

**STATE OF FLORIDA AUDITOR GENERAL**

**Financial, Operational, and Federal Single Audit**

Report No. 2016-141  
March 2016

**HOLMES COUNTY  
DISTRICT SCHOOL BOARD**

For the Fiscal Year Ended  
June 30, 2015



Sherrill F. Norman, CPA  
Auditor General

## Board Members and Superintendent

During the 2014-15 fiscal year, Eddie Dixon served as Superintendent and the following individuals served as Board members:

	<u>District No.</u>
Rusty Williams, Chair	1
Debbie Kolmetz	2
Jason Motley to 11-17-14, Vice Chair	3
Alan Justice from 11-18-14	3
Shirley Owens	4
Sid Johnson, Vice Chair from 11-18-14	5

The Auditor General conducts audits of governmental entities to provide the Legislature, Florida's citizens, public entity management, and other stakeholders unbiased, timely, and relevant information for use in promoting government accountability and stewardship and improving government operations.

The team leader was Pamela L. Corbin, CPA, and the audit was supervised by Shelly G. Curti, CPA.

Please address inquiries regarding this report to Douglas R. Conner, CPA, Audit Supervisor, by e-mail at [dougconner@aud.state.fl.us](mailto:dougconner@aud.state.fl.us) or by telephone at (850) 412-2730.

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## SUMMARY

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### SUMMARY OF REPORT ON FINANCIAL STATEMENTS

Our audit disclosed that the District's basic financial statements were presented fairly, in all material respects, in accordance with prescribed financial reporting standards.

### SUMMARY OF REPORT ON INTERNAL CONTROL AND COMPLIANCE

Our audit did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* issued by the Comptroller General of the United States; however, we noted certain additional matters as summarized below.

#### Additional Matters

**Finding 1:** As similarly noted in our report Nos. 2014-141 and 2015-141, the Board has not established a documented process to identify instructional personnel entitled to differentiated pay using the factors prescribed in State law.

**Finding 2:** Controls over virtual instruction program (VIP) operations and related activities could be enhanced by developing and maintaining comprehensive, written VIP policies and procedures. Such policies and procedures, including timely, written parental notification, could better ensure that parents are aware of student opportunities to participate in the District's VIP and open enrollment dates. A similar finding was noted in our report No. 2015-141.

### SUMMARY OF REPORT ON FEDERAL AWARDS

We audited the District's compliance with applicable Federal awards requirements. The Child Nutrition Cluster, Title I, and Special Education Cluster programs were audited as major Federal programs. The results of our audit indicated that the District materially complied with the requirements that could have a direct and material effect on each of its major Federal programs, except for the Title I Program. Noncompliance and control deficiency findings are summarized below.

**Federal Awards Finding No. 2015-001:** District procedures did not ensure that all teachers who taught core academic subjects in Title I Schoolwide Program schools were highly qualified, resulting in questioned costs of \$207,058.41.

**Federal Awards Finding No. 2015-002:** The District did not maintain required documentation to support adjustments to the high school graduation rate cohort.

## AUDIT OBJECTIVES AND SCOPE

Our audit objectives were to determine whether the Holmes County District School Board and its officers with administrative and stewardship responsibilities for District operations had:

- Presented the District's basic financial statements in accordance with generally accepted accounting principles;
- Established and implemented internal control over financial reporting and compliance with requirements that could have a direct and material effect on the financial statements or on a major Federal program;
- Established internal controls that promote and encourage: (1) compliance with applicable laws, rules, regulations, contracts, and grant agreements; (2) the economic and efficient operation of the District; (3) the reliability of records and reports; and (4) the safeguarding of District assets;
- Complied with the various provisions of laws, rules, regulations, contracts, and grant agreements that are material to the financial statements, and those applicable to the District's major Federal programs; and
- Taken corrective actions for findings included in our report No. 2015-141.

The scope of this audit included an examination of the District's basic financial statements and the accompanying Schedule of Expenditures of Federal Awards as of and for the fiscal year ended June 30, 2015. We obtained an understanding of the District's environment, including its internal control, and assessed the risk of material misstatement necessary to plan the audit of the basic financial statements and Federal awards. We also examined various transactions to determine whether they were executed, in both manner and substance, in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

## AUDIT METHODOLOGY

The methodology used to develop the findings in this report included the examination of pertinent District records in connection with the application of procedures required by auditing standards generally accepted in the United States of America; applicable standards contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Office of Management and Budget Circular A-133.



Sherrill F. Norman, CPA  
Auditor General

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The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

## INDEPENDENT AUDITOR'S REPORT

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Holmes County District School Board, as of and for the fiscal year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the school internal funds, which represent 15 percent of the assets and 17 percent of the liabilities of the aggregate remaining fund information. Those statements were audited by other auditors whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the school internal funds, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the

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

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

### ***Opinions***

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Holmes County District School Board, as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Emphasis of Matter***

As discussed in Note II. to the financial statements, the District implemented Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions, an amendment of GASB Statement No. 27*, which is a change in accounting principle that requires an employer participating in a cost-sharing multiple-employer defined benefit pension plan to report the employer's proportionate share of the net pension liability of the defined benefit pension plan. This affects the comparability of amounts reported in the 2014-15 fiscal year with the amounts reported for the 2013-14 fiscal year. Our opinion is not modified with respect to this matter.

### ***Other Matters***

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that **MANAGEMENT'S DISCUSSION AND ANALYSIS, Budgetary Comparison Schedule – General Fund, Schedule of Funding Progress – Other Postemployment Benefits Plan, Schedule of the District's Proportionate Share of the Net Pension Liability – Florida Retirement System Pension Plan, Schedule of District Contributions – Florida Retirement System Pension Plan, Schedule of the District's Proportionate Share of the Net Pension Liability – Health Insurance Subsidy Pension Plan, Schedule of District Contributions – Health Insurance Subsidy Pension Plan, and Notes to Required Supplementary Information**, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which

consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS** is presented for purposes of additional analysis as required by the United States Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements.

The accompanying **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS** is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS** is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued a report on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
March 22, 2016

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

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The management of the Holmes County District School Board has prepared the following discussion and analysis to provide an overview of the District's financial activities for the fiscal year ended June 30, 2015. The information contained in the Management's Discussion and Analysis (MD&A) is intended to highlight significant transactions, events, and conditions and should be considered in conjunction with the District's financial statements and notes to financial statements found immediately following the MD&A.

### **FINANCIAL HIGHLIGHTS**

Key financial highlights for the 2014-15 fiscal year are as follows:

- In total, net position decreased \$11,616,945, which represents a 33.6 percent decrease when compared to the 2013-14 fiscal year. The reported decrease in net position was primarily caused by an increase in reported liabilities related to the implementation of Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions*, rather than a decrease in assets.
- At the end of the current fiscal year, the fund balance of the General Fund totals \$1,018,807, which is \$63,844 more than the prior fiscal year balance.
- Fund financial statement expenditures exceeded revenues by \$637,768, primarily due to pre-construction costs associated with the new Bonifay K-8 School. The majority of the pre-construction costs were architect fees and land purchase. Funds to cover these expenditures have been allocated by the State legislature, but will not be received until encumbered in the 2015-2016 fiscal year.

### **OVERVIEW OF FINANCIAL STATEMENTS**

The basic financial statements consist of three components: (1) government-wide financial statements; (2) fund financial statements; and (3) notes to financial statements. This report also includes supplementary information intended to furnish additional details to support the basic financial statements.

#### **Government-wide Financial Statements**

The government-wide financial statements provide both short-term and long-term information about the District's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of net position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the District presented on the accrual basis of accounting. The statement of net position provides information about the District's financial position, its assets, liabilities, and deferred inflows/outflows of resources, using an economic resources measurement focus. Assets plus deferred outflows of resources, less liabilities and deferred inflows of resources, equals net position, which is a measure of the District's financial health. The statement of activities presents information about the change in the District's net position, the results of operations, during the fiscal year. An increase or decrease in net position is an indication of whether the District's financial health is improving or deteriorating.

All of the District's activities and services are reported in the government-wide financial statements as governmental activities. The District's governmental activities include instruction, student support services, instructional support services, administrative support services, facility maintenance,

transportation, and food services. State and Federal revenues, and property taxes finance most of these activities. Additionally, all capital and debt financing activities are reported as governmental activities.

Over a period of time, changes in the District's net position are an indication of improving or deteriorating financial condition. This information should be evaluated in conjunction with other nonfinancial factors, such as changes in the District's property tax base, student enrollment, and the condition of the District's capital assets including its school buildings and administrative facilities.

### **Fund Financial Statements**

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements and prudent fiscal management. Certain funds are established by law while others are created by legal agreements, such as bond covenants. Fund financial statements provide more detailed information about the District's financial activities, focusing on its most significant or "major" funds rather than fund types. This is in contrast to the entitywide perspective contained in the government-wide statements. All of the District's funds may be classified within one of the broad categories discussed below.

**Governmental Funds:** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds utilize a spendable financial resources measurement focus rather than the economic resources measurement focus found in the government-wide financial statements. The financial resources measurement focus allows the governmental fund statements to provide information on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year.

The governmental fund statements provide a detailed short-term view that may be used to evaluate the District's near-term financing requirements. This short-term view is useful when compared to the long-term view presented as governmental activities in the government-wide financial statements. To facilitate this comparison, both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation of governmental funds to governmental activities.

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the District's most significant funds. The District's major funds are the General Fund, Capital Projects – Public Education Capital Outlay Fund, and Capital Projects – Local Capital Improvement Fund. Data from the other governmental funds are combined into a single, aggregated presentation.

The District adopts an annual appropriated budget for its governmental funds. A budgetary comparison schedule has been provided for the General Fund to demonstrate compliance with the budget.

**Proprietary Fund:** Proprietary funds may be established to account for activities in which a fee is charged for services. The District maintains one type of proprietary fund, an internal service fund. This

fund is used to account for resources set aside to fund a portion of the District's compensated absences liability.

**Fiduciary Funds:** Fiduciary funds are used to report assets held in a trustee or fiduciary capacity for the benefit of external parties, such as student activity funds. Fiduciary funds are not reflected in the government-wide statements because the resources are not available to support the District's own programs. In its fiduciary capacity, the District is responsible for ensuring that the assets reported in these funds are used only for their intended purposes.

The District uses agency funds to account for resources held for student activities and groups.

**Notes to Financial Statements**

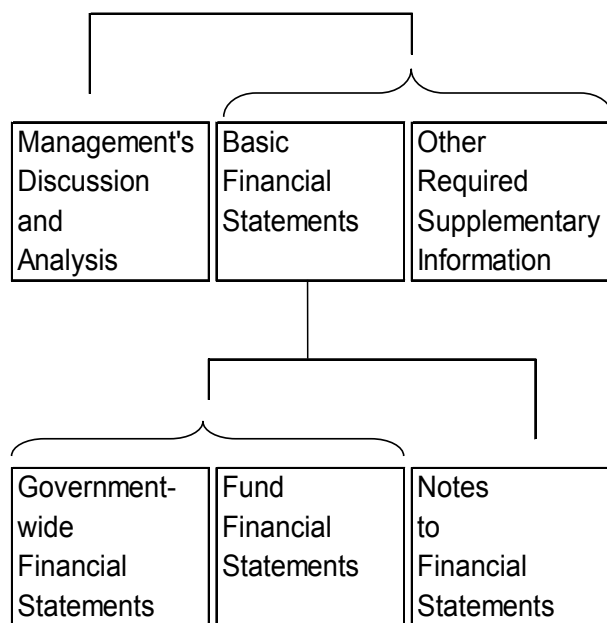
The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

**Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information concerning the District's net pension liability and its progress in funding its obligation to provide other postemployment benefits to its employees.

The following illustrates the components of the annual financial report and their relation to each other.

**Components of the Annual Financial Report**



**Major Features of Holmes County School District's Government-wide and Fund Financial Statements**

	Government-wide Statements	Fund Statements		
		Governmental Funds	Proprietary Fund	Fiduciary Funds
Scope	Entire District (except fiduciary funds)	The activities of the District that are not proprietary or fiduciary	Activities the District operates similar to private businesses	Instances in which the District is trustee or agent for someone else's resources
Required financial statements	Statement of net position  Statement of activities	Balance sheet  Statement of revenues, expenditures, and changes in fund balances	Statement of net position  Statement of revenues, expenses, and changes in fund net position  Statement of cash flows	Statement of fiduciary assets and liabilities
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both financial and capital, and short-term and long-term	All assets and liabilities, both short-term and long-term; the District's funds do not currently contain capital assets although they can
Type of inflow/outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during year, regardless of when cash is received or paid	All revenues and expenses during year, regardless of when cash is received or paid

<b>GOVERNMENT-WIDE FINANCIAL ANALYSIS</b>
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As noted earlier, net position over time may serve as a useful indicator of a government's financial health. The following is a summary of the District's net position as of June 30, 2015, compared to net position as of June 30, 2014:

**Net Position, End of Year**

	<b>Governmental Activities</b>	
	<b>6-30-15</b>	<b>6-30-14</b>
Current and Other Assets	\$ 3,424,682	\$ 4,153,545
Capital Assets	35,981,065	36,494,414
<b>Total Assets</b>	<b>39,405,747</b>	<b>40,647,959</b>
Deferred Outflows of Resources	3,165,083	-
Long-Term Liabilities	13,432,915	5,255,157
Other Liabilities	688,389	780,029
<b>Total Liabilities</b>	<b>14,121,304</b>	<b>6,035,186</b>
Deferred Inflows of Resources	5,453,698	-
Net Position:		
Net Investment in Capital Assets	34,843,513	34,789,178
Restricted	721,979	677,420
Unrestricted (Deficit)	(12,569,664)	(853,825)
<b>Total Net Position</b>	<b>\$ 22,995,828</b>	<b>\$ 34,612,773</b>

The largest portion of the District's net position is investment in capital assets (e.g., land; buildings and fixed equipment; furniture, fixtures, and equipment; and motor vehicles), less any related debt still outstanding. The District uses these capital assets to provide services to students; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, the resources used to repay the debt must be provided from other sources, since the capital assets cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The implementation of GASB Statement No. 68, which guides the treatment of pension related liabilities, accounted for a significant decrease in the District's unrestricted net position. The beginning net position of the District was decreased by \$11,468,317 due to the adoption of this statement.

