	Variance- Favorable (Unfavorable)	
General Funds							
General	\$ 3,042,900	\$ (180,684)	\$ 48,060	\$ 2,910,276	\$ 2,910,276	\$ -	
Supplemental General	1,041,569	(57,851)	-	983,718	983,718	-	
Special Revenue Funds							
Federal Funds	-	_	-	83,813	106,029	(22,216)	
At Risk (K-12)	-	_	-	91,000	108,041	(17,041)	
Bilingual Education	-	_	-	18,000	17,588	412	
Virtual Education	_	-	-	85,000	22,786	62,214	
Capital Outlay	-	_	-	34,000	5,742	28,258	
Driver Training	_	_	_	17,554	7,976	9,578	
Food Service	-	_	_	186,222	170,363	15,859	
Professional Development	-		<del>-</del>	42,000	12,464	29,536	
Parent Education Program	-	-	-	6,044	2,933	3,111	
Special Education Program	_	_	_	591,506	590,093	1,413	
Vocational Education	_	_	-	189,100	194,855	(5,755)	
KPERS Special Retirement	-	-	-	277,185	245,118	32,067	

#### GENERAL FUND

	2011					
	A -41	A = 4 - = 1	Budget	Favorable		
Cash Receipts	<u>Actual</u>	Actual Actual		(Unfavorable)		
Tax in Process	\$ 5,220	\$ 5,808	\$ 21,238	\$ (15,430)		
Current Tax	508,638	513,008	429,724	83,284		
Delinquent and Protested Tax	5,038	1,508	13	1,495		
Severance Tax	8,710	15,329	7,403	7,926		
State Equalization Aid	1,816,967	1,904,638	2,147,443	(242,805)		
Federal Aid	136,656	1,298	=,,,	1,298		
Special Education Aid	391,441	420,570	437,022	(16,452)		
Reimbursements	73,913	48,060	-	48,060		
Total Cash Receipts	2,946,583	2,910,219	\$ 3,042,843	\$ (132,624)		
Total Gash Nossipto			<u> </u>	<u> </u>		
Expenditures						
Instruction	1,422,986	1,353,842	\$ 1,425,000	\$ 71,158		
Student Support Service	68,318	73,242	69,000	(4,242)		
Instructional Support Staff	57,150	50,659	60,000	9,341		
General Administration	97,191	96,677	99,000	2,323		
School Administration	147,305	118,299	150,000	31,701		
Operations and Maintenance	127,061	124,068	128,000	3,932		
Transportation Operations						
And Maintenance	12,350	12,719	13,000	281		
Student Transportation Services	85,836	69,107	88,000	18,893		
Other Support Services Transfers	32,517	35,067	33,000	(2,067)		
Bilingual Education	17,575	17,588	18,000	412		
Vocational	175,993	185,864	189,100	3,236		
Driver Training	5,609	-	6,000	6,000		
Food Services	19,252		15,000	15,000		
Professional Development	24,663	_	20,000	20,000		
	545,872	590,093	557,506	(32,587)		
Special Education	343,672	53,724	63,899	10,175		
Capital Outlay	90,324	108,041	58,949	(49,092)		
At Risk (K-12)	•			7,714		
Virtual Education	28,550	21,286	29,000 20,446	20,446		
Contingency Reserve						
Total Expenditures	2,958,552	2,910,276	3,042,900	132,624		
Adjustment for						
Legai Max Letter	-	-	(180,684)	(180,684)		
Budget Credit		-	48,060	48,060		
Total Expenditures	2,958,552	2,910,276	\$ 2,910,276	\$ -		
Receipts over (under)						
Expenditures	(11,969)	(57)				
Unencumbered Cash, July 1	12,026	57				
·		•				
Unencumbered Cash, June 30	\$ 57	Φ -				

