

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

FINANCIAL STATEMENT

FISCAL YEAR ENDED JUNE 30, 2013

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

Fiscal Year Ended June 30, 2013

TABLE OF CONTENTS (cont).

	<u>Page Number</u>
<u>BOND AND INTEREST FUND</u>	
2-17 Bond and Interest Fund.....	28
<u>TRUST FUND</u>	
2-18 Special Education Gift Fund.....	29
<u>AGENCY FUNDS</u>	
Schedule 3 Schedule of Regulatory Basis Receipts and Disbursements - Agency Funds.....	30
<u>DISTRICT ACTIVITY FUNDS</u>	
Schedule 4 Schedule of Regulatory Basis Receipts and Expenditures and Unencumbered Cash	31
<u>RELATED MUNICIPAL ENTITY</u>	
Schedule 5 Recreation Commission	32



SWINDOLL
JANZEN
HAWK &
LOYD, LLC

Certified Public Accountants

McPherson Office
123 South Main
P.O. Box 1337
McPherson, KS 67460-1337
620.241.1826 office
888.241.1826 toll
620.241.6926 fax

Hutchinson Office
129 West 2nd, Suite A
P.O. Box 2889
Hutchinson, KS 67504-2889
620.662.3358 office
888.414.0123 toll
620.662.3350 fax

INDEPENDENT AUDITORS' REPORT

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

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of the Pretty Prairie USD 311, a Municipal Financial Reporting Entity, as of and for the year ended June 30, 2013 and the related notes to the financial statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1 to meet the financial reporting requirements of the State of Kansas. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

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 and Accounting Guide*. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditors' judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the Pretty Prairie USD 311 to meet the requirements of the State of Kansas on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" 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 the Pretty Prairie USD 311 as of June 30, 2013, or changes in financial position and cash flows thereof for the year then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the Pretty Prairie USD 311 as of June 30, 2013, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the 2013 fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and budget, schedule of regulatory basis receipts and expenditures-agency funds, schedules of regulatory basis receipts, expenditures and unencumbered cash-district activity funds, and schedules of regulatory basis receipts and expenditures-actual-related municipal entity (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 2013 basic financial statement, however are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2013 basic financial statement. The 2013 information has been subjected to the auditing procedures applied in the audit of the 2013 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2013 basic financial statement or to the 2013 basic 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 2013 basic financial statement as a whole, on the basis of accounting described in Note 1.

The 2012 Actual column presented in the individual fund schedules of regulatory basis receipts and expenditures-actual and budget, schedules of regulatory basis receipts and expenditures-actual-related municipal entity (Schedules 2 and 5 as listed in the table of contents) are also presented for comparative analysis and are not a required part of the 2012 basic financial statement upon which we rendered an unqualified opinion dated August 31, 2012. The 2012 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration, Office of Management Analysis and Standards at the following link <http://da.ks.gov/ar/muniserv/>. Such 2012 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2012 basic financial statement. The 2012 comparative information was subjected to the auditing procedures applied in the audit of the 2012 basic 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 basic financial statement or to the 2012 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2012 comparative information is fairly stated in all material respects in relation to the 2012 basic financial statement as a whole, on the basis of accounting described in Note 1.

Swindoll, Janzen, Hawk & Loyd, LLC

Certified Public Accountants

August 30, 2013

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

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH

Regulatory Basis

For the Year Ended June 30, 2013

<u>Fund</u>	<u>Beginning Unencumbered Cash Balance</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Ending Unencumbered Cash Balance</u>	<u>Add Encumbrances and Accounts Payable</u>	<u>Ending Cash Balance</u>
GENERAL FUNDS.						
General Fund	\$ -	\$ 2,234,966	\$ 2,234,966	\$ -	\$ 7,109	\$ 7,109
Supplemental General Fund	36,964	748,471	749,870	35,565	40,964	76,529
Total General Funds	36,964	2,983,437	2,984,836	35,565	48,073	83,638
SPECIAL PURPOSE FUNDS.						
At Risk (K-12) Fund	25,842	140,077	138,248	27,671	65	27,736
Capital Outlay Fund	308,236	101,226	126,919	282,543	35,691	318,234
Driver Training Fund	16,919	3,054	12,868	7,105	-	7,105
Food Service Fund	55,575	173,163	172,227	56,511	-	56,511
Professional Development Fund	22,659	20,000	20,691	21,968	-	21,968
Special Education Fund	174,242	392,845	391,217	175,870	-	175,870
Vocational Education Fund	29,373	206,498	208,876	26,995	829	27,824
KPERS Retirement Contribution Fund	-	159,738	159,738	-	-	-
Title I Fund	-	10,511	10,511	-	-	-
Title II - A Teacher Quality Fund	-	6,436	6,436	-	-	-
Small Rural School Grant Fund	-	19,748	19,748	-	-	-
Character Education Grant Fund	-	500	500	-	500	500
21st Century Grant Fund	7,171	-	-	7,171	-	7,171
Pre-K Grant Fund	-	41,000	41,000	-	-	-
Art Creates Rich Values Grant Fund	1,247	-	955	292	-	292
OWLS Grant Fund	1,130	-	63	1,067	-	1,067
Rimmer Grant Fund	1,000	125	-	1,125	-	1,125
Recreation Commission Fund	-	35,129	33,600	1,529	-	1,529
Contingency Reserve Fund	225,685	-	3,341	222,344	-	222,344
Textbook and Student Materials Revolving Fund	55,786	24,493	24,903	55,376	2,614	57,990
Gate Receipts Activity Fund	8,666	12,821	11,392	10,095	-	10,095
Distinct Activity Funds	10,117	40,785	32,701	18,201	-	18,201
Interest Cleanng Fund	-	4,897	4,897	-	-	-
Total Special Purpose Funds	943,648	1,393,046	1,420,831	915,863	39,699	955,562
BOND AND INTEREST FUND:						
Bond and Interest Fund	207,776	126,663	134,401	200,038	-	200,038
TRUST FUND:						
Special Education Gift Fund	10,000	-	-	10,000	-	10,000
RELATED MUNICIPAL ENTITY.						
Recreation Commission	14,134	35,010	36,325	12,819	-	12,819
Total Reporting Entity (Excluding Agency Funds)	\$ 1,212,522	\$ 4,538,156	\$ 4,576,393	\$ 1,174,285	\$ 87,772	\$ 1,262,057