The key elements of the changes in the District's net position for the fiscal years ended June 30, 2015, and June 30, 2014, are as follows:

## Operating Results for the Fiscal Year Ended

	Governmental Activities	
	6-30-15	6-30-14
Program Revenues:		
Charges for Services	\$ 325,013	\$ 332,944
Operating Grants and Contributions	2,232,145	1,955,474
Capital Grants and Contributions	108,806	112,697
General Revenues:		
Property Taxes, Levied for Operational Purposes	2,670,178	2,660,570
Property Taxes, Levied for Capital Projects	695,734	676,655
Grants and Contributions Not Restricted to Specific Programs	22,680,884	22,055,389
Unrestricted Investment Earnings	2,610	4,864
Miscellaneous	638,513	230,285
<b>Total Revenues</b>	<b>29,353,883</b>	<b>28,028,878</b>
Functions/Program Expenses:		
Instruction	15,679,914	16,401,532
Student Personnel Services	674,846	750,227
Instructional Media Services	529,237	530,838
Instruction and Curriculum Development Services	345,784	261,703
Instructional Staff Training Services	433,604	474,690
Instructional-Related Technology	219,236	265,173
Board	220,756	197,416
General Administration	271,371	306,309
School Administration	2,023,834	2,123,824
Fiscal Services	311,022	317,118
Food Services	1,644,290	1,643,666
Central Services	558,130	651,461
Student Transportation Services	1,324,388	1,433,378
Operation of Plant	2,645,926	2,540,085
Maintenance of Plant	965,294	1,324,626
Administrative Technology Services	2,474	1,536
Unallocated Interest on Long-Term Debt	40,877	39,385
Unallocated Depreciation Expense	1,611,528	1,627,264
<b>Total Functions/Program Expenses</b>	<b>29,502,511</b>	<b>30,890,231</b>
<b>Change in Net Position</b>	<b>(148,628)</b>	<b>(2,861,353)</b>
Net Position, Beginning of Year	34,612,773	37,474,126
Adjustment to Beginning Net Position (1)	(11,468,317)	-
Net Position - Beginning, as Restated	23,144,456	37,474,126
<b>Net Position - Ending</b>	<b>\$ 22,995,828</b>	<b>\$ 34,612,773</b>

Note: (1) Adjustment to beginning net position is due to the implementation of GASB Statement No. 68.

The largest revenue source is the State of Florida (71.1 percent). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP formula utilizes student enrollment data, and is designed to maintain equity in funding across all Florida school districts, taking into consideration the District's funding ability based on the local property tax base.

Instruction expenses represent 53.1 percent of total governmental expenses in the 2014-15 fiscal year. Instruction expenses decreased by \$721,618, or 4.4 percent, from the previous fiscal year due mainly from a reduction in staffing levels, resulting in a decrease in salaries and related benefits.

**FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS**

**Governmental Funds**

The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. Specifically, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as it represents the portion of fund balance that has not been limited to a particular purpose by an external party, the District, or a group or individual delegated authority by the Board to assign resources for particular purposes.

The total fund balances of governmental funds decreased by \$637,768 during the fiscal year to \$1,074,455 at June 30, 2015. Approximately 3.2 percent of this amount is unassigned fund balance (\$34,587), which is available for spending at the District's discretion. The remainder of the fund balance is nonspendable, restricted, or assigned to indicate that it is (1) not in spendable form (\$144,773), (2) restricted for particular purposes (\$682,245), or (3) assigned for particular purposes (\$212,850).

**Major Governmental Funds**

The General Fund is the District's chief operating fund. At the end of the current fiscal year, unassigned fund balance is \$913,769, while the total fund balance is \$1,018,807. Total fund balance increased by \$63,844 during the fiscal year.

The Capital Projects – Public Education Capital Outlay Fund has a deficit fund balance of \$879,181, which represents expenditures for the pre-construction costs associated with a new school paid in advance of drawing funds from a special allocation of specific construction needs through the Public Education Capital Outlay and Debt Service Trust Fund – Special Facility Construction Account. In anticipation of the receipt of the special allocation, \$1,219,546 was encumbered for the new school at June 30, 2015.

The Capital Projects – Local Capital Improvement Fund has a fund balance of \$598,771, which is restricted to acquisition, construction, and maintenance of capital assets. The fund balance increased in the current fiscal year due to a decrease in transfers out.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The District's budget is prepared according to Florida law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant

budgeted fund is the General Fund. Variances between the original, final, and actual appropriations and expenditures were the result of certain grants and funds that are not budgeted until grant approval. During the 2014-15 fiscal year, the District amended its General Fund budget as needed to comply with Florida law and local District policies. There were no significant variances noted between the original budget, final budget, and actual revenues and expenditures.

**CAPITAL ASSETS AND LONG-TERM DEBT**

**Capital Assets**

Additional information on the District’s capital assets can be found in Notes I.F.4. and IV.C. to the financial statements. The following table reflects the District’s net investment in capital assets at June 30, 2015, and June 30, 2014:

	Governmental Activities	
	6-30-15	6-30-14
Land	\$ 677,186	\$ 450,584
Construction in Progress	718,226	346,468
Improvements Other Than Buildings	181,012	193,914
Buildings and Fixed Equipment	32,241,150	33,353,869
Furniture, Fixtures, and Equipment	707,903	490,965
Motor Vehicles	1,455,588	1,658,614
Total Capital Assets	\$ 35,981,065	\$ 36,494,414

**Long-Term Debt**

The following table discloses the 2014-15 fiscal year debt principal payments and outstanding balances as of June 30, 2015:

	Total	Debt
	Payments	Outstanding
June 30, 2015	\$ 567,684	\$ 1,137,552

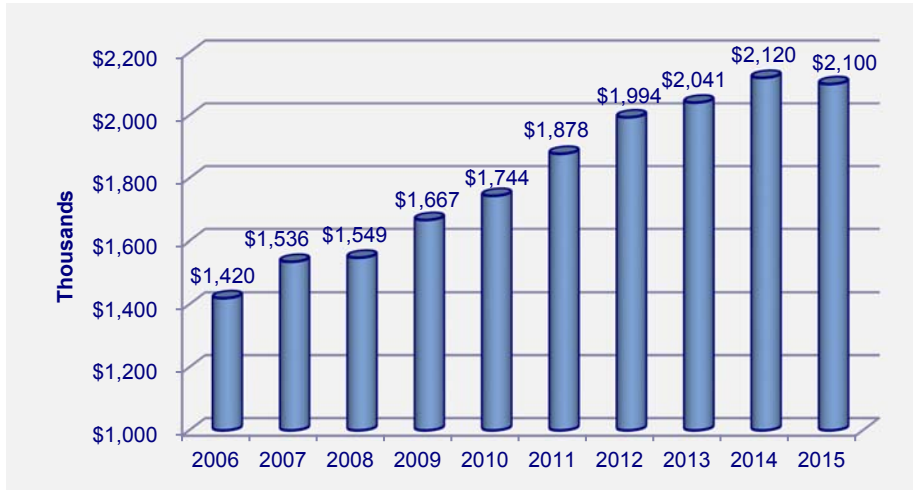
Additional information on the District’s long-term debt can be found in Notes IV.I. through IV.J.2. to the financial statements.

**OTHER MATTERS OF SIGNIFICANCE**

**Insurance Premiums**

The insurance industry has presented a challenge for consumers for the past several years. The current provider of health insurance has a contractual provision whereby the District is to pay 75 percent of the premium cost for employee health coverage. The District’s total cost for health insurance benefits is reflected in the chart below for the June 30 fiscal year-ends as indicated:

### Health Insurance Premiums



### Energy Costs

Energy costs for the operation of plant have impacted the District's cost containment ability. These energy costs are reflected in the following chart for the June 30 fiscal year-ends as indicated:

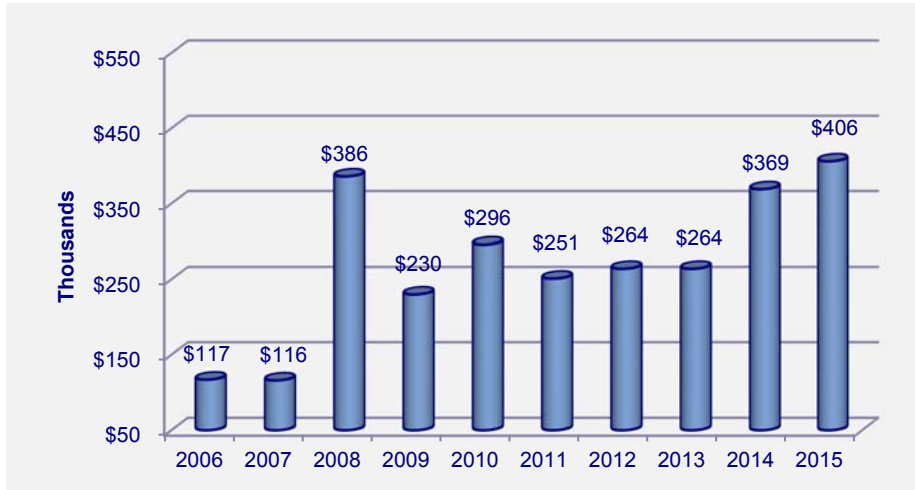
### Energy Costs



### Terminal Pay Benefits

Terminal pay benefits are a significant annual cost and liability for the District. The District purchases leave from employees when they participate in the Deferred Retirement Option Program, when they terminate from employment, at the rate of 80 percent of the value of sick leave earned on an annual basis by current employees with certain limits. The following reflects the total costs of terminal payments and terminal pay liability for the June 30 fiscal year-ends as indicated:

### Terminal Payments



### Terminal Pay Liability



### REQUESTS FOR INFORMATION

This report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning information provided in the MD&A or other required supplementary information, and financial statements and notes thereto, or requests for additional financial information should be addressed to the Holmes County District School Board, 701 East Pennsylvania Avenue, Bonifay, Florida, 32425.

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# **BASIC FINANCIAL STATEMENTS**

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**Holmes County District School Board  
Statement of Net Position  
June 30, 2015**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash	\$ 3,098,536.89
Investments	20,599.51
Accounts Receivable	3,665.23
Due from Other Agencies	157,107.36
Inventories	144,772.89
Capital Assets:	
Nondepreciable Capital Assets	1,395,411.65
Depreciable Capital Assets, Net	34,585,653.02
<b>TOTAL ASSETS</b>	<u>39,405,746.55</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pensions	<u>3,165,083.00</u>
<b>LIABILITIES</b>	
Accrued Salaries and Benefits	54,241.71
Payroll Deductions and Withholdings	440,699.42
Accounts Payable	189,267.59
Advanced Revenues	4,180.49
Long-Term Liabilities:	
Portion Due Within One Year	792,048.03
Portion Due After One Year	12,640,866.32
<b>TOTAL LIABILITIES</b>	<u>14,121,303.56</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pensions	<u>5,453,698.00</u>
<b>NET POSITION</b>	
Net Investment in Capital Assets	34,843,512.48
Restricted for:	
Debt Service	10,584.15
Capital Projects	625,244.69
Food Service	86,150.14
Unrestricted	(12,569,663.47)
<b>TOTAL NET POSITION</b>	<u>\$ 22,995,827.99</u>

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

**Holmes County District School Board  
Statement of Activities  
For the Fiscal Year Ended June 30, 2015**

Functions/Programs	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
<b>Governmental Activities:</b>			
Instruction	\$ 15,679,914.45	\$ 54,661.89	\$ -
Student Personnel Services	674,846.30	-	-
Instructional Media Services	529,236.97	-	-
Instruction and Curriculum Development Services	345,784.13	-	-
Instructional Staff Training Services	433,603.82	-	-
Instructional-Related Technology	219,235.61	-	-
Board	220,756.42	-	-
General Administration	271,370.71	-	-
School Administration	2,023,834.33	-	-
Facilities Acquisition and Construction	-	-	-
Fiscal Services	311,021.70	-	-
Food Services	1,644,290.33	258,180.05	1,426,528.96
Central Services	558,129.56	-	-
Student Transportation Services	1,324,388.09	12,171.10	738,920.00
Operation of Plant	2,645,926.27	-	-
Maintenance of Plant	965,293.85	-	66,696.00
Administrative Technology Services	2,473.80	-	-
Unallocated Interest on Long-Term Debt	40,877.31	-	-
Unallocated Depreciation Expense	1,611,528.00	-	-
<b>Total Governmental Activities</b>	<b>\$ 29,502,511.65</b>	<b>\$ 325,013.04</b>	<b>\$ 2,232,144.96</b>

