

Report No. 2021-095  
January 2021

**STATE OF FLORIDA AUDITOR GENERAL**

**Financial and Federal Single Audit**

**SUWANNEE COUNTY  
DISTRICT SCHOOL BOARD**

For the Fiscal Year Ended  
June 30, 2020



Sherrill F. Norman, CPA  
Auditor General

## Board Members and Superintendent

During the 2019-20 fiscal year, Ted L. Roush served as Superintendent of the Suwannee County Schools and the following individuals served as School Board Members:

	<u>District No.</u>
Jerry Taylor	1
Catherine Cason	2
Tim Alcorn, Vice Chair	3
Ed daSilva, Chair	4
Ronald White	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 Nicole Lee, and the audit was supervised by Glenda K. Hart, CPA.

Please address inquiries regarding this report to Edward A. Waller, CPA, Audit Manager, by e-mail at [tedwaller@aud.state.fl.us](mailto:tedwaller@aud.state.fl.us) or by telephone at (850) 412-2887.

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## SUMMARY

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### SUMMARY OF REPORT ON FINANCIAL STATEMENTS

Our audit disclosed that the basic financial statements of the Suwannee County District School Board (District) 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 a certain additional matter as summarized below.

#### **Additional Matter**

**Finding AM 2020-001:** Contrary to State law, the District implemented an employee group health and pharmacy self-insurance plan without submitting the plan and a certification as to the actuarial soundness of the plan to the Florida Department of Financial Services, Office of Insurance Regulation, for approval.

### SUMMARY OF REPORT ON FEDERAL AWARDS

We audited the District's compliance with applicable Federal awards requirements. The Special Education Cluster and Federal Pell Grant 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 that the District did not materially comply with the Special Tests and Provisions – Verification requirement for the Federal Pell Grant program. In addition, we did note a nonmajor Federal program finding with questioned costs greater than \$25,000. Noncompliance and control deficiency findings are summarized below.

**Federal Award Finding No. 2020-001:** The District did not always perform the required Pell Grant Program verification procedures prior to Program award disbursements, update student applications and other information based on information that was verified, or recalculate awards based on the verified information. Because District records did not support Program awards to 26 students, awards totaling \$102,733 to those students represent questioned costs.

**Federal Award Finding No. 2020-002:** Contrary to Federal regulations, the District reported Pell Grant Program enrollment status changes for 16 students to the National Student Loan Data System 13 to 192 days, or an average of 74 days, after the 60-day deadline.

**Federal Award Finding No. 2020-003:** The District charged indirect costs to the Child Nutrition Cluster for food expenditures, which is not an allowed cost objective for incurring indirect costs, resulting in questioned costs totaling \$95,396.

## AUDIT OBJECTIVES AND SCOPE

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

- 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 the District's major Federal programs; and
- 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.

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, 2020. 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

We conducted our audit in accordance with 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 Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.



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 Suwannee County District School Board, as of and for the fiscal year ended June 30, 2020, 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 statement of the school internal funds, which represents 15 percent and 48 percent, respectively, of the assets and liabilities of the aggregate remaining fund information. That statement was audited by other auditors whose report 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 Suwannee County District School Board, as of June 30, 2020, 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.

### ***Other Matters***

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that **MANAGEMENT'S DISCUSSION AND ANALYSIS**, the **Budgetary Comparison Schedule – General and Major Special Revenue Funds**, **Schedule of Changes in the District's Total OPEB Liability and Related Ratios**, **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**, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis 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 our report dated January 7, 2021, 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 solely 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 the effectiveness of the District's 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,

A handwritten signature in blue ink that reads "Sherrill F. Norman". The signature is fluid and cursive, with the first name being the most prominent.

Sherrill F. Norman, CPA  
Tallahassee, Florida  
January 7, 2021

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

The management of the Suwannee 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, 2020. 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 2019-20 fiscal year are as follows:

- As of June 30, 2020, the assets and deferred outflows of resources exceed the liabilities and deferred inflows of resources by \$4,724,934.31.
- In total, net position decreased \$2,542,253, which represents a 35 percent decrease from the 2018-19 fiscal year. This decrease is primarily attributed to the District recognizing its proportionate share of the Florida Retirement System net pension liability and an increase in other postemployment benefits (OPEB) liability.
- General revenues total \$56,059,347.66, or 92.2 percent of all revenues. Program specific revenues in the form of charges for services, operating grants and contributions, and capital grants and contributions total \$4,754,973.89, or 7.8 percent of all revenues.
- Expenses total \$63,356,574.55. Only \$4,754,973.89 of these expenses was offset by program specific revenues.
- At the end of the current fiscal year, the fund balance of the General Fund totals \$5,427,979.13, which is \$1,439,429.75 more than the prior fiscal year balance. The General Fund assigned and unassigned fund balances total \$4,608,514.51, or 9.8 percent of total General Fund revenues.

### **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.

The government-wide statements present the District's activities in the following categories:

- Governmental activities – This represents most of the District's services, including its educational programs such as basic, vocational, adult, and exceptional education. Support functions such as transportation and administration are also included. Local property taxes and the State's education finance program provide most of the resources that support these activities.
- Component unit – The Suwannee County School Board Leasing Corporation (Leasing Corporation), although also a legally separate entity, was formed to facilitate financing for the acquisition of facilities and equipment for the District. Due to the substantive economic relationship between the District and the Leasing Corporation, the Leasing Corporation has been included as an integral part of the primary government.

### **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, unlike the government-wide financial statements, governmental fund financial statements focus 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. Such information may be useful in assessing a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and 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, Special Revenue – Other Fund, and Debt Service – Other Debt Service 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 and major Special Revenue Funds 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 uses the internal service fund to account for its self-funded health insurance program. Since these services predominantly benefit governmental rather than business-type functions, the internal service fund has been included within governmental activities in the government-wide financial statements.

**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 total OPEB and net pension liabilities.

<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, 2020, compared to net position as of June 30, 2019:

**Net Position, End of Year**

	<b>Governmental Activities</b>	
	<b>6-30-20</b>	<b>6-30-19</b>
Current and Other Assets	\$ 12,044,640.56	\$ 9,633,556.70
Capital Assets	32,947,718.82	34,108,083.22
<b>Total Assets</b>	<b>44,992,359.38</b>	<b>43,741,639.92</b>
<b>Deferred Outflows of Resources</b>	<b>13,385,747.00</b>	<b>14,279,655.00</b>
Long-Term Liabilities	48,002,811.45	44,462,233.50
Other Liabilities	1,710,473.62	1,613,445.11
<b>Total Liabilities</b>	<b>49,713,285.07</b>	<b>46,075,678.61</b>
<b>Deferred Inflows of Resources</b>	<b>3,939,887.00</b>	<b>4,678,429.00</b>
Net Position:		
Net Investment in Capital Assets	29,998,443.82	30,206,314.93
Restricted	5,467,224.90	5,066,523.02
Unrestricted (Deficit)	<u>(30,740,734.41)</u>	<u>(28,005,650.64)</u>
<b>Total Net Position</b>	<b>\$ 4,724,934.31</b>	<b>\$ 7,267,187.31</b>

The largest portion of the District's net position is investment in capital assets (e.g., land; buildings; furniture, fixtures, and equipment), 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 deficit unrestricted net position was the result, in part, of accruing \$4,536,816.45 in compensated absences payable, \$3,512,056 in OPEB liability, and \$37,004,664 in net pension liability.

The key elements of the changes in the District's net position for the fiscal years ended June 30, 2020, and June 30, 2019, are as follows:

## Operating Results for the Fiscal Year Ended

	<b>Governmental Activities</b>	
	<u>6-30-20</u>	<u>6-30-19</u>
Program Revenues:		
Charges for Services	\$ 730,923.48	\$ 811,214.72
Operating Grants and Contributions	3,819,569.27	3,612,595.48
Capital Grants and Contributions	204,481.14	363,898.89
General Revenues:		
Property Taxes, Levied for Operational Purposes	9,724,261.82	9,362,905.85
Property Taxes, Levied for Capital Projects	3,133,231.79	3,007,870.37
Grants and Contributions Not Restricted to Specific Programs	41,912,628.12	41,492,461.55
Unrestricted Investment Earnings	70,881.40	60,543.64
Miscellaneous	1,218,344.53	791,066.97
<b>Total Revenues</b>	<u>60,814,321.55</u>	<u>59,502,557.47</u>
Functions/Program Expenses:		
Instruction	32,851,800.56	31,656,474.84
Student Support Services	2,468,108.81	2,391,753.79
Instructional Media Services	861,089.34	797,230.02
Instruction and Curriculum Development Services	2,094,674.47	1,424,134.93
Instructional Staff Training Services	601,786.27	566,282.03
Instruction-Related Technology	628,053.56	631,442.88
Board	341,867.37	364,400.86
General Administration	1,351,506.80	1,223,760.20
School Administration	4,052,493.92	3,685,162.29
Facilities Acquisition and Construction	1,101,125.72	1,541,179.23
Fiscal Services	702,022.85	643,138.38
Food Services	3,948,037.21	3,720,591.58
Central Services	238,046.17	195,250.65
Student Transportation Services	3,376,850.09	3,624,982.42
Operation of Plant	4,054,572.18	3,705,068.83
Maintenance of Plant	1,240,164.81	1,099,492.08
Administrative Technology Services	413,595.21	384,269.22
Community Services	8,895.14	5,962.45
Unallocated Interest on Long-Term Debt	34,692.11	41,002.23
Unallocated Depreciation Expense	2,977,592.65	2,879,032.41
Loss on Disposal of Capital Assets	9,599.31	20,603.36
<b>Total Functions/Program Expenses</b>	<u>63,356,574.55</u>	<u>60,601,214.68</u>
<b>Change in Net Position</b>	<u>(2,542,253.00)</u>	<u>(1,098,657.21)</u>
Net Position - Beginning	<u>7,267,187.31</u>	<u>8,365,844.52</u>
<b>Net Position - Ending</b>	<u>\$ 4,724,934.31</u>	<u>\$ 7,267,187.31</u>

The largest revenue source is the State of Florida (58.6 percent). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP funding 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 51.9 percent of total governmental expenses in the 2019-20 fiscal year. Instruction expenses increased by \$1,195,325.72, or 3.8 percent, from the previous fiscal year due mainly to an increase in the net pension liability.

## 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 increased by \$2,379,990.38 during the fiscal year to \$10,400,101.97 at June 30, 2020. Approximately 28.5 percent of this amount is unassigned fund balance (\$2,960,394.08), 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 (\$482,500.67), (2) restricted for particular purposes (\$5,309,086.79), or (3) assigned for particular purposes (\$1,648,120.43).

### **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 \$2,960,394.08, while the total fund balance is \$5,427,979.13. As a measure of the General Fund's liquidity, it may be useful to compare the total assigned and unassigned fund balances to General Fund total revenues. The total assigned and unassigned fund balance is 9.8 percent of the total General Fund revenues, while total fund balance represents 11.5 percent of total General Fund revenues. Total fund balance increased by \$1,439,429.75 during the fiscal year, primarily because of continued cost containment measures implemented by the District to include consolidating District-level departments; cutoff of all nonessential expenditures; adherence to strict budgetary controls; conducting internal audits of utility services such as telephone and electricity usage; and fuel and utilities conservation captured with school closures as a result of COVID-19.

The Special Revenue – Other Fund has total revenues and expenditures of \$6,238,841.33 each and the funding was mainly used for salaries and related benefits for instructional staff. Because grant revenues are not recognized until expenditures are incurred, this fund generally does not accumulate a fund balance.

The Debt Service – Other Debt Service Fund has a total fund balance of \$1,804,660.10, which is restricted for future debt service payments to be applied to the District's certificates of participation at maturity.