COMPOSITION OF CASH:

Citizens Bank of Kansas	
Distinct Checking	\$ 1,221,037
High School Checking	25,008
Middle School Checking	4,216
Grade School Checking	2,848
Certificates of Deposit	10,000
Related Municipal Entity	12,819
	<hr/>

Total Cash 1,275,928

Less Agency Funds per Schedule 3 (13,871)

Total Reporting Entity (Excluding Agency Funds) \$ 1,262,057

UNIFIED SCHOOL DISTRICT NUMBER 311

PRETTY PRAIRIE, KANSAS

NOTES TO THE FINANCIAL STATEMENT

FISCAL YEAR ENDED JUNE 30, 2013

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Municipal Financial Reporting Entity

Unified School District Number 311 is a municipal corporation governed by an elected seven-member board. The regulatory financial statement presents the Unified School District Number 311 (the municipal financial reporting entity) and its related municipal entity. The related municipal entity is included in the District's reporting entity because it was established to benefit the District and/or its constituents.

Recreation Commission. The Unified School District Number 311's Recreation Commission oversees recreational activities. The recreation commission 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. The recreation commission cannot purchase real property but can acquire real property by gift.

(b) Reimbursed Expenses

The District records reimbursable expenditures in the fund that makes the disbursement and records reimbursements to revenue of that fund. For purposes of budgetary comparisons, the expenditures are properly reflected as offset by the reimbursements. Expenditures for the year ended June 30, 2013, in the amount of \$11,521 are 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) Regulatory Basis Fund Types

General Fund – the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

Special Purpose Fund – used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

Bond and Interest Fund – used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Capital Project Fund – used to account for the debt proceeds and other financial resources to be used for the acquisition or construction of major capital facilities or equipment.

Trust Fund – funds used to report assets held in trust for the benefit of the municipal financial reporting entity (i.e. pension funds, investment trust funds, private purpose trust funds which benefit the municipal reporting entity, scholarship funds, etc).

Agency Fund – funds used to report assets held by the municipal reporting entity in a purely custodial capacity (payroll clearing, county treasurer tax collection accounts, etc.).

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)

(d) Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America

The *Kansas Municipal Audit and Accounting Guide* (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis revenues and regulatory based expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities, or deferred inflows or outflows, other than those mentioned above.

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 regulatory basis of accounting.

(e) Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the General Fund, Special Purpose Funds (unless specifically exempted by statute), Bond and Interest Funds and Business Funds. Although directory rather than mandatory, the statutes provided 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 1st.
2. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
3. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
4. Adoption of the final budget on or before August 25th.

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 budget amendments for this 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 regulatory 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 municipality for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any used expenditure authority lapses at year end.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)

(e) Budgetary Information (cont.)

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

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

No statutory violations were noted in 2013.

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, 2013 the District held no investments.

Custodial credit risk - deposits. Custodial credit risk is the risk that in the event of 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, 2013.

At year end the carrying amount of the District's deposits was \$1,275,928 and the bank balance was \$1,376,254. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, \$250,000 was covered by FDIC insurance and the remaining \$1,126,254 was collateralized with securities held by the pledging financial institutions' agents in the District's name.

Custodial credit risk—investments. 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.

4. IN-SUBSTANCE RECEIPT IN TRANSIT

The District received \$194,996 subsequent to June 30, 2013, and as required by K.S.A. 72-6417 and 72-6434, the receipt was recorded as an in-substance receipt in transit and included as a receipt for the year ended June 30, 2013.