General Revenues:

Taxes:

Property Taxes, Levied for Operational Purposes

Property Taxes, Levied for Capital Projects

Grants and Contributions Not Restricted to Specific Programs

Unrestricted Investment Earnings

Miscellaneous

**Total General Revenues**

**Change in Net Position**

Net Position - Beginning

Adjustment to Beginning Net Position

Net Position - Beginning, as Restated

**Net Position - Ending**

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

		<b>Net (Expense) Revenue and Changes in Net Position</b>
<b>Capital Grants and Contributions</b>		<b>Governmental Activities</b>
\$	-	\$ (15,625,252.56)
	-	(674,846.30)
	-	(529,236.97)
	-	(345,784.13)
	-	(433,603.82)
	-	(219,235.61)
	-	(220,756.42)
	-	(271,370.71)
	-	(2,023,834.33)
	26,537.08	26,537.08
	-	(311,021.70)
	-	40,418.68
	-	(558,129.56)
	-	(573,296.99)
	-	(2,645,926.27)
	-	(898,597.85)
	-	(2,473.80)
	82,268.90	41,391.59
	-	(1,611,528.00)
<b>\$</b>	<b>108,805.98</b>	<b>(26,836,547.67)</b>

2,670,177.61
695,733.91
22,680,885.51
2,609.92
638,512.54
<b>26,687,919.49</b>
<b>(148,628.18)</b>
34,612,773.17
<b>(11,468,317.00)</b>
<b>23,144,456.17</b>
<b>\$ 22,995,827.99</b>

**Holmes County District School Board  
Balance Sheet – Governmental Funds  
June 30, 2015**

	<b>General Fund</b>	<b>Capital Projects - Public Education Capital Outlay Fund</b>	<b>Capital Projects - Local Capital Improvement Fund</b>
<b>ASSETS</b>			
Cash	\$ 1,362,195.80	\$ -	\$ -
Investments	5,007.68	-	-
Accounts Receivable	3,625.23	-	-
Due from Other Funds	134,361.12	-	598,025.39
Due from Other Agencies	18,838.25	-	745.12
Inventories	105,038.51	-	-
<b>TOTAL ASSETS</b>	<b>\$ 1,629,066.59</b>	<b>\$ 0.00</b>	<b>\$ 598,770.51</b>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accrued Salaries and Benefits	\$ 41,250.80	\$ -	\$ -
Payroll Deductions and Withholdings	440,699.42	-	-
Accounts Payable	128,309.08	-	-
Due to Other Funds	-	879,181.43	-
Advanced Revenues	-	-	-
<b>Total Liabilities</b>	<b>610,259.30</b>	<b>879,181.43</b>	<b>-</b>
Fund Balances:			
Nonspendable:			
Inventories	105,038.51	-	-
Restricted for:			
Debt Service	-	-	-
Capital Projects	-	-	598,770.51
Food Service	-	-	-
Total Restricted Fund Balance	-	-	598,770.51
Assigned for:			
Debt Service	-	-	-
Capital Projects	-	-	-
Total Assigned Fund Balance	-	-	-
Unassigned Fund Balance (Deficit)	913,768.78	(879,181.43)	-
<b>Total Fund Balances</b>	<b>1,018,807.29</b>	<b>(879,181.43)</b>	<b>598,770.51</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 1,629,066.59</b>	<b>\$ 0.00</b>	<b>\$ 598,770.51</b>

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

<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ 74,503.69	\$ 1,436,699.49
15,591.83	20,599.51
40.00	3,665.23
206,126.78	938,513.29
137,523.99	157,107.36
39,734.38	144,772.89
<u>\$ 473,520.67</u>	<u>\$ 2,701,357.77</u>
\$ 12,990.91	\$ 54,241.71
-	440,699.42
60,958.51	189,267.59
59,331.86	938,513.29
4,180.49	4,180.49
<u>137,461.77</u>	<u>1,626,902.50</u>
<u>39,734.38</u>	<u>144,772.89</u>
10,584.15	10,584.15
26,474.18	625,244.69
46,415.76	46,415.76
<u>83,474.09</u>	<u>682,244.60</u>
1,715.97	1,715.97
211,134.46	211,134.46
<u>212,850.43</u>	<u>212,850.43</u>
-	34,587.35
<u>336,058.90</u>	<u>1,074,455.27</u>
<u>\$ 473,520.67</u>	<u>\$ 2,701,357.77</u>

**Holmes County District School Board  
Reconciliation of the Governmental Funds Balance Sheet  
to the Statement of Net Position  
June 30, 2015**

**Total Fund Balances - Governmental Funds** \$ 1,074,455.27

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. 35,981,064.67

Long-term liabilities are not due and payable in the fiscal year and, therefore, are not reported as liabilities in the governmental funds. Long-term liabilities at year-end consist of:

Installment-Purchase Payable	\$ (702,552.19)	
Bonds Payable	(435,000.00)	
Compensated Absences Payable (net of \$1,661,837.40 set aside in the Internal Service Fund to fund a portion of the liability)	(520,751.76)	
Net Pension Liability	(8,586,011.00)	
Other Postemployment Benefits Payable	<u>(1,526,762.00)</u>	(11,771,076.95)

The deferred outflows of resources and deferred inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds.

Deferred Outflows Related to Pensions	\$ 3,165,083.00	
Deferred Inflows Related to Pensions	<u>(5,453,698.00)</u>	<u>(2,288,615.00)</u>

**Net Position - Governmental Activities** \$ 22,995,827.99

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

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**Holmes County District School Board  
Statement of Revenues, Expenditures, and Changes in  
Fund Balances – Governmental Funds  
For the Fiscal Year Ended June 30, 2015**

	General Fund	Capital Projects - Public Education Capital Outlay Fund	Capital Projects - Local Capital Improvement Fund
<b>Revenues</b>			
Intergovernmental:			
Federal Direct	\$ 41,590.52	\$ -	\$ -
Federal Through State and Local	62,519.46	-	-
State	20,465,871.75	66,696.00	-
Local:			
Property Taxes	2,670,177.61	-	695,733.91
Charges for Services - Food Service	-	-	-
Miscellaneous	690,437.62	-	677.94
Total Local Revenues	<u>3,360,615.23</u>	<u>-</u>	<u>696,411.85</u>
<b>Total Revenues</b>	<u>23,930,596.96</u>	<u>66,696.00</u>	<u>696,411.85</u>
<b>Expenditures</b>			
Current - Education:			
Instruction	14,081,216.71	-	-
Student Personnel Services	566,326.08	-	-
Instructional Media Services	532,336.82	-	-
Instruction and Curriculum Development Services	211,121.36	-	-
Instructional Staff Training Services	128,145.03	-	-
Instructional - Related Technology	220,437.61	-	-
Board	221,245.42	-	-
General Administration	218,591.49	-	-
School Administration	2,064,865.58	-	-
Fiscal Services	320,574.93	-	-
Food Services	-	-	-
Central Services	662,027.09	-	-
Student Transportation Services	1,381,712.52	-	-
Operation of Plant	2,655,089.19	-	-
Maintenance of Plant	968,179.44	197.44	-
Administrative Technology Services	2,473.80	-	-
Fixed Capital Outlay:			
Facilities Acquisition and Construction	-	599,211.54	-
Other Capital Outlay	219,582.09	-	-
Debt Service:			
Principal	-	-	-
Interest and Fiscal Charges	-	-	-
<b>Total Expenditures</b>	<u>24,453,925.16</u>	<u>599,408.98</u>	<u>-</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>(523,328.20)</u>	<u>(532,712.98)</u>	<u>696,411.85</u>
<b>Other Financing Sources (Uses)</b>			
Transfers In	587,172.03	-	-
Transfers Out	-	-	(588,866.96)
<b>Total Other Financing Sources (Uses)</b>	<u>587,172.03</u>	<u>-</u>	<u>(588,866.96)</u>
<b>Net Change in Fund Balances</b>	63,843.83	(532,712.98)	107,544.89
Fund Balances, Beginning	954,963.46	(346,468.45)	491,225.62
<b>Fund Balances, Ending</b>	<u>\$ 1,018,807.29</u>	<u>\$ (879,181.43)</u>	<u>\$ 598,770.51</u>

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

<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ -	\$ 41,590.52
3,956,565.77	4,019,085.23
343,957.97	20,876,525.72
-	3,365,911.52
258,180.05	258,180.05
4,668.79	695,784.35
<u>262,848.84</u>	<u>4,319,875.92</u>
<u>4,563,372.58</u>	<u>29,257,077.39</u>
1,758,069.46	15,839,286.17
115,792.36	682,118.44
-	532,336.82
136,333.98	347,455.34
308,806.54	436,951.57
1,335.00	221,772.61
-	221,245.42
56,719.44	275,310.93
1,017.98	2,065,883.56
-	320,574.93
1,643,364.63	1,643,364.63
315.00	662,342.09
15,042.07	1,396,754.59
-	2,655,089.19
-	968,376.88
-	2,473.80
-	599,211.54
196,153.30	415,735.39
567,683.83	567,683.83
40,877.31	40,877.31
<u>4,841,510.90</u>	<u>29,894,845.04</u>
<u>(278,138.32)</u>	<u>(637,767.65)</u>
241,000.00	828,172.03
<u>(239,305.07)</u>	<u>(828,172.03)</u>
1,694.93	-
(276,443.39)	(637,767.65)
<u>612,502.29</u>	<u>1,712,222.92</u>
<u>\$ 336,058.90</u>	<u>\$ 1,074,455.27</u>

**Holmes County District School Board  
 Reconciliation of the Governmental Funds Statement of Revenues, Expenditures,  
 and Changes in Fund Balances to the Statement of Activities  
 For the Fiscal Year Ended June 30, 2015**

**Net Change in Fund Balances - Governmental Funds** \$ (637,767.65)

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in the governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation expense in excess of capital outlays in the current fiscal year. (500,319.06)

Repayment of long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount of long-term debt that was repaid in the current fiscal year. 567,683.83

The undepreciated cost of capital assets which are sold or otherwise disposed of is expensed in the statement of activities. In the governmental funds, the cost of these assets was recognized as an expenditure in the fiscal year purchased. Thus, the change in net position differs from the change in fund balance by the undepreciated cost of the disposed assets. (13,030.20)

In the statement of activities, the cost of compensated absences is measured by the amounts earned during the year, while in the governmental funds, expenditures are recognized based on the amounts actually paid for compensated absences. This is the net amount of compensated absences used in excess of the amount earned in the current fiscal year. 200,303.83

Other postemployment benefits costs are recorded in the statement of activities under the full accrual basis of accounting, but are not recorded in the governmental funds until paid. This is the net increase in the other postemployment benefits liability for the current fiscal year. (359,734.00)

Governmental funds report district pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned net of employee contributions is reported as a pension expense.

FRS Pension Contribution	\$ 1,234,087.00	
HIS Pension Contribution	213,650.00	
FRS Pension Expense	(445,932.00)	
HIS Pension Expense	<u>(408,114.00)</u>	593,691.00

An internal service fund is used by management to accumulate resources to fund a portion of the cost of compensated absences. Accordingly, this represents the net increase in the Internal Service Fund assets set aside for this purpose. 544.07

**Change in Net Position - Governmental Activities** \$ (148,628.18)

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

**Holmes County District School Board  
Statement of Net Position – Proprietary Fund  
June 30, 2015**

	<b>Governmental Activities - Internal Service Fund</b>
<b>ASSETS</b>	
Current Assets:	
Cash	\$ 1,661,837.40
<b>LIABILITIES</b>	
Noncurrent Liabilities:	
Compensated Absences Payable	1,661,837.40
<b>NET POSITION</b>	
Unrestricted	\$ 0.00

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

**Holmes County District School Board  
Statement of Revenues, Expenses, and Changes in Fund  
Net Position – Proprietary Fund  
For the Fiscal Year Ended June 30, 2015**

	<b>Governmental  Activities -  Internal  Service  Fund</b>
<b>OPERATING EXPENSE</b>	
Compensated Absences Expense	\$ 544.07
<b>Operating Loss</b>	(544.07)
<b>NONOPERATING REVENUE</b>	
Interest	544.07
<b>Change in Net Position</b>	-
Total Net Position - Beginning	-
<b>Total Net Position - Ending</b>	\$ 0.00

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

**Holmes County District School Board  
Statement of Cash Flows – Proprietary Fund  
For the Fiscal Year Ended June 30, 2015**

	<b>Governmental Activities - Internal Service Fund</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Sale of Investments	\$ 7,296.28
Interest Income	544.07
	7,840.35
<b>Net Cash Provided by Investing Activities</b>	7,840.35
<b>Net Increase in Cash</b>	7,840.35
Cash, Beginning	1,653,997.05
	1,661,837.40
<b>Cash, Ending</b>	\$ 1,661,837.40

**Reconciliation of Operating Loss to Net Cash Provided by Operating Activities:**

Operating Loss	\$ (544.07)
Adjustments to Reconcile Operating Loss to Net Cash Provided by Operating Activities:	
Changes in Assets and Liabilities:	
Increase in Compensated Absences Payable	544.07
	544.07
<b>Net Cash Provided by Operating Activities</b>	\$ 0.00

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

**Holmes County District School Board  
Statement of Fiduciary Assets and Liabilities – Fiduciary Funds  
June 30, 2015**

	<u>Agency Funds</u>
<b>ASSETS</b>	
Cash	\$ 378,223.00
<b>LIABILITIES</b>	
Internal Accounts Payable	\$ 378,223.00

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

# ***NOTES TO FINANCIAL STATEMENTS***

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## **I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **A. Description of Government-wide Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Holmes County School District (District). All fiduciary activities are reported only in the fund financial statements. Governmental activities are normally supported by taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function. Depreciation expense is not readily associated with a particular function and is reported as unallocated.

