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**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA**

**Financial Report  
For the Year Ended June 30, 1999**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or reviewed, and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date: 12-2000

CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA

FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 1999

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CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA

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**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA**

**FINANCIAL REPORT**

**FOR THE YEAR ENDED JUNE 30, 1999**

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**Luffey  
Huffman  
& Monroe**

MEMBER FIRM OF THE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS  
**CERTIFIED PUBLIC ACCOUNTANTS**

John L. Luffey, CPA, CMA, CFPA  
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## **Independent Auditor's Report**

### **City of Monroe School Board Monroe, Louisiana**

We have audited the accompanying general-purpose financial statements of the **City of Monroe School Board (the School Board)** as of and for the year ended June 30, 1999, as listed in the accompanying Table of Contents. These general-purpose financial statements are the responsibility of the School Board's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Louisiana Governmental Audit Guide, issued by the Louisiana Society of Certified Public Accountants and the Louisiana Legislative Auditor. 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.

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the School Board as of June 30, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued our report dated December 22, 1999 on our consideration of the School Board's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements of the School Board taken as a whole. The accompanying financial information listed as Schedules in the Table of Contents is presented for purposes of additional analysis and is not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general-purpose financial statements taken as a whole.

The financial information for the previous year which is included for comparative purposes was taken from the financial report for that year in which we expressed an unqualified opinion on the general purpose financial statements of the School Board.



(A Professional Accounting Corporation)

December 22, 1999

**GENERAL PURPOSE FINANCIAL STATEMENTS  
COMBINED STATEMENTS - OVERVIEW**

**CITY OF MONROE BOARD OF SUPERVISORS**  
**MONROE, LOUISIANA**  
**COMBINED BALANCE SHEET - ALL FUNDS TYPES AND ACCOUNT GROUPS**  
**JUNE 30, 2009**

	Governmental Fund Types			
	General	Special Revenue	Debt Service	Capital Projects
<b>ASSETS</b>				
Cash and Cash Equivalents	\$ 199,002	\$ 1,420,611	\$ 1,588,186	\$ 1,783,208
Investments	150,000	-	-	4,000,000
Accounts Receivable	1,074,131	610,807	50,450	-
Due From Other Governments:				
Due From Federal Sources	-	1,016,337	-	-
Due From State Sources	-	450,739	-	-
Due From Local Sources	-	5,889	-	-
Due From Other Funds	1,281,204	448,875	81,183	9,174
Inventory and Prepaid Expenses	193,778	88,884	-	-
Contract Fund Assets	-	-	-	-
Amount Available to Interim Services Fund	-	-	-	-
Amount to be Reimbursed for the Settlement of General Long-Term Debt	-	-	-	-
<b>TOTAL ASSETS</b>	<b>\$ 3,898,115</b>	<b>\$ 3,976,946</b>	<b>\$ 3,669,819</b>	<b>\$ 5,872,682</b>
<b>LIABILITIES AND FUND EQUITY</b>				
<b>Liabilities</b>				
Due Vendors	\$ 871,064	\$ -	\$ -	\$ -
Accounts Payable	180,000	100,000	-	261,176
Salaries and Wages Payable	1,004,284	11,918,819	-	9,666
Due to Other Funds	1,004,131	1,174,884	-	111,177
Funds Due to Other	88,000	-	-	-
Accounts Due for Other Governments	-	-	-	-
Deferred Revenues	-	-	-	-
General Obligation/Bonds Payable	-	-	-	-
Contributor of Indebtedness Payable	-	-	-	-
Obligations to Component Activities	-	-	-	-
<b>Total Liabilities</b>	<b>3,967,479</b>	<b>12,193,703</b>	<b>-</b>	<b>261,842</b>
<b>Fund Equity</b>				
Investment in Capital Fund Assets	-	-	-	-
Fund Balance (planning)				
Reserved for Inventory and Prepaid Expenses	-	90,000	-	-
Reserved for Capital Improvements	-	-	-	6,044,133
Reserved for Debt Service	-	-	1,599,670	-
Reserved for Indebtedness/Wages	-	1,088,819	-	-
Unreserved/Unassigned	(2,874,849)	(181,704)	-	-
<b>Total Fund Equity (planning)</b>	<b>(2,874,849)</b>	<b>1,016,115</b>	<b>1,599,670</b>	<b>6,044,133</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$ 3,898,115</b>	<b>\$ 12,210,818</b>	<b>\$ 1,599,670</b>	<b>\$ 12,914,647</b>

The accompanying notes are an integral part of this financial statement.

Fiscal Year	Account Group			Total	
	General	Special	General	(Miscellaneous Fee)	
	Short	Long-Term		Item #1	Item #2
	Term	Bond		000	000
1	476,000	-	-	5,294,000	10,990,000
	540,000	-	-	6,490,000	11,490,794
	-	-	-	2,448,000	3,493,776
	-	-	-	2,840,000	3,493,600
	-	-	-	440,000	760,000
	-	-	-	4,400	1,000
	-	-	-	6,490,000	11,113,600
	-	-	-	1,000,000	81,000
	-	75,000,000	-	75,000,000	74,199,000
	-	-	1,000,000	1,000,000	1,000,000
	-	-	10,490,000	10,490,000	13,103,104
1	476,000	74,000,000	10,490,000	84,480,000	116,603,104
2	-	-	-	90,000	-
	-	-	-	1,100,000	1,400,000
	-	-	-	2,400,000	4,000,000
	-	-	-	6,490,000	11,700,000
	-	-	-	70,000	-
	476,000	-	-	476,000	50,794
	-	-	-	-	4,000
	-	-	11,000,000	11,000,000	11,490,000
	-	-	1,000,000	1,000,000	-
	-	-	1,000,000	1,000,000	1,000,000
	476,000	-	14,000,000	15,476,000	16,540,000
	-	75,000,000	-	90,000,000	14,100,000
	-	-	-	80,000	81,000
	-	-	-	6,490,000	8,000,000
	-	-	-	1,000,000	1,000,000
	-	-	-	1,000,000	1,100,000
	-	-	-	1,000,000	1,100,000
	-	-	-	1,000,000	1,100,000
	-	75,000,000	-	90,000,000	99,000,000
2	476,000	75,000,000	14,000,000	94,480,000	136,603,104

**CITY OF WASHINGTON HEIGHTS, OHIO**  
**GENERAL LEDGER**

**FINANCIAL STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCES**  
**ALL GOVERNMENTAL FUND TYPES**  
**FOR THE FISCAL YEAR ENDED 6/30/2010**  
**THE COMPARISONS FOR ALL FUNDS HAVE BEEN MADE TO 2009**

Revenue	2010					
	(UNAUDITED)					
	2010		2009		2008	
	Actual	Budget	Actual	Budget	Actual	Budget
<b>Local Revenues</b>						
<b>Taxes</b>						
<b>All Values</b>	\$ 4,890,000	-	\$ 4,875,000	-	\$ 4,888,000	\$ 4,875,000
<b>Motor Fuel Taxes</b>	-	\$ 500,000	-	-	\$ 500,000	\$ 500,000
<b>Transfer of Revenues</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Other</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>State Revenues</b>						
<b>Unshared State &amp; Fed</b>	\$ 2,000,000	-	-	-	\$ 2,000,000	\$ 2,000,000
<b>Shared/Quoted Aid</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>State Indemnities/Reinsurance/Expenses</b>	\$ 0	-	-	-	\$ 0	\$ 0
<b>Federal Revenues</b>						
<b>Shared/Quoted Aid</b>						
<b>Grant</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Interest</b>	-	\$ 0	-	-	\$ 0	\$ 0
<b>Total Revenues</b>	\$ 6,890,000	\$ 500,000	\$ 4,875,000	\$ 0	\$ 6,888,000	\$ 6,875,000
<b>Expenses</b>						
<b>Salaries</b>						
<b>Regular Payroll</b>	\$ 2,000,000	\$ 2,000,000	-	\$ 0	\$ 2,000,000	\$ 2,000,000
<b>Special Payroll</b>	\$ 0	\$ 0	\$ 0	-	\$ 0	\$ 0
<b>Expenses/Services</b>						
<b>Administration</b>	\$ 1,000,000	\$ 1,000,000	-	-	\$ 1,000,000	\$ 1,000,000
<b>Investment Exp</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Other Administration</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Public Administration</b>	\$ 1,000,000	\$ 0	-	-	\$ 1,000,000	\$ 0
<b>Public Services</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Maintenance</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Transportation</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Other Expenses</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Capital Expenditures</b>	\$ 0	\$ 0	-	\$ 0	\$ 0	\$ 0
<b>Other Revenues</b>	\$ 0	-	\$ 0	-	\$ 0	\$ 0
<b>Transfers</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Contingencies/Reserves</b>						
<b>Provisions</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Operating Reserve (Net)</b>						
<b>Operating Transfers</b>	-	\$ 0	\$ 0	-	\$ 0	\$ 0
<b>Operating Transfers (Net)</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Transfer of Interest &amp; Div</b>	\$ 0	\$ 0	-	-	\$ 0	\$ 0
<b>Transfer from Contingency/Reserves</b>	\$ 0	-	-	-	\$ 0	\$ 0
<b>Transfer to Contingency/Reserves</b>	\$ 0	\$ 0	\$ 0	-	\$ 0	\$ 0
<b>Change in Fund Balance</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Balance at End of Fiscal Year</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>2009 Balance at End of Fiscal Year</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

The accompanying notes are an integral part of these financial statements.

## CITY OF MONROE SCHOOL BOARD

## MONROE, LOUISIANA

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCE - BUDGET (PLAN) 1998 AND ACTUAL  
 GENERAL FUND, CAPITAL PROJECT FUND AND SPECIAL REVENUE FUND  
 FOR THE YEAR ENDED JUNE 30, 1998

Revenue	General Fund		
	Actual	Budget	Variance (Favorable /Unfavorable)
<b>Revenue</b>			
<b>Local Sources</b>			
Ad Valorem Taxes	\$ 4,074,000	\$ 4,070,000	\$ 4,000
Special Use Taxes	-	-	-
Participating Government Grants	84,270	80,000	4,270
State Sources			
Continued Grants in Aid	2,440,000	2,440,000	-
Recurrent Grants in Aid	174,270	170,000	4,270
Other State Revenue	0,000	0,000	-
Federal Sources			
Grants in Aid in Aid	180,270	180,000	270
Others	-	-	-
<b>Total Revenue</b>	<b>\$7,802,540</b>	<b>\$7,860,000</b>	<b>\$57,460</b>
<b>Expenditures</b>			
<b>Current</b>			
<b>Instructional</b>			
Regular Programs	\$2,950,000	\$2,890,000	\$60,000
Special Programs	4,814,270	4,836,700	(22,430)
Support Services			
Building Services	1,100,000	1,100,000	-
Transportation	20,000	20,000	-
General Administration	1,000,000	1,000,000	-
Human Administration	1,075,000	1,075,000	-
Business Services	800,000	800,000	-
Food Services	500,000	500,000	-
Transportation	1,000,000	1,000,000	-
Other Support	300,000	300,000	-
Capital Budget	1,000,000	1,000,000	-
Other and Other Changes	0,000	0,000	0,000
<b>Total Expenditures</b>	<b>\$12,669,270</b>	<b>\$12,625,000</b>	<b>\$44,270</b>
<b>Transfers/Reimburse of Revenue from Expenditures</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$0,000</b>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	-	-	-
Operating Transfers (Out)	(700,000)	(700,000)	0,000
Transfer of Fund/Out	107,000	107,000	0,000
Other Receipts	1,700,000	1,800,000	(100,000)
<b>Total Other Financing Sources (Use)</b>	<b>\$1,007,000</b>	<b>\$1,207,000</b>	<b>\$190,000</b>
<b>Excess/(Deficiency) of Revenue over Expenditures (Less Expenditures and Other Transfers)</b>	<b>\$1,132,270</b>	<b>\$1,235,000</b>	<b>\$102,730</b>
<b>Fund Balance (Deficit) - Beginning of Year</b>	<b>(107,000)</b>	<b>(107,000)</b>	<b>0</b>
<b>FUND BALANCE (DEFICIT) END OF YEAR</b>	<b>\$0,125,270</b>	<b>\$1,128,000</b>	<b>\$1,002,730</b>

The accompanying notes are an integral part of this financial statement.