5. LONG-TERM DEBT

Changes in long-term liabilities for the District for the year ended June 30, 2013, were as follows:

<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>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	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ 1,720
Series 2011	3.00-3.30%	9/1/2011	\$1,235,000	9/1/2022	1,235,000	-	15,000	1,220,000	37,680
Total Contractual Indebtedness					<u>\$ 1,315,000</u>	<u>\$ -</u>	<u>\$ 95,000</u>	<u>\$ 1,220,000</u>	<u>\$ 39,400</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>Year</u>						<u>Total</u>
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019-2023</u>	
Principal:							
General Obligation Bonds:							
Series 2011	\$ 100,000	\$ 105,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 670,000	\$ 1,220,000
Total Principal	<u>100,000</u>	<u>105,000</u>	<u>110,000</u>	<u>115,000</u>	<u>120,000</u>	<u>670,000</u>	<u>1,220,000</u>
Interest:							
General Obligation Bonds:							
Series 2011	35,955	34,880	29,655	26,280	22,755	55,478	205,003
Total Interest	<u>35,955</u>	<u>34,880</u>	<u>29,655</u>	<u>26,280</u>	<u>22,755</u>	<u>55,478</u>	<u>205,003</u>
Total Principal and Interest	<u>\$ 135,955</u>	<u>\$ 139,880</u>	<u>\$ 139,655</u>	<u>\$ 141,280</u>	<u>\$ 142,755</u>	<u>\$ 725,478</u>	<u>\$ 1,425,003</u>

6. INTERFUND TRANSACTIONS

Operating transfers were as follows:

<u>From</u>	<u>To</u>	<u>Statutory Authority</u>	<u>Amount</u>
General Fund	Capital Outlay	K.S.A. 72-6428	\$ 16,533
General Fund	Special Education	K.S.A. 72-6428	289,505
General Fund	Food Service	K.S.A. 72-6428	804
Drivers Training	General Fund	K.S.A. 72-6428	8,919
Supplemental General Fund	At Risk (K-12)	K.S.A. 72-6433	140,077
Supplemental General Fund	Food Service	K.S.A. 72-6433	58,000
Supplemental General Fund	Professional Development	K.S.A. 72-6433	20,000
Supplemental General Fund	Special Education	K.S.A. 72-6433	100,000
Supplemental General Fund	Vocational Education	K.S.A. 72-6433	205,000
Contingency Fund	Special Education	K.S.A. 72-6429	3,340
			<u>\$ 842,178</u>

7. DEFINED BENEFIT PENSION PLAN

Plan Description: The District participates in the Kansas Public Employees Retirement System (KPERs), a cost-sharing multiple-employer defined benefit pension plan as provided by Kansas law. 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, Suite 100, Topeka, KS 66603 or by calling 1-888-275-5737.

Funding Policy. K.S.A. 74-4919 and K.S.A. 74-49,210 establishes the KPERs member-employee contribution rates. Effective July 1, 2009, KPERs has two member benefit structures and funding depends on whether the employee is a Tier 1 or Tier 2 member. Tier 1 members are active and contributing members hired before July 1, 2009. Tier 2 members were first employed in a covered position on or after July 1, 2009. Kansas law establishes the KPERs member-employee contribution rate of 4% of covered salary for Tier 1 members and 6% of covered salary for Tier 2 members. 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 statutory required employers share.

8. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS

(a) 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 this 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.

(b) Compensated Absences

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 non-certified employee eligible for sick leave will be allowed ten (10) days sick leave per year, accumulative to ninety (90) days. The Board will pay .7 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 \$90,616 for accumulated sick leave for all employees existed as of June 30, 2013.

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.

8. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS (CONT.)

(b) Compensated Absences (cont.)

Personal Leave

Certified Employees – Each employee is allowed three (3) days of personal leave each contract year, accumulative to five (5) 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.

(c) Termination Benefits

The District provides an early retirement program for certain eligible employees. Employees are eligible if they are certified employees and 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:

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, 2013.

9. 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, 2013, the District levied a total tax of 1.999 mills for the Recreation Commission, 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.

10. 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 the date of this report, 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 torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. The District has purchased commercial insurance for these potential risks. There have been no significant reductions in insurance coverage from 2012 to 2013, 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.

11. SUBSEQUENT EVENTS

Starting in June 2013, construction and remodeling began on various buildings of the District. The District expects to finance this activity using Qualified Zone Academy Bonds in the amount of \$1.3 million. This financing was finalized on August 15th.

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

**UNIFIED SCHOOL DISTRICT NUMBER 311
PRETTY PRAIRIE, KANSAS
REGULATORY-REQUIRED
SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2013**

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

SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

(Budgeted Funds Only)

For the Year Ended June 30, 2013

<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 Over (Under)</u>
GENERAL FUNDS:						
General Fund	\$ 2,231,505	\$ (8,060)	\$ 11,521	\$ 2,234,966	\$ 2,234,966	\$ -
Supplemental General Fund	749,870	-	-	749,870	749,870	-
SPECIAL PURPOSE FUNDS:						
At Risk (K-12) Fund	141,500	-	-	141,500	138,248	(3,252)
Capital Outlay Fund	300,000	-	-	300,000	126,919	(173,081)
Driver Training Fund	12,919	-	-	12,919	12,868	(51)
Food Service Fund	179,000	-	-	179,000	172,227	(6,773)
Professional Development Fund	30,500	-	-	30,500	20,691	(9,809)
Special Education Fund	398,700	-	-	398,700	391,217	(7,483)
Vocational Education Fund	212,500	-	-	212,500	208,876	(3,624)
KPERS Special Retirement Contribution Fund	173,189	-	-	173,189	159,738	(13,451)
Federal Funds Fund (Note A)	68,871	-	-	68,871	37,195	(31,676)
Gifts and Grants Fund (Note A)	41,000	-	-	41,000	42,018	1,018
Recreation Commission Fund	33,600	-	-	33,600	33,600	-
BOND AND INTEREST FUND:						
Bond and Interest Fund	134,401	-	-	134,401	134,401	-