## **Proprietary Funds**

The District's proprietary funds provide the same type of information reported in the government-wide financial statements, but in more detail. Beginning in May 2020, the District began self-insuring for employee health insurance and established an internal service fund to account for the resources of this program. The District reported a deficit unrestricted net position of \$65,935.03 at June 30, 2020, for the internal service fund.

### **GENERAL FUND BUDGETARY HIGHLIGHTS**

During the 2019-20 fiscal year, the District amended its General Fund budget several times. Final appropriations are less than the original budgeted amounts by \$135,672.48 or 0.3 percent.

Actual revenues are \$112,110.85, or 0.2 percent, less than the final budgeted amounts while actual expenditures are \$3,062,721.53, or 6.2 percent, less than final budgeted amounts. The decrease in expenditures was primarily due to continued cost containment measures implemented by the District to include consolidating District-level departments; cutoff of all nonessential expenditures; adherence to strict budgetary controls; conducting internal audits of utility services such as telephone and electricity usage; and fuel and utilities conservation captured with school closures as a result of COVID-19. The actual ending fund balance exceeded the estimated fund balance contained in the final amended budget by \$2,926,510.43.

### **CAPITAL ASSETS AND LONG-TERM DEBT**

#### **Capital Assets**

The District's investment in capital assets for its governmental activities and as of June 30, 2020, is \$32,947,718.82 (net of accumulated depreciation). This investment in capital assets includes land; improvements other than buildings; buildings and fixed equipment; furniture, fixtures, and equipment; motor vehicles; and audio visual materials and computer software.

Additional information on the District's capital assets can be found in Notes I.F.4. and II.C. to the financial statements.

#### **Long-Term Debt**

At June 30, 2020, the District had total long-term debt outstanding of \$2,949,275, composed of \$840,000 of bonds payable and \$2,109,275 of certificates of participation payable. During the current fiscal year, retirement of debt was \$546,823.98.

Additional information on the District's long-term debt can be found in Notes II.H.1. through II.H.3. to the financial statements.



## 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 Chief Financial Officer, Suwannee County District School Board, 1740 Ohio Avenue, South, Live Oak, Florida 32064.

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# **BASIC FINANCIAL STATEMENTS**

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## **Suwannee County District School Board Statement of Net Position June 30, 2020**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash	\$ 7,924,387.83
Accounts Receivable	190,034.78
Due from Other Agencies	1,643,057.18
Restricted Investments	1,804,660.10
Inventories	482,500.67
Capital Assets:	
Nondepreciable Capital Assets	1,246,758.79
Depreciable Capital Assets, Net	31,700,960.03
<b>TOTAL ASSETS</b>	<b>44,992,359.38</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
OPEB	771,796.00
Pensions	12,613,951.00
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>13,385,747.00</b>
<b>LIABILITIES</b>	
Accrued Salaries and Benefits	581,507.64
Payroll Deductions and Withholdings	84,920.82
Accounts Payable	609,154.28
Due to Other Agencies	110,788.51
Deposits Payable	28,343.73
Estimated Insurance Claims Payable	295,758.64
Long-Term Liabilities:	
Portion Due Within 1 Year	872,071.06
Portion Due After 1 Year	47,130,740.39
<b>TOTAL LIABILITIES</b>	<b>49,713,285.07</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
OPEB	278,418.00
Pensions	3,661,469.00
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>3,939,887.00</b>
<b>NET POSITION</b>	
Net Investment in Capital Assets	29,998,443.82
Restricted for:	
Fuel Tax Rebate	258,638.96
Debt Service	1,804,660.10
Capital Projects	2,263,751.40
Food Service	903,711.34
Other Purposes	236,463.10
Unrestricted	(30,740,734.41)
<b>TOTAL NET POSITION</b>	<b>\$ 4,724,934.31</b>

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

**Suwannee County District School Board  
Statement of Activities  
For the Fiscal Year Ended June 30, 2020**

<b>Functions/Programs</b>	<b>Expenses</b>	<b>Charges for Services</b>	<b>Program Revenues Operating Grants and Contributions</b>
<b>Governmental Activities:</b>			
Instruction	\$ 32,851,800.56	\$ 527,432.82	\$ -
Student Support Services	2,468,108.81	-	-
Instructional Media Services	861,089.34	-	-
Instruction and Curriculum Development Services	2,094,674.47	-	-
Instructional Staff Training Services	601,786.27	-	-
Instruction-Related Technology	628,053.56	-	-
Board	341,867.37	-	-
General Administration	1,351,506.80	-	-
School Administration	4,052,493.92	-	-
Facilities Acquisition and Construction	1,101,125.72	16,592.19	-
Fiscal Services	702,022.85	-	-
Food Services	3,948,037.21	76,363.83	3,819,569.27
Central Services	238,046.17	-	-
Student Transportation Services	3,376,850.09	110,534.64	-
Operation of Plant	4,054,572.18	-	-
Maintenance of Plant	1,240,164.81	-	-
Administrative Technology Services	413,595.21	-	-
Community Services	8,895.14	-	-
Unallocated Interest on Long-Term Debt	34,692.11	-	-
Unallocated Depreciation Expense*	2,977,592.65	-	-
Loss on Disposal of Capital Assets	9,599.31	-	-
<b>Total Governmental Activities</b>	<b>\$ 63,356,574.55</b>	<b>\$ 730,923.48</b>	<b>\$ 3,819,569.27</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

**Net Position - Ending**

\* This amount excludes the depreciation that is included in the direct expenses of the various functions.

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>	
\$ -	\$ (32,324,367.74)	
-	(2,468,108.81)	
-	(861,089.34)	
-	(2,094,674.47)	
-	(601,786.27)	
-	(628,053.56)	
-	(341,867.37)	
-	(1,351,506.80)	
-	(4,052,493.92)	
187,336.21	(897,197.32)	
-	(702,022.85)	
-	(52,104.11)	
-	(238,046.17)	
-	(3,266,315.45)	
-	(4,054,572.18)	
-	(1,240,164.81)	
-	(413,595.21)	
-	(8,895.14)	
17,144.93	(17,547.18)	
-	(2,977,592.65)	
-	(9,599.31)	
<u>\$ 204,481.14</u>	<u>(58,601,600.66)</u>	

9,724,261.82
3,133,231.79
41,912,628.12
70,881.40
<u>1,218,344.53</u>
<u>56,059,347.66</u>
(2,542,253.00)
<u>7,267,187.31</u>
<u>\$ 4,724,934.31</u>

**Suwannee County District School Board  
Balance Sheet – Governmental Funds  
June 30, 2020**

	<u>General Fund</u>	<u>Special Revenue - Other Fund</u>	<u>Debt Service - Other Debt Service Fund</u>
<b>ASSETS</b>			
Cash	\$ 4,248,078.40	\$ 148,574.84	\$ -
Accounts Receivable	190,034.78	-	-
Due from Other Funds	838,002.78	2,922.59	-
Due from Other Agencies	582,218.59	880,993.83	-
Restricted Investments	-	-	1,804,660.10
Inventories	324,362.56	-	-
<b>TOTAL ASSETS</b>	<b>\$ 6,182,697.11</b>	<b>\$ 1,032,491.26</b>	<b>\$ 1,804,660.10</b>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accrued Salaries and Benefits	\$ 513,776.40	\$ 60,520.01	\$ -
Payroll Deductions and Withholdings	84,899.99	20.83	-
Accounts Payable	123,590.72	45,758.13	-
Due to Other Funds	2,922.59	817,038.33	-
Due to Other Agencies	1,634.55	109,153.96	-
Deposits Payable	27,893.73	-	-
<b>Total Liabilities</b>	<b>754,717.98</b>	<b>1,032,491.26</b>	<b>-</b>
Fund Balances:			
Nonspendable:			
Inventories	324,362.56	-	-
Restricted for:			
Fuel Tax Rebate	258,638.96	-	-
Debt Service	-	-	1,804,660.10
Capital Projects	-	-	-
Food Service	-	-	-
Other Purposes	236,463.10	-	-
Total Restricted Fund Balance	495,102.06	-	1,804,660.10
Assigned for:			
Purchases on Order	528,725.64	-	-
Subsequent Year's Budget: Appropriation of Fund Balances	1,119,394.79	-	-
Total Assigned Fund Balance	1,648,120.43	-	-
Unassigned Fund Balance	2,960,394.08	-	-
<b>Total Fund Balances</b>	<b>5,427,979.13</b>	<b>-</b>	<b>1,804,660.10</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 6,182,697.11</b>	<b>\$ 1,032,491.26</b>	<b>\$ 1,804,660.10</b>

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

<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ 2,866,074.84	\$ 7,262,728.08
-	190,034.78
-	840,925.37
179,844.76	1,643,057.18
-	1,804,660.10
158,138.11	482,500.67
<u>\$ 3,204,057.71</u>	<u>\$ 12,223,906.18</u>
\$ 7,211.23	\$ 581,507.64
-	84,920.82
7,969.29	177,318.14
20,964.45	840,925.37
-	110,788.51
450.00	28,343.73
<u>36,594.97</u>	<u>1,823,804.21</u>
158,138.11	482,500.67
-	258,638.96
-	1,804,660.10
2,263,751.40	2,263,751.40
745,573.23	745,573.23
-	236,463.10
<u>3,009,324.63</u>	<u>5,309,086.79</u>
-	528,725.64
-	1,119,394.79
-	1,648,120.43
-	2,960,394.08
<u>3,167,462.74</u>	<u>10,400,101.97</u>
<u>\$ 3,204,057.71</u>	<u>\$ 12,223,906.18</u>

**Suwannee County District School Board  
Reconciliation of the Governmental Funds Balance Sheet  
to the Statement of Net Position  
June 30, 2020**

**Total Fund Balances - Governmental Funds** \$ 10,400,101.97

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. 32,947,718.82

Internal service funds are used by management to charge the costs of certain activities, such as insurance, to individual funds. The assets and liabilities of the internal service fund are included in governmental activities in the statement of net position. (65,935.03)

The deferred outflows of resources and deferred inflows of resources related to pensions and other postemployment benefits (OPEB) are applicable to future periods and, therefore, are not reported in the governmental funds.