**CITY OF MEMPHIS CODE, BOARD**  
**MEMPHIS, TENNESSEE**  
**GENERAL AND SPECIAL FUND BALANCE SHEET (REVENUE, EXPENSES AND ASSETS)**  
**(FINANCIAL STATEMENT BALANCE SHEET SUBJECT TO ALL PRORATIONS AND ADJUSTMENTS)**  
**GENERAL FUND, CAPITAL PROJECTS FUND AND SPECIAL REVENUE FUNDS ACCOUNTS**  
**FOR THE YEAR ENDING JUNE 30, 2018**

Accounts	Special Revenue Funds		
	Actual	Budget	Variance Excess (Deficiency)
<b>Local Revenues:</b>			
Admission Fees	\$ 4,233,668	\$ 4,446,000	\$ (212,332)
Fees on Licenses	135,767	135,767	-
Other	240,234	240,776	(542)
Total Revenues	4,609,670	4,822,543	(212,873)
Miscellaneous Grants In Aid	-	-	-
Miscellaneous Grants In Aid	1,075,000	1,075,000	-
<b>Capital Revenues:</b>			
Miscellaneous Grants In Aid	95,000	1,000,000	(905,000)
Interest	303,181	303,181	-
Total Revenues	5,007,851	6,125,724	(1,117,873)
<b>Expenses:</b>			
<b>General</b>			
Administration			
Capital Programs	2,626,780	2,274,254	352,526
General Programs	668,388	5,588,742	(4,920,354)
Support Services			
Business Services	431,488	1,020,000	(588,512)
Informational Staff	1,588,638	1,885,788	(297,150)
General Administration	15,083	15,000	83
Legal Administration	88,676	288,888	(200,212)
Miscellaneous	54,876	71,888	(17,012)
Other Services	388,920	425,100	(36,180)
Transportation	28,887	171,888	(143,001)
Other Support	84,485	188,620	(104,135)
Contingency	1,000,000	1,000,000	-
Total Expenses	7,099,257	12,788,278	(5,689,021)
<b>Transfers (Indefinitely or Otherwise) from Expenditures</b>	45,000	(45,000)	90,000
<b>Other Funding Sources (Uses)</b>			
Transfer of Balance For			
Operating Involvement	(81,148)	(81,148)	-
Operating Involvement	88,774	88,774	-
Operating Involvement	(88,282)	(88,888)	606
Total Other Funding Sources (Uses)	(80,656)	(81,262)	606
<b>Transfers (Indefinitely) of Revenues and Other</b>			
Miscellaneous Grants Expenditures and Other Use	12,007	0	12,007
<b>Total Balance or Deficiency of Year</b>	(60,805)	(60,805)	-
<b>OPEN BALANCE AT END OF YEAR</b>	\$ 11,739,111	\$ 84,404	\$ 11,654,707

The increases may result in a surplus of the fund's resources.

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 1999**

**Note 1 - Summary of Significant Accounting Policies**

**ORGANIZATION**

The City of Monroe School Board (the School Board) is governed by a seven-member board, each of whom is elected from a single member district. It operates under the authority of the City of Monroe Charter of 1900, as amended by the Mayor-Council Home Rule Charter for the City of Monroe, adopted in August 1979. The School board is authorized to establish and operate public schools within the City of Monroe.

The school system is composed of a central office, 20 schools and 2 support facilities. The school system serves approximately 18,700 students. The School Board employs approximately 1,200 persons of which over 950 are directly involved in the instructional process. The remainder provide ancillary support such as general administration, repair and maintenance, bus transportation and food service. The regular school term normally begins during the latter half of August and runs until the end of May.

**REPORTING ENTITY**

The School Board is the basic level of government which has oversight responsibility and control over all activities related to public school education in the city of Monroe. The School Board receives funding from Federal, state and local sources and must comply with the requirements of those funding source entities. However, the School Board is not included in any other governmental reporting entity as defined by Governmental Accounting Standards Board (GASB) Statement No. 14 *The Reporting Entity*, since the members of the School Board are elected by the public and have decision making authority, the authority to levy taxes, the power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters.

**A. Fund Accounting**

The accounts of the School Board are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not accounted in the funds because they do not directly affect net expendable available financial resources. Funds and account groups used in this report as compared to School Board terminology are as follows:

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 1999**

<u>This Report</u>	<u>School Board Terminology</u>
General Fund	General Fund Payroll Fund Insurance Funds Bus Capital Project
Special Revenue Funds	Title I, II and VI Grant Programs Special Education Grant Programs Vocational and Adult Education Funds School Food Service Funds Sales Tax Funds State Grant Funds Drug Free Funds Other Special Revenue Funds
Capital Projects Fund	Construction Fund
Debt Service Funds	Bond Redemption Fund Bus Purchase
Fiduciary Fund Type - Agency	School Activity Funds
General Fixed Assets Account Group	Real Estate, Furniture, Fixtures and Equipment Accounts
General Long-Term Debt Account Group	Accumulated Compensated Absences, Bonds and Certificates of Indebtedness

Governmental resources are allocated to and accounted for in the individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The funds are grouped into the following generic fund types:

**GOVERNMENTAL FUNDS**

All governmental funds are accounted for on a spending or "financial flow" measurement basis. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of available spendable resources during a period.

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 1999**

The School Board uses the following governmental fund types:

*General Fund* - The General Fund is the general operating fund of the School Board. It is used to account for all financial resources except those required to be accounted for in another fund.

*Special Revenue Funds* - These funds are used to account for the proceeds of special revenue sources that are legally restricted for special expenditures purposes, as follows:

Title I of the Elementary and Secondary Education Act (ESEA) is a Federally-financed program for educationally deprived school children residing in areas having high concentrations of children from low-income families. The Title I services are provided through various projects which are designed to meet the special needs of educationally deprived children. The activities supplement rather than replace state and locally mandated activities.

Title II ( Eisenhower Professional Development) of ESEA is a Federal program which provides funds for math and science related programs.

Title VI of ESEA is a Federal program which provides funds to the School Board for equipment, books, supplies and other approved grants items.

Special Education Programs include Federally financed programs established under various public laws to provide free appropriate education for all identified handicapped children from preschool to 21 years of age in the least restrictive environment.

Vocational and Adult Education Funds are used to more fully develop the academic and occupational skills of students to enhance their ability to compete in a technologically advancing workplace.

School Food Services is used to account for the activities of school food services, breakfast and lunch revenues and expenditures incurred in providing services to pupils.

The Sales Tax Fund account for the collection and distribution of the sales tax levies for the School Board. All of the sales taxes collected under the pre-1994 tax is dedicated to supplement other revenues available to the School Board for the payment of salaries of teachers and other School Board personnel. Of the tax passed by the voters in 1994, seventy percent of the tax collected is dedicated for similar purposes, with the balance dedicated for instructional purposes.

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State Grant Funds are used to account for the proceeds of specific state grants supporting the Multisensory Arts Program, Textbooks, Classroom Based Technology, Model Early Childhood, Gifted/Talented and other special programs.

Drug Free Schools Funds (Title IV of ESEA) are used for raising the drug abuse awareness of students and to provide an atmosphere for a drug-free learning environment.

The Other Special Revenue Funds account for various grants provided to the School Board by government, corporate and other grantors.

*Debt Service Funds* - The Debt Service Funds are used to accumulate resources used for the payment of long-term indebtedness principal, interest and related bond charges.

*Capital Projects Fund* - This fund is used to account for resources accumulated and expended for the acquisition or construction of general fixed assets.

**FIDUCIARY FUNDS**

*Agency Funds* - These funds are used to account for assets held by the School Board in a trustee capacity or as an agent for individuals, private organizations or other governmental units and/or other funds. The School Activity Fund accounts for all individual school activity funds. While these funds are under the supervision of the School Board, they belong to the individual schools or their student bodies and are not available for use by the School Board.

**ACCOUNT GROUPS**

Account groups are not "funds". Rather, they are concerned only with the measurement of financial position related to *non-current assets* (general fixed assets) and *noncurrent liabilities* (general long-term debt). They are not involved with measurement of results of operations. The School Board uses the following account groups:

*General Fixed Assets Account Group* - This account group is established to account for all fixed assets of the School Board except those reported in the City of Monroe, Louisiana, financial statements.

*General Long-Term Debt Account Group* - This account group is established to account for all long-term obligations of the School Board, including compensated absences and bond obligations.

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**B. Total Column on Combined Statements-Overview**

Total columns on the Combined Statements-Overview are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis and do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

**C. Basis of Accounting**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental and agency funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

**D. Budgets**

Annual appropriated budgets are adopted by the School Board on the General Fund, all Special Revenue Funds, the Capital Projects Fund and the Debt Service Fund. Budgets are prepared on the modified accrual basis of accounting. Budget amounts included in the accompanying general-purpose financial statements include the original adopted budget plus all amendments. The School Board follows these procedures in establishing the budgetary data reflected in these financial statements:

1. The Superintendent submits to the School Board a proposed consolidating General Fund operating budget for the succeeding year.
2. This proposed consolidating budget is adopted by the School Board in August or September, with the final amended budget being adopted in June.
3. A public hearing is scheduled by the School Board after allowing for at least ten days notice to the public at the time the proposed budget is initially submitted to the Board.
4. Any revision requiring alteration of levels of expenditures or transfers between funds must be approved by the School Board.
5. Operating appropriations, to the extent not expended, lapse at year end.

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**E. Encumbrances**

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting - under which purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation - is utilized in the governmental funds. Outstanding encumbrances are reversed at year end, resulting in liabilities and expenditures in the individual funds.

**F. Investments**

Investments, consisting of certificates of deposit, are stated at amortized cost in accordance with the provisions of GASB Statement No. 31.