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

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

GENERAL FUND

GENERAL FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	2012 Actual	2013		Variance Over (Under)
		Actual	Budget	
Receipts:				
Taxes and Shared Revenue				
Ad valorem property	\$ 264,255	\$ 278,837	\$ 263,327	\$ 15,510
Delinquent tax	5,998	3,783	6,359	(2,576)
Mineral production tax	258	197	-	197
Special Education aid	265,025	289,505	294,582	(5,077)
State equalization aid	1,635,828	1,642,204	1,658,318	(16,114)
Federal aid - Education Jobs	1,002	-	-	-
Miscellaneous reimbursements	9,792	11,521	-	11,521
Transfer from Drivers Training Fund	84,478	8,919	8,919	-
Total Receipts	<u>2,266,636</u>	<u>2,234,966</u>	<u>\$ 2,231,505</u>	<u>\$ 3,461</u>
Expenditures:				
Instruction	968,687	1,018,072	\$ 1,010,000	\$ 8,072
Student support services	51,993	52,418	53,800	(1,382)
Instruction support staff	84,238	81,236	86,000	(4,764)
General administration	85,334	86,663	90,535	(3,872)
School administration	202,770	204,802	215,525	(10,723)
Other supplemental service	44,525	45,719	50,400	(4,681)
Operations and maintenance	215,547	244,448	178,548	65,900
Transportation	188,493	194,766	240,569	(45,803)
Operating transfers	425,050	306,842	306,128	714
Total Expenditures	<u>2,266,637</u>	<u>2,234,966</u>	<u>2,231,505</u>	<u>3,461</u>
Adjustment to legal maximum budget	-	-	(8,060)	8,060
Adjustment for qualifying budget credits	-	-	11,521	(11,521)
Total expenditures and transfers subject to budget	<u>2,266,637</u>	<u>2,234,966</u>	<u>\$ 2,234,966</u>	<u>\$ -</u>
Receipts Over (Under) Expenditures	(1)	-		
Unencumbered Cash, Beginning	<u>1</u>	<u>-</u>		
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ -</u>		

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

GENERAL FUND

SUPPLEMENTAL GENERAL FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

		<u>2013</u>		
	<u>2012</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Receipts:				
Taxes and Shared Revenue:				
Ad valorem tax	\$ 386,609	\$ 390,706	\$ 2,725	\$ 387,981
Delinquent tax	9,196	6,952	9,339	(2,387)
Motor vehicle tax	37,985	49,729	47,772	1,957
Recreational vehicle tax	579	772	656	116
16/20M tax	2,940	2,692	-	2,692
State equalization aid	280,738	297,620	301,388	(3,768)
	<u>718,047</u>	<u>748,471</u>	<u>\$ 361,880</u>	<u>\$ 386,591</u>
Total Receipts				
Expenditures:				
Instruction	84,267	109,658	\$ 113,349	\$ (3,691)
Student support services	404	540	370	170
Instructional support	12,459	13,424	5,000	8,424
School administration	7,254	8,905	2,151	6,754
Operations and maintenance	98,116	94,266	159,000	(64,734)
Operating transfers	497,500	523,077	470,000	53,077
	<u>700,000</u>	<u>749,870</u>	<u>\$ 749,870</u>	<u>\$ -</u>
Total Expenditures				
Receipts Over (Under) Expenditures	18,047	(1,399)		
Unencumbered Cash, Beginning	<u>18,917</u>	<u>36,964</u>		
Unencumbered Cash, Ending	<u>\$ 36,964</u>	<u>\$ 35,565</u>		

Unified School District Number 311
 Pretty Prairie, Kansas

SPECIAL PURPOSE FUND

AT RISK (K-12) FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2012 Actual</u>	<u>2013</u>		<u>Variance Over (Under)</u>
		<u>Actual</u>	<u>Budget</u>	
Receipts:				
Transfer from Supplemental General Fund	<u>\$ 150,000</u>	<u>\$ 140,077</u>	<u>\$ 116,546</u>	<u>\$ 23,531</u>
Expenditures:				
Instruction	<u>127,042</u>	<u>138,248</u>	<u>\$ 141,500</u>	<u>\$ (3,252)</u>
Receipts Over (Under) Expenditures	22,958	1,829		
Unencumbered Cash, Beginning	<u>2,884</u>	<u>25,842</u>		
Unencumbered Cash, Ending	<u>\$ 25,842</u>	<u>\$ 27,671</u>		