#### SUPPLEMENTAL GENERAL

	2011	2012					
				Favorable			
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	(Unfavorable)			
Cash Receipts							
Tax in Process	\$ 7,669	\$ 9,361	\$ 10,939	\$ (1,578)			
Current Tax	775,582	756,058	760,414	(4,356)			
Delinguent and Protested Tax	7,178	3,236	19	3,217			
Motor Vehicle Tax	44,052	43,775	48,578	(4,803)			
Recreational Vehicle Tax	669	660	692	(32)			
Supplemental State Aid	207,242	256,890	262,204	(5,314)			
Total Cash Receipts	1,042,392	1,069,980	\$ 1,082,846	\$ (12,866)			
Expenditures							
Instruction	351,258	354,653	\$ 376,200	\$ 21,547			
Student Support Service	7,958	7,823	. 8,040	217			
Instructional Support Staff	9,842	11,515	9,935	(1,580)			
General Administration	43,986	48,745	44,370	(4,375)			
School Administration	44,547	27,204	44,900	17,696			
Operations and Maintenance	317,111	334,613	297,093	(37,520)			
Student Transportation Services	150,542	139,529	152,170	12,641			
Other Supplemental Services	11,531	13,894	11,810	(2,084)			
Transfers	,	•	•	, , ,			
Driver Training	5,000	3,926	5,000	1,074			
Food Services	11,143	22,426	12,000	(10,426)			
Professional Development	11,000	16,376	11,000	(5,376)			
Parent Education Program	3,044	3,014	3,000	(14)			
Special Education	· <u>-</u>	-	34,000	34,000			
Vocational Education	_	-	•	· -			
At Risk (K-12)			32,051	32,051			
Total Expenditures	966,962	983,718	1,041,569	57,851			
Adjustment for							
Legal Max Letter	<del></del>		(57,851)	(57,851)			
Total Expenditures	966,962	983,718	\$ 983,718	\$ -			
Receipts over (under)							
Expenditures	75,430	86,262					
Unencumbered Cash, July 1	27,772	103,202					
Unencumbered Cash, June 30	\$ 103,202	\$ 189,464					

#### FEDERAL FUNDS

		2011	2012						
	Actual		Actual		Budget		Favorable (Unfavorable)		
Cash Receipts-Federal Sources									
Title I	\$	61,713	\$	60,832	\$	60,884	\$	(52)	
Titel III-English Language Acquisition		23,063		21,544		21,557		(13)	
Title IV (Drug Free)		873		-		1,000		(1,000)	
Title III English Language Acquisition		-		1,504		_		1,504	
Other		<u> </u>		21,992				21,992	
Total Cash Receipts		85,649		105,872	\$	83,441	\$	22,431	
Expenditures									
Instruction		98,970		106,029	\$	83,813	\$	(22,216)	
Receipts Over (Under)									
Expenditures		(13,321)		(157)					
Unencumbered Cash, July 1		13,673		352					
Unencumbered Cash, June 30	\$	352	\$	195					

#### AT RISK (K-12)

	2011							
	Actual		Actual		<u>Budget</u>		Favorable (Unfavorable)	
Cash Receipts								
Transfer from General Transfer from Supplemental General	<b>\$</b>	90,324	\$ 	108,041 	<b>\$</b> 	58,949 32,051	\$	49,092 (32,051)
Total Cash Receipts		90,324		108,041	\$	91,000	\$	17,041
Expenditures Instruction		90,324		108,041	\$	91,000	\$	(17,041)
Receipts over (under) Expenditures		-		-				
Unencumbered Cash, July 1		-						
Unencumbered Cash, June 30	\$		\$	<u> </u>				

#### **BILINGUAL EDUCATION**

		2011						
	Actual		Actual		Budget		Favorable (Unfavorable)	
Cash Receipts Transfer from General	\$	17,575	\$	17,588	\$	18,000	\$	(412)
Expenditures Instruction		17,575		17,588	\$	18,000	<u>\$</u>	412
Receipts over (under) Expenditures		-		-				
Unencumbered Cash, July 1		<del>-</del>						
Unencumbered Cash, June 30	\$	<u>-</u>	\$					

#### **VIRTUAL EDUCATION**

		2011		2012					
	Actual						Favorable		
			<u> </u>	\ctual	<u>Budget</u>		(Unfavorable)		
Cash Receipts									
Tuition & Fees	\$	1,750	\$	1,500	\$	-	\$	1,500	
Transfer from General	<del></del>	28,550		21,286		29,000		(7 <u>,</u> 714)	
Total Cash Receipts		30,300		22,786	\$	29,000	\$	(6,214)	
Expenditures									
Instruction		30,300		22,786	\$	85,000	\$	62,214	
Receipts Over (Under)									
Expenditures		-		-					
Unencumbered Cash, July 1		<u> </u>		<u> </u>					
Unencumbered Cash, June 30	\$		\$						