**G. Inventories**

Inventory of the School Food Service Fund consists of food and supplies. The inventories are recorded as an expenditure as they are consumed. Inventory is valued at cost on the first-in, first-out (FIFO) method. Commodities provided to the School Board by the United States Department of Agriculture (USDA) through the state Department of Education are reflected as revenue when received and as an expenditure when consumed. Commodities are valued at amounts assigned by the USDA.

**H. General Fixed Assets and Long-Term Liabilities**

*General Fixed Assets* - General fixed assets have been acquired for general governmental purposes. Assets purchased are recorded as expenditures in the governmental funds and capitalized at cost in the General Fixed Assets Account Group (GFAAG). Donated assets are recorded at fair market value on the date of the donation. Where historical cost and other relevant data are unavailable, various equipment and structures on school premises have been stated at estimated historical cost as determined by applying construction cost indexes to estimated replacement cost as permitted by National Council on Governmental Accounting Statement 1, Paragraph 47.

General fixed asset values determined by use of estimates is less than 20%. No depreciation has been provided on general fixed assets.

*Long-Term Debt* - Long-term debt is recognized as a liability of a governmental fund when due. For other long-term obligations, only that portion expected to be financed from available expendable resources is reported as a fund liability of a governmental fund. The remaining portion is reported in the General Long-Term

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**Debt Account Group (DLTDAG).** The School Board reports accumulated sick leave, outstanding bond indebtedness and other long-term debt obligations in the DLTDAG.

**J. Fund Reserves**

Fund reserves are portions of fund equity that are legally restricted for future use and are therefore not available for current operations. The fund balance reserved for insurances represents the cost of inventories on hand and is, therefore, not available for expenditures.

**J. Compensated Absence**

All employees receive ten sick days each year, with the unused portion being accumulated and carried forward. Upon retirement, employees with twenty years of service or more are paid for up to 25 days of accumulated sick leave. Only employees who work 12 calendar months per year earn vacation days. Effective July 1, 1994 the School Board revised its policy regarding payment of accumulated vacation days to allow for a maximum accumulation and payment of no more than 30 days with persons credited with days in excess of 30 as of the effective date being grandfathered in at their current accumulation up to 45 days.

**K. Sales and Use Taxes**

The voters of Ouachita Parish authorized the City of Monroe School Board and the Ouachita Parish School Board to jointly levy and collect a 1/2 of 1% sales and use tax. The net proceeds of the tax are to be allocated and prorated between the two school boards annually on the basis of average daily membership for the preceding school year. Eighty-eight percent of the sales and use tax revenues accrued by the School Board is to be used for the payment of the salaries for teachers, as defined by the Louisiana State Department of Education and the remaining twelve percent is to be used for the payment of salaries to designated personnel other than teachers. In March, 1994, the voters of the City of Monroe approved the levy of a 1/2 of 1% sales and use tax effective July 1, 1994. The net proceeds of the tax are to supplement salaries and benefits of certified teachers and other personnel and to provide additional funds for instructional activities.

**L. Comparative Total Data**

Comparative total data for the prior year have been presented in the accompanying general-purpose financial statements in order to provide an understanding of changes in the School Board's financial position and operations. However, comparative data have not been presented in all statements because their inclusion

**CITY OF MONROE SCHOOL BOARD  
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would make certain statements unduly complex and difficult to understand. Various reclassifications have been made to the prior year financial statements to make them comparable to current year presentations.

**Note 2 - Excess of Expenditures Over Appropriations and Deficit Fund Balance**

Actual expenditures and other financing uses did not exceed budgeted expenditures and other financing uses on any fund with an adopted budget by more than 5%.

A deficit unreserved/undesignated fund balance of approximately \$2.2 million exists in the General Fund, and the School Food Services Special Revenue Fund has a deficit of approximately \$400,000. It is expected that these deficits will be closed by future revenues and operational changes within the school system.

**Note 3 - Cash and Certificates of Deposit**

The School Board's cash and certificates of deposit consist of deposits with financial institutions. The certificates of deposit have varying maturities. The School Board's investment policy is governed by state statutes. Permissible investments include direct obligations of the U.S. Government and agency securities, certificates of deposit, and savings accounts or savings certificates of savings and loan associations and repurchase agreements. Collateral is required for demand deposits, certificates of deposit, savings certificates of savings and loan associations and repurchase agreements at 100% of all amounts not covered by deposit insurance. Obligations that may be pledged as collateral are obligations of the United States government and its agencies and obligations of the state and its subdivisions.

The following is a schedule of the School Board's cash and certificates of deposit at June 30, 1999. Differences between School Board and bank balances arise because of the net effect of deposits in transit and outstanding checks.

		<u>School Board Balance</u>		<u>Bank Balance</u>
Cash on Deposit	\$	1,418,762	\$	1,450,390
Cash Equivalents				
Certificates of Deposit		2,292,689		2,292,689
Other		106,669		108,603
Certificates of Deposit		<u>6,290,089</u>		<u>6,218,890</u>
<b>TOTAL</b>	<b>\$</b>	<b><u>12,087,517</u></b>	<b>\$</b>	<b><u>13,128,972</u></b>

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The School Board's investments and deposits at June 30, 1999 are categorized below to give an indication of the level of risk assumed by the School Board at year-end. Category 1 includes investments that are insured or registered or for which the securities are held by the School Board or its custodial agent in the School Board's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the financial institution's trust department or custodial agent in the School Board's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the financial institution, or by its trust department or custodial agent but not in the School Board's name.

	Risk Category	
	1	2
Insured Deposits	\$ 233,308	\$ -
Uninsured Deposits:		
Collateralized	3,289,206	1,347,180
<b>Total Deposits</b>	<b>\$ 3,522,514</b>	<b>\$ 1,347,180</b>

Investments of the School Board as of June 30, 1999 consisted entirely of certificates of deposit with a carrying and market value of \$3,250,000 and were held by the School Board's agent in the School Board's name (Risk Category 1).

**Note 4 - Ad Valorem Taxes**

The City of Monroe bills and collects property taxes for the School Board using the assessed values determined by the tax assessor of Ouachita Parish. For the year ended June 30, 1999, taxes of 50.24 mills were levied on property with assessed valuations totaling \$289,380,476 and were dedicated as follows:

School Operations, Maintenance, Aid and Support	26.09 mills
Series 1994 Bonds Debt Service	13.25 mills
Series 1995 Bonds Debt Service	10.00 mills
	<b>50.24 mills</b>

The School Board's portion of the total taxes originally levied was \$14,898,315, of which \$11,921,238 was assessed on property owners and \$2,964,979 was assessed under Homestead Exemptions. The School Board collected \$12,368,138 through June 30, 1999 of which only a nominal amount was for prior year levies. Approximately 79% of the homestead exemption is not appropriated by the state of Louisiana and therefore is not collected.

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MONROE, LOUISIANA  
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**Property Tax Calendar**

Assessment Date	December 31, 1998
Levy Date	November 30, 1998
Tax Bills Mailed	December 14, 1998
Total Taxes Are Due	December 31, 1998
Penalties and Interest Are Added	February 1, 1999
lien Date	June 5, 1999
Tax Sale - 1998 Delinquent Property	June 12, 1999

Assessed values are established by the Ouachita Parish Tax Assessor each year on a uniform basis at the following ratios to fair market value.

10% Land	15% Machinery
10% Residential Improvements	15% Commercial Improvements
15% Industrial Improvements	25% Public Service Properties, Excluding Land

**Note 5 - General Fixed Assets**

A summary of changes in general fixed assets for the year ended June 30, 1999, follows:

	Balance June 30, 1998	Additions	Retirements	Balance June 30, 1999
Land	\$ 3,193,809	\$ -	\$ -	\$ 3,193,809
Buildings	12,979,257	3,087,842	-	16,067,099
Improvements-Other				
Then Buildings	48,136,148	1,506,947	-	49,643,095
Equipment & Furniture	3,384,371	2,039,498	(335,624)	5,088,245
Constructors in Progress	4,681,388	-	(4,681,388)	-
<b>TOTAL</b>	<b>\$ 79,238,181</b>	<b>\$ 6,627,884</b>	<b>\$ (4,818,236)</b>	<b>\$ 81,047,829</b>

**Note 6 - Significant Concentrations of Risk**

Amounts due from governmental agencies represent substantially all of receivables from outside sources. The School Board derives a majority of its revenue from grants by governmental agencies and is, therefore, economically dependent upon these grants.

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MONROE, LOUISIANA  
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**Note T - Pension and Retirement Plans**

*State-sponsored Plans:*

Substantially all employees of the School Board are members of two statewide retirement systems which are multiple-employer, cost-sharing public employee retirement systems. In general, professional employees such as teachers, principals and paraprofessionals are members of the Louisiana Teachers' Retirement System (TRS); other employees, such as custodial personnel and bus operators, are members of the Louisiana School Employees' Retirement System (LSERS). Generally, all full-time employees are eligible to participate in the systems, with employee benefits vesting after 10 years of service.

Under the TRS Regular Plan, there are two retirement formulas: the 2% formula and the 2.5% formula. Participants may retire under the 2% formula at age 60 with at least 10 years of service credit or at any age with 20 years of service credit. Under the 2.5% formula, participants may retire at age 65 with 20 years of service credit, at age 55 with 35 years of service credit, or at any age with 30 years of service credit. The retirement benefit formula is based on the average salary of the 36 highest consecutive months times the applicable retirement percentage formula.

Under the TRS-Plan A, normal retirement is generally at any age with 30 or more years credited service, and at the age of 55 with at least 25 years of credited service and at age 60 with at least 10 years of credited service. The retirement benefit formula is generally 3% times the average salary of the 36 highest successive months.

*Funding Policy:* As provided by statute, the School Board's employer contributions to the TRS are funded by the State of Louisiana through expenditures by the School Board of state Minimum Foundation Program (MFP) funds and local ad valorem and sales taxes. State statutes also require covered employees to contribute a percentage of their salaries to the system. As further provided by statute, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the system's prior fiscal year. The School Board's contributions to the TRS plans for the years ended June 30, 1999, 1998 and 1997 were \$4,923,325; \$4,479,650; and \$4,271,600, respectively, equal to the statutorily required contributions in each year.

The TRS issues an annual, publicly-available financial report that includes financial statements and required supplementary information for the retirement systems. The report may be obtained by writing the Teachers' Retirement System, P.O. Box 94123, Baton Rouge, Louisiana 70804-9123 or by calling (504) 925-6446.

Employees participating in the LSERS are eligible for normal retirement after 30 years

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of service at any age, 25 years of service at age 55, or 10 years of service at age 60. The maximum retirement allowance is computed as 2.5% times the highest 36 months of average salary, times the years of service plus a supplement of \$2.00 per month times the years of service.

*Funding Policy:* As provided by statute, the School Board's employer contributions to the LSERS are funded by the State of Louisiana through expenditures by the School Board of state MFP funds and local ad valorem and sales taxes. State statutes also require covered employees to contribute a percentage of their salaries to the system. As further provided by statute, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the system's prior fiscal year. The School Board's contributions to the LSERS plans for the years ended June 30, 1999, 1998 and 1997 were \$156,825; \$152,805; and \$150,767, respectively, equal to the statutorily required contributions in each year.