Deferred Outflows Related to Pensions	\$ 12,613,951.00	
Deferred Outflows Related to OPEB	771,796.00	
Deferred Inflows Related to Pensions	(3,661,469.00)	
Deferred Inflows Related to OPEB	<u>(278,418.00)</u>	9,445,860.00

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:

Bonds Payable	\$ (840,000.00)	
Certificates of Participation Payable	(2,109,275.00)	
Compensated Absences Payable	(4,536,816.45)	
Net Pension Liability	(37,004,664.00)	
Total OPEB Liability	<u>(3,512,056.00)</u>	<u>(48,002,811.45)</u>

**Net Position - Governmental Activities** **\$ 4,724,934.31**

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



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**Suwannee County District School Board  
Statement of Revenues, Expenditures, and Changes in  
Fund Balances – Governmental Funds  
For the Fiscal Year Ended June 30, 2020**

	General Fund	Special Revenue - Other Fund	Debt Service - Other Debt Service Fund
<b>Revenues</b>			
Intergovernmental:			
Federal Direct	\$ 64,746.64	\$ 886,217.95	\$ -
Federal Through State and Local State	236,939.15 35,268,723.00	5,352,623.38 -	- -
Local:			
Property Taxes	9,724,261.82	-	-
Charges for Services	654,559.65	-	-
Miscellaneous	1,232,914.06	-	52,517.75
Total Local Revenues	<u>11,611,735.53</u>	<u>-</u>	<u>52,517.75</u>
<b>Total Revenues</b>	<u>47,182,144.32</u>	<u>6,238,841.33</u>	<u>52,517.75</u>
<b>Expenditures</b>			
Current - Education:			
Instruction	26,736,787.39	4,445,673.24	-
Student Support Services	2,056,684.63	98,508.18	-
Instructional Media Services	747,148.32	12,113.02	-
Instruction and Curriculum Development Services	731,759.38	1,088,939.09	-
Instructional Staff Training Services	199,618.92	342,197.35	-
Instruction-Related Technology Board	591,088.56 313,369.37	- -	- -
General Administration	1,019,587.44	202,678.36	-
School Administration	3,519,163.46	4,315.46	-
Facilities Acquisition and Construction	297,835.49	-	-
Fiscal Services	626,957.85	-	-
Food Services	12,605.86	-	-
Central Services	172,111.14	-	-
Student Transportation Services	2,781,799.09	867.00	-
Operation of Plant	3,803,087.18	-	-
Maintenance of Plant	1,123,208.81	-	-
Administrative Technology Services	368,606.21	-	-
Community Services	7,600.14	-	-
Fixed Capital Outlay:			
Facilities Acquisition and Construction	850,351.44	-	-
Other Capital Outlay	81,808.64	43,549.63	-
Debt Service:			
Principal	-	-	-
Interest and Fiscal Charges	-	-	-
<b>Total Expenditures</b>	<u>46,041,179.32</u>	<u>6,238,841.33</u>	<u>-</u>
<b>Excess of Revenues Over Expenditures</b>	<u>1,140,965.00</u>	<u>-</u>	<u>52,517.75</u>
<b>Other Financing Sources (Uses)</b>			
Transfers In	415,888.26	-	130,635.00
Transfers Out	(117,423.51)	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>298,464.75</u>	<u>-</u>	<u>130,635.00</u>
<b>Net Change in Fund Balances</b>	1,439,429.75	-	183,152.75
Fund Balances, Beginning	3,988,549.38	-	1,621,507.35
<b>Fund Balances, Ending</b>	<u>\$ 5,427,979.13</u>	<u>\$ 0.00</u>	<u>\$ 1,804,660.10</u>

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

<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ -	\$ 950,964.59
3,765,143.27	9,354,705.80
362,285.14	35,631,008.14
3,133,231.79	12,857,493.61
76,363.83	730,923.48
3,794.12	1,289,225.93
<u>3,213,389.74</u>	<u>14,877,643.02</u>
<u>7,340,818.15</u>	<u>60,814,321.55</u>
-	31,182,460.63
-	2,155,192.81
-	759,261.34
-	1,820,698.47
-	541,816.27
-	591,088.56
-	313,369.37
-	1,222,265.80
-	3,523,478.92
764,908.23	1,062,743.72
-	626,957.85
3,677,877.35	3,690,483.21
-	172,111.14
-	2,782,666.09
-	3,803,087.18
-	1,123,208.81
-	368,606.21
-	7,600.14
608,842.91	1,459,194.35
521,165.94	646,524.21
546,823.98	546,823.98
34,692.11	34,692.11
<u>6,154,310.52</u>	<u>58,434,331.17</u>
<u>1,186,507.63</u>	<u>2,379,990.38</u>
117,423.51	663,946.77
(546,523.26)	(663,946.77)
<u>(429,099.75)</u>	<u>-</u>
757,407.88	2,379,990.38
2,410,054.86	8,020,111.59
<u>\$ 3,167,462.74</u>	<u>\$ 10,400,101.97</u>

**Suwannee 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, 2020**

**Net Change in Fund Balances - Governmental Funds** \$ 2,379,990.38

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. (1,150,765.09)

The loss on the disposal of capital assets during the current fiscal year is reported 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. (9,599.31)

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 repayments in the current fiscal year. 546,823.98

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 earned in excess of the amount paid in the current fiscal year. (390,434.93)

Governmental funds report District OPEB contributions as expenditures. However, in the statement of activities, the cost of OPEB benefits earned net of employee contributions, as determined through an actuarial valuation, is reported as an OPEB expense.

Increase in Total OPEB Liability	\$	(203,387.00)	
Increase in Deferred Outflows of Resources - OPEB		201,705.00	
Decrease in Deferred Inflows of Resources - OPEB		50,487.00	48,805.00

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	\$	2,398,627.00	
HIS Pension Contribution		565,692.00	
FRS Pension Expense		(6,075,879.00)	
HIS Pension Expense		(789,578.00)	(3,901,138.00)

Internal service funds are used by management to charge the cost of certain activities, such as insurance, to individual funds. The net expense of the internal service fund is reported with governmental activities. (65,935.03)

**Change in Net Position - Governmental Activities** \$ (2,542,253.00)

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

**Suwannee County District School Board  
Statement of Net Position – Proprietary Fund  
June 30, 2020**

	<u>Internal Service Fund</u>
<b>ASSETS</b>	
Current Assets:	
Cash	\$ 661,659.75
<b>LIABILITIES</b>	
Current Liabilities:	
Accounts Payable	431,836.14
Estimated Insurance Claims Payable	<u>295,758.64</u>
<b>TOTAL LIABILITIES</b>	<u>727,594.78</u>
<b>NET POSITION</b>	
Unrestricted	<u>\$ (65,935.03)</u>

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

**Suwannee County District School Board  
Statement of Revenues, Expenses, and Changes in Fund  
Net Position – Proprietary Fund  
For the Fiscal Year Ended June 30, 2020**

	<b>Internal Service Fund</b>
<b>OPERATING REVENUES</b>	
Premiums	\$ 993,981.30
<b>OPERATING EXPENSES</b>	
Purchased Services	368,821.84
Insurance Claims	691,094.49
<b>Total Operating Expenses</b>	1,059,916.33
<b>Operating Loss</b>	(65,935.03)
<b>Change in Net Position</b>	(65,935.03)
Total Net Position - Beginning	-
<b>Total Net Position - Ending</b>	\$ (65,935.03)

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

**Suwannee County District School Board  
Statement of Cash Flows – Proprietary Fund  
For the Fiscal Year Ended June 30, 2020**

	<b>Internal Service Fund</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Cash Received from Premiums	\$ 993,981.30
Cash Payments for Purchased Services	(332,321.55)
	661,659.75
<b>Net Cash Provided by Operating Activities</b>	<b>661,659.75</b>
<b>Net Increase in Cash</b>	661,659.75
Cash, Beginning	-
<b>Cash, Ending</b>	<b>\$ 661,659.75</b>
 <b>Reconciliation of Operating Loss to Net Cash Provided by Operating Activities:</b>	
Operating Loss	\$ (65,935.03)
Adjustments to Reconcile Operating Loss to Net Cash Provided by Operating Activities:	
Changes in Assets and Liabilities:	
Increase in Accounts Payable	431,836.14
Increase in Estimated Insurance Claims Payable	295,758.64
	727,594.78
<b>Total Adjustments</b>	<b>727,594.78</b>
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 661,659.75</b>

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

**Suwannee County District School Board  
Statement of Fiduciary Assets and Liabilities – Fiduciary Funds  
June 30, 2020**

	<u>Agency Funds</u>
<b>ASSETS</b>	
Cash	\$ 696,068.00
<b>LIABILITIES</b>	
Accounts Payable	43,951.41
Internal Accounts Payable	<u>652,116.59</u>
<b>TOTAL LIABILITIES</b>	<u>\$ 696,068.00</u>

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 primary government and its component unit. 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 Suwannee County School District's (District) 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 associated with the District's transportation department is allocated to the student transportation services function, while remaining depreciation expense is not readily associated with a particular function and is reported as unallocated.

### **B. Reporting Entity**

The Suwannee 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 Suwannee 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 the application of these criteria, the following component unit is included within the District's reporting entity:

**Blended Component Unit.** Blended component units are, in substance, part of the District's operations, even though they are legally separate entities. Thus, blended component units are appropriately presented as funds of the District. The Suwannee County School Board Leasing Corporation (Leasing Corporation) was formed to facilitate financing for the acquisition of facilities and equipment as further discussed in Note II.H.1. Due to the substantive economic relationship between the District and the Leasing Corporation, the financial activities of the Leasing Corporation

are included in the accompanying basic financial statements. Separate financial statements for the Leasing Corporation are not published.

### **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 the internal service fund. 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 and blended component unit. 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.

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.
- Special Revenue – Other Fund – to account for certain Federal grant program resources.
- Debt Service – Other Debt Service Fund – to account for the accumulation of resources for, and the payment of, debt principal, interest, and related costs on the certificates of participation.

The District reports the following proprietary and fiduciary fund types:

- Internal Service Fund – to account for the District's individual self-insurance programs.
- 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 are eliminated in the preparation of the government-wide financial statements.

## **E. Measurement Focus and 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 as soon as all eligibility requirements imposed by the provider have been met.

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 as soon as they are both 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. For this purpose, the District considers revenues to be available if they are collected within 60 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 60 days of year end). Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. 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. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources. 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**

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 those made locally in a Federal Home Loan Bank (FHLB) discount note reported at fair value.

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 last invoice, which approximates 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. The costs of inventories are recorded as expenditures when purchased during the fiscal year and then adjusted at fiscal year end 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 acquisition value at the date of donation.

Buildings and fixed equipment and improvements other than buildings are depreciated using the composite method, while other 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 years
Buildings and Fixed Equipment	20 - 50 years
Furniture, Fixtures, and Equipment	5 - 10 years
Motor Vehicles	10 years
Audio Visual Materials and Computer Software	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 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 has two items that qualify for reporting in this category. The deferred outflows of resources related to pensions and OPEB are discussed in subsequent notes.

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 two items that qualify for reporting in this category. The deferred inflows of resources related to pensions and OPEB are discussed in subsequent notes.

## **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 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, 2020.

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 has by resolution authorized the finance director to assign 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 during specified time periods following the date of the original reporting. 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 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 Suwannee County Property Appraiser, and property taxes are collected by the Suwannee County Tax Collector.

The Board adopted the 2019 tax levy on September 5, 2019. 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 Suwannee 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. The FDOE may require adjustments to subsequent fiscal period expenditures and related revenues based upon an audit of the District's compliance with applicable Federal awards requirements. Normally, such adjustments are treated as reductions of expenditures and related revenues in the fiscal year when the adjustments are made.

#### **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 for compensated absences includes salary-related benefits, where applicable.

#### **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 providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenues of the District's internal service fund is charges for employee health insurance premiums. Operating expenses include insurance claims and purchased services. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

## **II. DETAILED NOTES ON ALL ACTIVITIES AND FUNDS**

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

**Custodial Credit Risk.** In the case of deposits, this is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. 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

The District's investments at June 30, 2020, are reported as follows:

<u>Investments</u>	<u>Maturities</u>	<u>Fair Value</u>
United States Instrumentality Obligations: FHLB Discount Note (1)	12-15-2020	<u>\$ 1,804,660.10</u>

(1) This investment is held under a paying agent agreement in connection with the Qualified Zone Academy Bonds (QZAB) financing arrangement (see Note II.H.1).

### Fair Value Measurement

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The District's investment in FHLB totaling \$1,804,660.10 is valued using Level 1 inputs.

### 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.

### 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 Local Government Surplus Funds Trust Fund [Florida PRIME], or any 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 or savings accounts in qualified public depositories, as defined in Section 280.02, Florida Statutes; and direct obligations of the United States Treasury. The District does not have a formal investment policy that limits its investment choices.

The District's investment in the FHLB discount note is authorized under a forward delivery agreement with the QZAB paying agent and must have a maturity date on or before December 15, 2021. The investment is rated A-1+ by Standard & Poor's and P-1 by Moody's Investors Service.