#### **CAPITAL OUTLAY**

		2011	2012						
	Actual		Actual		<u>Budget</u>		Favorable (Unfavorable)		
Cash Receipts			_						
Interest Insurance Reimbursements and	\$	1,059	\$	590	\$	-	\$	590	
Other		305		400		-		400	
Transfer From General		-		53,724		63,899		(10,175)	
Total Cash Receipts		1,364		54,714	\$	63,899	\$	(9,185)	
Expenditures									
Support Services		13,598		5,742	\$	-	\$	(5,742)	
Construction Services		18,859		-		34,000		34,000	
Total Expenditures		32,457		5,742	\$	34,000	\$	28,258	
Receipts over (under)									
Expenditures		(31,093)		48,972					
Unencumbered Cash, July 1		47,340		16,247					
Unencumbered Cash, June 30	\$	16,247	\$	65,219					

#### **DRIVER TRAINING**

		2011			2012				
								vorable	
		<u>Actual</u>	1	<u>Actual</u>	<u> </u>	<u>Budget</u>	(Uni	avorable)	
Cash Receipts									
State Aid	\$	1,332	\$	2,350	\$	1,554	\$	796	
Other Revenues		1,970		1,700		-		1,700	
Transfer From General Fund		5,609		3,926		6,000		(2,074)	
Transfer From Supplemental General		5,000		<del> </del>		5,000		(5,000)	
Total Cash Receipts		13,911		7,976	\$	12,554	\$	(4,578)	
Expenditures									
Instruction									
Salaries		5,800		5,000	\$	6,000	\$	1,000	
Employee Benefits		1,637		1,550		1,900		350	
Other		92		-		8,243		8,243	
School Administration									
Employee Benefits		61		65		61		(4)	
Vehicle Operations		421		399		450		51	
Other		900		962		900		(62)	
Total Expenditures		8,911		7,976	\$	17,554	<u>\$</u>	9,578	
Receipts Over (Under)									
Expenditures		5,000		-					
Unencumbered Cash, July 1				5,000					
Unencumbered Cash, June 30	\$	5,000	\$	5,000					

#### FOOD SERVICE

	2011		2012				
						F	avorable
		<u>Actual</u>	<u>Actual</u>		<u>Budget</u>	<u>(Un</u>	favorable)
Cash Receipts							
State Aid	\$	1,710	\$ 1,812	\$	1,466	\$	346
Federal Aid		66,192	72,597		67,412		5,185
Student Meals		59,170	71,327		64,558		6,769
Adult Meals		9,406	9,465		14,672		(5,207)
Other		714	1,621		-		1,621
Transfer From General Fund		19,252	-		15,000		(15,000)
Transfer From Supplemental General		11,143	 22,426		12,000		10,426
Total Cash Receipts		167,587	 179,248	\$	175,108	\$	4,140
Expenditures							
Operations and Maintenance							
Supplies and Other		6,967	5,105	\$	16,647	\$	11,542
Food Service Operations							
Salaries		61,306	59,826		61,400		1,574
Employee Benefits		4,787	4,678		4,875		197
Other Purchased Services		550	500		600		100
Supplies and Other		82,040	96,510		82,100		(14,410)
Property and Other		5,823	 3,744		20,600		16,856
Total Expenditures		161,473	 170,363	\$	186,222	\$	15,859
Receipts Over (Under)							
Expenditures		6,114	8,885				
Unencumbered Cash, July 1		5,000	11,114				
Unencumbered Cash, June 30	\$	11,114	\$ 19,999				