The LSERS issues an annual, publicly-available financial report that includes financial statements and required supplementary information for the retirement system. The report may be obtained by writing the Louisiana School Employees' Retirement System, P.O. Box 44516, Capitol Station, Baton Rouge, Louisiana 70834 or by calling (204) 925-6454.

*School Board Sponsored Plan*

During fiscal 1996, the School Board adopted for its employees a deferral compensation plan created in accordance with Internal Revenue Code (IRC) Section 457. The plan, available to all School Board employees, permits them to defer a portion of their salaries until future years. The School Board does not make any contributions to the plan. The deferred compensation is not available to employees until termination, retirement or unforeseen emergency. The deferred compensation is available to employee's beneficiaries in case of death.

Under the terms of a plan established in accordance with the terms of the amended IRC Section 457, all compensation deferred under the plan, all property and rights acquired with those amounts and all income attributable to those amounts and rights are solely the property and rights of the participants and their beneficiaries. As required by the amended IRC Section 457, the School Board has established custodial accounts with an unrelated third party administrator who holds in trust the assets and income of the plan.

The School Board implemented GASB Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans* in fiscal 1999. Under this statement, governments who have no responsibility for the plan and are not formally considered the plan's trustee are not required to report the plan in their financial statements. Since the plan's income and assets are held in trust by an

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
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FOR THE YEAR ENDED JUNE 30, 1999**

survived third party, the assets and related liability are no longer presented in the School Board's financial statements.

**Note 8 - Other Employees and Postemployment Benefits**

The School Board offers a cafeteria plan fringe benefit program under the Internal Revenue Code Section 125 for all employees who elect to participate. The Plan covers the employee's 90% share of the cost of group health coverage.

Group health and life insurance is provided to participating employees and retirees through the State Employee Group Benefits Program. In fiscal 1999, the School Board paid \$2,000,000 in connection with providing these benefits, including \$785,056 attributable to 381 retirees.

**Note 9 - General Long-Term Debt**

The following is a summary of changes in Long-Term Debt for the year ended June 30, 1999:

	Balance June 30, 1998		Increase	Decrease	Balance June 30, 1999
Bonds - 1994	\$ 28,175,000	\$	-	\$ (1,070,000)	\$ 28,185,000
Bonds - 1995	25,105,000		-	(810,000)	24,495,000
Certificates of Indebtedness	-	1,500,000		-	1,500,000
Commercial Advances, Net	<u>1,817,948</u>	<u>75,000</u>		<u>-</u>	<u>1,992,948</u>
<b>TOTAL</b>	<b>\$ 55,407,948</b>	<b>\$ 1,575,000</b>	<b>\$ (1,880,000)</b>	<b>\$</b>	<b>\$ 56,092,948</b>

Debt service requirements to maturity on all School Board General-Obligation Bonds and certificates of indebtedness outstanding at June 30, 1998, including interest of \$28,919,851 at rates ranging from 4.0% to 7%, is as follows:

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MONROE, LOUISIANA  
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Year Ending June 30,	Total Principal & Interest Due
2000	\$ 5,426,386
2001	5,353,893
2002	5,315,763
2003	5,297,503
2004	5,272,078
2005-2009	26,797,044
2010-2014	27,827,280
2015	2,949,470
TOTAL	\$ 83,859,857

**Note 10 - Lease Commitments and Rental Expense**

*Operating Leases*

The School Board leases various items of equipment and facilities under lease agreements which are subject to annual appropriations clauses. Generally, as equipment leases expire, they are replaced with other leases.

**Note 11 - Interfund Receivables and Payables**

Individual balances due to/from other funds at June 30, 1999, are as follows:

	Due From Other Funds	Due to Other Funds
<b>Governmental Funds:</b>		
General Fund	\$ 3,281,204	\$ 1,289,155
Capital Projects Fund	36,254	115,127
Debt Service Funds	803,035	-

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 1999**

<b>Special Revenue Funds:</b>		
ESEA, Title I	197	694,182
ESEA, Title II	259	60,432
Title VI	-	28,945
Special Education	11,170	152,750
Vocational/Adult Education	23,818	128,578
School Food Services	318,890	421,885
Sales Tax	32,909	1,086,870
State Grant	18,798	411,362
Drug Free	-	18,901
Other Grants	<u>48,174</u>	<u>708,221</u>
<b>TOTAL</b>	<b>\$ <u>4,659,358</u></b>	<b>\$ <u>4,659,358</u></b>

**Note 12 - Interfund Transfers**

During fiscal 1999, the Sales Tax Funds transferred \$202,479 to the School Food Service Fund for sales taxes collected for the payment of salaries. The General Fund transferred \$168,500 to the School Food Service Fund which represented Minimum Foundation Program funds applicable to the School Food Service Fund. Further, the General Fund transferred \$27,714; \$19,154; and \$45,542 to the English Proficiency Fund, the Gifted and Talented Fund and the L.E.A.P. Remediation Fund, respectively, representing state grant funds supporting these programs which were assigned into the General Fund. Certain Special Revenue funds transferred to the General Fund reimbursements of indirect costs totaling \$187,148 according to rates approved by various grant agencies.

**Note 13 - Risk Financing Activities**

The School Board manages its exposure under general liability, fleet, and excess and omnibus through the purchase of commercial insurance. Qualifying employees and retirees may participate in the state group medical and life insurance plans. Risk of loss under workers' compensation statutes is self-insured by the School Board for up to \$200,000 per occurrence, with reinsurance coverage in force for losses in excess of that amount. The self-insured plan is administered by a third party, with the claims under the self-insured amount paid by the General Fund; certain Special Revenue funds reimburse the General Fund for payment of their claims. Consistent with the provisions of GASB Statement No. 18 *Accounting and Financial Reporting for Risk Financing and Related Insurance Issues*, the School Board uses the General Fund to account for its risk financing activities. During the year ended June 30, 1999, the School Board incurred

**CITY OF MONROE SCHOOL BOARD  
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FOR THE YEAR ENDED JUNE 30, 1998**

and paid claims under the worker's compensation plan of approximately \$227,473, net of reimbursements. There were no material claims outstanding at June 30, 1998 or 1998.

**Note 14 - Litigation and Contingencies**

The School Board is a defendant in several lawsuits. Management and legal counsel for the School Board believe that the potential claims against the School Board, not covered by insurance, would not materially affect the School Board's financial position.

Pursuant to the Internal Revenue Code of 1996, an annual, excess arbitrage earned on the investment of certain bond proceeds are required to be paid periodically to the United States, except under certain circumstances. The amount of this arbitrage liability is currently estimated to be approximately \$38,000. However, this amount is subject to change and, therefore, the financial statements of the School Board do not reflect any arbitrage liability at June 30, 1998.

There is a worldwide challenge facing governmental and other entities commonly referred to as the Year 2000 (Y2K) issue. The Y2K issue is a result of problems which may occur with date-sensitive transactions or calculations on data processing systems that recognize years using two digits as opposed to four digits, e.g., "99" versus "1999". There is the potential for such systems to recognize the year 2000 as the year 1900. The implications of this problem are far-reaching and have the potential to disrupt business services and other activities.

The School Board has conducted a study of its own systems and operations and has initiated steps to take necessary and reasonable measures to provide for mission critical systems and operations to be Y2K compliant in a timely manner. This project includes confirmation of Y2K preparedness of significant outside parties which do business with the School Board. The total cost of the School Board's Y2K efforts on its systems is not expected to be material to the overall financial position of the School Board and will be funded from operations.

The assessments of risk to the School Board, the level of the compliance effort, the timetable for compliance and cost of bringing School Board systems to compliance are management's estimates. These estimates are based on numerous assumptions and future events. There is no guarantee that these estimates will prove accurate or that significant third parties will successfully and timely complete their Y2K remediation efforts; therefore, actual results could be different from those estimated.

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 1999**

**Note 15 – Uncertainties**

As previously discussed in Note 2, the General Fund has a deficit fund balance of approximately \$2.2 million at June 30, 1999. In June, 1999 management of the School Board adopted a comprehensive deficit reduction plan to be implemented in the June 30, 2000 fiscal year and beyond. Among other things this plan calls for fiscal 2000 expenditure reductions of up to \$2.2 million to help stabilize the short term financial position of the School Board. The plan also calls for operational changes in the daily affairs of the school district to provide for ongoing improvement in the

**SUPPLEMENTARY SCHEDULES -  
FINANCIAL SCHEDULES OF INDIVIDUAL FUNDS**

## SPECIAL REVENUE FUNDS

- A. Title I of the Elementary and Secondary Education Act (ESEA) is a Federally- financed program for meeting the needs of educationally deprived school children residing in areas having high concentrations of children from low-income families. The activities supplement rather than replace state and locally mandated activities.
- B. Title II (Discontinues Professional Development) of ESEA is a Federal program which provides funds for mathematics and science related programs.
- C. Title VI of ESEA is a program by which the Federal government provides funds to the School Board for equipment and other items approved under the grant contract.
- D. Special Education funds are Federally-financed programs providing free appropriate education for all identified handicapped children from 3 to 21 years of age in the least restrictive environment.
- E. Vocational and Adult Education funds are used to more fully develop the academic and occupational skills of students to enhance their ability to compete in a technologically advancing workplace.
- F. School Food Services is used to account for the Revenues and Expenditures incurred, in providing to pupils, breakfast and lunch services during the school year and in the Summer Feeding program.
- G. The Sales Tax Funds account for the collection and distribution of the sales tax levied for the School Board. All of the sales taxes collected under the pre-1994 tax is dedicated to supplement other revenues available to the School Board for the payment of salaries of teachers and other School Board personnel. Of the tax passed by the voters in 1994, seventy percent of the tax collected is dedicated for similar purposes, with the balance dedicated for instructional purposes.
- H. The State Grant Funds account for Louisiana Department of Education grants for programs such as the Model Early Childhood, the Multisensory Arts Program, Classroom Based Technology and Gifted/Talented.
- I. Drug Free Schools (Title IV of ESEA) funds are used for raising the awareness of students to the dangers of drug abuse and to promote an atmosphere for a drug-free learning environment.
- J. Other Special Revenue Funds account for the revenues and expenditures associated with grants provided to the School Board by other governmental and nongovernmental entities, including the Corporation for National Community Service, the Foundation for the Mid South, and the United States and Louisiana Departments of Education.