### **B. Reporting Entity**

The Holmes County District School Board (Board) has direct responsibility for operation, control, and supervision of District schools and is considered a primary government for financial reporting. The District is considered part of the Florida system of public education, operates under the general direction of the Florida Department of Education (FDOE), and is governed by State law and State Board of Education (SBE) rules. The governing body of the District is the Board, which is composed of five elected members. The elected Superintendent of Schools is the executive officer of the Board. Geographic boundaries of the District correspond with those of Holmes County.

Criteria for determining if other entities are potential component units that should be reported within the District's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any legally separate entities for which the Board is financially accountable and other organizations for which the nature and significance of their relationship with the Board are such that exclusion would cause the District's basic financial statements to be misleading. Based on these criteria, no component units are included within the District's reporting entity.

### **C. Basis of Presentation: Government-wide Financial Statements**

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds and internal service funds. Separate financial statements are provided for governmental funds, proprietary fund, and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

The effects of interfund activity have been eliminated from the government-wide financial statements except for interfund services provided and used.

## **D. Basis of Presentation: Fund Financial Statements**

The fund financial statements provide information about the District's funds, including the fiduciary funds. Separate statements for each fund category – governmental, proprietary, and fiduciary – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The District reports the following major governmental funds:

- General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.
- Capital Projects – Public Education Capital Outlay Fund – to account for the financial resources generated by the State Public Education Capital Outlay and Debt Service Trust Fund to be used for educational capital outlay needs, including new construction and renovation and remodeling projects.
- Capital Projects – Local Capital Improvement Fund – to account for the financial resources generated by the local capital improvement tax levy to be used for educational capital outlay needs, including new construction, renovation and remodeling projects, new and replacement equipment, and debt service payments on school buses.

Additionally, the District reports the following proprietary and fiduciary fund types:

- Internal Service Fund – to account for the resources set aside to fund a portion of the Board's compensated absences liability.
- Agency Funds – to account for resources of the school internal funds, which are used to administer moneys collected at several schools in connection with school, student athletic, class, and club activities.

During the course of operations the District has activity between funds for various purposes. Any residual balances outstanding at fiscal year-end are reported as due from/to other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and internal service fund) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in and out. While reported in fund financial statements, transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

## **E. Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized in the year for which they are levied. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements imposed by the provider have been satisfied.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District considers revenues to be available if they are collected within 45 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 45 days of year-end). Expenditures are generally recognized when the related fund liability is incurred, as under accrual accounting. However, debt service expenditures, claims and judgments, pension benefits, other postemployment benefits, and compensated absences, are only recorded when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Allocations of cost, such as depreciation, are not recognized in governmental funds.

The proprietary fund is reported using the economic resources measurement focus and the accrual basis of accounting. The agency funds have no measurement focus but utilize the accrual basis of accounting for reporting assets and liabilities.

## **F. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance**

### **1. Cash and Cash Equivalents**

The District's cash and cash equivalents are considered to be cash on hand and demand deposits.

Cash deposits are held by banks qualified as public depositories under Florida law. All deposits are insured by Federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

### **2. Investments**

Investments consist of amounts placed in the State Board of Administration (SBA) debt service accounts for investment of debt service moneys and amounts placed with the SBA for participation in the Florida PRIME, formerly known as the Local Government Surplus Funds Trust Fund investment pool created by Section 218.405, Florida Statutes. The Investment Pool operates under investment guidelines established by Section 215.47, Florida Statutes.

The District's investments in Florida PRIME, which the SBA indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. These investments are reported at fair value, which is amortized cost.

Types and amounts of investments held at fiscal year-end are described in a subsequent note.

### 3. Inventories

Inventories consist of expendable supplies held for consumption in the course of District operations. Inventories are stated at cost on the first-in, first-out basis, except that United States Department of Agriculture donated foods are stated at their fair value as determined at the time of donation to the District's food service program by the Florida Department of Agriculture and Consumer Services, Bureau of Food Distribution. Purchases are recorded as expenditures during the year and are adjusted to reflect year-end physical inventories.

### 4. Capital Assets

Expenditures for capital assets acquired or constructed for general District purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of net position but are not reported in the governmental fund financial statements. Capital assets are defined by the District as those costing more than \$750. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at fair value at the date of donation.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Useful Lives</u>
Improvements Other Than Buildings	20 - 35 years
Buildings and Fixed Equipment	10 - 50 years
Furniture, Fixtures, and Equipment	5 - 10 years
Motor Vehicles	5 - 10 years

Current year information relative to changes in capital assets is described in a subsequent note.

### 5. Pensions

In the government-wide statement of net position, liabilities are recognized for the District's proportionate share of each pension plan's net pension liability. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Florida Retirement System (FRS) defined benefit plan and the Health Insurance Subsidy (HIS) defined benefit plan and additions to/deductions from the FRS and the HIS fiduciary net position have been determined on the same basis as they are reported by the FRS and the HIS plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The District's retirement plans and related amounts are described in a subsequent note.

## **6. Long-Term Liabilities**

Long-term obligations that will be financed from resources to be received in the future by governmental funds, and to the extent funded in accordance with Board Policy in the Internal Service Fund, are reported as liabilities in the government-wide statement of net position. In the governmental fund financial statements, bonds and other long-term obligations are not recognized as liabilities until due.

Changes in long-term liabilities for the current year are reported in a subsequent note.

## **7. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense) until then. The District only has one item that qualifies for reporting in this category. The deferred outflows of resources related to pensions are discussed in a subsequent note.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The District has one item that qualifies for reporting in this category. The deferred inflows of resources related to pensions are discussed in a subsequent note.

## **8. Net Position Flow Assumption**

The District occasionally funds outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. To calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. Consequently, it is the District's policy to consider restricted - net position to have been depleted before unrestricted – net position is applied.

## **9. Fund Balance Flow Assumptions**

The District may fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). To calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

## **10. Fund Balance Policies**

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The District itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the District's highest level of decision-making authority. The Board is the highest level of decision-making authority for the District that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation. The District reported no committed fund balances at June 30, 2015.

Amounts in the assigned fund balance classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as committed. The Board approves the assignment of fund balance. The Board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

## **G. Revenues and Expenditures/Expenses**

### **1. Program Revenues**

Amounts reported as program revenues include charges paid by the recipient of the goods or services offered by the program, and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than program revenues. Revenues that are not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

### **2. State Revenue Sources**

Significant revenues from State sources for current operations include the Florida Education Finance Program administered by the FDOE under the provisions of Section 1011.62, Florida Statutes. In accordance with this law, the District determines and reports the number of full-time equivalent (FTE) students and related data to the FDOE. The FDOE performs certain edit checks on the reported number of FTE and related data and calculates the allocation of funds to the District. The District is permitted to amend its original reporting for a period of 5 months following the date of the original reporting. Such amendments may impact funding allocations for subsequent fiscal years. The FDOE may also adjust subsequent fiscal period allocations based

upon an audit of the District's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the fiscal year when the adjustments are made.

The State provides financial assistance to administer certain educational programs. SBE rules require that revenue earmarked for certain programs be expended only for the program for which the money is provided, and require that the money not expended as of the close of the fiscal year be carried forward into the following fiscal year to be expended for the same educational programs. The FDOE generally requires that these educational program revenues be accounted for in the General Fund. A portion of the fund balance of the General Fund is restricted in the governmental fund financial statements for the balance of categorical and earmarked educational program resources.

The State allocates gross receipts taxes, generally known as Public Education Capital Outlay money, to the District on an annual basis. The District is authorized to expend these funds only upon applying for and receiving an encumbrance authorization from the FDOE.

A schedule of revenue from State sources for the current year is presented in a subsequent note.

### **3. District Property Taxes**

The Board is authorized by State law to levy property taxes for district school operations, capital improvements, and debt service.

Property taxes consist of ad valorem taxes on real and personal property within the District. Property values are determined by the Holmes County Property Appraiser, and property taxes are collected by the Holmes County Tax Collector.

The Board adopted the 2014 tax levy on September 16, 2014. Tax bills are mailed in October and taxes are payable between November 1 of the year assessed and March 31 of the following year at discounts of up to 4 percent for early payment.

Taxes become a lien on the property on January 1, and are delinquent on April 1, of the year following the year of assessment. State law provides for enforcement of collection of personal property taxes by seizure of the property to satisfy unpaid taxes, and for enforcement of collection of real property taxes by the sale of interest-bearing tax certificates to satisfy unpaid taxes. The procedures result in the collection of essentially all taxes prior to June 30 of the year following the year of assessment.

Property tax revenues are recognized in the government-wide financial statements when the Board adopts the tax levy. Property tax revenues are recognized in the governmental fund financial statements when taxes are received by the District, except that revenue is accrued for taxes collected by the Holmes County Tax Collector at fiscal year-end but not yet remitted to the District.

Millages and taxes levied for the current year are presented in a subsequent note.

#### **4. Federal Revenue Sources**

The District receives Federal awards for the enhancement of various educational programs. Federal awards are generally received based on applications submitted to, and approved by, various granting agencies. For Federal awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred.

#### **5. Compensated Absences**

In the government-wide financial statements, compensated absences (i.e., paid absences for employee vacation leave and sick leave) are accrued as liabilities to the extent that it is probable that the benefits will result in termination payments. A liability for these amounts is reported in the governmental fund financial statements only if it has matured, such as for occurrences of employee resignations and retirements. The liability amount does not include any benefit calculations such as Medicare and Social Security.

#### **6. Proprietary Fund Operating and Nonoperating Revenues and Expenses**

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from activities related to funding a portion of the District's compensated absences liability. The principal operating revenue is contributions made to fund the compensated absences liability. The primary operating expense is the payment of terminal leave. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

## **II. ACCOUNTING CHANGE**

**Governmental Accounting Standards Board Statement No. 68.** The District participates in the FRS defined benefit pension plan and the HIS defined benefit pension plan administered by Florida Division of Retirement. As a participating employer, the District implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, which requires employers participating in cost-sharing multiple-employer defined benefit pension plans to report the employers' proportionate share of the net pension liabilities and related pension amounts of the defined benefit pension plans. The beginning net position of the District was decreased by \$11,468,317 due to the adoption of this Statement.

## **III. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**Deficit Fund Balance.** At June 30, 2015, the Capital Projects – Public Education Capital Outlay Fund had a deficit fund balance of \$879,181.43. The deficit is due to expenditures related to the design phase of the new Bonifay K-8 School, which were incurred in advance of the special allocation of Public Education Capital Outlay and Debt Service Trust Fund – Special Facility Construction Account funds to be received in the 2015-16 fiscal year.

#### IV. DETAILED NOTES ON ALL ACTIVITIES AND FUNDS

##### A. Cash Deposits with Financial Institutions

**Custodial Credit Risk-Deposits.** In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to the District. The District does not have a policy for custodial credit risk. All bank balances of the District are fully insured or collateralized as required by Chapter 280, Florida Statutes.

##### B. Investments

As of June 30, 2015, the District had the following investments:

<u>Investments</u>	<u>Maturities</u>	<u>Fair Value</u>
SBA:		
Florida PRIME	34 Day Average	\$ 10,015.36
Debt Service Accounts	6 Months	10,584.15
<b>Total Investments</b>		<b>\$ 20,599.51</b>

##### **Interest Rate Risk**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses from increasing interest rates.

Florida PRIME uses a weighted average days to maturity (WAM). A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating rate instruments. WAM measures the sensitivity of the portfolio to interest rate changes.

##### **Credit Risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Section 218.415(17), Florida Statutes, limits investments to the SBA's Florida PRIME, or any other intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act as provided in Section 163.01, Florida Statutes; Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency; interest-bearing time deposits in qualified public depositories, as defined in Section 280.02, Florida Statutes; and direct obligations of the United States Treasury. The District's investment policy limits investments to bids from qualified depositories, financial deposit instruments insured by the Federal Deposit Insurance Corporation, time deposits, securities of the United States Government, State-managed cooperative investment plans, and other forms of investments as authorized by Section 218.415, Florida Statutes, as well as Florida PRIME.

The District's investments in the SBA debt service accounts are to provide for debt service payments on bond debt issued by the SBE for the benefit of the District. The District relies on policies developed by the SBA for managing interest rate risk and credit risk for this account.

The District's investment in Florida PRIME is rated AAAm by Standard & Poor's.