#### PROFESSIONAL DEVELOPMENT

	2011		2012					
		Actual		Actual		Budget		avorable <u>(favorable)</u>
Cash Receipts								
Other Receipts	\$	-	\$	88	\$	-	\$	88
Transfer from General Fund		24,663		-		20,000		(20,000)
Transfer From Supplemental General		11,000		16,376		11,000		5,376
Total Cash Receipts		35,663		16,464	\$	31,000	\$	(14,536)
Expenditures								
Instructional Support								
Salaries and Benefits		9,840		1,217	\$	9,975	\$	8,758
Purchased Professional and								
Technical Services		16,504		10,846		16,700		5,854
Supplies and Other		1,319		401		15,325		14,924
Total Expenditures		27,663		12,464	\$	42,000	\$	29,536
Receipts Over (Under)								
Expenditures		8,000		4,000				
Unencumbered Cash, July 1		3,000		11,000				
Unencumbered Cash, June 30	\$	11,000	<u>\$</u>	15,000				

#### PARENT EDUCATION PROGRAM

	2011	2012					
	 Actual		<u>\ctual</u>	<u>B</u>	udget		vorable vorable)
Cash Receipts							
Transfer from Supplemental General	\$ 3,044	\$	3,014	\$	3,000	<u> </u>	14
Expenditures							
Payments to Other Districts	2,920		2,933	\$	3,044	\$	111
Other	 -		<del></del>		3,000		3,000
Total Expenditures	2,920		2,933	\$	6,044	\$	3,111
Receipts Over (Under)							
Expenditures	124		81				
Unencumbered Cash, July 1	 2,920		3,044				
Unencumbered Cash, June 30	\$ 3,044	\$	3,125				

#### SPECIAL EDUCATION

		2011			2012		
	Actual		 Actual Budge		Budget	Favorable ( <u>(Unfavorable)</u>	
Cash Receipts							
Transfer From General Fund Transfer From Supplemental General	\$	545,872 	\$  590,093 	<b>\$</b> ——	557,506 34,000	\$ 	32,587 (34,000)
Total Cash Receipts		545,872	 590,093	\$	591,506	<u>\$</u>	(1,413)
Expenditures Instruction							
Salaries		49,460	50,565	\$	49,900	\$	(665)
Employee Benefits		8,297	8,592	,	8,400	•	(192)
Other Purchased Services		493,046	515,500		511,333		(4,167)
Supplies and Other		164	918		6,633		5,715
Operations and Maintenance		1,440	1,440		1,480		40
Student Transportation		13,465	 13,078		13,760		682
Total Expenditures		565,872	 590,093	\$	591,506	\$	1,413
Receipts Over (Under)							
Expenditures		(20,000)	-				
Unencumbered Cash, July 1		20,000	 <del>-</del>				
Unencumbered Cash, June 30	\$	-	\$ 				

#### **VOCATIONAL EDUCATION**

		2011	2012					
	<u>Actual</u>			<u>Actual</u>	Budgel		Favorable ( <u>Unfavorable)</u>	
Cash Receipts								
Fees	\$	12,063	\$	8,991	\$	-	\$	8,991
Transfer From General Fund		175,993		185,864		189,100		(3,236)
Total Cash Receipts		188,056		194,855	\$	189,100	\$	5,755
Expenditures								
Instructional								
Salaries		165,414		169,715	\$	166,000	\$	(3,715)
Employee Benefits		11,953		12,308		12,000		(308)
Purchased Professional Services		3,906		4,914		4,100		(814)
Supplies		6,105		7,489		6,300		(1,189)
Property and Other		678		429		700		271
Total Expenditures		188,056		194,855	\$	189,100	\$	(5,755)
Receipts Over (Under)								
Expenditures		-		-				
Unencumbered Cash, July 1				<u>-</u>				
Unencumbered Cash, June 30	<u></u> \$		\$	<u>-</u>				

#### KPERS SPECIAL RETIREMENT CONTRIBUTION

	2011		2012		
	<u>Actual</u>	Actual	Budget	Favorable (Unfavorable)	
Cash Receipts State Aid	\$ 153,268	\$ 245,118	\$ 277,185	\$ (32,067)	
Expenditures			<del>=</del>		
Instruction	58,969	128,525	\$ 148,185	\$ 19,660	
Student Support	2,258	5,390	4,500	(890)	
Instructional Support	2,146	3,906	4,500	594	
General Administration	29,504	39,081	35,000	(4,081)	
School Administration	5,833	8,572	15,000	6,428	
Operations and Maintenance	25,667	30,475	30,000	(475)	
Student Transportation Service	10,487	6,168	15,000	8,832	
Food Service	11,262	13,108	15,000	1,892	
Other Supplemental Services	7,142	9,893	10,000	107_	
Total Expenditures	153,268	245,118	\$ 277,185	\$ 32,067	
Receipts Over (Under)					
Expenditures	-	-			
Unencumbered Cash, July 1	-				
Unencumbered Cash, June 30	\$	<u> </u>			