**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**(COMBINED BALANCE) SHEET - SPECIAL REVENUE FUNDS**  
**JUNE 30, 1999**  
**WITH COMPARATIVE TOTALS FOR JUNE 30, 1998**

	Elementary and Secondary			Special Education	Vocational & Adult Ed
	Education Act				
	1998	1999	1999		
	Funds	Funds	Funds	Funds	Funds
<b>ASSETS</b>					
Cash	\$ -	\$ -	\$ -	\$ 5,144	\$ -
Investments	-	-	-	-	-
Accounts Receivable	-	-	-	-	-
Due From Other Governments					
Due From Federal Sources	1,181,094	88,941	47,049	80,444	270,887
Due From State Sources	-	-	-	19,592	18,113
Due From Local Sources	-	-	-	-	-
Due From Other Funds	107	279	-	17,100	21,438
Inventory	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
<b>TOTAL ASSETS</b>	<b>\$ 1,182,201</b>	<b>\$ 89,220</b>	<b>\$ 47,049</b>	<b>\$ 112,236</b>	<b>\$ 310,438</b>

**LIABILITIES AND FUND EQUITY**

**Liabilities**

Accounts Payable	\$ 84,804	\$ 1,884	\$ 85,207	\$ 14,100	\$ 14,200
Unfunded Revenues	-	-	-	-	-
Salaries and Wages Payable	429,400	11,400	1,700	89,137	11,000
Fine or Other Funds	196,800	84,472	28,680	112,750	110,574
<b>Total Liabilities</b>	<b>1,707,004</b>	<b>107,756</b>	<b>115,587</b>	<b>316,087</b>	<b>345,774</b>

**Fund Equity**

**Fund Balances:**

Reserved for Inventory and Prepaids	-	-	-	-	-
Reserved for Salary and Benefits	-	-	-	-	-
Unassigned (Unobligated)	-	-	-	-	-
<b>Total Fund Balances (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$ 1,707,004</b>	<b>\$ 107,756</b>	<b>\$ 115,587</b>	<b>\$ 316,087</b>	<b>\$ 345,774</b>
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Actual Fund	Debit	State	Other	Total	Total	
					2009	2010
Revenue	Expend	Revenue	Expend	Revenue	Revenue	Expend
Funds	Funds	Funds	Funds	Funds	Funds	Funds
\$ 61,900	\$ 1,000,004	\$ 26,000	\$ -	\$ 20,470	\$ 1,026,474	\$ 1,026,469
-	-	-	-	-	-	-
-	800,000	-	-	-	800,000	791,000
40,000	-	-	10,000	1,000,000	1,000,000	1,000,000
-	-	400,000	-	-	400,000	790,000
-	-	-	-	4,000	4,000	11,000
110,000	20,000	30,000	-	40,000	400,000	641,000
80,000	-	-	-	-	80,000	80,000
-	-	-	-	-	-	500
\$ 111,900	\$ 1,780,104	\$ 661,000	\$ 10,000	\$ 1,201,470	\$ 1,476,474	\$ 6,170,000
\$ 30,000	\$ 40,000	\$ 90,000	\$ 1,000	\$ 10,000	\$ 700,000	\$ 20,000
40,000	700,000	170,000	4,000	80,000	1,000,000	1,000,000
40,000	1,000,000	400,000	10,000	700,000	1,000,000	2,000,000
90,000	1,070,000	660,000	15,000	1,201,000	6,700,000	1,000,000
80,000	-	-	-	-	80,000	80,000
-	1,000,000	-	-	-	1,000,000	1,000,000
10,000	-	-	-	20,000	200,000	200,000
1,000,000	1,000,000	-	-	20,000	1,100,000	900,000
\$ 100,000	\$ 2,000,104	\$ 660,000	\$ 15,000	\$ 1,241,000	\$ 7,876,474	\$ 6,170,000

**CITY OF ANNE ARBOR SCHOOL BOARD**  
**BUDGET, 1998-1999**  
**COMPARISON OF BUDGETS BY DEPARTMENT, EMPLOYEES, FUNDS,**  
**AND CHANGES FROM FUND-BALANCE**  
**SPECIAL REVENUE FUNDS**  
**FOR THE YEAR ENDING JUNE 30, 1999**  
**WITH COMPARATIVE BUDGETS FOR THE YEAR ENDING JUNE 30, 1998**

	Department and Secondary				Special Education	Financial Aid
	Education (Ed)		Total (T)			
	1998 Budget	1999 Budget	1998 Budget	1999 Budget		
<b>Revenues</b>						
<b>Local Revenues</b>						
Federal (See Note)	\$	-	\$	-	\$	-
Income	-	-	-	-	-	-
Gifts	-	-	-	-	-	-
<b>State Revenues</b>						
Block Grant (State to Ed)	-	-	-	64,000	64,000	
<b>Federal Revenues</b>						
Income and Grants to and Subgrants	2,600,000	2,610,000	2,607,000	2,611,000	2,612,000	
Total Revenues	2,600,000	2,610,000	2,607,000	2,675,000	2,686,000	
<b>Expenditures</b>						
<b>Current</b>						
<b>Instructional</b>						
Regular Salaries	1,362,000	-	40,000	-	1,362,000	
Special Salaries	60,000	-	-	(40,000)	60,000	
<b>Support Services</b>						
Business Services	10,000	-	-	-	-	
Instructional Staff	292,000	292,000	(80,000)	(292,000)	-	
Classroom Administration	-	-	-	(20,000)	-	
School Administration	-	-	-	-	-	
Business Services	-	-	-	(50)	(50)	
Other Services	66,000	-	-	(1,000)	1,000	
Transportation	1,700	-	-	-	-	
Other Support Services	-	-	-	(9,000)	-	
<b>Capital Budget</b>	20,000	-	-	(20,000)	(2,000)	
Total Expenditures	1,640,000	292,000	2,007,000	(352,000)	1,646,000	
<b>Income (Excess of) or Excess (Short)</b>						
Local Expenditures	66,000	2,000	1,000	(1,000)	66,000	
<b>Other Financing Sources (Uses)</b>						
Operating Transfers In	-	-	-	-	-	
Operating Transfers Out	-	-	-	-	-	
Transfers to and from Other Funds	(66,000)	(2,000)	(1,000)	(1,000)	(66,000)	
Total Other Financing Sources (Uses)	(66,000)	(2,000)	(1,000)	(1,000)	(66,000)	
<b>Income (Excess of) or Excess (Short)</b>						
Expenditures and Other Financing Sources (Uses)	-	-	-	-	-	
<b>Fund Balance (or Surplus) at Beginning of Year</b>						
<b>Funds and A/Cs (or B/Cs) at End of Year</b>	\$	-	\$	-	\$	-

School Year	Assessors	Sales Tax	State	Group Fee	Other	Total	
						Count	Special Revenue
Funds	Funds	Funds	Funds	Funds	Funds	Funds	Funds
1	-	\$ 509,640	\$ -	\$ -	\$ -	\$ 5,809,640	\$ 4,881,640
-	-	88,289	-	-	-	133,328	136,840
2007/08	-	-	-	-	98,660	594,930	291,616
-	-	51,840	-	-	265,271	1,096,640	1,016,629
Let 1.000	-	-	-	15,400	1,046,781	2,446,781	1,794,000
<u>1,000,000</u>	<u>500,000</u>	<u>5,140</u>	<u>15,400</u>	<u>114,060</u>	<u>2,103,661</u>	<u>2,103,661</u>	<u>2,103,661</u>
-	1,711,600	11,877	-	-	-	2,400,000	3,240,000
-	1,400,000	405,100	-	-	88,273	2,400,000	3,240,000
4,000,000	30,140	-	40,000	-	4,000,000	4,000,000	4,000,000
-	87,100	-	-	40,000	1,000,000	1,000,000	1,000,000
-	75,000	-	-	-	-	10,000	10,000
-	200,000	-	-	-	-	200,000	200,000
-	11,875	-	-	-	-	50,000	50,000
-	200,000	1,000	-	-	-	100,000	100,000
-	100,000	400	-	-	-	100,000	100,000
-	11,875	-	-	-	50,000	100,000	100,000
<u>2,700</u>	<u>1,711,600</u>	<u>114,060</u>	<u>-</u>	<u>40,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
4,000,000	3,400,000	405,170	40,000	100,000	1,000,000	2,000,000	2,000,000
100,000	400,000	100,000	1,000	50,000	10,000	10,000	10,000
1,000	-	400,000	-	-	-	400,000	400,000
1,000	100,000	-	-	-	-	100,000	100,000
-	-	-	-	-	-	100,000	100,000
<u>1,000</u>	<u>100,000</u>	<u>400,000</u>	<u>1,000</u>	<u>50,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
1,000,000	1,000,000	100,000	1,000	50,000	100,000	1,000,000	1,000,000
1,000,000	1,000,000	-	-	-	-	1,000,000	1,000,000
<u>1,000,000</u>	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
\$ 1,000,000	\$ 3,400,000	\$ 405,170	\$ 40,000	\$ 100,000	\$ 1,000,000	\$ 2,000,000	\$ 2,000,000

**CITY OF MOORE SCHOOL BOARD**  
**MOORE, LOUISIANA**  
**COMPARING SCHEDULES OF REVENUE, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES**  
**TITLE I (SPECIAL REVENUE FUNDS)**  
**FOR THE YEAR ENDING FIVE (5), 1999**

	Title I (887)	Title I (20)	TOTAL
<b>Revenues</b>			
Federal Revenues:			
Federal Grants to			
Add Subgrants	\$ 3,041,330	\$ 40,000	\$ 3,081,330
Total Revenues	3,041,330	40,000	3,081,330
<b>Expenditures</b>			
Current:			
Instructional:			
Regular Programs	1,776,216	108,600	1,884,816
Special Programs	718,600	148,110	866,710
Support Services:			
Student Services	71,400	-	71,400
Instructional Staff	441,400	126,200	567,600
Transportation	1,700	-	1,700
Plant Services	86,400	-	86,400
Capital Outlay	80,311	-	80,311
Total Expenditures	3,075,117	400,910	3,076,027
Excess (Deficiency) of			
Revenues Over Expenditures	66,213	1,090	67,303
Other Financing Sources (Uses)			
Operating Transfers to			
Transfers of Indirect Cost	-	-	-
	(88,000)	111,000	23,000
Total Other Financing Sources (Uses)	(88,000)	111,000	23,000
Excess (Deficiency) of			
Revenues Over Expenditures			
and Other Financing			
Sources (Uses)	-	-	-
Fund Balance at			
Beginning of Year	-	-	-
<b>FUND BALANCE AT</b>			
<b>END OF YEAR</b>	\$ -	\$ -	\$ -

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
TITLE II SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 1999**

	<u>Title II (215)</u>	<u>Title II C/O (215)</u>	<u>TOTAL</u>
<b>Revenues</b>			
Federal Sources:			
Restricted Grants-In-Aid			
Subgrants	\$ 66,080	\$ 32,804	\$ 98,884
Total Revenues	<u>66,080</u>	<u>32,804</u>	<u>98,884</u>
<b>Expenditures</b>			
Support Services:			
Instructional Staff	64,115	51,249	85,364
Total Expenditures	<u>64,115</u>	<u>51,249</u>	<u>85,364</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	1,965	815	2,780
<b>Other Financing Sources and (Uses)</b>			
Operating Transfers In	-	-	-
Transfer of Indirect Cost	(1,891)	(815)	(2,706)
Total Other Financing Sources(Uses)	<u>(1,891)</u>	<u>(815)</u>	<u>(2,706)</u>
<b>Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources(Uses)</b>	-	-	-
<b>Fund Balance at Beginning of Year</b>	-	-	-
<b>FUND BALANCE AT END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
COMBINED SCHEDULE OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
TITLE VI REG. SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 1999**