## C. Changes in Capital Assets

Changes in capital assets are presented in the table below:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
GOVERNMENTAL ACTIVITIES				
Capital Assets Not Being Depreciated:				
Land	\$ 450,583.66	\$ 226,602.64	\$ -	\$ 677,186.30
Construction in Progress	346,468.45	371,756.90	-	718,225.35
Total Capital Assets Not Being Depreciated	<u>797,052.11</u>	<u>598,359.54</u>	<u>-</u>	<u>1,395,411.65</u>
Capital Assets Being Depreciated:				
Improvements Other Than Buildings	1,723,157.27	-	-	1,723,157.27
Buildings and Fixed Equipment	54,031,062.63	-	-	54,031,062.63
Furniture, Fixtures, and Equipment	3,698,671.94	423,691.39	449,538.20	3,672,825.13
Motor Vehicles	4,748,115.98	89,158.01	492,393.00	4,344,880.99
Total Capital Assets Being Depreciated	<u>64,201,007.82</u>	<u>512,849.40</u>	<u>941,931.20</u>	<u>63,771,926.02</u>
Less Accumulated Depreciation for:				
Improvements Other Than Buildings	1,529,243.00	12,902.00	-	1,542,145.00
Buildings and Fixed Equipment	20,677,194.00	1,112,719.00	-	21,789,913.00
Furniture, Fixtures, and Equipment	3,207,707.00	203,512.00	446,297.00	2,964,922.00
Motor Vehicles	3,089,502.00	282,395.00	482,604.00	2,889,293.00
Total Accumulated Depreciation	<u>28,503,646.00</u>	<u>1,611,528.00</u>	<u>928,901.00</u>	<u>29,186,273.00</u>
Total Capital Assets Being Depreciated, Net	<u>35,697,361.82</u>	<u>(1,098,678.60)</u>	<u>13,030.20</u>	<u>34,585,653.02</u>
Governmental Activities Capital Assets, Net	<u>\$ 36,494,413.93</u>	<u>\$ (500,319.06)</u>	<u>\$ 13,030.20</u>	<u>\$ 35,981,064.67</u>

Depreciation expense is not charged to individual functions on the Statement of Activities but rather is reflected as unallocated depreciation.

## D. Retirement Plans

### 1. Florida Retirement System (FRS) – Defined Benefit Pension Plans

#### General Information about the FRS

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program (DROP) under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree HIS Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the District are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and

122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two cost-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services Web site ([www.dms.myflorida.com](http://www.dms.myflorida.com)).

The District's FRS and HIS pension expense totaled \$854,046 for the fiscal year ended June 30, 2015.

### **FRS Pension Plan**

*Plan Description.* The FRS Pension Plan (Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a DROP for eligible employees. The general classes of membership are as follows:

- *Regular Class* – Members of the FRS who do not qualify for membership in the other classes.
- *Elected County Officers Class* – Members who hold specified elective offices in local government.
- *Senior Management Service Class (SMSC)* – Members in senior management level positions.

Employees enrolled in the Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. Employees enrolled in the Plan may include up to 4 years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following chart shows the percentage value for each year of service credit earned:

<u>Class, Initial Enrollment, and Retirement Age/Years of Service</u>	<u>Percent Value</u>
<b>Regular Class members initially enrolled before July 1, 2011</b>	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 or more years of service	1.68
<b>Regular Class members initially enrolled on or after July 1, 2011</b>	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 or more years of service	1.68
<b>Elected County Officers</b>	3.00
<b>Senior Management Service Class</b>	2.00

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Contributions. The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2014-15 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Salary</u>	
	<u>Employee</u>	<u>Employer (1)</u>
FRS, Regular	3.00	7.37
FRS, Elected County Officers	3.00	43.24
FRS, Senior Management Service	3.00	21.14
DROP - Applicable to		
Members from All of the Above Classes	0.00	12.28
FRS, Reemployed Retiree	(2)	(2)

Notes: (1) Employer rates include 1.26 percent for the postemployment health insurance subsidy. Also, employer rates, other than for DROP participants, include 0.04 percent for administrative costs of the Investment Plan.

(2) Contribution rates are dependent upon retirement class in which reemployed.

The District's contributions to the Plan totaled \$1,234,087 for the fiscal year ended June 30, 2015.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2015, the District reported a liability of \$3,152,337 for its proportionate share of the Plan's net pension liability. The net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2014. The District's proportionate share of the net pension liability was based on the District's 2013-14 fiscal year contributions relative to the 2013-14 fiscal year contributions of all participating members. At June 30, 2014, the District's proportionate share was 0.051665204 percent, which was an increase of 0.005417223 from its proportionate share measured as of June 30, 2013.

For the fiscal year ended June 30, 2015, the District recognized the Plan pension expense of \$445,932. In addition, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ 195,076
Change of assumptions	545,932	-
Net difference between projected and actual earnings on FRS pension plan investments	-	5,258,622
Changes in proportion and differences between District FRS contributions and proportionate share of contributions	784,522	-
District FRS contributions subsequent to the measurement date	1,234,087	-
<b>Total</b>	<b>\$ 2,564,541</b>	<b>\$ 5,453,698</b>

The deferred outflows of resources related to pensions, totaling \$1,234,087, resulting from District contributions to the Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2016	\$ (1,100,434)
2017	(1,100,434)
2018	(1,100,434)
2019	(1,100,432)
2020	214,222
Thereafter	64,268
<b>Total</b>	<b>\$ (4,123,244)</b>

Actuarial Assumptions. The total pension liability in the July 1, 2014, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary increases	3.25 percent, average, including inflation
Investment rate of return	7.65 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the Generational RP-2000 with Projection Scale BB.

The actuarial assumptions used in the July 1, 2014, valuation were based on the results of an actuarial experience study for the period July 1, 2008, through June 30, 2013.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>	<u>Standard Deviation</u>
Cash	1.00%	3.11%	3.10%	1.65%
Intermediate-Term Bonds	18.00%	4.18%	4.05%	5.15%
High Yield Bonds	3.00%	6.79%	6.25%	10.95%
Broad US Equities	26.50%	8.51%	6.95%	18.90%
Developed Foreign Equities	21.20%	8.66%	6.85%	20.40%
Emerging Market Equities	5.30%	11.58%	7.60%	31.15%
Private Equity	6.00%	11.80%	8.11%	30.00%
Hedge Funds / Absolute Return	7.00%	5.81%	5.35%	10.00%
Real Estate (Property)	12.00%	7.11%	6.35%	13.00%
<b>Total</b>	<b>100.00%</b>			
Assumed inflation - Mean		2.60%		2.00%

Note: (1) As outlined in the Plan's investment policy.

Discount Rate. The discount rate used to measure the total pension liability was 7.65 percent. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 7.65 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.65 percent) or 1 percentage point higher (8.65 percent) than the current rate:

	<b>1% Decrease (6.65%)</b>	<b>Current Discount Rate (7.65%)</b>	<b>1% Increase (8.65%)</b>
District's proportionate share of the net pension liability	\$ 13,482,965	\$ 3,152,337	\$ (5,440,774)

Pension Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

### **HIS Pension Plan**

Plan Description. The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided. For the fiscal year ended June 30, 2015, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions. The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended June 30, 2015, the contribution rate was 1.26 percent of payroll pursuant to Section 112.363, Florida Statutes. The District contributed 100 percent of its statutorily required contributions for the current and preceding 3 years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The District's contributions to the HIS Plan totaled \$213,650 for the fiscal year ended June 30, 2015.

*Pension Liabilities, Pension Expense, and Deferred Outflows of Resources Related to Pensions.*

At June 30, 2015, the District reported a net pension liability of \$5,433,674 for its proportionate share of the HIS Plan's net pension liability. The current portion of the net pension liability is the District's proportionate share of benefit payments expected to be paid within 1 year, net of the District's proportionate share of the pension plan's fiduciary net position available to pay that amount. The net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2014. The District's proportionate share of the net pension liability was based on the District's 2013-14 fiscal year contributions relative to the total 2013-14 fiscal year contributions of all participating members. At June 30, 2014, the District's proportionate share was 0.05811264 percent, which was an increase of 0.002546737 from its proportionate share measured as of June 30, 2013.

For the fiscal year ended June 30, 2015, the District recognized the HIS Plan pension expense of \$408,114. In addition, the District reported deferred outflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>
Change of assumptions	\$ 193,352
Net difference between projected and actual earnings on HIS pension plan investments	2,608
Changes in proportion and differences between District HIS contributions and proportionate share of HIS contributions	190,932
District contributions subsequent to the measurement date	213,650
<b>Total</b>	<u>\$ 600,542</u>

The deferred outflows of resources, totaling \$213,650, was related to pensions resulting from District contributions to the HIS Plan subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2016. Other amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2016	\$ 62,633
2017	62,633
2018	62,633
2019	62,633
2020	61,981
Thereafter	74,379
<b>Total</b>	<u>\$ 386,892</u>

Actuarial Assumptions. The total pension liability in the July 1, 2014, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary increases	3.25 percent, average, including inflation
Municipal bond rate	4.29 percent

Mortality rates were based on the Generational RP-2000 with Projected Scale BB.

While an experience study had not been completed for the plan, the FRS Actuarial Assumptions Conference reviewed the actuarial assumptions for the plan.

Discount Rate. The discount rate used to measure the total pension liability was 4.29 percent. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 4.29 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (3.29 percent) or 1 percentage point higher (5.29 percent) than the current rate:

	1% Decrease (3.29%)	Current Discount Rate (4.29%)	1% Increase (5.29%)
District's proportionate share of the net pension liability	\$6,180,364	\$ 5,433,674	\$4,810,401

Pension Plan Fiduciary Net Position. Detailed information about the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

## **2. FRS – Defined Contribution Pension Plan**

The SBA administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. District employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms,

including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected County Officers, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members. Allocations to the investment member's accounts during the 2014-15 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Compensation</u>
FRS, Regular	6.30
FRS, Elected County Officers	11.34
FRS, Senior Management Service	7.67

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2015, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the District.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The District's Investment Plan pension expense totaled \$76,054.67 for the fiscal year ended June 30, 2015.

## **E. Other Postemployment Benefit Obligations**

**Plan Description.** The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer defined benefit plan administered by the District. Pursuant to the provisions of Section 112.0801, Florida Statutes, employees who retire from the District are eligible to participate in the District's

health and hospitalization plan for medical and prescription drug coverage. The District subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The District does not offer any explicit subsidies for retiree coverage. Retirees are assumed to enroll in the Federal Medicare program for their primary coverage as soon as they are eligible. The OPEB Plan does not issue a stand-alone report, and is not included in the report of a public employee retirement system or other entity.

**Funding Policy.** Plan contribution requirements of the District and OPEB Plan members are established and may be amended through recommendations of the Insurance Committee and action from the Board. The District has not advance-funded or established a funding methodology for the annual OPEB costs or the net OPEB obligation, and the OPEB Plan is financed on a pay-as-you-go basis. For the 2014-15 fiscal year, 116 retirees received other postemployment benefits. The District provided required contributions of \$320,683 toward the annual OPEB cost, net of retiree contributions totaling \$608,791, which represents 5.42 percent of covered payroll.

**Annual OPEB Cost and Net OPEB Obligation.** The District's annual OPEB cost (expense) is calculated based on the annual required contribution (ARC), an amount actuarially determined in accordance with parameters of GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The ARC represents a level of funding that if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed 30 years. The following table shows the District's annual OPEB cost for the fiscal year, the amount actually contributed to the OPEB Plan, and changes in the District's net OPEB obligation:

<u>Description</u>	<u>Amount</u>
Normal Cost (service cost for 1 year)	\$ 255,732
Amortization of Unfunded Actuarial Accrued Liability	<u>430,784</u>
Annual Required Contribution	686,516
Interest on Net OPEB Obligation	46,681
Adjustment to Annual Required Contribution	<u>(52,780)</u>
Annual OPEB Cost (Expense)	680,417
Contribution Toward the OPEB Cost	<u>(320,683)</u>
Increase in Net OPEB Obligation	359,734
Net OPEB Obligation, Beginning of Year	<u>1,167,028</u>
Net OPEB Obligation, End of Year	<u><u>\$ 1,526,762</u></u>

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the OPEB Plan, and the net OPEB obligation as of June 30, 2015, and the 2 preceding fiscal years, were as follows:

<u>Fiscal Year</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2012-13	\$ 585,051	50.9%	\$ 879,730
2013-14	615,400	53.3%	1,167,028
2014-15	680,417	47.1%	1,526,762

**Funded Status and Funding Progress.** As of October 1, 2014, the most recent valuation date, the actuarial accrued liability for benefits was \$9,340,085, and the actuarial value of assets was \$0, resulting in an unfunded actuarial accrued liability of \$9,340,085 and a funded ratio of 0 percent. The covered payroll (annual payroll of active participating employees) was \$11,240,543, and the ratio of the unfunded actuarial accrued liability to the covered payroll was 83.1 percent.

Actuarial valuations of an ongoing OPEB Plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment and termination, mortality, and healthcare cost trends. Amounts determined regarding the funded status of the OPEB Plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The required schedule of funding progress immediately following the notes to financial statements presents multiyear trend information about whether the actuarial value of OPEB Plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

**Actuarial Methods and Assumptions.** Projections of benefits for financial reporting purposes are based on the substantive OPEB Plan provisions, as understood by the employer and participating members, and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and participating members. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The District's OPEB actuarial valuation as of October 1, 2014, used the entry age normal cost actuarial method to estimate the unfunded actuarial liability as of June 30, 2015, and to estimate the District's 2014-15 fiscal year annual required contribution. Because the OPEB liability is currently unfunded, the actuarial assumptions included a 4 percent rate of return on invested assets, which is the District's long-term expectation of investment returns under its investment policy. The actuarial assumptions also included a payroll growth rate of 3.25 percent per year, projected salary increases of 3.7 to 7.8 percent, and an annual healthcare cost trend rate of 7 percent beginning October 1, 2016, decreasing to 6.5 percent on October 1, 2017, and reduced to an ultimate rate of 4.53 percent, which includes an additional 0.29 percent trend representing the estimate of the ultimate effect of the Federal Excise Tax, beginning October 1, 2040. The investment rate of return and projected salary increases rate include a general inflation rate of 2.5 percent. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis over a 30-year period. The remaining amortization period at June 30, 2015, was 24 years.