### Custodial Credit Risk

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, the District will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. Section 218.415(18), Florida Statutes, requires the District to earmark all investments and (1) if registered with the issuer or its agents, the investment must be immediately placed for safekeeping in a location that protects the governing body's interest in the security; (2) if in book-entry form, the investment must be held for the credit of the governing body by

a depository chartered by the Federal Government, the State, or any other state or territory of the United States which has a branch or principal place of business in this State, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts and which is doing business in this State, and must be kept by the depository in an account separate and apart from the assets of the financial institution; or (3) if physically issued to the holder but not registered with the issuer or its agents, the investment must be immediately placed for safekeeping in a secured vault. The District does not have a formal investment policy that addresses custodial credit risk.

The FHLB discount note is held by the trustee in the name of the District in connection with the District's QZAB.

### **Concentration of Credit Risk**

Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer. The District does not have a formal investment policy that limits the amount the District may invest in any one issuer.

More than 5 percent of the District's investments are in a FHLB discount note, a government sponsored enterprise of the United States Federal government. These investments are 100 percent of the District's total investments.

### **C. Changes in Capital Assets**

Changes in capital assets are presented in the following table:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<b>GOVERNMENTAL ACTIVITIES</b>				
Capital Assets Not Being Depreciated:				
Land	\$ 1,246,758.79	\$ -	\$ -	\$ 1,246,758.79
Construction in Progress	1,508,913.40	-	1,508,913.40	-
Total Capital Assets Not Being Depreciated	<u>2,755,672.19</u>	<u>-</u>	<u>1,508,913.40</u>	<u>1,246,758.79</u>
Capital Assets Being Depreciated:				
Improvements Other Than Buildings	6,867,932.15	730,891.00	-	7,598,823.15
Buildings and Fixed Equipment	75,075,931.98	2,237,216.75	-	77,313,148.73
Furniture, Fixtures, and Equipment	5,570,139.29	481,976.71	149,221.31	5,902,894.69
Motor Vehicles	7,443,201.71	162,297.50	-	7,605,499.21
Audio Visual Materials and Computer Software	65,602.78	2,250.00	5,568.22	62,284.56
Total Capital Assets Being Depreciated	<u>95,022,807.91</u>	<u>3,614,631.96</u>	<u>154,789.53</u>	<u>98,482,650.34</u>
Less Accumulated Depreciation for:				
Improvements Other Than Buildings	6,542,368.39	581,616.55	-	7,123,984.94
Buildings and Fixed Equipment	46,914,481.34	2,009,583.65	-	48,924,064.99
Furniture, Fixtures, and Equipment	4,217,334.56	385,192.40	139,622.00	4,462,904.96
Motor Vehicles	5,932,259.36	278,891.00	-	6,211,150.36
Audio Visual Materials and Computer Software	63,953.23	1,200.05	5,568.22	59,585.06
Total Accumulated Depreciation	<u>63,670,396.88</u>	<u>3,256,483.65</u>	<u>145,190.22</u>	<u>66,781,690.31</u>
Total Capital Assets Being Depreciated, Net	<u>31,352,411.03</u>	<u>358,148.31</u>	<u>9,599.31</u>	<u>31,700,960.03</u>
Governmental Activities Capital Assets, Net	<u>\$ 34,108,083.22</u>	<u>\$ 358,148.31</u>	<u>\$ 1,518,512.71</u>	<u>\$ 32,947,718.82</u>

Depreciation expense was charged to functions as follows:

<u>Function</u>	<u>Amount</u>
GOVERNMENTAL ACTIVITIES	
Student Transportation Services	\$ 278,891.00
Unallocated	<u>2,977,592.65</u>
Total Depreciation Expense – Governmental Activities	<u>\$ 3,256,483.65</u>

## D. Retirement Plans

### 1. 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 \$6,865,457 for the fiscal year ended June 30, 2020.

#### 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:

- *Regular* – Members of the FRS who do not qualify for membership in the other classes.
- *Elected County Officers* – Members who hold specified elective offices in local government.

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.

The 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 table 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 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 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>	<b>3.00</b>

As provided in Section 121.101, Florida Statutes, if the member was initially enrolled in the Plan 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 was 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 2019-20 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	8.47
FRS, Elected County Officers	3.00	48.82
DROP – Applicable to Members from All of the Above Classes	0.00	14.60
FRS, Reemployed Retiree	(2)	(2)

(1) Employer rates include 1.66 percent for the postemployment health insurance subsidy. Also, employer rates, other than for DROP participants, include 0.06 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 \$2,398,627 for the fiscal year ended June 30, 2020.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2020, the District reported a liability of \$25,639,631 for its proportionate share of the Plan's net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2019. The District's proportionate share of the net pension liability was based on the District's 2018-19 fiscal year contributions relative to the total 2018-19 fiscal year contributions of all participating members. At June 30, 2019, the District's proportionate share was 0.074450255 percent, which was a decrease of 0.000735376 from its proportionate share measured as of June 30, 2018.

For the fiscal year ended June 30, 2020, the District recognized the Plan pension expense of \$6,075,879. 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	\$ 1,520,760	\$ 15,912
Change of Assumptions	6,585,361	-
Net Difference Between Projected and Actual Earnings on FRS Pension Plan Investments	-	1,418,518
Changes in Proportion and Differences Between District FRS Contributions and Proportionate Share of Contributions	9,867	763,260
District FRS Contributions Subsequent to the Measurement Date	2,398,627	-
<b>Total</b>	<b>\$ 10,514,615</b>	<b>\$ 2,197,690</b>

The deferred outflows of resources related to pensions resulting from District contributions to the Plan subsequent to the measurement date, totaling \$2,398,627, will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2021. 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>
2021	\$ 2,195,265
2022	516,790
2023	1,612,511
2024	1,226,732
2025	290,960
Thereafter	76,040
<b>Total</b>	<b>\$ 5,918,298</b>

Actuarial Assumptions. The total pension liability in the July 1, 2019, 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	6.90 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2018. This is a change from the prior year mortality assumption which was based on the Generational RP-2000 with Projection Scale BB tables.

The actuarial assumptions used in the July 1, 2019, valuation were based on the results of an actuarial experience study for the period July 1, 2013, through June 30, 2018.

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%	3.3%	3.3%	1.2%
Fixed Income	18%	4.1%	4.1%	3.5%
Global Equity	54%	8.0%	6.8%	16.5%
Real Estate (Property)	10%	6.7%	6.1%	11.7%
Private Equity	11%	11.2%	8.4%	25.8%
Strategic Investments	6%	5.9%	5.7%	6.7%
<b>Total</b>	<u>100%</u>			
Assumed inflation - Mean			2.6%	1.7%

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

Discount Rate. The discount rate used to measure the total pension liability was 6.9 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. The discount rate used in the 2019 valuation was updated from 7 percent to 6.9 percent.

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 6.9 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 (5.9 percent) or 1 percentage point higher (7.9 percent) than the current rate:

	<u>1% Decrease (5.9%)</u>	<u>Current Discount Rate (6.9%)</u>	<u>1% Increase (7.9%)</u>
District's Proportionate Share of the Net Pension Liability	\$ 44,322,385	\$ 25,639,631	\$ 10,036,372

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.

Payables to the Pension Plan. At June 30, 2020, the District reported a payable of \$338,036.04 for the outstanding amount of contributions to the Plan required for the fiscal year ended June 30, 2020.

### **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, 2020, 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 Federal 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, 2020, the contribution rate was 1.66 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 \$565,692 for the fiscal year ended June 30, 2020.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2020, the District reported a net pension liability of \$11,365,033 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 HIS Plan's fiduciary net position available to pay that amount. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018, and update procedures were used to determine the net pension liability as of June 30, 2019. The District's proportionate share of the net pension liability was based on the District's 2018-19 fiscal year contributions relative to the total 2018-19 fiscal year contributions of all participating members. At June 30, 2019, the District's proportionate share was 0.101573273 percent, which was a decrease of 0.001078531 from its proportionate share measured as of June 30, 2018.



For the fiscal year ended June 30, 2020, the District recognized the HIS Plan pension expense of \$789,578. 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	\$ 138,041	\$ 13,916
Change of Assumptions	1,315,963	928,885
Net Difference Between Projected and Actual Earnings on HIS Pension Plan Investments	7,334	-
Changes in Proportion and Differences Between District HIS Contributions and Proportionate Share of Contributions	72,306	520,978
District HIS Contributions Subsequent to the Measurement Date	565,692	-
<b>Total</b>	<b>\$ 2,099,336</b>	<b>\$ 1,463,779</b>

The deferred outflows of resources related to pensions resulting from District contributions to the HIS Plan subsequent to the measurement date, totaling \$565,692, will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2021. 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>
2021	\$ 138,897
2022	96,689
2023	21,246
2024	(162,912)
2025	(73,276)
Thereafter	49,221
<b>Total</b>	<b>\$ 69,865</b>

Actuarial Assumptions. The total pension liability in the July 1, 2018, 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	3.5 percent

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

While an experience study had not been completed for the HIS Plan, the actuarial assumptions that determined the total pension liability for the HIS Plan were based on certain results of the most recent experience study for the FRS Plan.

Discount Rate. The discount rate used to measure the total pension liability was 3.5 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. The discount rate changed from 3.87 percent to 3.5 percent.

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 3.5 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 (2.5 percent) or 1 percentage point higher (4.5 percent) than the current rate:

	1% Decrease (2.5%)	Current Discount Rate (3.5%)	1% Increase (4.5%)
District's Proportionate Share of the Net Pension Liability	\$ 12,973,768	\$ 11,365,033	\$ 10,025,139

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.

Payables to the Pension Plan. At June 30, 2020, the District reported a payable of \$66,169.23 for the outstanding amount of contributions to the HIS Plan required for the fiscal year ended June 30, 2020.

## 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's 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. Retirement benefits are based upon the value of the member's account upon retirement. 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, 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 Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06 percent of

payroll and by forfeited benefits of Investment Plan members. Allocations to the Investment Plan member accounts during the 2019-20 fiscal year were as follows:

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

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, regardless of membership class. 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, 2020, 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 in which 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 \$430,937.26 for the fiscal year ended June 30, 2020.

Payables to the Investment Plan. At June 30, 2020, the District reported a payable of \$69,790.03 for the outstanding amount of contributions to the Investment Plan required for the fiscal year ended June 30, 2020.

## **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 that provides OPEB for all employees who satisfy the District's retirement eligibility provisions. Pursuant to Section 112.0801, Florida Statutes, former employees who retire from the District are eligible to participate in the District's health and hospitalization plan for medical, prescription drug, and life coverage. Retirees and their eligible dependents shall be offered the same health and hospitalization insurance coverage as is offered to active employees at a premium cost of no more than the premium cost applicable to active employees. 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 retiree healthcare costs are generally greater than active employee healthcare costs. The OPEB Plan contribution requirements and benefit terms of the District and the OPEB Plan members are established and may be amended through recommendations of the Insurance Committee and action from the Board. No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75.

Benefits Provided. The OPEB Plan provides healthcare and life insurance benefits for retirees and their dependents. In addition to the implicit subsidy described above, the District pays a portion of the cost of healthcare insurance benefits for certain retirees (explicit subsidy). Pursuant to the standing instruction and school related employee contracts, employees with 30 or more years of service, who are 52 years of age or older on the date of retirement, and who retired prior to July 1, 2009, are eligible to receive this benefit. The benefits provided under this defined benefit plan continue until the retiree reaches 65 years of age or becomes eligible for Medicare, whichever occurs first.

Employees Covered by Benefit Terms. At June 30, 2019, the following employees were covered by the benefit terms:

Inactive Employees or Beneficiaries Currently Receiving Benefits	364
Active Employees	<u>791</u>
Total	<u><u>1,155</u></u>

Total OPEB Liability. The District's total OPEB liability of \$3,512,056 was measured as of June 30, 2019, and was determined by an actuarial valuation as of June 30, 2018, and update procedures were used to determine the total OPEB liability as of June 30, 2019.