	<u>TITLE VI</u> <u>(000)</u>	<u>TITLE VI CSD</u> <u>(000)</u>	<u>TOTAL</u>
<b>Revenues</b>			
<b>Federal Sources</b>			
Educational Grants-in-Aid Subgrants	\$ 14,624	\$ 391	\$ 15,015
Total Revenue	<u>14,624</u>	<u>391</u>	<u>15,015</u>
<b>Expenditures</b>			
<b>Instructional</b>			
Regular Programs	40,485	381	40,866
<b>Support Services</b>			
Instructional Staff	39,580	-	39,580
Total Expenditures	<u>79,065</u>	<u>381</u>	<u>79,446</u>
<b>Excess of</b>			
Revenues Over Expenditures	2,178	12	2,190
<b>Other Financing Uses</b>			
Transfer of Indirect Cost	(2,190)	(12)	(2,202)
Total Other Financing Uses	<u>(2,190)</u>	<u>(12)</u>	<u>(2,202)</u>
<b>Excess of Revenues Over Expenditures and Other Financing Uses</b>			
	-	-	-
<b>Fund Balance at Beginning of Year</b>			
	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE AT END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



STATE OF MICHIGAN - FINANCIAL STATEMENTS  
 FISCAL YEAR 2011

COMBINED STATEMENT OF FINANCIAL POSITION  
 AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2010  
 AND 2009

	2010	2009	2010	2009	2010	2009	2010	2009
	(M)							
<b>Assets</b>								
<b>Current Assets</b>								
Cash and Cash Equivalents	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Accounts Receivable	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Inventory	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Prepaid Expenses	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Other Current Assets	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<b>Non-Current Assets</b>								
Property, Plant, and Equipment	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Intangible Assets	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Other Non-Current Assets	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<b>Liabilities</b>								
<b>Current Liabilities</b>								
Accounts Payable	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Short-Term Debt	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Other Current Liabilities	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<b>Non-Current Liabilities</b>								
Long-Term Debt	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Other Non-Current Liabilities	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<b>Equity</b>								
<b>State of Michigan</b>								
Contributed Capital	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Retained Earnings	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Other Equity	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<b>Total Equity</b>	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
<b>Total Liabilities and Equity</b>	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000

**CITY OF MINNIE SCHOOL BOARD**  
**MINNIE, LOUISIANA**  
**COMBINED SCHEDULE OF RECEIPTS, EXPENDITURES AND**  
**FINANCIAL FUND BALANCES**  
**SCHOOL FOOD SERVICES SPECIAL REVENUE FUND**  
**FOR THE YEAR ENDED JUNE 30, 1999**

	SCHOOL FOOD SVC. (M\$)	SUMMER FEEDING (M\$)	TOTAL
<b>Revenues:</b>			
<b>Total Revenues</b>			
School Food Service Payment for Meals	\$ 185,714	\$ -	\$ 185,714
<b>Federal Donations:</b>			
Restricted Grants in aid of Students	1,611,799	8,267	1,620,066
<b>Total Revenues</b>	<u>1,797,513</u>	<u>8,267</u>	<u>1,805,780</u>
<b>Expenditures:</b>			
<b>Support Services</b>			
Student Food Service	1,240,080	8,267	1,248,347
<b>Capital Outlay</b>	21,679	-	21,679
<b>Total Expenditures</b>	<u>1,261,759</u>	<u>8,267</u>	<u>1,270,026</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	(404,246)	-	(404,246)
<b>Other Financing (current/flow)</b>			
Operating Transfers-In	378,976	1,803	380,779
Operating Transfers-Out	(1,803)	-	(1,803)
<b>Total Other Financing Sources/Uses</b>	<u>377,173</u>	<u>1,803</u>	<u>378,976</u>
<b>Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources/Uses</b>	(27,073)	1,803	(25,270)
<b>Fund Balance (Deficit) at Beginning of Year</b>	<u>(27,073)</u>	<u>5,214</u>	<u>(21,859)</u>
<b>FUND BALANCE (DEFICIT) AT END OF YEAR</b>	<u>\$ (54,146)</u>	<u>\$ 7,017</u>	<u>\$ (47,129)</u>

**CITY OF NORFOLK SCHOOL BOARD**  
**NORFOLK, VIRGINIA**  
**COMBINED SCHEDULE OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES**  
**SALESTAX SPECIAL REVENUE FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 1999**

	17%	8%	NEW	TOTAL
	(1%)	(1%)	(1%)	
<b>Revenues:</b>				
<b>Local Revenues</b>				
Sales and Use Taxes	\$ 46,790	\$ 1,993,830	\$ 1,121,817	\$ 3,562,437
Intergov Income	\$ 185	86,773	71,767	175,325
<b>Total</b>	<b>46,975</b>	<b>2,080,603</b>	<b>1,193,584</b>	<b>3,721,162</b>
<b>Expenditures</b>				
<b>(Current)</b>				
<b>Instructional</b>				
Regular Programs	-	2,091,719	1,419,268	3,511,987
Special Programs	57,783	695,693	1,174,715	1,829,191
<b>Support Services</b>				
Student Services	1,809	171,689	107,443	321,941
Instructional Staff	1,218	15,490	89,648	106,356
General Administration	3,650	-	9,796	9,846
School Administration	24,677	178,552	80,767	383,996
Business Services	9,180	-	20,123	29,303
Plant Services	18,144	1,389	78,117	247,650
Transportation	78,000	-	10,187	148,687
Other Support Services	4,983	4,769	117,281	127,033
Capital Outlay	-	-	179,243	179,243
<b>Total</b>	<b>181,340</b>	<b>2,371,899</b>	<b>1,895,408</b>	<b>4,368,647</b>
<b>(Excess (Deficiency) of Revenues</b>				
Over Expenditures	126,365	281,267	701,821	1,109,453
<b>Other Financing Sources/(Uses)</b>				
Operating Transfers (Use)	(126,365)	-	(78,000)	(204,365)
<b>Total Other Financing Sources/(Uses)</b>	<b>(126,365)</b>	<b>-</b>	<b>(78,000)</b>	<b>(204,365)</b>
<b>(Excess (Deficiency) of Revenues</b>				
Over Expenditures and				
Other Financing Sources/(Uses)	\$ 140	\$ 1,165	\$ 204,821	\$ 306,126
<b>Fund Balance at</b>				
Beginning of Year	78,763	143,955	68,126	1,790,844
<b>FUND BALANCE AT</b>				
<b>END OF YEAR</b>	<b>\$ 78,903</b>	<b>\$ 145,120</b>	<b>\$ 1,121,448</b>	<b>\$ 1,495,471</b>

CITY OF WASHINGTON MEMORIAL PARKS  
 MEMORIAL PARKS DEPARTMENT  
 COMMUNITY DEVELOPMENT DEPARTMENT

	PERSONNEL	OPERATING	DEVELOPMENT	RESEARCH	MARKET	RESEARCH	RESEARCH	RESEARCH	RESEARCH
	EXPENSE	EXPENSE	EXPENSE	EXPENSE	EXPENSE	EXPENSE	EXPENSE	EXPENSE	EXPENSE
	(DOLLARS)	(DOLLARS)	(DOLLARS)	(DOLLARS)	(DOLLARS)	(DOLLARS)	(DOLLARS)	(DOLLARS)	(DOLLARS)
<b>Personnel</b>									
Administrative									
Director									
Assistant Director									
Community Development									
Development									
Research									
Market									
Other									
Professional									
Architectural									
Engineering									
Landscape Architecture									
Other									
Other									
Travel									
Printing									
Telephone									
Postage									
Other									
<b>Operating</b>									
Utilities									
Maintenance									
Supplies									
Travel									
Printing									
Telephone									
Postage									
Other									
<b>Development</b>									
Construction									
Professional									
Other									
<b>Research</b>									
Professional									
Other									
<b>Market</b>									
Professional									
Other									
<b>Other</b>									
Travel									
Printing									
Telephone									
Postage									
Other									
<b>Total</b>									

**CITY OF SAN JOAQUIN COUNTY BOARD OF SUPERVISORS**  
**COMMISSION ON LOCAL GOVERNMENTAL ACCOUNTABILITY AND TRANSPARENCY**  
**STATEWIDE FINANCIAL AND OPERATIONAL BEST PRACTICES REPORT**  
**FOR THE FISCAL YEAR 2024**

Item #	FUND 11 - GENERAL FUND		FUND 12 - PUBLIC SAFETY		FUND 13 - COMMUNITY DEVELOPMENT		FUND 14 - PUBLIC WORKS		FUND 15 - SPECIAL SERVICES	
	AMOUNT	PERCENTAGE	AMOUNT	PERCENTAGE	AMOUNT	PERCENTAGE	AMOUNT	PERCENTAGE	AMOUNT	PERCENTAGE
<b>Revenue</b>										
State Grants	1,000,000	100%	1,000,000	100%	1,000,000	100%	1,000,000	100%	1,000,000	100%
<b>Expenditures</b>										
Personnel	500,000	50%	500,000	50%	500,000	50%	500,000	50%	500,000	50%
Capital Expenditures	200,000	20%	200,000	20%	200,000	20%	200,000	20%	200,000	20%
Operating Expenses	300,000	30%	300,000	30%	300,000	30%	300,000	30%	300,000	30%
<b>Total Expenditures</b>	<b>1,000,000</b>	<b>100%</b>	<b>1,000,000</b>	<b>100%</b>	<b>1,000,000</b>	<b>100%</b>	<b>1,000,000</b>	<b>100%</b>	<b>1,000,000</b>	<b>100%</b>
<b>Net Change</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>
<b>Notes:</b>										
1. All figures are in thousands of dollars unless otherwise specified.										
2. The data presented here is for informational purposes only and does not constitute an audit.										
3. The City of San Joaquin County Board of Supervisors reserves the right to amend this report as needed.										
<b>Prepared by:</b> [Name]										
<b>Date:</b> [Date]										



**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**SCHEDULE OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES**  
**DRUG FREE SPECIAL REVENUE FUND**  
**FOR THE YEAR ENDED JUNE 30, 1999**

	Drug Free (000)	Drug Free Carryover (001)	Total
<b>Revenue</b>			
Federal Restricted Grants-in-Aid Subgrants	\$ 30,348	\$ 822	\$ 31,170
<b>Total Revenue</b>	<u>30,348</u>	<u>822</u>	<u>31,170</u>
<b>Expenditures</b>			
Support Services			
Student Services	48,008	896	48,904
<b>Total Expenditures</b>	<u>48,008</u>	<u>896</u>	<u>48,904</u>
<b>Excess of Revenue Over Expenditures</b>	1,448	36	1,474
<b>Other Financing Sources/(Uses)</b>			
Transfer of Indirect Cost	(1,448)	(24)	(1,474)
<b>Excess of Revenue Over Expenditures After Other Financing Uses</b>	-	-	-
<b>Fund Balance at Beginning of Year</b>	-	-	-
<b>FUND BALANCE AT END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



## **DEBT SERVICE FUNDS**

The Debt Service Funds are used to account for the accumulation of resources for repayment of Series 1994 and 1999 School Improvement Bonds and Series 1998 Certificate of Indebtedness.