## F. Special Termination Benefits

School Board Policy No. 6.53 provides for the payment of special termination benefits to all employees who qualify under one of two plans. Under Plan I, qualifying employees receive up to \$16,000 if the employee retires with an effective date at the end of the school year in which they first reach 30 or 33 years of experience. Under Plan II, qualifying employees receive 10 percent of their annual salary if the employee is retiring with 33 years or less experience and is not eligible under Plan I. In order to receive either of these benefits, the employee must be eligible to retire under the FRS. In addition to payments for accrued leave and regular termination benefits, the District reported expenditures, totaling \$82,192, during the 2014-15 fiscal year for 15 employees that received special termination benefits.

## G. Construction and Other Significant Commitments

**Encumbrances.** Appropriations in governmental funds are encumbered upon issuance of purchase orders for goods and services. Even though appropriations lapse at the end of the fiscal year, unfilled purchase orders of the current year are carried forward and the next fiscal year's appropriations are likewise encumbered. At June 30, 2015, the Capital Projects – Public Education Capital Outlay Fund had encumbrances totaling \$1,219,545.77.

**Construction Contracts.** Encumbrances include the following major construction contract commitments at fiscal year-end:

<u>Project</u>	<u>Contract Amount</u>	<u>Completed to Date</u>	<u>Balance Committed</u>
Bonifay K-8 School: Architect	<u>\$ 1,876,224.26</u>	<u>\$ 656,678.49</u>	<u>\$ 1,219,545.77</u>

## H. Risk Management Programs

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Holmes County District School Board is a member of the Panhandle Area Educational Consortium – Risk Management Consortium (Consortium) under which several district school boards have established a combined limited self-insurance program for property protection, general liability, automobile liability, workers' compensation, employee dishonesty, equipment breakdown, and other coverage deemed necessary by the members of the Consortium. Section 1001.42(12)(k), Florida Statutes, provides the authority for the District to enter into such a risk management program. The Consortium is self-sustaining through member assessments (premiums), and purchases coverage through commercial companies for claims in excess of specified amounts. The Board of Directors for the Consortium is composed of superintendents of all participating districts. The Washington County District School Board serves as fiscal agent for the Consortium.

Health and hospitalization coverage are being provided through purchased commercial insurance, with minimum deductibles for each line of coverage.

Settled claims resulting from these risks have not exceeded commercial coverage in any of the past 3 fiscal years.

### I. Installment-Purchase Payable

The class and amount of property being acquired under installment-purchase is as follows:

	<u>Asset Balance</u>
Motor Vehicles	\$ 1,171,082

Future minimum installment-purchase payments and the present value of the minimum installment-purchase payments as of June 30 are as follows:

<u>Fiscal Year Ending June 30</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
2016	\$ 241,005.83	\$ 230,822.03	\$ 10,183.80
2017	241,005.83	234,167.90	6,837.93
2018	241,005.83	237,562.26	3,443.57
<b>Total</b>	<u>\$ 723,017.49</u>	<u>\$ 702,552.19</u>	<u>\$ 20,465.30</u>

The imputed interest rate is 1.45 percent.

### J. Long-Term Liabilities

#### 1. Bonds Payable

Bonds payable at June 30, 2015, are as follows:

<u>Bond Type</u>	<u>Amount Outstanding</u>	<u>Interest Rates (Percent)</u>	<u>Annual Maturity To</u>
State School Bonds: Series 2010A, Refunding	<u>\$ 435,000</u>	4 - 5	2021

These bonds are issued by the SBE on behalf of the District. The bonds mature serially, and are secured by a pledge of the District's portion of the State-assessed motor vehicle license tax. The State's full faith and credit is also pledged as security for these bonds. Principal and interest payments, investment of debt service fund resources, and compliance with reserve requirements are administered by the SBE and the SBA.

Annual requirements to amortize all bonded debt outstanding as of June 30, 2015, are as follows:

<u>Fiscal Year Ending June 30</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
State School Bonds:			
2016	\$ 81,000	\$ 60,000	\$ 21,000
2017	83,000	65,000	18,000
2018	84,750	70,000	14,750
2019	86,250	75,000	11,250
2020	88,250	80,000	8,250
2021	89,250	85,000	4,250
Total State School Bonds	<u>\$ 512,500</u>	<u>\$ 435,000</u>	<u>\$ 77,500</u>

## 2. Changes in Long-Term Liabilities

The following is a summary of changes in long-term liabilities:

<u>Description</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deductions</u>	<u>Ending Balance</u>	<u>Due In One Year</u>
<b>GOVERNMENTAL ACTIVITIES</b>					
Installment-Purchase Payable	\$ 930,076.17	\$ -	\$ 227,523.98	\$ 702,552.19	\$ 230,822.03
Note Payable	280,159.85	-	280,159.85	-	-
Bonds Payable	495,000.00	-	60,000.00	435,000.00	60,000.00
Compensated Absences Payable	2,382,892.99	205,395.67	405,699.50	2,182,589.16	318,816.00
Net Pension Liability (1)	12,799,078.00	2,571,392.00	6,784,459.00	8,586,011.00	182,410.00
Other Postemployment Benefits Payable	1,167,028.00	680,417.00	320,683.00	1,526,762.00	-
<b>Total Governmental Activities</b>	<u>\$ 18,054,235.01</u>	<u>\$ 3,457,204.67</u>	<u>\$ 8,078,525.33</u>	<u>\$ 13,432,914.35</u>	<u>\$ 792,048.03</u>

Note: (1) The beginning balance resulted from the implementation of GASB Statement No. 68.

For the governmental activities, compensated absences, pensions, and other postemployment benefits are generally liquidated with resources of the General Fund.

## K. Fund Balance Reporting

In addition to committed and assigned fund balance categories discussed in the **Fund Balance Policies** note disclosure, fund balances may be classified as follows:

- **Nonspendable Fund Balance**. Nonspendable fund balance is the net current financial resources that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. Generally, not in spendable form means that an item is not expected to be converted to cash.
- **Restricted Fund Balance**. Restricted fund balance is the portion of fund balance on which constraints have been placed by creditors, grantors, contributors, laws or regulations of other governments, constitutional provisions, or enabling legislation. Restricted fund balance places the most binding level of constraint on the use of fund balance.
- **Unassigned Fund Balance**. The unassigned fund balance is the portion of fund balance that is the residual classification for the General Fund. This balance represents amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned for specific purposes.

## L. Interfund Receivables and Payables

The following is a summary of interfund receivables and payables reported in the fund financial statements:

<u>Funds</u>	<u>Interfund</u>	
	<u>Receivables</u>	<u>Payables</u>
Major:		
General	\$ 134,361.12	\$ -
Capital Projects:		
Public Education Capital Outlay	-	879,181.43
Local Capital Improvement	598,025.39	-
Nonmajor Governmental	206,126.78	59,331.86
<b>Total</b>	<b>\$ 938,513.29</b>	<b>\$ 938,513.29</b>

The interfund receivables and payables mainly represent loans to finance expenditures paid by the General Fund, Capital Projects – Local Capital Improvement Fund, and a nonmajor capital projects fund on behalf of the Capital Projects – Public Education Capital Outlay Fund with the expected repayment in the subsequent fiscal year.

## M. Revenues

### 1. Schedule of State Revenue Sources

The following is a schedule of the District's State revenue sources for the 2014-15 fiscal year:

<u>Source</u>	<u>Amount</u>
Florida Education Finance Program	\$ 16,892,826.00
Categorical Educational Program - Class Size Reduction	3,254,112.00
Voluntary Prekindergarten Program	202,592.26
Motor Vehicle License Tax (Capital Outlay and Debt Service)	83,975.39
School Recognition	77,000.00
Gross Receipts Tax (Public Education Capital Outlay)	66,696.00
Discretionary Lottery Funds	10,483.00
Mobile Home License Tax	9,292.21
Miscellaneous	279,548.86
<b>Total</b>	<b>\$ 20,876,525.72</b>

Accounting policies relating to certain State revenue sources are described in Note I.G.2.

## 2. Property Taxes

The following is a summary of millages and taxes levied on the 2014 tax roll for the 2014-15 fiscal year:

<b>General Fund</b>	<b>Millages</b>	<b>Taxes Levied</b>
Nonvoted School Tax:		
Required Local Effort	5.009	\$ 2,388,267.83
Basic Discretionary Local Effort	0.748	356,642.91
<b>Capital Projects - Local Capital Improvement Fund</b>		
Nonvoted Tax:		
Local Capital Improvements	1.500	715,193.00
<b>Total</b>	<b>7.257</b>	<b>\$ 3,460,103.74</b>

## N. Interfund Transfers

The following is a summary of interfund transfers reported in the fund financial statements:

<b>Funds</b>	<b>Interfund</b>	
	<b>Transfers In</b>	<b>Transfers Out</b>
Major:		
General	\$ 587,172.03	\$ -
Capital Projects:		
Local Capital Improvement	-	588,866.96
Nonmajor Governmental	241,000.00	239,305.07
<b>Total</b>	<b>\$ 828,172.03</b>	<b>\$ 828,172.03</b>

The interfund transfers were to reimburse the General Fund for capital outlay and maintenance expenditures, and food service expenditures. The transfer into the nonmajor fund was to transfer funds from the Capital Projects – Local Capital Improvement Fund to the Debt Service – Other Fund for the installment-purchase debt service payment.

## V. SUBSEQUENT EVENTS

Pursuant to Section 1013.64, Florida Statutes, the District will receive the first and second years' special allocations of \$6,300,000 and \$18,733,115, respectively, in the 2015-16 fiscal year for specific construction needs through the Public Education Capital Outlay and Debt Service Trust Fund – Special Facility Construction account. The funding will be used for the construction of the new Bonifay K-8 School. In October 2015, the Board approved a Guaranteed Maximum Price Contract with a construction management firm in the amount of \$24,964,654, and as of January 2016, the District has encumbered \$25,033,115 and received \$5,440,160 in special allocation funds.

## **OTHER REQUIRED SUPPLEMENTARY INFORMATION**

### **Budgetary Comparison Schedule General Fund For the Fiscal Year Ended June 30, 2015**

	General Fund			Variance with Final Budget - Positive (Negative)
	Original Budget	Final Budget	Actual	
<b>Revenues</b>				
Intergovernmental:				
Federal Direct	\$ 174,190.00	\$ 174,190.00	\$ 41,590.52	\$ (132,599.48)
Federal Through State and Local State	-	-	62,519.46	62,519.46
	20,675,816.00	20,675,816.00	20,465,871.75	(209,944.25)
Local:				
Property Taxes	2,645,157.00	2,645,157.00	2,670,177.61	25,020.61
Miscellaneous	260,223.00	260,223.00	690,437.62	430,214.62
Total Local Revenues	2,905,380.00	2,905,380.00	3,360,615.23	455,235.23
<b>Total Revenues</b>	23,755,386.00	23,755,386.00	23,930,596.96	175,210.96
<b>Expenditures</b>				
Current - Education:				
Instruction	14,279,634.00	14,083,216.35	14,081,216.71	1,999.64
Student Personnel Services	646,108.00	568,327.00	566,326.08	2,000.92
Instructional Media Services	538,919.00	534,336.80	532,336.82	1,999.98
Instruction and Curriculum Development Services	136,370.00	213,121.00	211,121.36	1,999.64
Instructional Staff Training Services	202,899.00	130,146.00	128,145.03	2,000.97
Instructional - Related Technology Board	196,342.00	222,438.00	220,437.61	2,000.39
General Administration	225,624.00	223,245.00	221,245.42	1,999.58
School Administration	226,987.00	220,591.67	218,591.49	2,000.18
School Administration	2,152,811.00	2,066,866.20	2,064,865.58	2,000.62
Fiscal Services	323,027.00	322,575.00	320,574.93	2,000.07
Central Services	702,422.00	666,174.70	662,027.09	4,147.61
Student Transportation Services	1,442,417.00	1,383,712.99	1,381,712.52	2,000.47
Operation of Plant	2,509,680.00	2,656,989.20	2,655,089.19	1,900.01
Maintenance of Plant	1,037,483.00	970,179.00	968,179.44	1,999.56
Administrative Technology Services	-	4,477.00	2,473.80	2,003.20
Fixed Capital Outlay:				
Other Capital Outlay	-	219,582.09	219,582.09	-
<b>Total Expenditures</b>	24,620,723.00	24,485,978.00	24,453,925.16	32,052.84
<b>Deficiency of Revenues Over Expenditures</b>	(865,337.00)	(730,592.00)	(523,328.20)	207,263.80
<b>Other Financing Sources</b>				
Transfers In	909,250.00	909,250.00	587,172.03	(322,077.97)
<b>Net Change in Fund Balances</b>	43,913.00	178,658.00	63,843.83	(114,814.17)
Fund Balances, Beginning	954,963.00	954,963.46	954,963.46	-
<b>Fund Balances, Ending</b>	\$ 998,876.00	\$ 1,133,621.46	\$ 1,018,807.29	\$ (114,814.17)

**Schedule of Funding Progress –  
Other Postemployment Benefits Plan**

<b>Actuarial Valuation Date</b>	<b>Actuarial Value of Assets (a)</b>	<b>Actuarial Accrued Liability (AAL) (1) (b)</b>	<b>Unfunded AAL (UAAL) (b-a)</b>	<b>Funded Ratio (a/b)</b>	<b>Covered Payroll (c)</b>	<b>UAAL as a Percentage of Covered Payroll [(b-a)/c]</b>
October 1, 2010	\$ -	\$ 8,000,621	\$ 8,000,621	0.0%	\$ 10,961,786	73.0%
October 1, 2012	-	8,339,851	8,339,851	0.0%	11,365,424	73.4%
October 1, 2014	-	9,340,085	9,340,085	0.0%	11,240,543	83.1%

Note: (1) The District's OPEB actuarial valuation used the entry age normal cost method to estimate the actuarial accrued liability.