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

SPECIAL PURPOSE FUND

CAPITAL OUTLAY FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2012 Actual</u>	<u>2013</u>		<u>Variance Over (Under)</u>
		<u>Actual</u>	<u>Budget</u>	
Receipts:				
Taxes and Shared Revenue:				
Ad valorem property	\$ 28,474	\$ 60,914	\$ 58,439	\$ 2,475
Delinquent tax	415	502	705	(203)
Motor vehicle tax	3,703	982	1,144	(162)
Recreational vehicle tax	52	14	16	(2)
16/20M tax	21	3	-	3
Interest on idle funds	9,613	4,897	-	4,897
Miscellaneous income	14,230	17,381	-	17,381
Transfer from General Fund	44,114	16,533	-	16,533
Total Receipts	<u>100,622</u>	<u>101,226</u>	<u>\$ 60,304</u>	<u>\$ 40,922</u>
Expenditures:				
Instruction	62,200	22,979	\$ 65,000	\$ (42,021)
Instruction support staff	651	-	2,000	(2,000)
School administration	-	-	12,000	(12,000)
Operations and maintenance	40,525	86,664	111,000	(24,336)
Transportation	8,377	14,000	110,000	(96,000)
QZAB expenses	-	3,276	-	3,276
Total Expenditures	<u>111,753</u>	<u>126,919</u>	<u>\$ 300,000</u>	<u>\$ (173,081)</u>
Receipts Over (Under) Expenditures	(11,131)	(25,693)		
Unencumbered Cash, Beginning	<u>319,367</u>	<u>308,236</u>		
Unencumbered Cash, Ending	<u>\$ 308,236</u>	<u>\$ 282,543</u>		

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

SPECIAL PURPOSE FUND

DRIVER TRAINING FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2012</u> <u>Actual</u>	<u>2013</u>		<u>Variance</u> <u>Over</u> <u>(Under)</u>
		<u>Actual</u>	<u>Budget</u>	
Receipts:				
State aid	\$ 1,034	\$ 1,488	\$ -	\$ 1,488
Miscellaneous income	1,884	1,566	1,800	(234)
Total Receipts	<u>2,918</u>	<u>3,054</u>	<u>\$ 1,800</u>	<u>\$ 1,254</u>
Expenditures:				
Instruction	2,578	3,584	\$ 3,300	\$ 284
Operations and maintenance	359	365	700	(335)
Outgoing transfers	-	8,919	8,919	-
Total Expenditures	<u>2,937</u>	<u>12,868</u>	<u>\$ 12,919</u>	<u>\$ (51)</u>
Receipts Over (Under) Expenditures	(19)	(9,814)		
Unencumbered Cash, Beginning	<u>16,938</u>	<u>16,919</u>		
Unencumbered Cash, Ending	<u>\$ 16,919</u>	<u>\$ 7,105</u>		

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

SPECIAL PURPOSE FUND

FOOD SERVICE FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

		<u>2013</u>		
	<u>2012</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Receipts:				
State aid	\$ 1,573	\$ 1,518	\$ 1,382	\$ 136
Federal aid	64,734	61,842	55,916	5,926
Lunch receipts - students	55,840	47,665	50,594	(2,929)
Lunch receipts - adults	3,874	3,334	7,502	(4,168)
Transfer from general	-	804	-	804
Transfer from Supplemental General Fund	<u>46,200</u>	<u>58,000</u>	<u>60,000</u>	<u>(2,000)</u>
 Total Receipts	 <u>172,221</u>	 <u>173,163</u>	 <u>\$ 175,394</u>	 <u>\$ (2,231)</u>
Expenditures:				
Other supplemental service	45	-	\$ -	\$ -
Food service operations	<u>167,146</u>	<u>172,227</u>	<u>179,000</u>	<u>(6,773)</u>
 Total Expenditures	 <u>167,191</u>	 <u>172,227</u>	 <u>\$ 179,000</u>	 <u>\$ (6,773)</u>
 Receipts Over (Under) Expenditures	 5,030	 936		
 Unencumbered Cash, Beginning	 <u>50,545</u>	 <u>55,575</u>		
 Unencumbered Cash, Ending	 <u>\$ 55,575</u>	 <u>\$ 56,511</u>		

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

SPECIAL PURPOSE FUND

PROFESSIONAL DEVELOPMENT FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

		<u>2013</u>		
	<u>2012</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Receipts:				
Transfer from General Fund	\$ 10,000	\$ -	\$ 11,546	\$ (11,546)
Transfer from Supplemental General Fund	5,300	20,000	8,454	11,546
Total Receipts	<u>15,300</u>	<u>20,000</u>	<u>\$ 20,000</u>	<u>\$ -</u>
Expenditures:				
Instruction	4,219	3,423	\$ -	\$ 3,423
Instruction support staff	13,276	17,268	30,500	(13,232)
Total Expenditures	<u>17,495</u>	<u>20,691</u>	<u>\$ 30,500</u>	<u>\$ (9,809)</u>
Receipts Over (Under) Expenditures	(2,195)	(691)		
Unencumbered Cash, Beginning	<u>24,854</u>	<u>22,659</u>		
Unencumbered Cash, Ending	<u>\$ 22,659</u>	<u>\$ 21,968</u>		