**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**COMBINING BALANCE SHEET**  
**ALL DEBT SERVICE FUNDS**  
**June 30, 1989**

	Bond Redemption (610)	Debt Purchase (110)	Total
<b>Assets</b>			
Cash and Cash Equivalents	\$ 2,090,180	\$ -	\$ 2,090,180
Accounts Receivable	76,450	-	76,450
Due From Other Funds	833,035	-	833,035
<b>Total Assets</b>	\$ 3,599,671	\$ -	\$ 3,599,671
<b>Liabilities and Fund Equity</b>			
<b>Liabilities</b>	\$ -	\$ -	\$ -
<b>Fund Equity</b>			
Fund Balance - Reserved For Debt Service	3,599,671	-	3,599,671
<b>Total Liabilities and Fund Equity</b>	\$ 3,599,671	\$ -	\$ 3,599,671

**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**COMBINING SCHEDULE OF REVENUE, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES**  
**DEBT SERVICE FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 1999**

	BOND REDEMPTION (000)	BOND PURCHASE (000)	TOTAL
<b>Revenues</b>			
<b>Local Sources:</b>			
Ad Valorem Taxes	\$ 5,473,804	\$ -	\$ 5,473,804
Interest on Investments	114,201	-	114,201
<b>Total Revenues</b>	<u>5,588,005</u>	<u>-</u>	<u>5,588,005</u>
<b>Expenditures</b>			
<b>Debt Services:</b>			
Principal	1,898,080	-	1,898,080
Interest and Fiscal Charges	3,146,098	34,830	3,279,128
<b>Total Expenditures</b>	<u>5,044,178</u>	<u>34,830</u>	<u>5,209,128</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	543,827	(34,830)	508,997
<b>Other Financing Sources/(Uses)</b>			
Operating Transfers In	-	34,830	34,830
Operating Transfers (Out)	-	-	-
<b>Total Other Financing Sources/(Uses)</b>	<u>-</u>	<u>34,830</u>	<u>34,830</u>
<b>Excess of Revenues Over Expenditures and Other Financing Sources/(Uses)</b>	543,827	-	543,827
<b>Fund Balance at Beginning of Year</b>	<u>3,248,734</u>	<u>-</u>	<u>3,248,734</u>
<b>FUND BALANCE AT END OF YEAR</b>	<u>\$ 3,592,561</u>	<u>\$ -</u>	<u>\$ 3,592,561</u>

## FIDUCIARY FUND

### School Activities Fund

The School Activities Fund accounts for all individual school activity funds. While these funds are under supervision of the School Board, they belong to the individual schools or their student bodies and are not available for use by the School Board.

CITY OF MONROE SCHOOL BOARD  
 MONROE, LOUISIANA  
 SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES  
 FIDUCIARY FUND TYPE - AGENCY FUNDS  
 SCHOOL ACTIVITY FUNDS  
 FOR THE YEAR ENDED JUNE 30, 1998

	Balance July 1, 1998	Additions	Deductions	Balance June 30, 1999
<b>ASSETS</b>				
Cash	\$ 350,540	\$ 2,078,679	\$ (1,972,084)	\$ 456,135
Certificates of Deposit	242,811	628,983	(614,780)	256,993
<b>TOTAL ASSETS</b>	<b>\$ 593,351</b>	<b>\$ 2,707,662</b>	<b>\$ (2,586,864)</b>	<b>\$ 677,523</b>
<b>LIABILITIES</b>				
Amounts Held for Other Organizations	\$ 593,351	\$ 2,707,662	\$ (2,586,864)	\$ 677,523
<b>TOTAL LIABILITIES</b>	<b>\$ 593,351</b>	<b>\$ 2,707,662</b>	<b>\$ (2,586,864)</b>	<b>\$ 677,523</b>

**SUPPLEMENTARY INFORMATION -  
GRANT ACTIVITY**



**Luffey  
Huffman  
& Monroe**

an Arkansas-based accounting organization  
**CERTIFIED PUBLIC ACCOUNTANTS**

John J. Luffey, MBA, CPA  
Francis Huffman, CPA  
L. Hutchinson, CPA  
Cynthia Anderson, CPA  
Cynthia Clark, CPA

**REPORT ON COMPLIANCE AND INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**City of Monroe School Board  
Monroe, Louisiana**

We have audited the financial statements of **City of Monroe School Board** (the **School Board**) as of and for the year ended June 30, 1999, and have issued our report thereon dated December 22, 1999. We conducted our audit in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in **Government Auditing Standards**, issued by the Comptroller General of the United States; and the **Louisiana Governmental Audit Guide**, issued by the Louisiana Society of Certified Public Accountants and the Louisiana Legislative Auditor.

**Compliance**

As part of obtaining reasonable assurance about whether the School Board's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with these provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under **Government Auditing Standards**. However, we did note an immaterial instance of noncompliance that we have reported to management of the School Board in a separate letter dated December 22, 1999.

**Internal Control over Financial Reporting**

In planning and performing our audit, we considered the School Board's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their

**City of Monroe School Board  
Monroe, Louisiana**

assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses. However, we did note certain immaterial matters concerning the internal control over financial reporting that we have reported to management of the School Board in a separate letter dated December 22, 1999.

This report is intended for the information of management of the School Board, Federal overiding agencies and pass-through entities, other entities granting funds to the School Board and the Legislative Auditor for the state of Louisiana and is not intended to be and should not be used by anyone other than these specified parties.



[A Professional Accounting Corporation]

December 22, 1999



**Luffey  
Huffman  
& Monroe**

CPA Firms - Chartered Accountants - Certified Public Accountants

2001 L. Luffey, MPA, CPA  
10001 L. Luffey, CPA  
1 First Monroe, CPA  
Baton Rouge, LA  
Greene & Green, CPA

**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH  
MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN  
ACCORDANCE WITH OMB CIRCULAR A-133**

**City of Monroe School Board  
Monroe, Louisiana**

**Compliance**

We have audited the compliance of the **City of Monroe School Board** (the **School Board**) with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular A-133-Compliance Supplement that are applicable to each of its major Federal programs for the year ended June 30, 1999. The School Board's major Federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major Federal programs is the responsibility of the School Board's management. Our responsibility is to express an opinion on the School Board's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audit of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the School Board's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the School Board's compliance with those requirements.

In our opinion, the School Board complied, in all material respects, with the requirements referred to above that are applicable to each of its major Federal programs for the year ended June 30, 1999.

**City of Monroe School Board  
Monroe, Louisiana**

**Internal Control Over Compliance**

Management of the School Board is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to Federal programs. In planning and performing our audit, we considered the School Board's internal control over compliance with requirements that could have a direct and material effect on a major Federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major Federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of management of the School Board, Federal awarding agencies and pass-through entities, other entities granting funds to the School Board and the Legislative Auditor for the state of Louisiana and is not intended to be and should not be used by anyone other than these specified parties.



(A Professional Accounting Corporation)

December 22, 1999

**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED JUNE 30, 1999**

Federal Grant/Pass-Through Account/Program Title	C.F.D.A. Number	Federal Account L.B. Number	Current Year Expended/From
<b>Direct Programs</b>			
U.S. Department of Education			
Impact Aid	94.041	261A-99-B-2761	14,001
Regional Schools Assistance Program	94.002	Not Available	912,428 *
U.S. Department of Defense			
RLTTC	99A	Not Available	34,500
<b>Total Direct Programs</b>			<u>940,929</u>
<b>Pass Through Programs</b>			
Louisiana Department of Education			
Title I of ESEA -			
Educationally Deprived Children			
- Local Educational Agencies			
1995 Regular	94.010	99-165A-67-1	1,090,208
1995 Compact	94.010	99-165A-65-1	412,803
<b>Total Title I</b>			<u>1,503,011 *</u>
Special Education - Individuals With Disabilities Education Act (IDEA) Part B, Sections 611-620			
Paraschool and School Programs			
1995 Regular	94.011	99-167A-68	42,980
1995 Regular	94.011	99-167-65	471,183
1995 Regular	94.175	99-167-65	12,094
<b>Total Special Education Choice</b>			<u>526,257</u>

(Continued)

**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL FUNDS (CONTINUED)**  
**FOR THE YEAR ENDED JUNE 30, 1998**

Federal Grants/Pass-Through Grants/Program Title	C.F.D.A. Number	Federal Assistance ID Number	Current Year Expenditures
<b>Pass-Through Programs:</b>			
<b>Louisiana Department of Education - (Continued)</b>			
<b>Special Education - Individuals With Disabilities Education Act (IECA) Part B, Sections 601-609</b>			
<b>Pre-K and School Programs:</b>			
000 Regular	04.00	99-CTD-01	41,149
Program Total			<u>41,149</u>
<b>Vocational Education</b>			
<b>State Oper Grants</b>			
000 Regular	04.040	26-09-CL-10000	149,150
000 Computer	04.040	26-09-CL-10000	15,685
Total Vocational Education			<u>164,835</u>
<b>Title VI of IDEA -</b>			
<b>Federal, State and Local Partnership Educational Improvement</b>			
000 Computer	04.111	99-1658-03-0	393
000 Regular	04.111	99-1658-03-0	31,074
Total IDEA Title VI			<u>31,467</u>
<b>Title II of IDEA:</b>			
<b>Elementary (Mathematics) And Reading Education</b>			
000 Computer	04.104	99-1658-03-0	61,068
000 Regular	04.104	99-1658-03-0	66,000
Total IDEA Title II			<u>127,068</u>

(Continued)

**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)**  
**FOR THE YEAR ENDED JUNE 30, 1998**

Federal Grant/Pass-Through Grant/Program Title	C.F.D.A. Number	Federal Ambulance L.D. Number	Current Year Expenditures
<b>Pass-Through Programs</b>			
Louisiana Department of Education - (Continued)			
Drug-Free Schools and Communities (Title IV)			
1998 Carryover	\$5,100	99-LA28-63-4	523
1998 Regular	\$5,100	99-LA28-63-4	50,548
Total Drug-Free			<u>51,071</u>
<b>Adult Education -</b>			
State - Administrative			
Basic Grant			
1998 Regular	\$5,000	Not Available	21,279
1998 Carryover	\$5,000	Not Available	3,471
Program Total			<u>24,750</u>
Challenge Grant	NA	Not Available	<u>52,884</u>
Total Adult Education			<u>77,634</u>
<b>Other -</b>			
Louisiana LEARN - Goals 2000	NA	Not Available	171,650
Classroom-Based Technology	NA	Not Available	188,734
Mini Grants - Goals 2000	NA	Not Available	4,111
Technology Library Challenge Fund	94.218	Not Available	<u>244,004</u>
<b>Total U.S. Department of Education</b>			<b>4,086,760</b>
<b>U.S. Department of Agriculture</b>			
<b>Pass-Through Programs</b>			
Louisiana Department of Education			
National School			
Launch For E	19,500	Not Available	3,880,700
Summer Food Service	19,500	Not Available	81,267
Special Child Nutrition-Donor			<u>2,611,000</u>
Total Department of Agriculture			<u>6,372,967</u>

(Continued)

**CITY OF MONROE SCHOOL BOARD**  
**MONROE, LOUISIANA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CON'T) (RHS)**  
**FOR THE YEAR ENDED JUNE 30, 1998**

Federal Grant/Pass-Through Grantor/Program Title	C.F.D.A. Number	Federal Account L.B. Number	Current Year Expenditures
U.S. Department of Labor			
Pass-Through Programs			
Omnibus Public Policy Act:			
Job Training Partnership Act			
Title III-Summer Youth	17.208	8000-81-20-60	10,700
Jobs for America's Disadvantaged	50A	6-85-175-3001-2	22,607
Total U.S. Department of Labor			<u>33,307</u>
Cooperation for National and Community Service			
Pass-Through Programs			
Louisiana Department of Education			
Starting Point Grant	94.570	Not Available	<u>100,000</u>
<b>GRAND TOTAL:</b>			<b>\$ <u>134,307</u></b>

\* Omnibus Major Program

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 1999**

**A. General**

The preceding Schedule of Expenditures of Federal Awards presents the activity of all Federal financial assistance programs of the City of Monroe School Board (the School Board). The School Board reporting entity is defined in Note 1 to the School Board's general purpose financial statements. All Federal financial assistance received directly from Federal agencies as well as Federal financial assistance passed through other government agencies is included on the schedule.