Actuarial Assumptions and Other Inputs. The total OPEB liability was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.5 percent
Salary Increases	3.6 – 8.0 percent, average, including inflation
Discount Rate	3.13 percent
Healthcare Cost Trend Rates	Based on the Getzen Model, with trend starting at 20.95 percent for 2019, (to reflect scheduled premium increases), 6.5 percent for 2020 and gradually decreasing to an ultimate rate of 4.24 percent plus 0.25 percent increase for excise tax.
Aging Factors	Based on the 2013 SOA Study "Health Care Costs – From Birth to Death."
Expenses	Administrative expenses are included in the per capita health costs.

The discount rate was based on the daily rate of Fidelity's 20-Year Municipal General Obligation AA Index closest to but not later than the measurement date.

Demographic assumptions employed in the actuarial valuation were the same as those employed in the July 1, 2019, actuarial valuation of the FRS Defined Benefit Pension Plan. These demographic assumptions were developed by FRS from an actuarial experience study, and therefore are appropriate for use in the OPEB Plan actuarial valuation. These include assumed rates of future termination, mortality, disability, and retirement. In addition, salary increase assumptions (for development of the pattern of the normal cost increases) were the same as those used in the July 1, 2019, actuarial valuation of the FRS Defined Benefit Pension Plan. Assumptions used in valuation of benefits for participants of the FRS Investment Plan are the same as for similarly situated participants of the FRS Defined Benefit Pension Plan.

Changes in the Total OPEB Liability.

	<u>Amount</u>
Balance at June 30, 2019	\$ 3,308,669
Changes for the year:	
Service Cost	84,784
Interest	118,321
Changes of Assumptions or Other Inputs	250,141
Benefit Payments	<u>(249,859)</u>
Net Changes	<u>203,387</u>
Balance at June 30, 2020	<u>\$ 3,512,056</u>

The changes of assumptions or other inputs was based on the following:

- The discount rate decreased from 3.62 percent at the beginning of the measurement period to 3.13 percent as of June 30, 2019.
- Demographic assumptions, such as rates of mortality, retirements, termination, disability, and salary increase, were updated to match assumptions developed by the FRS and adopted for its July 1, 2019, valuation.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate. The following table presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.13 percent) or 1 percentage point higher (4.13 percent) than the current rate:

	<u>1% Decrease (2.13%)</u>	<u>Current Discount Rate (3.13%)</u>	<u>1% Increase (4.13%)</u>
Total OPEB Liability	\$ 3,912,317	\$ 3,512,056	\$ 3,173,670

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates. The following table presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower (19.95 percent decreasing to 3.24 percent) or 1 percentage point higher (21.95 percent decreasing to 5.24 percent) than the current healthcare cost trend rates:

	1% Decrease (19.95% decreasing to 3.24%)	Healthcare Cost Trend Rates (20.95% decreasing to 4.24%)	1% Increase (21.95% decreasing to 5.24%)
Total OPEB Liability	\$ 3,313,848	\$ 3,512,056	\$ 3,741,457

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB. For the fiscal year ended June 30, 2020, the District recognized OPEB expense of \$229,633. At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB 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	\$ 274,485	\$ -
Changes of Assumptions or Other Inputs	218,873	278,418
Benefits Paid Subsequent to the Measurement Date	278,438	-
<b>Total</b>	<u>\$ 771,796</u>	<u>\$ 278,418</u>

The deferred outflows of resources related to OPEB resulting from benefits paid subsequent to the measurement date, totaling \$278,438, will be recognized as a reduction of the total OPEB liability in the fiscal year ending June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2021	\$ 26,528
2022	26,528
2023	26,528
2024	26,528
2025	26,531
Thereafter	82,297
<b>Total</b>	<u>\$ 214,940</u>

## F. Construction and Other Significant Commitments

Construction Contracts. The following is a schedule of major construction contract commitments at June 30, 2020:

<u>Project</u>	<u>Contract Amount</u>	<u>Completed to Date</u>	<u>Balance Committed</u>
Resource Center Secure Entry - Contractor	\$ 49,136.15	\$ 0.00	\$ 49,136.15

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.

The following is a schedule of encumbrances at June 30, 2020:

<b>Major Funds</b>			
<b>General</b>	<b>Special Revenue - Other</b>	<b>Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ 528,725.64	\$ 95,989.48	\$ 411,069.52	\$ 1,035,784.64

## **G. 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 District participates in a group self-insurance program administered by the Florida School Board's Association, Inc. The District's covered risk relating to comprehensive property and liability insurance, general liability, workers compensation, money and securities, and employee fidelity and faithful performance are included in the group program. Section 1001.42(12)(k), Florida Statutes, provides the authority for the District to enter into such a risk management program. The program is self-sustaining through member assessments (premiums), and purchases coverage through commercial companies for claims in excess of specified amounts.

The District transitioned from a fully insured health insurance plan to a self-insured plan on May 1, 2020. The District's group health and pharmacy insurance plan is being provided on a self-insured basis up to specific limits and the District is utilizing an internal service fund to account for its activities. The District has entered into an agreement with Blue Cross and Blue Shield (BCBS) to provide individual and aggregate excess coverage. BCBS will reimburse 100 percent of individual claims in excess of \$125,000 and the aggregate reimbursement maximum is \$1,000,000 per policy record. BCBS administers this self-insurance program, including the processing, investigation, and payment of claims. The lifetime maximum for each individual covered is unlimited.

The claims liability in the amount of \$295,758.64 was estimated based on determined rates used in the industry to cover estimated incurred, but not reported, insurance claims payable at June 30, 2020.

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

## **H. Long-Term Liabilities**

### **1. Certificates of Participation from Direct Borrowings and Direct Placements**

The District entered into a financing arrangement on December 15, 2005, which was characterized as a lease-purchase agreement, with the Suwannee County School Board Leasing Corporation (Leasing Corporation) whereby the District secured financing of various educational facilities in the total amount of \$2,109,275.

The financing was accomplished through the issuance of Certificates of Participation, Series 2005-QZAB, to be repaid from the proceeds of rents paid by the District.

The QZAB were issued under a special program whereby the certificates, bearing an original issue date of December 15, 2005, will mature in full on December 15, 2021, for the original \$2,109,275 issue amount. There is no interest cost for borrowing moneys under this program. Interest on the debt is paid by the United States government through the issuance of Federal income tax credits to the holder of the QZAB debt. The rate of return on the QZAB was established by the United States government at the time of the sale. In connection with the financing, the District entered into a forward delivery agreement under which mandatory deposits (rent payments) of \$131,078 are made for 14 consecutive years beginning December 15, 2008. The forward delivery agreement provides a guaranteed investment return whereby the required deposits, along with the accrued interest, will be sufficient to repay the debt at maturity. The invested assets accumulated pursuant to the forward delivery agreement are held under a trust agreement until the certificates mature. The financing proceeds were designated for the equipment and improvements at Branford Elementary School, Branford High School, Suwannee Intermediate School, Suwannee Middle School, and Suwannee High School. In the event of default, outstanding amounts become immediately due if the District is unable to make payment.

## 2. Bonds Payable

Bonds payable at June 30, 2020, are as follows:

<b>Bond Type</b>	<b>Amount Outstanding</b>	<b>Interest Rate (Percent)</b>	<b>Annual Maturity To</b>
District Revenue Bonds: Series 2018, Capital Improvement	\$ 840,000	2.95	2028

### **District Revenue Bonds**

These bonds are generally referred to as "Capital Improvement Revenue Bonds, Series 2018" and are authorized by Chapter 30250, Laws of Florida (1955), as amended by Chapter 67-907, Laws of Florida, and a resolution adopted by the Suwannee District School Board on March 1, 2018. These bonds are secured by pari-mutuel replacement (sales tax) revenues distributed annually to Suwannee County from the State pursuant to Section 212.20(6)(d)6.a., Florida Statutes, as a replacement for moneys distributed under Section 550.135, Florida Statutes, prior to July 1, 2000. As required by the bond resolution, the District has established the sinking fund and reserve account and has accumulated and maintained adequate resources in the sinking fund and reserve account.

The District has pledged a total of \$955,492.50 of sales tax revenues in connection with the District Revenue Bonds, Series 2018. During the 2019-20 fiscal year, the District recognized sales tax revenues totaling \$213,250 and expended \$117,423.51 (55 percent) of these revenues for debt service directly collateralized by these revenues. The pledged sales tax revenues are committed until final maturity of the debt on April 1, 2028. Approximately 56 percent of this revenue stream has been pledged in connection with debt service on the revenue bonds.

Annual requirements to amortize all bonded debt outstanding as of June 30, 2020, are as follows:



<u>Fiscal Year Ending June 30</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
2021	\$ 119,780.00	\$ 95,000.00	\$ 24,780.00
2022	116,977.50	95,000.00	21,977.50
2023	119,175.00	100,000.00	19,175.00
2024	121,225.00	105,000.00	16,225.00
2025	118,127.50	105,000.00	13,127.50
2026-2028	360,207.50	340,000.00	20,207.50
<b>Total Minimum Lease Payments</b>	<b><u>\$ 955,492.50</u></b>	<b><u>\$ 840,000.00</u></b>	<b><u>\$ 115,492.50</u></b>

### 3. 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	\$ 439,823.98	\$ -	\$ 439,823.98	\$ -	\$ -
Bonds Payable	947,000.00	-	107,000.00	840,000.00	95,000.00
Certificates of Participation Payable from Direct Borrowings and Direct Placements	2,109,275.00	-	-	2,109,275.00	-
Compensated Absences Payable	4,146,381.52	672,587.31	282,152.38	4,536,816.45	305,801.06
Net Pension Liability	33,511,084.00	10,517,833.00	7,024,253.00	37,004,664.00	192,832.00
Total OPEB Liability	<u>3,308,669.00</u>	<u>453,246.00</u>	<u>249,859.00</u>	<u>3,512,056.00</u>	<u>278,438.00</u>
<b>Total Governmental Activities</b>	<b><u>\$ 44,462,233.50</u></b>	<b><u>\$ 11,643,666.31</u></b>	<b><u>\$ 8,103,088.36</u></b>	<b><u>\$ 48,002,811.45</u></b>	<b><u>\$ 872,071.06</u></b>

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

### I. Fund Balance Reporting

In addition to committed and assigned fund balance categories discussed in Note I.F.10., 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.

**J. 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	\$ 838,002.78	\$ 2,922.59
Special Revenue:		
Other	2,922.59	817,038.33
Nonmajor Governmental	-	20,964.45
<b>Total</b>	<b>\$ 840,925.37</b>	<b>\$ 840,925.37</b>

The interfund amounts are primarily the result of temporary loans to cover cash deficits in pooled cash accounts and corrections to expenditures between funds. These amounts are expected to be repaid within 1 year.

**K. Revenues and Expenditures/Expenses**

**1. Schedule of State Revenue Sources**

The following is a schedule of the District’s State revenue sources for the 2019-20 fiscal year:

<u>Source</u>	<u>Amount</u>
Florida Education Finance Program	\$ 27,598,402.00
Categorical Educational Program - Class Size Reduction	5,928,064.00
Workforce Development Program	864,215.00
School Recognition	291,101.00
Voluntary Prekindergarten Program	263,642.02
Motor Vehicle License Tax (Capital Outlay and Debt Service)	187,336.21
Educational Facilities Security Grant	103,378.00
Food Service Supplement	54,426.00
Mobile Home License Tax	49,481.84
Miscellaneous	290,962.07
<b>Total</b>	<b>\$ 35,631,008.14</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 2019 tax roll for the 2019-20 fiscal year:

	<u>Millages</u>	<u>Taxes Levied</u>
<b>General Fund</b>		
Nonvoted School Tax:		
Required Local Effort	3.908	\$ 8,288,803.48
Basic Discretionary Local Effort	0.748	1,586,494.79
<b>Capital Projects - Local Capital Improvement Fund</b>		
Nonvoted Tax:		
Local Capital Improvements	1.500	3,181,483.11
<b>Total</b>	<u>6.156</u>	<u>\$ 13,056,781.38</u>

## L. Interfund Transfers

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

<u>Funds</u>	<u>Interfund</u>	
	<u>Transfers In</u>	<u>Transfers Out</u>
Major:		
General	\$ 415,888.26	\$ 117,423.51
Debt Service:		
Other Debt Service	130,635.00	-
Nonmajor Governmental	117,423.51	546,523.26
<b>Total</b>	<u>\$ 663,946.77</u>	<u>\$ 663,946.77</u>

Transfers were made to move restricted capital outlay revenues to provide the required sinking fund payment related to the QZAB to the Debt Service – Other Debt Service Fund, to move pledged sales tax distribution revenues from the General Fund to the nonmajor Debt Service – Special Act Bonds Fund for required debt service payments, and to reimburse the General Fund for property and casualty premiums and eligible maintenance expenditures.