#### **CONTINGENCY RESERVE**

	 2011		2012
Cash Receipts	\$ -	\$	-
Expenditures	 -		<del>-</del>
Receipts Over (Under) Expenditures	-		-
Unencumbered Cash, July 1	 58,915		58,915
Unencumbered Cash, June 30	\$ 58,915	\$	58,915

#### **TEXTBOOK RENTAL**

		2011	 2012		
Cash Receipts Rental Fees	\$	21,581	\$ 23,503		
Expenditures Textbook and Supplies		17,228	9,451		
Receipts Over (Under) Expenditures		4,353	14,052		
Unencumbered Cash, July 1		50,629	 54,982		
Unencumbered Cash, June 30	_\$	54,982	\$ 69,034		

#### <u>OWLS</u>

	 2011	2012		
Cash Receipts Donations	\$ 222	\$	-	
Expenditures Instruction - Other	 <u></u>		174_	
Receipts Over (Under) Expenditures	222		(174)	
Unencumbered Cash, July 1	 1,622_		1,844	
Unencumbered Cash, June 30	\$ 1,844	\$	1,670	

#### CARL PERKINS

	2	2011	2012		
Cash Receipts Private Grants	\$		\$	2,022	
Reimbursements		1,658		-	
Total Receipts		1,658		2,022	
Expenditures Student Support Services					
Supplies and Materials		1,658		2,022	
Receipts over (Under) Expenditures		-		-	
Unencumbered Cash, July 1		-			
Unencumbered Cash, June 30	\$		\$		

#### **ART FAIR**

	2011			2012		
Cash Receipts	\$	-	\$	-		
Expenditures		<u>-</u>				
Receipts over (Under) Expenditures		<u>.</u>		-		
Unencumbered Cash, July 1		16		16_		
Unencumbered Cash, June 30	\$	16	\$	16		

SKYLINE SCHOOLS USD 438
PRATT, KANSAS
STATEMENT OF CASH RECEIPTS AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2012

# SCHOLARSHIPS

	Total	Bob & Nancy Howell	Shriver Elevator	Charles B. Cooper	Gary	Alice & Norma Kennedy	Wanda Reed	Cora Bell Novotny	Charles D. Riffey	Mike Lykins	Mike Venters
Cash Receipts Interest Contributions	\$ 615 6,014	\$ 234	98 , \$	φ ,	98 .   \$	\$ 55	\$ . \$	\$ 55	\$ 25	\$ 5,964	\$ 49
Total Cash Receipts	6,629	234	36	9	98	55	89	55	75	5,965	49
Expenditures Scholarships Donation to Skyline Schools	2,300	500	2,659	100	300	250	250	250	400	. ,	250
Total Expenditures	4,959	900	2,659	100	300	250	250	250	400		250
Receipts Over (Under) Expenditures	1,670	(266)	(2,623)	(94)	(214)	(195)	(182)	(195)	(325)	5,965	(201)
Unencumbered Cash, July 1	49,874	17,806	2,623	313	6,800	4,456	7,814	4,457	1,966		3,639
Unencumbered Cash, June 30 \$ 51,544	\$ 51,544	\$ 17,540	ج	\$ 219	\$ 6,586	\$ 4,261	\$ 7,632	\$ 4,262	\$ 1,641	\$ 5,965	\$ 3,438

#### SECTION 125 REIMBURSEMENT PLAN

	 2011	2012		
Cash Receipts Employee Withholding	\$ 78,592	\$	69,529	
Expenditures Benefit Payments	 78,592		69,529	
Receipts over (Under) Expenditures	-		-	
Unencumbered Cash, July 1	 <u>-</u>		<del></del>	
Unencumbered Cash, June 30	 <u>-</u>	\$		