**B. Basis of Accounting**

The Schedule of Expenditures of Federal Awards is prepared using the modified accrual basis of accounting, which is described in Note 1 to the School Board's general purpose financial statements.

**C. Relationship to Special Revenue Funds**

The following reconciliation is provided to help the reader of the School Board's financial statements and supplementary information relate such information to the Schedule of Expenditures of Federal Awards for the year ended June 30, 1999:

	<u>Title I</u>	<u>Title II</u>	<u>Title VI</u>	<u>Special Education</u>	<u>Drug Free</u>	
Total Expenditures	\$ 2,358,128	\$ 95,864	\$ 70,867	\$ 618,211	\$ 48,898	
Transfers of Indirect Cost	<u>95,819</u>	<u>2,706</u>	<u>2,189</u>	<u>13,247</u>	<u>1,438</u>	
Expenditures per Schedule	<u>\$ 2,454,047</u>	<u>\$ 98,570</u>	<u>\$ 73,057</u>	<u>\$ 631,458</u>	<u>\$ 50,336</u>	
	<u>Adult Ed. Vocational</u>	<u>Challenge Grant</u>	<u>Starting Point</u>	<u>Lifeline Grant</u>	<u>TICB Grant</u>	<u>Major Grant</u>
Total Expenditures	\$ 265,478	\$ 198,348	\$ 182,855	\$ 105,198	\$ 21,558	\$ 485,845
Transfers of Indirect Cost	<u>898</u>	<u>2,618</u>	<u>2,571</u>	<u>1,852</u>	<u>1,732</u>	<u>26,855</u>
Expenditures per Schedule	<u>\$ 266,376</u>	<u>\$ 200,966</u>	<u>\$ 185,426</u>	<u>\$ 107,050</u>	<u>\$ 23,290</u>	<u>\$ 512,700</u>

In addition, the School Board consumed noncash awards in the amount of \$197,382 in the form of commodities provided by the United States Department of Agriculture.

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 1999**

**Summary of Auditor's Results:**

- 1) The audit report on the City of Monroe School Board (the School Board) covering the fiscal year ended June 30, 1999 was unqualified;
- 2) No reportable conditions were noted in the audit of the financial statements of the School Board;
- 3) The audit of the financial statements did not disclose instances of noncompliance which are considered to be material to the general purpose financial statements of the School Board;
- 4) No reportable conditions in the internal control over major programs were reported in the audit of the School Board;
- 5) The auditors' report on the School Board's compliance with requirements applicable to each major program was unqualified;
- 6) The audit of the School Board's compliance with requirements applicable to each major program did not disclose any findings required to be reported under the provisions of OMB Circular A-133 Section .510(a);
- 7) Major Federal programs for purposes of the report on compliance with the requirements applicable to each major program were Title I of ESEA (CFDA No. 84.010); Vocational - Basic State Grants (CFDA No. 84.048); Magnet Schools Grant (CFDA No. 84.168) and TULG Professional Development Grant (CFDA No. 84.018);
- 8) The dollar threshold used to distinguish between Type A and Type B programs was \$346,173; and,
- 9) The School Board qualified as a low-risk auditor under the provisions of OMB Circular A-133 section .538.

**There were no findings related to the financial statements which are required to be reported under Government Auditing Standards:**

**There are no findings or questioned costs for Federal awards, including those specified by OMB Circular A-133.**

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
STATUS OF PRIOR YEAR FINDINGS**

*There were no findings in Lofley, Huffman & Monroe's reports on compliance and internal control over financial reporting, dated December 22, 1998 covering the examination of the financial statements of the Monroe City School Board as of and for the year ended June 30, 1998.*

#### **OTHER SUPPLEMENTARY DATA**

This section contains information that is presented as additional analytical data.

**CITY OF MONROE SCHOOL BOARD  
MONROE, LOUISIANA  
SCHEDULE OF COMPENSATION PAID BOARD MEMBERS  
FOR THE YEAR ENDED JUNE 30, 1999**

	<u>District</u>	<u>Compensation</u>
Victoria Dayton	1	\$ 9,600
Tony Cain	2	9,600
Natasa Bryant	3	4,800
Mickey Trawick*	3	4,800
Jessie Hardy	4	9,600
Curtis Armand, President**	5	10,200
Harold McCoy	6	3,400
Stephanie Smith*	6	4,800
Prerita Love	7	4,800
Brenda Shelton*	7	<u>4,800</u>
		\$ <u>68,400</u>

\* Term began January 1, 1999

\*\* Term as President began January 1, 1999



**Luffey  
Huffman  
& Monroe**

AN PROFESSIONAL ACCOUNTING CORPORATION  
CERTIFIED PUBLIC ACCOUNTANTS

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Francis Huffman, CPA  
J. Franklin Monroe, CPA  
Peter Anthony Ode, CPA  
George A. Ode, CPA

## MANAGEMENT LETTER

### **Members of the School Board Monroe City School Board Monroe, Louisiana**

In planning and performing our audit of the general purpose financial statements of the **Monroe City School Board** (the School Board) as of and for the year ended June 30, 1999, we considered its internal control structure in order to determine our auditing procedures for purposes of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control structure or overall compliance with laws and regulations.

However, during our audit we became aware of certain matters that are opportunities for strengthening internal controls and the overall environment for compliance with laws and regulations. This letter will summarize our comments and suggestions regarding those matters. This letter does not affect our report dated December 22, 1999 on the general purpose financial statements of the School Board.

### **1. Compliance with Local Government Budget Act**

#### **Findings:**

State budget laws require local governments in Louisiana (including school districts) to adopt annual operating budgets for the General Fund and all Special Revenue Funds which are considered balanced. That is, expenditures must not exceed estimated funds available (current year revenues plus beginning positive fund balance). In addition, the statutes require the budget be adopted by a specific date (generally September 15 for school districts). In our review of the budget adoption instruments and the results of the School Board, we noted that the School Board adopted a budget for the General Fund and the School Food Service Special Revenue Fund in which expenditures exceeded funds available by over \$1 million and \$80,000, respectively. Further, the budget was adopted at the October 12, 1999 board meeting. Therefore, the School Board has violated the two provisions of the budget law cited above. In addition, the budget laws provide that any amended budget must also be balanced as defined above. The amended budgets adopted by the School Board also contained expenditures in excess of funds available in violation of that provision of the budget law.

**Recommendation:**

While recognizing that the School Board had the choice between preparing a budget which was realistic and accurate or a budget which was unsustainable, the Local Government Budget Act is clear on the point that expenditures shall not exceed funds available. This provision applies to the original budget and any amendments thereto. We also noted that the fiscal 2000 budget was adopted in compliance with the balancing and timing provisions of the statutes. We recommend that the School Board and the Administration continue to work together to monitor the financial position and resources of the school district to provide for sound financial planning to eliminate operating deficits and provide for timely adoption of comprehensive operating budgets.

**Management's Corrective Action Plan:**

Management recognizes the right of the school board to delay budget approval and increase the operating deficit in the short run to lessen or eliminate a harmful impact on students. However, management certainly concurs that sound financial planning must be an ongoing objective of our system to enable us to adopt budgets which will eliminate our operating deficit. The 1999-2000 budget adoption by our board is in compliance in all respects to the Local Government Budget Act and projects a significant reduction in the operating deficit.

**2. Compliance With Procurement Policy**

**Finding:**

The Business Department has in place policies and procedures for controlled purchasing which are designed to enhance compliance with state and Federal procurement standards and to see that the funds of the School District are subject to prudent oversight. These policies detected instances in which Magnet Program funds totaling approximately \$37,000 were expended outside of the approved procurement procedures. These instances primarily involved expenditure of funds prior to proper approval and potential bid law violations. Quotes were subsequently located which obviate the bid law problem, but the quote process and approval is a function of the purchasing arm of the Business Department. Expenditures outside of the established policy significantly increases the risk that funds could be expended in a manner which is inconsistent with state and Federal laws and regulations and the intent of management of the school district.

**Recommendation:**

We recommend that the purchasing policy be clearly communicated to persons with purchasing authority and that the Business Department continue to work with the various department heads and supervisors to ensure appropriate oversight of funds is exercised.

**Management's Corrective Action Plan:**

Management strongly concurs that all fiscal activity should be accomplished by following the procedures and policies of the Business Department. We will continue to communicate these requirements to supervisors and department heads. Further, detection of fiscal activity outside of approved guidelines shall continue to be reported and corrective action implemented.

**3. Time and Attendance Reporting**

**Finding:**

Collusion between employees often can defeat even the best system of internal controls. Following a complaint by a bus operator, an internal School Board investigation in conjunction with a Monroe Police Department investigation revealed that a supervisory member of the school district's Transportation Department altered time and attendance records of an employee under his supervision and diverted activity fee pay to such person to which they were not entitled. This resulted in the employee receiving compensation for which they had not performed services, which appears to be in violation of Louisiana Revised Statutes Section 42 which states, in part, that "no public employee shall receive anything of economic value for the performance of his duties other than compensation and benefits to which he is duly entitled."

**Recommendation:**

We recommend the School Board take steps to minimize the potential for such events to occur in the future. While the School Board's internal controls appear to offer the reasonable, but not absolute, assurance that assets will not be misappropriated, instances of this sort might be more effectively deterred by having business office personnel perform surprise "spot audits" of timesheets and other attendance records submitted by Transportation and other departments which result in the disbursement of public funds.

*Management's Corrective Action Plan:*

Management agrees that no system of internal control can insure total fiscal compliance. However, we acknowledge the recommendation of our audit firm is an excellent additional control which shall be implemented and documented by the Business Department.



(A Professional Accounting Corporation)

December 22, 1999