**Schedule of the District's Proportionate Share  
of the Net Pension Liability –  
Florida Retirement System Pension Plan (1)**

	<b>2014</b>	<b>2013</b>
District's proportion of the FRS net pension liability	0.051665204%	0.046247981%
District's proportionate share of the FRS net pension liability	\$ 3,152,337	\$ 7,961,336
District's covered-employee payroll	\$ 16,312,323	\$ 15,269,986
District's proportionate share of the FRS net pension liability as a percentage of its covered-employee payroll	19.32%	52.14%
FRS Plan fiduciary net position as a percentage of the total pension liability	96.09%	88.54%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of District Contributions –  
Florida Retirement System Pension Plan (1)**

	<b>2015</b>	<b>2014</b>
Contractually required FRS contribution	\$ 1,234,087	\$ 1,131,687
FRS contributions in relation to the contractually required contribution	(1,234,087)	(1,131,687)
FRS contribution deficiency (excess)	\$ -	\$ -
District's covered-employee payroll	\$ 16,068,864	\$ 16,312,323
FRS contributions as a percentage of covered-employee payroll	7.68%	6.94%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of the District's Proportionate Share  
of the Net Pension Liability –  
Health Insurance Subsidy Pension Plan (1)**

	<u>2014</u>	<u>2013</u>
District's proportion of the HIS net pension liability	0.058112640%	0.055565903%
District's proportionate share of the HIS net pension liability	\$ 5,433,674	\$ 4,837,742
District's covered-employee payroll	\$ 17,268,816	\$ 16,142,015
District's proportionate share of the HIS net pension liability as a percentage of its covered-employee payroll	31.47%	29.97%
HIS Plan fiduciary net position as a percentage of the total pension liability	0.99%	1.78%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of District Contributions –  
Health Insurance Subsidy Pension Plan (1)**

	<u>2015</u>	<u>2014</u>
Contractually required HIS contribution	\$ 213,650	\$ 199,074
HIS contributions in relation to the contractually required contribution	(213,650)	(199,074)
HIS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	\$ 16,952,459	\$ 17,268,816
HIS contributions as a percentage of covered-employee payroll	1.26%	1.15%

Note: (1) The amounts presented for each fiscal year were determined as of June 30.

<b>NOTES TO REQUIRED SUPPLEMENTARY INFORMATION</b>
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**1. Budgetary Basis of Accounting**

The Board follows procedures established by State statutes and State Board of Education (SBE) rules in establishing budget balances for governmental funds, as described below:

- Budgets are prepared, public hearings are held, and original budgets are adopted annually for all governmental fund types in accordance with procedures and time intervals prescribed by law and SBE rules.
- Appropriations are controlled at the object level (e.g., salaries, purchased services, and capital outlay) within each activity (e.g., instruction, student transportation services, and school administration) and may be amended by resolution at any Board meeting prior to the due date for the annual financial report.
- Budgets are prepared using the same modified accrual basis as is used to account for governmental funds.

- Budgetary information is integrated into the accounting system and, to facilitate budget control, budget balances are encumbered when purchase orders are issued. Appropriations lapse at fiscal year-end and encumbrances outstanding are honored from the subsequent year's appropriations.

## **2. Schedule of Funding Progress – Other Postemployment Benefits Plan**

The October 1, 2014, unfunded actuarial accrued liability of \$9,340,085 was significantly higher than the October 1, 2012, liability of \$8,339,851 as a result of benefit charges and other changes in liability and costs as discussed below:

- The number of retirees currently receiving postemployment health benefits through the District's core plan increased from 104 in the October 1, 2012, valuation to 116 in the October 1, 2014, valuation. At the same time, the number of active employees eligible for future postemployment benefits increased from 319 to 326. These factors combined increased the cost and liability.
- The total cost of coverage increased from \$526 per employee per month (as expected for the plan year beginning October 1, 2012) to \$551 per employee per month for the plan year beginning October 1, 2014. This is lower than the projected \$617 per employee per month projected for 2014 at the time the prior valuation was performed. This had an effect of slowing down increases in the cost and liability.
- Revisions were made in the assumed trend of Medical/Rx cost increases. In the October 1, 2012, valuation, it was assumed the trend rates for costs and premiums would be 7.5 percent for the year beginning October 1, 2015, followed by 7 percent and decreasing 0.5 percent each year thereafter to the ultimate value of 5 percent. Revisions were made to trend rates for costs and premiums charged to retirees beginning October 1, 2015, to be unchanged from the year beginning October 1, 2014. For subsequent plan years, assumed trend rates decline over a 24-year period from 7 percent assumed for the year beginning October 1, 2016, to the ultimate level of 4.24 percent, increasing the cost and liability.
- Revisions were made in the assumed increase in the cost of coverage due to the Excise Tax on High-Cost Employer Health Plans. In the previous valuation, it was estimated that absent any plan changes, there was a 0.49 percent increase in the cost of coverage for the plan year 2028 and all subsequent years. Latest data collected for this year's valuation indicates that the District's Plan is not projected to be assessed the Excise Tax on High-Cost Employer Health Plans until at least 2033. It is estimated that absent any plan changes, this will result in a 0.29 percent increase in the cost of coverage for the plan year 2033 (and all subsequent years). This change had a decreasing effect on the cost and liability.
- Revisions were made to the assumed rate of coverage acceptance and continuation. In the October 1, 2012, valuation, it was assumed that 60 percent of retiring employees under the age of 65 would elect to continue medical coverage through the District's plan. Additional data collected for the October 1, 2014, valuation suggests that more retirees have been making that choice in the recent years and, consequently, it is assumed that 70 percent of employees will elect to keep coverage upon retirement. This has an increasing effect on the cost and liability.
- Revisions were made to lower the discount rate used in valuing future cash flows from 4.25 percent in the October 1, 2012, valuation, to 4 percent in the October 1, 2014, valuation. This change increased the cost and liability.
- Revisions were made to certain demographic assumptions to reflect changes made to the Florida Retirement System. This change increased the cost and liability.

**3. Schedule of Net Pension Liability and Schedule of Contributions –  
Florida Retirement System Pension Plan**

*Changes of Assumptions.* As of June 30, 2014, the inflation rate assumption was decreased from 3 percent to 2.6 percent, the real payroll growth assumption was decreased from 1 percent to 0.65 percent, and the overall payroll growth rate assumption was decreased from 4 percent to 3.25 percent. The long-term expected rate of return decreased from 7.75 percent to 7.65 percent.

**4. Schedule of Net Pension Liability and Schedule of Contributions –  
Health Insurance Subsidy Pension Plan**

*Changes of Assumptions.* The municipal rate used to determine total pension liability decreased from 4.63 percent to 4.29 percent.

# **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

## **Holmes County District School Board Schedule of Expenditures of Federal Awards For the Fiscal Year Ended June 30, 2015**

Federal Grantor/Pass-Through Grantor/Program Title	Catalog of Federal Domestic Assistance Number	Pass - Through Grantor Number	Amount of Expenditures (1)
<b>United States Department of Agriculture:</b>			
Indirect:			
Child Nutrition Cluster:			
Florida Department of Agriculture and Consumer Services:			
School Breakfast Program	10.553	13002, 14002	\$ 301,066.94
National School Lunch Program	10.555 (2)	13001, 14001, 14003	1,083,224.29
<b>Total United States Department of Agriculture</b>			<b>1,384,291.23</b>
<b>United States Department of Education:</b>			
Indirect:			
Florida Department of Education:			
Special Education Cluster:			
Special Education - Grants to States	84.027	263	723,724.04
Special Education - Preschool Grants	84.173	267	28,356.54
<b>Total Special Education Cluster</b>			<b>752,080.58</b>
Title I Grants to Local Educational Agencies	84.010	212, 226	1,030,670.62
Career and Technical Education - Basic Grants to States	84.048	161	75,585.18
Twenty-First Century Community Learning Centers	84.287	244	33,103.74
Rural Education	84.358	110	46,220.23
Improving Teacher Quality State Grants	84.367	224	190,983.93
ARRA - State Fiscal Stabilization Fund (SFSF) - Race-to-the-Top Incentive Grants, Recovery Act	84.395	RA111, RA211, RG411	427,305.82
<b>Total United States Department of Education</b>			<b>2,555,950.10</b>
<b>United States Department of Defense:</b>			
Direct:			
Army Junior Reserve Officers Training Corps	None	N/A	41,590.52
<b>Total Expenditures of Federal Awards</b>			<b>\$ 3,981,831.85</b>

Notes: (1) Basis of Presentation. The Schedule of Expenditures of Federal Awards represents amounts expended from Federal programs during the fiscal year as determined based on the modified accrual basis of accounting. The amounts reported on the Schedule have been reconciled to and are in material agreement with amounts recorded in the District's accounting records from which the basic financial statements have been reported.

(2) Noncash Assistance – National School Lunch Program. Includes \$88,661.16 of donated food used during the fiscal year. Donated foods are valued at fair value as determined at the time of donation.



Sherrill F. Norman, CPA  
Auditor General

# AUDITOR GENERAL STATE OF FLORIDA

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The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

## **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Holmes County District School Board, as of and for the fiscal year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated March 22, 2016, included under the heading **INDEPENDENT AUDITOR'S REPORT**. Our report includes a reference to other auditors who audited the financial statements of the school internal funds as described in our report on the District's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

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

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a

timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those 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 or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain additional matters that are discussed in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**.

### **District's Response to Findings**

District's response to the findings identified in our audit is described in the accompanying **MANAGEMENT'S RESPONSE**. District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### **Purpose of this Report**

The purpose of the **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS** is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
March 22, 2016



Sherrill F. Norman, CPA  
Auditor General

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The President of the Senate, the Speaker of the  
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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

### Report on Compliance for Each Major Federal Program

We have audited the Holmes County District School Board's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major Federal programs for the fiscal year ended June 30, 2015. The District's major Federal programs are identified in the **SUMMARY OF AUDITOR'S RESULTS** section of the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**.

### ***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its Federal programs.

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

Our responsibility is to express an opinion on compliance for each of the District's major Federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; 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, *Audits 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 District'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 on compliance for each major Federal program. However, our audit does not provide a legal determination of the District's compliance.

***Basis for Qualified Opinion on Title I Grants to Local Educational Agencies***

As described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**, the District did not comply with requirements regarding CFDA No. 84.010 Title I Grants to Local Educational Agencies as described in Federal Awards Finding No. 2015-001 for Special Tests and Provisions – Highly Qualified Teachers. Compliance with such requirements is necessary, in our opinion, for the District to comply with the requirements applicable to that program.

***Qualified Opinion on Title I Grants to Local Educational Agencies***

In our opinion, except for the noncompliance described in the Basis for Qualified Opinion paragraph, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on Title I Grants to Local Educational Agencies for the fiscal year ended June 30, 2015.

***Unmodified Opinion on Each of the Other Major Federal Programs***

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its other major Federal programs identified in the **SUMMARY OF AUDITOR'S RESULTS** section of the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** for the fiscal year ended June 30, 2015.

***Other Matter***

The results of our auditing procedures disclosed another instance of noncompliance, which is described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Federal Awards Finding No. 2015-002. Our opinion on each major Federal program is not modified with respect to this matter.

District's response to the noncompliance findings identified in our audit is included as **MANAGEMENT'S RESPONSE**. District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

**Report on Internal Control Over Compliance**

District management is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major Federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned

functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a Federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a Federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a Federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a certain deficiency in internal control over compliance, as described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Federal Awards Finding No. 2015-001 to be a material weakness.

District's response to the internal control over compliance finding identified in our audit is included as **MANAGEMENT'S RESPONSE**. District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
March 22, 2016

# **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

## **SUMMARY OF AUDITOR'S RESULTS**

### **Financial Statements**

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	No

### **Federal Awards**

Internal control over major programs:	
Material weakness(es) identified?	Yes
Significant deficiency(ies) identified?	None reported
Type of auditor's report issued on compliance for major programs:	Unmodified for all major programs except for the Title I Program (CFDA No. 84.010), which was qualified.
Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133?	Yes
Identification of major programs:	
CFDA Numbers:	Name of Federal Program or Cluster:
10.553 and 10.555	Child Nutrition Cluster
84.010	Title I Grants to Local Educational Agencies
84.027 and 84.173	Special Education Cluster
Dollar threshold used to distinguish between Type A and Type B programs:	\$300,000
Auditee qualified as low-risk auditee?	Yes

## **ADDITIONAL MATTERS**

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### **Finding 1: Compensation and Salary Schedules**

State law<sup>1</sup> requires the Board to designate positions to be filled, prescribe qualifications for those positions, and provide for the appointment, compensation, promotion, suspension, and dismissal of employees. State law<sup>2</sup> provides that, for instructional personnel, the Board must provide differentiated pay based on District-determined factors, including, but not limited to, additional responsibilities, school demographics, critical shortage areas, and level of job performance difficulties.