### UNIFIED SCHOOL DISTRICT 438 PRATT, KANSAS STATEMENT OF CASH RECEIPTS, EXPENDITURES FOR THE YEAR ENDED JUNE 30, 2012

#### **DISTRICT AND ACTIVITY ACCOUNTS**

		eginning Salance	F	Receipts	Ехр	penditures		Ending Balance
Fees and User Charges Instrument Rental	e	68	¢	0.475	¢	2 206	e	27
instrument Kentai		68	\$	2,175	\$	2,206	\$	37
Gate Receipts								
Athletics	\$	8,509	\$	47,504	\$	44,707	\$	11,306
Volleyball	•	952	•	1,661	,	1,727	,	886
Football		1,405		6,860		6,207		2,058
Basketball		256		907		922		241
Cross Country		1,111		1,291		1,353		1,049
Track		<u> </u>		606		606		
Total Gate Receipts	\$	12,233	\$	58,829	\$	55,522	\$	15,540
Student Organization Accounts								
Natural Helpers	\$	104	\$	3,299	\$	1,727	\$	1,676
Blue and White	•	43	•	386	•	429	*	-
Senior Class		837		716		615		938
Junior Class		34		187		192		29
Student Council		989		413		242		1,160
Pep Club		533		3,420		3,244		709
HS Band		7,596		21,335		27,249		1,682
Cheerleaders		516		15,897		16,001		412
Teachers		844		335		581		598
Musical		3,164		-		-		3,164
M.S. Activities		792		3,197		2,154		1,835
Football Meals		376		1,050		1,222		204
FCA		378		50		-		428
FCCLA		134		702		533		303
Student Medical		2,669		200		566		2,303
Algebra's Kitchen				145		123		22
Total Student Organization								
Accounts		19,009		51,332		54,878		15,463
Encumbrances								
Beginning		(19,009)		-		(19,009)		_
Ending		-				15,463		(15,463)
Total	\$	<del>-</del>	\$	51,332	\$	51,332	\$	<del>-</del>

### UNIFIED SCHOOL DISTRICT 438 PRATT, KANSAS STATEMENT OF CASH RECEIPTS, EXPENDITURES FOR THE YEAR ENDED JUNE 30, 2012

#### **DISTRICT AND ACTIVITY ACCOUNTS**

	Beginning Balance		Receipts		Receipts Expenditures		Ending Balance	
School Project Account								
Flowers Toy	\$	1,271	\$	519	\$ 937	\$	853	
HE Standard Projects		3		234	237		-	
Journalism Class		198		4,041	2,716		1,523	
Technology		141		3,084	2,462		763	
Vocal Music		1,139		129	-		1,268	
General Activities		510		27,987	28,454		43	
Reading is Fun		2,200		9,158	5,927		5,431	
Book Fair		10,084		4,081	2,434		11,731	
Yearbook		282		10,416	9,370		1,328	
Vending Machines		1,429		5,093	4,475		2,047	
Concessions		9,331		27,290	29,324		7,297	
Project Prom		7,671		17,618	20,495		4,794	
Target		1,157		1,023	1,472		708	
MS Track Uniforms		1,469		1,700	635		2,534	
Office Activity		125		3,325	3,372		78	
Hospitality Room		756			602		154	
Total School Project								
Funds	\$	37,766	\$	115,698	\$ 112,912	\$	40,552	

#### SKYLINE SCHOOLS USD 438 PRATT, KANSAS

#### NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2012

#### 1. Summary of Significant Accounting Policies

#### Reporting Entity

The Skyline Schools USD 438, Pratt, Kansas was originally unified in 1966 under the laws of the State of Kansas. The district operates under the direction of an elected seven member Board of Education and provides an education to its students in a single complex situated in rural Pratt County. The district has an enrollment of approximately 400 students ranging from kindergarten through high school.

For financial reporting purposes, there are no appointive boards or commissions that are controlled by or dependent on the district. Control or dependence is determined on the basis of financial accountability, budget adoption, taxing authority, funding and appointment of respective governing boards.

#### A. FUND ACCOUNTING

A fund is defined as an independent fiscal and 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 changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The following type of funds comprises the financial activities of the Skyline Schools USD 438 for the year ended June 30, 2012.

#### Governmental Funds

General Funds - to account for all unrestricted resources except those required to be accounted for in another fund.