## OTHER REQUIRED SUPPLEMENTARY INFORMATION

### Budgetary Comparison Schedule General and Major Special Revenue Funds For the Fiscal Year Ended June 30, 2020

	General Fund			Variance with Final Budget - Positive (Negative)
	Original Budget	Final Budget	Actual	
<b>Revenues</b>				
Intergovernmental:				
Federal Direct	\$ 63,000.00	\$ 63,000.00	\$ 64,746.64	\$ 1,746.64
Federal Through State and Local	200,000.00	190,000.00	236,939.15	46,939.15
State	35,046,127.00	36,134,776.50	35,268,723.00	(866,053.50)
Local:				
Property Taxes	9,530,625.00	9,530,625.00	9,724,261.82	193,636.82
Charges for Services	-	-	654,559.65	654,559.65
Miscellaneous	1,934,000.00	1,375,853.67	1,232,914.06	(142,939.61)
Total Local Revenues	<u>11,464,625.00</u>	<u>10,906,478.67</u>	<u>11,611,735.53</u>	<u>705,256.86</u>
<b>Total Revenues</b>	<u>46,773,752.00</u>	<u>47,294,255.17</u>	<u>47,182,144.32</u>	<u>(112,110.85)</u>
<b>Expenditures</b>				
Current - Education:				
Instruction	29,036,200.33	27,045,820.26	26,736,787.39	309,032.87
Student Support Services	2,228,061.01	2,241,405.10	2,056,684.63	184,720.47
Instructional Media Services	785,745.86	800,908.62	747,148.32	53,760.30
Instruction and Curriculum Development Services	477,977.72	985,968.46	731,759.38	254,209.08
Instructional Staff Training Services	240,536.00	259,493.80	199,618.92	59,874.88
Instruction-Related Technology	665,019.00	673,805.44	591,088.56	82,716.88
Board	405,850.00	412,825.00	313,369.37	99,455.63
General Administration	955,531.73	1,086,828.61	1,019,587.44	67,241.17
School Administration	3,650,304.21	3,700,750.71	3,519,163.46	181,587.25
Facilities Acquisition and Construction	1,207,346.38	798,396.09	297,835.49	500,560.60
Fiscal Services	657,359.22	662,329.69	626,957.85	35,371.84
Food Services	-	13,000.00	12,605.86	394.14
Central Services	245,100.00	241,868.17	172,111.14	69,757.03
Student Transportation Services	3,274,999.24	3,436,931.24	2,781,799.09	655,132.15
Operation of Plant	3,934,812.81	4,284,176.76	3,803,087.18	481,089.58
Maintenance of Plant	1,066,067.73	1,125,466.81	1,123,208.81	2,258.00
Administrative Technology Services	402,041.18	394,089.10	368,606.21	25,482.89
Community Services	6,620.91	7,676.91	7,600.14	76.77
Fixed Capital Outlay:				
Facilities Acquisition and Construction	-	850,351.44	850,351.44	-
Other Capital Outlay	-	81,808.64	81,808.64	-
<b>Total Expenditures</b>	<u>49,239,573.33</u>	<u>49,103,900.85</u>	<u>46,041,179.32</u>	<u>3,062,721.53</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>(2,465,821.33)</u>	<u>(1,809,645.68)</u>	<u>1,140,965.00</u>	<u>2,950,610.68</u>
<b>Other Financing Sources (Uses)</b>				
Transfers In	440,000.00	440,000.00	415,888.26	(24,111.74)
Transfers Out	(117,435.00)	(117,435.00)	(117,423.51)	11.49
<b>Total Other Financing Sources</b>	<u>322,565.00</u>	<u>322,565.00</u>	<u>298,464.75</u>	<u>(24,100.25)</u>
<b>Net Change in Fund Balances</b>	<u>(2,143,256.33)</u>	<u>(1,487,080.68)</u>	<u>1,439,429.75</u>	<u>2,926,510.43</u>
Fund Balances, Beginning	3,988,549.38	3,988,549.38	3,988,549.38	-
<b>Fund Balances, Ending</b>	<u>\$ 1,845,293.05</u>	<u>\$ 2,501,468.70</u>	<u>\$ 5,427,979.13</u>	<u>\$ 2,926,510.43</u>

**Special Revenue - Other Fund**

<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance with Final Budget - Positive (Negative)</b>
\$ -	\$ 859,578.38	\$ 886,217.95	\$ 26,639.57
5,254,703.58	6,760,797.23	5,352,623.38	(1,408,173.85)
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
5,254,703.58	7,620,375.61	6,238,841.33	(1,381,534.28)
3,505,712.20	5,388,545.53	4,445,673.24	942,872.29
140,428.69	174,748.05	98,508.18	76,239.87
10,000.00	16,129.26	12,113.02	4,016.24
1,040,898.74	1,217,430.12	1,088,939.09	128,491.03
382,916.79	536,737.75	342,197.35	194,540.40
-	-	-	-
-	-	-	-
171,747.16	228,722.35	202,678.36	26,043.99
-	12,012.92	4,315.46	7,697.46
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
2,500.00	2,000.00	867.00	1,133.00
-	-	-	-
500.00	500.00	-	500.00
-	-	-	-
-	-	-	-
-	-	-	-
-	43,549.63	43,549.63	-
5,254,703.58	7,620,375.61	6,238,841.33	1,381,534.28
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**Schedule of Changes in the District's  
Total OPEB Liability and Related Ratios**

	<u>2020</u>	<u>2019</u>	<u>2018</u>
<b>Total OPEB Liability</b>			
Service Cost	\$ 84,784	\$ 104,279	\$ 105,055
Interest	118,321	112,119	98,676
Differences Between Expected and Actual Experience	-	365,979	-
Changes of Assumptions or Other Inputs	250,141	(207,902)	(195,989)
Benefit Payments	<u>(249,859)</u>	<u>(221,867)</u>	<u>(251,910)</u>
<b>Net Change in Total OPEB Liability</b>	<u>203,387</u>	<u>152,608</u>	<u>(244,168)</u>
Total OPEB Liability - Beginning	<u>3,308,669</u>	<u>3,156,061</u>	<u>3,400,229</u>
<b>Total OPEB Liability - Ending</b>	<u>\$ 3,512,056</u>	<u>\$ 3,308,669</u>	<u>\$ 3,156,061</u>
Covered-Employee Payroll	\$ 33,981,215	\$ 29,852,105	\$ 33,546,932
<b>Total OPEB Liability as a Percentage of Covered-Employee Payroll</b>	10.34%	11.08%	9.41%

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

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
District's Proportion of the FRS Net Pension Liability	0.074450255%	0.075185631%	0.077785859%	0.078612535%	0.082632925%	0.083846631%	0.082642943%
District's Proportionate Share of the FRS Net Pension Liability	\$ 25,639,631	\$ 22,646,302	\$ 23,008,535	\$ 19,849,727	\$ 10,673,151	\$ 5,115,878	\$ 14,226,529
District's Covered Payroll	\$ 33,981,215	\$ 33,576,524	\$ 34,319,706	\$ 33,552,737	\$ 32,418,883	\$ 31,858,103	\$ 31,187,698
District's Proportionate Share of the FRS Net Pension Liability as a Percentage of Its Covered Payroll	75.45%	67.45%	67.04%	59.16%	32.92%	16.06%	45.62%
FRS Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	82.61%	84.26%	83.89%	84.88%	92.00%	96.09%	88.54%

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

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

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually Required FRS Contribution	\$ 2,398,627	\$ 2,308,495	\$ 2,142,730	\$ 2,024,957	\$ 1,917,092	\$ 2,014,661	\$ 1,836,597
FRS Contributions in Relation to the Contractually Required Contribution	<u>(2,398,627)</u>	<u>(2,308,495)</u>	<u>(2,142,730)</u>	<u>(2,024,957)</u>	<u>(1,917,092)</u>	<u>(2,014,661)</u>	<u>(1,836,597)</u>
FRS Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District's Covered Payroll	\$34,079,433	\$33,981,215	\$33,576,524	\$34,319,706	\$33,552,737	\$32,418,883	\$31,858,103
FRS Contributions as a Percentage of Covered Payroll	7.04%	6.79%	6.38%	5.90%	5.71%	6.21%	5.76%

(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)**

	2019	2018	2017	2016	2015	2014	2013
District's Proportion of the HIS Net Pension Liability	0.101573273%	0.102651804%	0.107465810%	0.108478940%	0.106746468%	0.107158266%	0.107356231%
District's Proportionate Share of the HIS Net Pension Liability	\$ 11,365,033	\$ 10,864,782	\$ 11,490,740	\$ 12,642,771	\$ 10,886,461	\$ 10,019,559	\$ 9,346,711
District's Covered Payroll	\$ 33,981,215	\$ 33,576,524	\$ 34,319,706	\$ 33,552,737	\$ 32,418,883	\$ 31,858,103	\$ 31,187,698
District's Proportionate Share of the HIS Net Pension Liability as a Percentage of its Covered Payroll	33.45%	32.36%	33.48%	37.68%	33.58%	31.45%	29.97%
HIS Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	2.63%	2.15%	1.64%	0.97%	0.50%	0.99%	1.78%

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

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

	2020	2019	2018	2017	2016	2015	2014
Contractually Required HIS Contribution	\$ 565,692	\$ 564,027	\$ 556,683	\$ 568,740	\$ 556,024	\$ 408,051	\$ 367,088
HIS Contributions in Relation to the Contractually Required Contribution	(565,692)	(564,027)	(556,683)	(568,740)	(556,024)	(408,051)	(367,088)
HIS Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District's Covered Payroll	\$34,079,433	\$33,981,215	\$33,576,524	\$34,319,706	\$33,552,737	\$32,418,883	\$31,858,103
HIS Contributions as a Percentage of Covered Payroll	1.66%	1.66%	1.66%	1.66%	1.66%	1.26%	1.15%

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

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

**1. Budgetary Basis of Accounting**

The Board follows procedures established by State law 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 State 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 Changes in the District's Total Other Postemployment Benefits Liability and Related Ratios**

No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits. The June 30, 2020, total OPEB liability increased from the prior fiscal year as a result of changes of assumptions as discussed below:

*Changes of Assumptions.* Changes of assumptions and other inputs include:

- The discount rate decreased from 3.62 percent at the beginning of the measurement period to 3.13 percent as of June 30, 2019.
- Demographic assumptions, such as rates of mortality, retirements, termination, disability, and salary increase, were updated to match assumptions developed by the FRS and adopted for its July 1, 2019, valuation.

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

*Changes of Assumptions.* In 2019, the long-term expected rate of return was decreased from 7 percent to 6.9 percent, and the mortality assumption was changed from the Generational RP-2000 with Projection Scale BB tables to the PUB-2010 base table, projected generationally with Scale MP-2018.