While compensation of instructional personnel is typically subject to collective bargaining, the Board has not established a documented process to identify instructional personnel entitled to differentiated pay using the factors prescribed in State law. Such a documented process could specify the factors to be used as the basis for determining differentiated pay, the process for applying the factors, and the individuals responsible for making such determinations.

The District's salary schedule and union contract provided for certain types of differentiated pay and, according to discussions with District personnel in February 2016, Board and union negotiations were at a standstill such that the differentiated pay process had not been finalized. Without a Board-established documented process for identifying which instructional personnel are to receive differentiated pay, the District may be limited in its ability to demonstrate that the various differentiated pay factors are consistently considered and applied. Similar findings were noted in our report Nos. 2014-141 and 2015-141.

**Recommendation: The Board should establish a documented process for identifying instructional personnel entitled to differentiated pay using the factors prescribed in State law.**

### **Finding 2: Virtual Instruction Program – Policies and Procedures**

State law<sup>3</sup> provides that school districts are to prescribe and adopt standards and policies to provide each student the opportunity to receive a complete education. Education methods to implement such standards and policies may include the delivery of learning courses through traditional school settings, blended courses consisting of both traditional classroom and online instructional techniques, participation in a virtual instruction program (VIP), or other methods. State law<sup>4</sup> establishes VIP requirements and requires school districts to include mandatory provisions in VIP provider contracts; make available optional types of virtual instruction; provide timely, written parental notification of VIP options; ensure the eligibility of students participating in the VIP; and provide computer equipment, Internet access, and instructional materials to eligible students.

During the 2014-15 fiscal year, the District enrolled 194 part-time and 2 full-time VIP students. The District had written procedures addressing various VIP requirements including student eligibility, student

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<sup>1</sup> Section 1001.42(5)(a), Florida Statutes.

<sup>2</sup> Section 1012.22(1)(c)4.b., Florida Statutes.

<sup>3</sup> Section 1001.41(3), Florida Statutes.

<sup>4</sup> Section 1002.45, Florida Statutes.

progression, attendance, and mandated testing. While the written procedures provide a basis for administering the District's VIP, the procedures could be further enhanced by providing comprehensive, written VIP policies and procedures identifying the processes necessary to ensure compliance with statutory requirements, document personnel responsibilities, provide consistent guidance to staff during personnel changes, ensure sufficient and appropriate training of personnel, and establish a reliable standard to measure the effectiveness and efficiency of operations.

In response to our inquiry, District personnel indicated that their departmental policies and procedures that address student attendance, promotion, and other processes were sufficient. In addition, all statutorily required aspects of the program were not put into policy since State law takes precedence over District policy. Notwithstanding this response, the absence of comprehensive, written VIP policies and procedures may have contributed to the control deficiency discussed below.

State law<sup>5</sup> requires each school district to provide information to parents and students about a student's right and choice to participate in a VIP. In addition, State law<sup>6</sup> requires the District to provide parents with timely, written notifications of open enrollment periods for its VIP.

For the 2014-15 school year, District personnel indicated that there were several communication methods used to provide information about the District's VIP to parents and students. These communication methods included information posted on the District's Web site, flyers posted in school guidance offices, and brochures made available and distributed in those offices. While these communication methods indicate efforts by District personnel to inform parents and students about the VIP, District records did not evidence that the District provided written notifications directly to parents and students regarding the VIP and the VIP open enrollment periods. Without direct notifications, timely provided in writing to parents, some parents may not be informed of available VIP options and open enrollment periods, potentially limiting student access to virtual instruction. Such direct notifications could be made in writing by letter or e-mail. A similar finding was noted in our report No. 2015-141.

**Recommendation: To enhance compliance and the effectiveness of VIP operations and related activities, the District should develop and maintain comprehensive, written VIP policies and procedures. Such policies and procedures should ensure that parents are timely and directly notified in writing about student opportunities to participate in the District's VIP and open enrollment dates.**

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<sup>5</sup> Section 1002.45(10), Florida Statutes.

<sup>6</sup> Section 1002.45(1)(b), Florida Statutes.

## **FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS**

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### **Federal Awards Finding No. 2015-001:**

<b>Federal Agency:</b>	<b>United States Department of Education (ED)</b>
<b>Pass-Through Entity:</b>	<b>Florida Department of Education (FDOE)</b>
<b>CFDA Number:</b>	<b>84.010</b>
<b>Program Title:</b>	<b>Title I Grants to Local Educational Agencies</b>
<b>Compliance Requirement:</b>	<b>Special Tests and Provisions – Highly Qualified Teachers</b>
<b>Finding Type:</b>	<b>Material Noncompliance and Material Weakness</b>
<b>Questioned Costs:</b>	<b>\$207,058.41</b>

Federal regulations<sup>7</sup> require the District to ensure that teachers who teach core academic subjects in a program supported with Title I funds, such as a Title I Schoolwide Program, be highly qualified. Federal regulations<sup>8</sup> stipulate, among other things, that a teacher must be certified in each core academic subject assigned, generally through State testing or additional coursework, to be highly qualified.

For the 2014-15 fiscal year, the District's seven Title I Schoolwide Programs had 252 teachers. We examined District records supporting the qualifications of 25 selected teachers and found that, during the 2014-15 fiscal year, 11 teachers did not meet the requirements to be highly qualified in at least one of the core academic subjects they taught. While the District used General Fund resources to fund approximately 99 percent of the 11 teachers' salaries, use of General Fund resources did not exempt the District from compliance with the Title I Program requirements.

District personnel indicated that it was difficult to properly fill these teaching positions due to the limited number of highly qualified teachers and applicants in the county. Subsequent to the 2014-15 fiscal year, 1 of the 11 teachers became highly qualified by passing the required exam and the District reassigned 6 of the teachers to non-Title I School Programs. However, as of January 2016, 3 of the teachers were still working to become highly qualified and, due to an oversight, 1 teacher had not been reassigned. As such, the salaries and benefits totaling \$207,058.41 (\$7,216.70 paid from the Title I Program and \$199,841.71 paid from the General Fund) for these 4 teachers represent questioned costs. Having highly qualified staff enhances the District's ability to provide the necessary education services to Title I Program students and contributes toward meeting the adequate yearly progress standards set by the ED.

Professional auditing standards require that when an auditee does not comply, in all material respects, with a compliance requirement that could have a direct and material effect on one of its major Federal programs, appropriate disclosures (modifications) should be made in the auditor's report. As the District did not comply with the requirements regarding Special Tests and Provisions – Highly Qualified Teachers applicable to the Title I Program, our report on the District's compliance with this requirement includes a modification to that effect.

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<sup>7</sup> Title 34, Section 200.55, Code of Federal Regulations (CFR).

<sup>8</sup> Title 34, Section 200.56, CFR.

**Recommendation: The District should continue efforts to ensure that all teachers in Title I Schoolwide Programs are highly qualified. Also, the District should document to the grantor (FDOE) the allowability of the \$207,058.41 questioned costs.**

District Contact Person: Carmen Bush, Federal Programs Director

**Federal Awards Finding No. 2015-002:**

<b>Federal Agency:</b>	<b>United States Department of Education</b>
<b>Pass-Through Entity:</b>	<b>Florida Department of Education</b>
<b>CFDA Number:</b>	<b>84.010</b>
<b>Program Title:</b>	<b>Title I Grants to Local Educational Agencies</b>
<b>Compliance Requirement:</b>	<b>Special Tests and Provisions – High School Graduation Rate</b>
<b>Finding Type:</b>	<b>Noncompliance</b>
<b>Questioned Costs:</b>	<b>None</b>

Federal regulations<sup>9</sup> require the District to maintain appropriate documentation to support the removal of a student's count from the 4-year cohort (defined as a group of students on the same schedule to graduate) used to calculate the high school graduation rate. To remove a student's count from the cohort, the District must confirm, in writing, that the student transferred from the District, emigrated to another country, or is deceased. Additionally, a student who is retained in the same grade, enrolls in a General Educational Development Program, or leaves school for any other reason may not be counted as having transferred from the District for the purpose of calculating the graduation rate and must remain in the cohort.

To determine whether the District maintained appropriate documentation to support the removal of student counts from the 2014-15 fiscal year graduation rate cohort, we requested District records to support 20 selected students who were removed from the cohort. However, District personnel were unable to provide documentation for 2 of the 20 students and, for another of the students, the District lacked the required written confirmation as District records only consisted of notes based on a telephone conversation with the student's parent.

District personnel indicated that the documentation deficiencies occurred because school personnel lacked recordkeeping training and the District did not perform monitoring to ensure appropriate records were maintained. Without appropriate documentation supporting adjustments to the 4-year cohort and related graduation rate calculation, the District cannot demonstrate that the calculation was accurate, limiting the usefulness of the graduation rate as an academic indicator.

**Recommendation: The District should enhance procedures to ensure that documentation is maintained to support that all students removed from the high school graduation rate cohort were removed for the reasons allowed by Federal regulations.**

District Contact Person: Phillip Byrd, MIS Director

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<sup>9</sup> Title 34, Section 200.19(b), CFR.

## ***PRIOR AUDIT FOLLOW-UP***

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The District had taken corrective actions for findings included in our report Nos. 2014-141 and 2015-141, except as noted in Findings 1 and 2 and shown in Table 1.

**Table 1**  
**Findings Also Noted in Previous Audit Reports**

<b>Finding</b>	<b>2013-14 Fiscal Year Audit Report No. 2015-141, Finding</b>	<b>2012-13 Fiscal Year Audit Report No. 2014-141, Finding</b>
1	1	2
2	5	Not Applicable

## **SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS – FEDERAL AWARDS**

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Listed below is the District's summary of the status of prior audit findings on Federal programs:

<b>Audit Report No. and Federal Awards Finding No.</b>	<b>Program/Area</b>	<b>Brief Description</b>	<b>Status</b>	<b>Comments</b>
2014-141 (2) 2015-141 (2014-001)	Child Nutrition Cluster (CFDA Nos. 10.553 and 10.555) - Eligibility and Special Tests and Provisions - Verification	Improvements were needed in procedures used to perform free and reduced price meal application verifications.	Corrected.	

# MANAGEMENT'S RESPONSE

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## Holmes District School Board

701 East Pennsylvania Avenue  
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### SUPERINTENDENT

Eddie Dixon

### BOARD MEMBERS

Rusty Williams - Chair  
Sid Johnson - Vice Chair  
Debbie Kolmetz  
Shirley Owens  
Alan Justice

March 9, 2016

Ms. Sherrill F. Norman, CPA  
Auditor General  
State of Florida  
G74 Claude Pepper Building  
111 West Madison Street  
Tallahassee, FL 32399-1450

Dear Ms. Norman,

Pursuant to the provisions of Section 11.45(4)(d), Florida Statutes, I am responding to the Preliminary and Tentative Audit Findings resulting from your audit of the Holmes County School Board for the fiscal year ending June 30, 2015. The District's plan of action regarding the audit findings is presented below:

#### **Finding 1: Compensation and Salary Schedules**

The District will work with the Holmes County Teachers Association (HCTA) to negotiate contract language to implement differentiated pay that meets the statutory requirements.

#### **Finding 2: Virtual Instruction Program – Policies and Procedures**

The District is developing a more detailed, comprehensive, written Virtual Instruction Program (VIP) policies and procedures manual to enhance the effectiveness of our VIP operations. The VIP policies and procedures manual will reiterate contractual obligations required by Florida Department of Education, approved virtual providers and address compliance with Florida statutory requirements.

#### **Federal Awards Finding No. 2015-001**

The District will work with principals to ensure certified and highly qualified teachers are hired and assigned to teach core content subjects. The District will provide reimbursement to teachers that pass subject area exams to meet highly qualified requirements. The District will contact the FDOE and work towards the resolution of questioned costs by the end of the 2015-16 fiscal year.

#### **Federal Awards Finding No. 2015-002**

The District will enhance procedures and offer guidance and instruction to the appropriate personnel to ensure that the proper documentation is maintained to support that all students removed from the high school graduation rate cohort were removed for the reasons allowed by Federal regulations. Specifically, this documentation will include a withdrawal form signed by the parent and/or a request for records from a receiving

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institution. Withdrawal codes removing a student from the graduation rate cohort should not be entered or reported without at least one of these items to validate the code given. Corrective action has already begun with verbal instruction going out to school personnel. The MIS Director has already met with Data Technicians from the schools and this was one of the main topics reviewed and discussed at the meeting on February 17, 2016. The item has been put on the agenda to discuss at the next regular Guidance & Curriculum meeting to be held by May 31, 2016. All corrective action and implementation of these procedures will be in place by May 31, 2016.

Please feel free to contact me with any questions or concerns.

Respectively,

Eddie Dixon  
Superintendent of Schools  
Holmes District School Board

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