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

SPECIAL PURPOSE FUND

SPECIAL EDUCATION FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	2012	2013		Variance Over (Under)
		Actual	Actual	
Receipts:				
Transfer from General Fund	\$ 265,025	\$ 289,505	\$ 294,582	\$ (5,077)
Transfer from Supplemental General Fund	95,000	100,000	90,000	10,000
Transfer from Contingency Reserve	-	3,340	-	3,340
	<u>360,025</u>	<u>392,845</u>	<u>\$ 384,582</u>	<u>\$ 8,263</u>
Total Receipts				
Expenditures:				
Instruction	332,288	344,941	\$ 340,000	\$ 4,941
General administration	6,897	6,983	7,200	(217)
Transportation	28,035	39,293	51,500	(12,207)
	<u>367,220</u>	<u>391,217</u>	<u>\$ 398,700</u>	<u>\$ (7,483)</u>
Total Expenditures				
Receipts Over (Under) Expenditures	(7,195)	1,628		
Unencumbered Cash, Beginning	<u>181,437</u>	<u>174,242</u>		
Unencumbered Cash, Ending	<u>\$ 174,242</u>	<u>\$ 175,870</u>		

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

SPECIAL PURPOSE FUND

VOCATIONAL EDUCATION FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	2012 Actual	2013		Variance Over (Under)
		Actual	Budget	
Receipts:				
Other	\$ 105	\$ 1,498	\$ -	\$ 1,498
State aid	-	-	7,587	(7,587)
Transfer from General Fund	10,000	-	-	-
Transfer from Supplemental General Fund	<u>201,000</u>	<u>205,000</u>	<u>195,000</u>	<u>10,000</u>
Total Receipts	<u>211,105</u>	<u>206,498</u>	<u>\$ 202,587</u>	<u>\$ 3,911</u>
Expenditures:				
Instruction	<u>206,833</u>	<u>208,876</u>	<u>\$ 212,500</u>	<u>\$ (3,624)</u>
Receipts Over (Under) Expenditures	4,272	(2,378)		
Unencumbered Cash, Beginning	<u>25,101</u>	<u>29,373</u>		
Unencumbered Cash, Ending	<u>\$ 29,373</u>	<u>\$ 26,995</u>		

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

SPECIAL PURPOSE FUND

KPERS SPECIAL RETIREMENT CONTRIBUTION FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2013</u>			
	<u>2012</u>		<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>	<u>Actual</u>		<u>Over</u>
				<u>(Under)</u>
Receipts:				
State aid	\$ 183,551	\$ 159,738	\$ 173,189	\$ (13,451)
Expenditures:				
Instruction	\$ 122,607	107,125	\$ 105,987	\$ 1,138
Student support services	4,963	4,575	4,392	183
Instruction support staff	4,392	3,716	6,970	(3,254)
General administration	5,437	4,945	4,879	66
School administration	17,999	17,293	17,187	106
Other supplemental service	4,305	3,898	4,106	(208)
Operations and maintenance	15,457	11,236	11,172	64
Transportation	3,151	2,457	12,528	(10,071)
Food service operations	5,240	4,493	5,968	(1,475)
Total Expenditures	<u>183,551</u>	<u>159,738</u>	<u>\$ 173,189</u>	<u>\$ (13,451)</u>
Receipts Over (Under) Expenditures	-	-		
Unencumbered Cash, Beginning	<u>-</u>	<u>-</u>		
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ -</u>		

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

SPECIAL PURPOSE FUND

FEDERAL FUNDS

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

	<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 Over (Under)</u>
Receipts:							
Federal aid	\$ 10,511	\$ 6,436	\$ 19,748	\$ 500	\$ 37,195	\$ 68,871	\$ (31,676)
Expenditures:							
Instruction	10,511	6,436	16,649	500	34,096	\$ 65,371	\$ (31,275)
School administration	-	-	720	-	720	2,000	(1,280)
Transportation	-	-	195	-	195	-	195
Food service operations	-	-	2,184	-	2,184	1,500	684
Total Expenditures	<u>10,511</u>	<u>6,436</u>	<u>19,748</u>	<u>500</u>	<u>37,195</u>	<u>\$ 68,871</u>	<u>\$ (31,676)</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 PURPOSE FUND

GIFTS AND GRANTS FUNDS

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

	<u>21st Century Grant</u>	<u>Pre-K Grant</u>	<u>Art Creates Rich Values Grant</u>	<u>OWLS Grant</u>	<u>Rimmer Grant</u>	<u>Total Current Year Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
Receipts:								
Grants	\$ -	\$ 41,000	\$ -	\$ -	\$ 125	\$ 41,125	\$ 41,000	\$ 125
Expenditures:								
Instruction	-	41,000	955	63	-	42,018	\$ 41,000	\$ 1,018
Receipts Over (Under) Expenditures	-	-	(955)	(63)	125	(893)		
Unencumbered Cash, Beginning	7,171	-	1,247	1,130	1,000	10,548		
Unencumbered Cash, Ending	\$ 7,171	\$ -	\$ 292	\$ 1,067	\$ 1,125	\$ 9,655		