<u>Special Revenue Funds</u> - to account for the proceeds for specific revenue sources (other than special assessments or major capital projects) that are restricted by law or administrative action to expend for specified purposes.

<u>Trust and Agency Funds</u> - to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include expendable trust funds and agency funds.

#### B. BASIS OF PRESENTATION

The financial statements are presented to indicate compliance with the cash basis and budget laws of Kansas.

Revenues are recognized when cash is received and also include inter-fund transfers. Expenditures include disbursements, accounts payable, transfers and encumbrances, that is, commitments related to unperformed (executory) contracts for goods or services.

#### C. <u>DEPARTURE FROM GENERALLY ACCEPTED ACCOUNTING PRINCIPLES</u>

The basis of presentation described above results in a statement of receipts on the cash basis and expenditures on a modified accrual basis further modified by the inclusion of encumbrances. Balance sheets that would have shown non-cash assets such as receivables, inventories and prepaid expense, liabilities such as deferred revenue and matured principal and interest payable, and reservations of the fund balance are not presented. Under generally accepted accounting principles, encumbrances are only recognized as a reservation of fund balance; encumbrances outstanding at year end do not constitute expenditures or liabilities. An additional departure from generally accepted accounting principles is that inter-fund transfers are treated as receipts and expenditures for purposes of these statements while under generally accepted accounting procedures, transfers are treated as changes in fund balances but not as receipts or expenditures. Consequently, the expenditures as reported do not present the cost of goods and services received during the fiscal year in accordance with generally accepted accounting principles. Also a statement of general fixed assets is not included as a part of these financial statements.

#### D. BUDGETARY INFORMATION

Kansas statues require that an annual operating budget be legally adopted for the general fund, special revenue funds (unless specifically exempted by statute) and debt service funds. The statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- 1. Preparation of the budget for the succeeding fiscal year on or before August 1<sup>st</sup>.
- 2. Publication in local newspaper of the proposed budget and notice of public hearing on the budget on or before August 5<sup>th</sup>.
- 3. Public hearing on or before August 15<sup>th</sup>, but at least ten days after publication of notice of hearing.
- Adoption of the final budget on or before August 25<sup>th</sup>.

The statues 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.

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 modified accrual basis of accounting, modified further by the encumbrance method of accounting. Revenues are

recognized when cash is received. Expenditures include disbursements, accounts payable, and encumbrances. Encumbrances are commitments by the municipality for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. All unencumbered appropriations (legal budget expenditure authority) lapse at year-end.

A legal operating budget is not required for capital projects funds, trust funds, and the following special revenue funds:

Textbook Rental, Contingency Reserve, Carl Perkins, School Project Accounts, Fees and User Charges, Gate Receipts, Art Fair, and OWLS.

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

#### E. <u>USE OF ESTIMATES</u>

The preparation of financial statements in accordance with the cash basis and budget laws of the state of Kansas requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results could differ from those estimates.

#### 2. Compliance with Kansas Statutes

#### **Budget & Cash Basis**

There were no cash basis violations. Actual expenditures exceeded budget authority in the Federal, At Risk (K-12), and Vocational Education Funds. (KSA.79-2935)

#### **Depository Security**

The School District's monies were adequately secured during the year.

#### 3. Compensated Absences

#### Accumulated Sick Leave

Employees of the district are allowed to accumulate sick leave to a prescribed level which may be used if they remain in the employment of the district. The teachers' contracts require that any accumulated sick leave above their prescribed level be paid at year end at a reduced daily rate. All other employees lose any sick leave remaining above the allowable accumulation level. No payments are made to terminating employees and reduced payments are made to retiring employees for unused sick leave. No amounts have been accrued for accumulated annual sick leave and the amount is not determinable.

#### Vacation Pay

Full time, twelve month, employees are entitled to two weeks paid vacation per fiscal year. Vacation days are not accumulative from year to year and the District will not pay any unused vacation days.