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

*Changes of Assumptions.* In 2019, the municipal bond rate used to determine total pension liability was decreased from 3.87 percent to 3.5 percent.



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# SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

## Suwannee County District School Board Schedule of Expenditures of Federal Awards For the Fiscal Year Ended June 30, 2020

Federal Grantor/Pass-Through Grantor/ Program or Cluster	Federal CFDA Number	Pass - Through Entity Identifying Number	Total Expenditures
<b>Clustered</b>			
<b>Child Nutrition Cluster</b>			
United States Department of Agriculture:			
Florida Department of Agriculture and Consumer Services:			
School Breakfast Program	10.553	20002	\$ 688,437.20
National School Lunch Program	10.555	20001, 20003	3,021,576.74
Summer Food Service Program for Children	10.559	19006, 19007, 20006, 20007	55,129.33
<b>Total Child Nutrition Cluster</b>			<b>3,765,143.27</b>
<b>Student Financial Assistance Cluster</b>			
United States Department of Education:			
Federal Pell Grant Program	84.063	N/A	724,999.38
<b>Special Education Cluster</b>			
Florida Department of Education:			
Special Education - Grants to States	84.027	263	1,390,714.17
Special Education - Preschool Grants	84.173	267	55,746.71
<b>Total Special Education Cluster</b>			<b>1,446,460.88</b>
<b>Not Clustered</b>			
<b>United States Department of Defense</b>			
Army Junior Reserve Officers Training Corps	12.UNK	N/A	64,746.64
<b>United States Department of Education</b>			
Education Stabilization Fund Under the Coronavirus Aid, Relief, and Economic Security Act:			
Higher Education Emergency Relief Fund Student Aid Portion	84.425E	N/A	134,580.00
Higher Education Emergency Relief Fund Institutional Portion	84.425F	N/A	26,638.57
Total Education Stabilization Fund Under the Coronavirus Aid, Relief, and Economic Security Act	84.425		161,218.57
Florida Department of Education:			
Adult Education - Basic Grants to States	84.002	191, 193	129,021.78
Title I Grants to Local Educational Agencies	84.010	226	2,231,205.81
Migrant Education - State Grant Program	84.011	217	206,092.79
Career and Technical Education - Basic Grants to States	84.048	161	123,080.65
Education for Homeless Children and Youth	84.196	127	36,072.54
Twenty-First Century Community Learning Centers	84.287	244	576,122.47
Rural Education	84.358	110	79,576.08
English Language Acquisition State Grants	84.365	102	103,080.82
Supporting Effective Instruction State Grants	84.367	224	247,755.85
Student Support and Academic Enrichment Program	84.424	241	174,153.71
Hurricane Education Recovery	84.938	106	40,996.00
<b>Total United States Department of Education</b>			<b>4,108,377.07</b>
<b>Total Expenditures of Federal Awards</b>			<b>\$ 10,109,727.24</b>

The accompanying notes are an integral part of this Schedule.

- Notes: (1) Basis of Presentation. The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the Federal award activity of the Suwannee County District School Board under programs of the Federal Government for the fiscal year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, changes in net position, or cash flows of the District.
- (2) Summary of Significant Accounting Policies. Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- (3) Indirect Cost Rate. The District has not elected to use the 10 percent de minimis cost rate allowed under the Uniform Guidance.
- (4) Noncash Assistance - National School Lunch Program. Includes \$222,416.30 of donated food received during the fiscal year. Donated foods are valued at fair value as determined at the time of donation.
- (5) Hurricane Education Recovery. The District incurred \$40,996 in expenditures for the Hurricane Education Recovery grant in the 2018-19 fiscal year.



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 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 the 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 Suwannee County District School Board as of and for the fiscal year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated January 7, 2021, included under the heading **INDEPENDENT AUDITOR'S REPORT**. Our report includes a reference to other auditors who audited the financial statement 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) as a basis for designing 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 financial statements. 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 identified a certain additional matter finding which is described as Finding No. AM 2020-001 on page 72.

### **District's Response to Finding**

The District's response to the additional matter finding identified in our audit is included as District Response on page 72 in Finding No. AM 2020-001. The 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 this report 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 communication is not suitable for any other purpose.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
January 7, 2021



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 ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

### Report on Compliance for Each Major Federal Program

We have audited the Suwannee 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, 2020. The District's major Federal programs are identified in **SECTION I – SUMMARY OF AUDITOR'S RESULTS** of the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**.

### *Management's Responsibility*

Management is responsible for compliance with Federal statutes, regulations, and the terms and conditions of its Federal awards 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 the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance 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 qualified and unmodified opinions on compliance for the major Federal programs. However, our audit does not provide a legal determination of the District's compliance.

### ***Basis for Qualified Opinion on the Federal Pell Grant Program***

As described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**, the District did not comply with requirements regarding the Federal Pell Grant Program, CFDA No. 84.063, as described in Federal Award Finding No. 2020-001 for Special Tests and Provisions – Verification. Compliance with such requirements is necessary, in our opinion, for the District to comply with the requirements applicable to that program.

### ***Qualified Opinion on the Federal Pell Grant Program***

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 the Federal Pell Grant Program for the fiscal year ended June 30, 2020.

### ***Unmodified Opinion on the Other Major Federal Program***

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 the other major Federal program identified in **SECTION I – SUMMARY OF AUDITOR'S RESULTS** of the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** for the fiscal year ended June 30, 2020.

### ***Other Matters***

The results of our auditing procedures disclosed other instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Federal Award Finding Nos. 2020-002 and 2020-003. Our opinion on each major Federal program is not modified with respect to these matters.

The District's responses to the noncompliance findings identified in our audit are described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** Federal Award Finding Nos. 2020-001 through 2020-003 and in the **CORRECTIVE ACTION PLAN**. The District's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on them.

### **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 the Uniform Guidance, 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.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph 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 have not been identified. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be material weaknesses and significant deficiencies.

*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 a 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. We consider the deficiency in internal control over compliance described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Federal Award Finding No. 2020-001 to be a material weakness.

*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. We consider the deficiency in internal control over compliance described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Federal Award Finding No. 2020-002 to be a significant deficiency.

The District's responses to the internal control over compliance findings identified in our audit are described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** Federal Award Finding Nos. 2020-001 and 2020-002 and in the **CORRECTIVE ACTION PLAN**. The District's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on them.

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 the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
January 7, 2021



# **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

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## **SECTION I – SUMMARY OF AUDITOR’S RESULTS**

### **Financial Statements**

Type of auditor’s report issued on whether the financial statements audited were prepared in accordance with GAAP: 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 Federal programs:

Material weakness(es) identified? Yes

Significant deficiency(ies) identified? Yes

Type of auditor’s report issued on compliance for major Federal programs: Unmodified for the Special Education Cluster and qualified for the Federal Pell Grant Program (CFDA No. 84.063).

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? Yes

Identification of major Federal programs:

CFDA Numbers:	Name of Federal Program or Cluster:
84.027 and 84.173	Special Education Cluster
84.063	Federal Pell Grant Program

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low risk auditee? Yes

## **SECTION II – FINANCIAL STATEMENT FINDINGS**

No matters are reported.

## SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

### U.S. DEPARTMENT OF EDUCATION (ED)

<b>Finding Number</b>	<b>2020-001</b>
<b>CFDA Number</b>	84.063
<b>Program Title</b>	<b>Student Financial Assistance (SFA) Cluster</b> Federal Pell Grant Program (Pell Grant Program)
<b>Compliance Requirement</b>	Special Tests and Provisions – Verification
<b>Pass-Through Entity</b>	Not Applicable
<b>Federal Grant/Contract Number and Grant Year</b>	P063P192955 – 2020
<b>Statistically Valid Sample</b>	No
<b>Finding Type</b>	Opinion Modification, Noncompliance and Material Weakness
<b>Questioned Costs</b>	\$102,733
<b>Prior Year Finding</b>	Not Applicable

**Finding** The District did not always perform the required Pell Grant Program verification procedures prior to Program award disbursements, update student applications and other information based on information that was verified, or recalculate awards based on the verified information. Because District records did not support Program awards to 26 students, awards totaling \$102,733 to those students represent questioned costs subject to disallowance by the grantor.

**Criteria** Title 34, Sections 668.51 through 668.61, Code of Federal Regulations (CFR), require applicants whose Free Application for Federal Student Aid (application) is selected by the ED for verification to provide to the District certain documentation used in determining the applicant's expected family contribution (EFC). The documentation required for verification depends on the verification group identified on the student's Institutional Student Information Record (ISIR).

The standard verification group requires verification of, for example, parental income, household size, and number of family members attending postsecondary educational institutions and District personnel use a verification form to document student information verifications. For discrepancies identified by the verification process, the application and the ISIR must be updated with corrected information and the student's award must be recalculated based on the EFC included on the updated ISIR. For example, changes to family size as a result of the verifications require ISIRs to be updated, which may impact student eligibility.

**Condition** For the 2019-20 fiscal year, the District reported Pell Grant Program expenditures totaling \$724,999 on the Schedule of Expenditures of Federal Awards, 200 students participated in the Program, and the ED selected 55 student participants for verification. In August 2020, we requested for examination District records supporting all District verifications; however, correspondence was provided to document verification attempts for only 35 students. As of November 20, 2020, and subsequent to our inquiry, we found that:

- District personnel still had not documented verifications for 4 students with Program awards totaling \$13,380.
- Verification documentation for 22 students with awards totaling \$89,353 was not complete as:
  - Income verification was not obtained for 18 students.
  - Household sizes for 10 students (including 6 students without income verifications) were reported differently on the students' verification forms than on the students' ISIRs. Although we requested, District records were not provided to evidence any efforts

to update the application or ISIRs for the household size reported on the verification form or any recalculations of the students' awards.

<b>Cause</b>	In response to our inquiry, District personnel indicated that, due to financial aid staff changes, the verification process and documentation requirements were not fully understood and ISIRs were not always updated based on information obtained during the verification process. Also, policies and procedures had not been established to require documented, supervisory review and approval of the verifications to ensure that verifications are accurately and properly performed.
<b>Effect</b>	Absent effective verification procedures and supervisory approval of the verifications performed, there is an increased risk for incorrect student award amounts and for the Pell Grant Program to be overcharged. Because the Pell Program awards were unsupported for 26 awards, Program awards totaling \$102,733 made to those students represent questioned costs subject to disallowance by the grantor.
<b>Recommendation</b>	The District should establish policies and procedures to require and ensure that the required verifications are performed. Such policies and procedures should include documented, supervisory review and approval of student verification information to confirm the accuracy and propriety of the verifications. Also, the District should provide documentation to the ED supporting the allowability of the \$102,733 questioned costs or restore this amount to the Program.
<b>District Response</b>	In response to the deficiency identified by this finding, designated RIVEROAK Technical College staff implemented corrective verification procedures and implemented additional safeguards whereby supervisory oversight will ensure that required verifications are performed. This supervisory oversight will be an additional compensating control to ensure that verifications are properly documented.