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

SPECIAL PURPOSE FUND

RECREATION COMMISSION FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

		<u>2013</u>		
	<u>2012</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Receipts:				
Taxes and Shared Revenue:				
Ad valorem tax	\$ 29,153	\$ 30,735	\$ 29,371	\$ 1,364
Delinquent tax	750	539	706	(167)
Motor vehicle tax	3,624	3,605	3,475	130
Recreational vehicle tax	49	56	48	8
16/20M tax	257	194	-	194
Total Receipts	<u>33,833</u>	<u>35,129</u>	<u>\$ 33,600</u>	<u>\$ 1,529</u>
Expenditures:				
Appropriation to Recreation Commission	<u>33,833</u>	<u>33,600</u>	<u>\$ 33,600</u>	<u>\$ -</u>
Receipts Over (Under) Expenditures	-	1,529		
Unencumbered Cash, Beginning	-	-		
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ 1,529</u>		

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

SPECIAL PURPOSE FUND

CONTINGENCY RESERVE FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2012 Actual</u>	<u>2013 Actual</u>
Receipts:		
Transfer from General Fund	\$ 95,911	\$ -
Expenditures:		
Transfer to General Fund	<u>84,478</u>	<u>3,341</u>
Receipts Over (Under) Expenditures	11,433	(3,341)
Unencumbered Cash, Beginning	<u>214,252</u>	<u>225,685</u>
Unencumbered Cash, Ending	<u>\$ 225,685</u>	<u>\$ 222,344</u>

Unified School District Number 311
 Pretty Prairie, Kansas

SPECIAL PURPOSE FUND

TEXTBOOK & STUDENT MATERIAL REVOLVING FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2012</u> <u>Actual</u>	<u>2013</u> <u>Actual</u>
Receipts:		
Receipts from students	\$ 43,192	\$ 24,493
Expenditures:		
Instruction	15,285	10,971
Instruction support staff	<u>34,934</u>	<u>13,932</u>
Total Expenditures	<u>50,219</u>	<u>24,903</u>
Receipts Over (Under) Expenditures	(7,027)	(410)
Unencumbered Cash, Beginning	<u>62,813</u>	<u>55,786</u>
Unencumbered Cash, Ending	<u>\$ 55,786</u>	<u>\$ 55,376</u>

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

SPECIAL PURPOSE FUND

INTEREST CLEARING FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2012 Actual</u>	<u>2013 Actual</u>
Receipts:		
Interest	\$ 9,613	\$ 4,897
Expenditures:		
Transfer to Captial Outlay Fund	<u>9,613</u>	<u>4,897</u>
Receipts Over (Under) Expenditures	-	-
Unencumbered Cash, Beginning	<u>-</u>	<u>-</u>
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ -</u>

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

BOND AND INTEREST FUND

BOND AND INTEREST FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

		<u>2013</u>		
	<u>2012</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
	<u>Actual</u>			<u>Over</u>
				<u>(Under)</u>
Receipts:				
Taxes and Shared Revenue:				
Ad valorem tax	\$ 88,289	\$ 71,122	\$ 67,699	\$ 3,423
Delinquent tax	2,307	1,594	2,132	(538)
Motor vehicle tax	10,653	11,480	11,016	464
Recreational vehicle tax	160	178	151	27
16/20M tax	684	625	-	625
State aid	32,767	41,664	41,664	-
Other	1,258	-	-	-
Total Receipts	<u>136,118</u>	<u>126,663</u>	<u>\$ 122,662</u>	<u>\$ 4,001</u>
Expenditures:				
Bond	80,000	95,000	\$ 95,000	\$ -
Interest	37,023	39,401	39,401	-
Total Expenditures	<u>117,023</u>	<u>134,401</u>	<u>\$ 134,401</u>	<u>\$ -</u>
Receipts Over (Under) Expenditures	19,095	(7,738)		
Unencumbered Cash, Beginning	<u>188,681</u>	<u>207,776</u>		
Unencumbered Cash, Ending	<u>\$ 207,776</u>	<u>\$ 200,038</u>		

Unified School District Number 311
 Pretty Prairie, Kansas

TRUST FUND

SPECIAL EDUCATION GIFT FUND

SCHEDULE OF RECEIPTS AND EXPENDITURES

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	<u>2012</u> <u>Actual</u>	<u>2013</u> <u>Actual</u>
Receipts:	\$ -	\$ -
Expenditures:	<u>-</u>	<u>-</u>
Receipts Over (Under) Expenditures	-	-
Unencumbered Cash, Beginning	<u>10,000</u>	<u>10,000</u>
Unencumbered Cash, Ending	<u>\$ 10,000</u>	<u>\$ 10,000</u>