#### 4. Deposits and Investments

As of June 30, 2012 the District had the following investments:

Investment Type

Investment Maturities (in Years)
Fair Value Less than 1 1-2 Rating

Guaranteed Investment Contracts Secured by U.S. Treasury & Agencies

\$296,196 \$296,196 \$ - N/A

K.S.A. 9-1401 establishes the depositories which may be used by the District. The statute requires banks eligible to hold the District funds have a main or branch bank in the county in which the District is located 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 government 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. district securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The District has no investment policy that would further limit its investment choices. The rating of the District's investment is noted above.

<u>Concentration of credit risk</u>. 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.

<u>Custodial credit risk - deposits</u>. 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, except during designated "peak periods" when required coverage is 50%. All deposits were legally secured at June 30, 2012.

At June 30, 2012, the District's carrying amount of deposits was \$563,112 and the bank balance was \$633,634. The bank balance was held by one bank, resulting in a concentration of credit risk. Of the bank balance, \$256,855 was covered by federal depository insurance; and the balance was collateralized with securities held by the pledging financial institutions' agents in the District's name.

<u>Custodial credit risk - investment</u>. For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured. The District has no investments subject to custodial credit risk.

#### 5. <u>Defined Benefit Pension Plan</u>

#### Plan description

The school municipality participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by KSA 74-4901, et seq. KPERS provides retirement benefits, life insurance, disability income benefits, and death 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 (400 SW 8th Avenue, Suite 200; Topeka, KS 66603-3925) or by calling 1-800-228-0366.

#### **Funding Policy**

KSA 74-4919 establishes the KPERS member-employee contribution rate at 4.0% of covered salary, or 6% of covered salary if hired after July 1, 2009. The contribution rate for licensed employed KPERS retirees who have retired from a different KPERS employer is 18.69%. 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. State law sets a limitation on annual increases in the contribution rates. For fiscal year 2012 the State of Kansas contributes 9.77% of covered payroll. Kansas contributions to KPERS for school municipality employees for the years ending June 30, 2012, 2011, and 2010 were \$298,635,383; \$253,834,044 and \$248,468,166 respectively, equal to the statutory required contributions for each year.

#### 6. Comparative Data

Comparative data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the District's financial position and operations.

However, complete comparative data (i.e., presentation of prior year totals by fund type in each of the statements) have not been presented since their inclusion would make the statements unduly complex and difficult to read.

#### 7. Risk Management

The District is exposed to various risks of loss related to torts, theft, damage to and destruction of assets, error and omissions, injuries to employees, and natural disasters. The District carries commercial insurance for all risks of loss. Settled claims resulting from these risks have not materially exceeded commercial insurance coverage in any of the past three years.

#### 8. <u>Contingencies and Commitments</u>

In the normal course of operations, the District participates in various federal and state grant programs. The grant programs are often subject to additional audits by agents of the granting agency, the purpose of which is to ensure compliance with the specific conditions of the grant. Any liability for reimbursement which may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

#### 9. Early Retirement Plan

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 completed fifteen (15) years of service of which the last five (5) years were continuous, and the employee must be retired from the KPERS retirement system. Eligibility continues until their 65<sup>th</sup> birthday. Notification must be given to the District by April 1 in the year prior to the July 1 retirement date. The amount paid upon early retirement shall be determined by subtracting the base of the salary schedule from the teacher's salary for the year in which application for early retirement is made. The difference in these two figures shall be multiplied by sixty percent (60%) and then divided by twelve (12) to determine the amount that will be paid monthly for five (5) years or until the employee reaches age 65 or is deceased.

#### 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 local government 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 these financial statements.

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. Termination Benefits

The District provides no termination benefits for its employees.

#### 12. Restatement of Beginning Unencumbered Cash Balance

The beginning unencumbered cash balance in the following funds has been restated because the Kansas Municipal Accounting and Auditing Guide (KMAAG) is recommending that certain receipts which are required by Kansas statutes to be recorded as revenue in the current fiscal year, but are not received until the next fiscal year, are an in-substance receipt in transit at fiscal year-end, therefore should be included in the current years cash balance. The balances have been restated as follows:

	General <u>Fund</u>	Supplemental <u>General</u>
Beginning Unencumbered Cash Balance as previously reported	\$(93,652)	\$91,486
Adjust for deposit in transit	93,709	<u>11,716</u>
Beginning Unencumbered Cash Balance as adjusted	<u>\$ 57</u>	<u>\$103,202</u>