## **U.S. DEPARTMENT OF EDUCATION**

<b>Finding Number</b>	<b>2020-002</b>
<b>CFDA Number</b>	84.063
<b>Program Title</b>	<b>Student Financial Assistance (SFA) Cluster</b> Federal Pell Grant Program (Program)
<b>Compliance Requirement</b>	Special Test and Provisions – Enrollment Reporting – National Student Loan Data System (NSLDS)
<b>Pass-Through Entity</b>	Not Applicable
<b>Federal Grant/Contract Number and Grant Year</b>	P063P192955 – 2020
<b>Statistically Valid Sample</b>	No
<b>Finding Type</b>	Noncompliance and Significant Deficiency
<b>Questioned Costs</b>	Not Applicable
<b>Prior Year Finding</b>	Not Applicable

<b>Finding</b>	The District did not always timely report Program enrollment data.
<b>Criteria</b>	Title 34, Section 685.309(a)(2), CFR, requires the District to submit reports in accordance with deadlines established by the ED. The ED Dear Colleague Letter GEN 14-07 provides that enrollment information will be requested from schools every 60 days and schools will be required to respond to those requests using the NSLDS within 15 days of the date that the ED sends the electronic enrollment reporting roster to the school or to the school's designated third-party servicer.  Schools have the ability to report enrollment data to the NSLDS by batch or online submission. While reporting enrollment information every 60 days will satisfy the enrollment reporting requirement, the NSLDS allows schools to report more

frequently than required by allowing schools to request enrollment information to be sent more often than every 60 days and by allowing schools to enter ad-hoc updates to a student's enrollment on the NSLDS Web site.

**Condition**

The District received enrollment information requests from ED every 60 days and District procedures provided for financial aid personnel to update the student records on the NSLDS Web site using the online update function of the NSLDS Web site within 15 days of receiving the enrollment information from ED. However, District personnel did not determine that enrollment records for students with enrollment status changes during the 2019-20 fiscal year were timely reported in the NSLDS nor were supervisory review procedures established to verify the timeliness of reported activity.

From the population of 133 students who received Program funds and had enrollment status changes during the 2019-20 fiscal year, we examined records related to 19 students to determine whether the District accurately and timely reported enrollment changes using the NSLDS. While we found that information was accurately reported, the enrollment status changes for 16 of the 19 students were reported to NSLDS 13 to 192 days, or an average of 74 days, after the 60-day deadline. Enrollment status changes for 9 of the 16 students were not reported until after our inquiry.

**Cause**

Due to financial aid office staff changes, District personnel did not completely understand NSLDS enrollment reporting requirements and the District lacked supervisory review procedures to verify timely reporting.

**Effect**

When the NSLDS is not timely provided enrollment information, the NSLDS cannot be used to monitor and evaluate the enrollment status of Program grant recipients.

**Recommendation**

The District should enhance procedures to ensure that enrollment status changes for Program grant recipients are timely reported in the NSLDS. Such enhancements should include supervisory review and approval to verify the timeliness of information reported.

**District Response**

In response to the deficiency identified by this finding, designated RIVEROAK Technical College staff will conduct updates to the National Student Loan Data System (NSLDS) on a monthly basis to reflect federal financial aid enrollment status changes. An additional compensating control will be the supervisory oversight by the Student Services Coordinator to ensure that updates are both timely and accurate.

## **U.S. DEPARTMENT OF AGRICULTURE**

<b>Finding Number</b>	<b>2020-003</b>
<b>CFDA Number</b>	10.553, 10.555, 10.559
<b>Program Title</b>	<b>Child Nutrition Cluster (CNC)</b>
<b>Compliance Requirement</b>	Allowable Costs/Cost Principals – Indirect Costs
<b>Pass-Through Entity</b>	Florida Department of Agriculture and Consumer Services (FDACS)
<b>Federal Grant/Contract Number and Grant Year</b>	Contract # 18288 – 2020
<b>Statistically Valid Sample</b>	No
<b>Finding Type</b>	Nonmajor Federal Program, Noncompliance, and Questioned Costs Greater Than \$25,000
<b>Questioned Costs</b>	\$95,396
<b>Prior Year Finding</b>	Not Applicable

<b>Finding</b>	The District charged indirect costs to the CNC for food expenditures, which is not an allowed cost objective for incurring indirect costs, resulting in questioned costs totaling \$95,396.
<b>Criteria</b>	<p>Title 2, Part 200, Code of Federal Regulations, provides principles for determining allowable costs, including indirect costs that may be allocated to a Federal program. Indirect costs are costs that are incurred for a common or joint purpose, are not readily identified with a particular final cost objective without effort disproportionate to the results achieved, and are calculated by multiplying allowed costs by an approved indirect cost rate.</p> <p>To require consistent indirect cost rate calculations and application of the rate to allowable CNC expenditures, the U.S. Department of Agriculture (USDA) published <i>USDA Indirect Costs Guidance for State Agencies and School Food Authorities</i>. The guidance provides that food expenditures are excluded when calculating the indirect cost rate and the indirect cost charges because the activities require minimal administrative support.</p>
<b>Condition</b>	For the 2019-20 fiscal year, the District correctly excluded food expenditures from the indirect cost rate calculation; however, the District inadvertently charged to the CNC indirect costs for food expenditures.
<b>Cause</b>	District personnel responsible for calculating the indirect cost reimbursement were new to the position and unaware of the USDA guidance that food expenditures should be excluded from CNC indirect cost charges.
<b>Effect</b>	The District overcharged the CNC for indirect costs and incurred questioned costs totaling \$95,396 for the 2019-20 fiscal year. Subsequent to our inquiry, in November 2020, the District restored these questioned costs to the food service program.
<b>Recommendation</b>	The District should enhance procedures to ensure that only allowable indirect costs are included in the indirect cost calculation and charged to the CNC food service program. Such enhancements should include indirect cost training for personnel responsible for the CNC.
<b>District Response</b>	In response to this finding and subsequent to year end reporting, the District became aware of the exclusion of food expenditures when calculating indirect costs. The District has made the appropriate adjustment in the accounting ledgers for the Food Service and General Funds. Food expenditures will be excluded from the calculation going forward.

## **ADDITIONAL MATTER**

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### **EMPLOYEE HEALTH SELF-INSURANCE PLAN APPROVAL**

<b>Finding Number</b>	<b>AM 2020-001</b>
<b>Opinion Unit</b>	Not Applicable
<b>Financial Statements</b>	Not Applicable
<b>Account Title</b>	
<b>Fund Name</b>	Not Applicable
<b>Adjustment Amounts</b>	None
<b>Prior Year Finding</b>	Not Applicable

<b>Finding</b>	Contrary to State law, the District implemented an employee group health and pharmacy self-insurance plan without submitting the plan and a certification as to the actuarial soundness of the plan to the Florida Department of Financial Services, Office of Insurance Regulation (OIR) for approval.
<b>Criteria</b>	Pursuant to Section 112.08, Florida Statutes, the District may self-insure any plan for health, accident, and hospitalization coverage and must submit the plan, along with a certification as to the actuarial soundness of the plan, to the OIR for plan approval. State law also provides that the plan will not be approved unless the OIR determines that the plan is designed to provide sufficient revenues to pay current and future liabilities as determined according to generally accepted actuarial principles.
<b>Condition</b>	On May 1, 2020, the District began providing for employee group health and pharmacy coverage through a self-insurance plan. However, the District did not obtain certification as to the actuarial soundness of the plan nor did they obtain approval from OIR prior to plan implementation. Subsequent to our inquiry, in October 2020, the District obtained a certification as to the actuarial soundness of the self-insurance plan and received OIR approval.
<b>Cause</b>	According to District personnel, they relied on the District insurance consultant, who indicated that OIR approval was not needed until the plan had been implemented for 12 months.
<b>Effect</b>	Without obtaining the required certification as to the actuarial soundness of the plan and receiving initial approval of the plan from the OIR, the risk is increased that the self-insurance plan may not be actuarially sound, the OIR's ability to monitor the plan is limited, and the District cannot demonstrate compliance with State law.
<b>Recommendation</b>	The District should enhance procedures to ensure that initial self-insurance plans and the certifications of the actuarial soundness of such plans are timely filed with, and approved by, the OIR.
<b>District Response</b>	In response to this additional matter, the District recognizes the statutory requirement to have obtained an actuary report and approval from the Office of Insurance Regulation prior to transitioning to a self-insurance plan. Reliance upon the District's insurance consultant was not sufficient in complying with the statutory requirement, and fillings will be timely going forward.

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

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There were no prior financial statement or Federal award findings requiring follow-up.

## ***SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS***

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The District did not have prior audit findings required to be reported under 2 CFR 200.511.

# CORRECTIVE ACTION PLAN

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## SUWANNEE COUNTY SCHOOL DISTRICT

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JERRY TAYLOR  
DISTRICT 1  
NORMAN CRAWFORD  
DISTRICT 2  
TIM ALCORN  
DISTRICT 3



1740 Ohio Avenue, South  
Live Oak, Florida 32064  
Telephone: (386) 647-4600 • Fax: (386) 364-2635

TED L. ROUSH  
Superintendent of Schools

December 18, 2020

### Suwannee County District School Board Management's Corrective Action Plans For the Fiscal Year Ended June 30, 2020

Federal Award Finding  
Number:

2020-001.

Planned Corrective Action:

In response to Federal Award Finding 2020-001, verification procedures have been corrected with the following additional safeguards:

- 1) Financial Aid Specialist will utilize a verification file checklist for students identified by Federal Financial Aid for verification, to ensure all required components have been reviewed and verified. The verification file checklist was developed by the technical college and is attached for reference.
- 2) Student Services Coordinator will review each student selected for verification to ensure all required components are validated and student is eligible for Federal Financial Aid.
- 3) As an additional safeguard, technical college Principal will randomly select five to ten student files of those who were selected for verification, each term to review for accuracy.
- 4) Files of students selected for verification will be immediately updated (i.e., recalculate award, update student application), if deemed necessary, once verification process is complete.

RIVEROAK Technical College's Financial Aid Policies and Procedures manual was updated September 2020 to mirror current Federal Financial Aid policies and procedures. The verification checklist, along with procedures for supervisory review, were added in December 2020.

RIVEROAK Technical College's Financial Aid Specialist will continue to attend and participate in professional development training and workshops to ensure adequate training and understanding of all Federal Financial Aid policies and procedures.

Upon additional review and verification of findings, 22 of the 26 students identified, met the required guidelines for Federal Financial

*"Suwannee County School District will be a system of excellence ensuring all students are prepared for personal success."  
A Fully Accredited School System-SACS CASI, an Accrediting Division of AdvancED • Equal Opportunity Employer*



Aid eligibility. Pell eligibility for four of the 26 students has not been determined.

Anticipated Completion Date: 1/4/2021

Responsible Contact Person: Mary Keen  
[mary.keen@suwannee.k12.fl.us](mailto:mary.keen@suwannee.k12.fl.us)  
386-647-4230

Federal Award Finding Number: 2020-002.

Planned Corrective Action: In response to Federal Award Finding 2020-002, updates to the National Student Loan Data System (NSLDS) will occur monthly to reflect Federal Financial Aid enrollment status changes and include the following procedures:

- 1) Financial Aid Specialist will review enrollment roster on NSLDS monthly for accuracy, print and sign monthly report.
- 2) Financial Aid Specialist will submit monthly report to Student Services Coordinator for review.
- 3) Student enrollment status change will be updated upon receipt of student withdrawal form. Copies of the withdrawal form and status change will be placed in student's financial file.
- 4) Student Services Coordinator will review withdrawal form and status change documentation for reporting accuracy and timeliness, sign and date copy of status change form.

The procedures noted above will ensure timely updates and accuracy in the National Student Loan Data System.

Anticipated Completion Date: 1/4/2021

Responsible Contact Person: Mary Keen  
[mary.keen@suwannee.k12.fl.us](mailto:mary.keen@suwannee.k12.fl.us)  
386-647-4230

Federal Award Finding Number: 2020-003.

Planned Corrective Action: This corrective action has been completed as of 11/30/20. Upon becoming aware of the disallowance of food expenditures from the indirect cost calculation, the questioned costs were restored to the Food Service program and properly accounted for in the general ledger. Indirect costs will not include food expenditures for the Child Nutrition Cluster going forward.

Anticipated Completion Date: 11/30/2020

Responsible Contact Person: Vickie DePratter  
[vickie.depratter@suwannee.k12.fl.us](mailto:vickie.depratter@suwannee.k12.fl.us)  
386-647-4609