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

AGENCY FUNDS

STUDENT ACTIVITY FUNDS

SCHEDULE OF RECEIPTS AND DISBURSEMENTS

Regulatory Basis

For the Year Ended June 30, 2013

	<u>Beginning</u> <u>Cash Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending</u> <u>Cash Balance</u>
Student Organizations:				
Middle School -				
Cheerleaders	\$ 242	\$ 2,051	\$ 1,643	\$ 650
Volleyball	25	-	-	25
Track	127	293	338	82
StuCo	761	7,932	7,815	878
Subtotal Middle School	<u>1,155</u>	<u>10,276</u>	<u>9,796</u>	<u>1,635</u>
High School -				
Boys BB Student account	387	1,121	519	989
Girls BB Student account	192	2,196	2,152	236
Football Student account	1,913	8,971	10,517	367
Track Student account	173	425	197	401
Volleyball Student account	171	950	818	303
Music Student account	922	8,730	9,118	534
Cheerleaders	3,409	1,615	2,283	2,741
Drama/Play	3,410	3,451	3,295	3,566
Entrepenurial class	243	2,533	2,434	342
FFA Student account	2,295	9,672	11,672	295
Forensics/Speech Student account	544	-	190	354
German exchange	154	-	-	154
Stuco	1,171	-	733	438
Class of 2016	-	25	-	25
Class of 2015	-	610	43	567
Class of 2014	-	3,317	2,779	538
Class of 2013	782	29	811	-
Class of 2012	297	-	297	-
Quiz Bowl Club	223	-	-	223
National Honor Society	23	-	-	23
Subtotal High School	<u>16,309</u>	<u>43,645</u>	<u>47,858</u>	<u>12,096</u>
Total Student Organization Funds	<u>17,464</u>	<u>53,921</u>	<u>57,654</u>	<u>13,731</u>
Sales Tax				
Sales Tax - Middle School	108	725	700	133
Sales Tax - High School	27	2,951	2,971	7
Total Sales Tax	<u>135</u>	<u>3,676</u>	<u>3,671</u>	<u>140</u>
Total Agency Funds	<u>\$ 17,599</u>	<u>\$ 57,597</u>	<u>\$ 61,325</u>	<u>\$ 13,871</u>

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

SCHEDULE OF RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH
Regulatory Basis
For the Year Ended June 30, 2013

	<u>Beginning Unencumbered Cash Balance</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Ending Unencumbered Cash Balance</u>	<u>Add Encumbrances and Accounts Payable</u>	<u>Ending Cash Balance</u>
Gate Receipts:						
High School Athletics	\$ 8,666	\$ 12,820	\$ 11,391	\$ 10,095	\$ -	\$ 10,095
School Projects:						
Grade School						
Student Activity	1,208	2,301	2,598	911	-	911
SAPT	296	209	-	505	-	505
RIF	101	420	381	140	-	140
Library	571	4,534	3,813	1,292	-	1,292
Middle School						
Band students	431	160	190	401	-	401
Student activities	47	2,883	2,876	54	-	54
Yearbook	836	2,254	1,096	1,994	-	1,994
High School						
Athletics student accounts	1,948	5,446	3,407	3,987	-	3,987
Library Fund	709	833	1,221	321	-	321
Antidrug Project	270	-	-	270	-	270
Concessions	-	12,727	12,727	-	-	-
Student Benefits/Vending Machine	3,700	9,018	4,392	8,326	-	8,326
Total School Projects	<u>10,117</u>	<u>40,785</u>	<u>32,701</u>	<u>18,201</u>	<u>-</u>	<u>18,201</u>
Total District Activity Funds	<u>\$ 18,783</u>	<u>\$ 53,605</u>	<u>\$ 44,092</u>	<u>\$ 28,296</u>	<u>\$ -</u>	<u>\$ 28,296</u>

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

RELATED MUNICIPAL ENTITY

RECREATION COMMISSION

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

Regulatory Basis

For the Year Ended June 30, 2013

(With Comparative Actual Totals for the Prior Year Ended June 30, 2012)

	2012 Actual	2013		Variance Over (Under)
		Actual	Budget	
Receipts:				
Tax receipts	\$ 33,833	\$ 33,600	\$ 35,000	\$ (1,400)
Participation fees	1,392	1,402	1,000	402
Interest on idle funds	8	8	8	-
Total Receipts	<u>35,233</u>	<u>35,010</u>	<u>\$ 36,008</u>	<u>\$ (998)</u>
Expenditures:				
Baseball	6,803	6,168	\$ 5,500	\$ 668
Basketball	1,349	821	3,500	(2,679)
Insurance	986	938	1,000	(62)
Improvements	6,972	4,500	5,500	(1,000)
Arts and crafts	500	-	500	(500)
Golf	7,000	7,000	7,000	-
Skating activities	1,500	1,000	1,000	-
Civic theater support	2,500	2,625	2,500	125
Sunset home support	3,500	5,000	3,500	1,500
Library support	3,000	3,190	3,000	190
Scholarship support	200	2,965	1,000	1,965
Indoor recreation program	1,300	1,000	2,000	(1,000)
Miscellaneous	443	118	1,000	(882)
Football	-	-	500	(500)
Outdoor recreation	-	1,000	2,000	(1,000)
Total Expenditures	<u>36,053</u>	<u>36,325</u>	<u>\$ 39,500</u>	<u>\$ (3,175)</u>
Receipts Over (Under) Expenditures	(820)	(1,315)		
Unencumbered Cash, Beginning	<u>14,954</u>	<u>14,134</u>		
Unencumbered Cash, Ending	<u>\$ 14,134</u>	<u>\$ 12,819</u>		