

ANNUAL FINANCIAL REPORT
DEPENDENT SCHOOL DISTRICT NO. 162
MAPLE PUBLIC SCHOOL DISTRICT
CANADIAN COUNTY, OKLAHOMA
JULY 1, 2010 TO JUNE 30, 2011

MAPLE PUBLIC SCHOOLS
DEPENDENT SCHOOL DISTRICT NO. 162
CANADIAN, COUNTY
JUNE 30, 2011

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MAPLE PUBLIC SCHOOLS
DEPENDENT SCHOOL DISTRICT NO. 162
CANADIAN, COUNTY
JULY 1, 2010 TO JUNE 30, 2011

SCHOOL DISTRICT BOARD MEMBERS

Gary Eaton (July 1, 2010 to August 4, 2010)
David Bilderback (August 4, 2010 to June 30, 2011)
Scott Beard
John Newby

SUPERINTENDENT OF SCHOOL DISTRICT

Art Eccard

CLERK OF THE BOARD

John Newby

SCHOOL DISTRICT TREASURER

David Radcliff

PUTNAM & COMPANY, PLLC
CERTIFIED PUBLIC ACCOUNTANTS
169 S.E. 32ND
EDMOND, OKLAHOMA 73013
(405) 348-3800
Fax (405) 348-7965

INDEPENDENT AUDITOR'S REPORT

The Honorable Board of Education
Maple Independent School District No. 162
Canadian County, Oklahoma

We have audited the accompanying fund type and account group financial statements of Maple School District No. 162, Canadian County, Oklahoma, as listed in the table of contents as combined financial statements, as of and for the year ended June 30, 2011. These financial statements are the responsibility of the Maple School District, No. 162, Canadian County, Oklahoma. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and *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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, these financial statements were prepared in conformity with the accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and equity arising from regulatory basis transactions of each fund type and account group of Maple School District No. 162, Oklahoma, as of June 30, 2011, and the revenues collected, expenditures paid/expenses, and cash flows of each fund type, where applicable, for the year then ended on the regulatory basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 5, 2011, on our consideration of the School District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the fund type and account group financial statements within the combined financial statement. The combining fund statements and schedules and other schedules as listed in the table of contents under other supplementary information are presented for purposes of additional analysis. This other supplementary information has been subjected to the auditing procedures applied in the audit of the fund type and account group financial statements within the combined financial statements and, in our opinion, is fairly stated in all material respects in relation to the combined financial statements taken as a whole on the regulatory basis of accounting described in Note 1.

This report is intended solely for the information and use of the Board of Education of Maple School District No. 162, Oklahoma State Department of Education, and certain federal regulatory agencies, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Putnam & Company".

Putnam & Company, PLLC

Edmond, Oklahoma
October 5, 2011

COMBINED FINANCIAL STATEMENTS

MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINED STATEMENT OF ASSETS AND LIABILITIES
(ALL FUND TYPES AND ACCOUNT GROUPS)
JUNE 30, 2011

	Governmental Fund Types				Fiduciary Fund Types	Totals
	General	Special Revenue	Capital Projects	Debt Service	Trust and Agency	(Memorandum Only)
<u>ASSETS</u>						
Cash and Cash Equivalents	\$222,188	82,376	1,497	3,954	97,312	407,327
Total Assets	<u>\$222,188</u>	<u>82,376</u>	<u>1,497</u>	<u>3,954</u>	<u>97,312</u>	<u>407,327</u>
<u>LIABILITIES</u>						
Warrants Payable	\$24,480	33,770			600	58,850
Total Liabilities	<u>24,480</u>	<u>33,770</u>	<u>0</u>	<u>0</u>	<u>600</u>	<u>58,850</u>
<u>FUND EQUITY</u>						
Fund Balances:						
Designated for Capital Projects			1,497			1,497
Designated for Debt Service				3,954		3,954
Designated for Student Activities					28,886	28,886
Reserved for Encumbrances	5,301	20,000			2,614	27,915
Fund Balance	<u>192,407</u>	<u>28,606</u>			<u>65,212</u>	<u>286,225</u>
Total Fund Balance	<u>197,708</u>	<u>48,606</u>	<u>1,497</u>	<u>3,954</u>	<u>96,712</u>	<u>348,477</u>
Total Liabilities and Fund Equity	<u>\$222,188</u>	<u>82,376</u>	<u>1,497</u>	<u>3,954</u>	<u>97,312</u>	<u>407,327</u>

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

MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
ALL GOVERNMENTAL FUND TYPES AND SIMILAR TRUST FUNDS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2011

	Governmental Fund Types				Fiduciary Fund Types Trust and Agency	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Debt Service		
REVENUES:						
District Sources	\$578,872	107,878		311	157,570	844,631
Intermediate Sources	31,039					31,039
State Sources	243,987	1,337				245,324
Federal Sources	142,385	37,675				180,060
Total Revenues Collected	996,283	146,890	0	311	157,570	1,301,054
EXPENDITURES:						
Instruction	618,791				1,308	620,099
Support Services	261,821	37,780			85,656	385,257
Operation Non-Instruction Services	36,958	42,510				79,468
Facilities Acquisition & Construction Services		37,596				37,596
Other Outlays		25,100				25,100
Total Expenditures	917,570	142,986	0	0	86,964	1,147,520
Revenues over (under) expenditures	78,713	3,904	0	311	70,606	153,534
OTHER FINANCING SOURCES (USES):						
Return of Assets	34,883					34,883
Total Other Financing Sources (Uses):	34,883	0	0	0	0	34,883
Revenue and Other Sources Over (Under) Expenditures and Other Uses	113,596	3,904	0	311	70,606	188,417
Fund Balance, Beginning of Year	78,811	24,702	1,497	3,643	23,492	132,145
Fund Balance, End of Year	<u>\$192,407</u>	<u>28,606</u>	<u>1,497</u>	<u>3,954</u>	<u>94,098</u>	<u>320,562</u>

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

MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND AND BUDGETED SPECIAL REVENUE FUNDS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2011

	General Fund			Special Revenue Funds		
	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)
REVENUES:						
District Sources	\$512,844	578,872	66,028	96,570	107,878	11,308
Intermediate Sources	26,915	31,039	4,124			0
State Sources	393,990	243,987	(150,003)	1,206	1,337	131
Federal Sources	75,048	142,385	67,337	36,695	37,675	980
Total Revenues	1,008,797	996,283	(12,514)	134,471	146,890	12,419
EXPENDITURES :						
Instruction	863,187	618,791	244,396			0
Support Services	261,821	261,821	0	55,989	37,780	18,209
Operation of Non-Instruction Services	36,958	36,958	0	50,744	42,510	8,234
Facilities Acquisition & Construction Services			0	37,596	37,596	0
Other Outlays			0	25,100	25,100	0
Total Expenditures	1,161,966	917,570	244,396	169,429	142,986	26,443
Revenues Over (Under) Expenditures	(153,169)	78,713	231,882	(34,958)	3,904	38,862
OTHER FINANCING SOURCES (USES):						
Return of Assets	74,358	34,883	(39,475)	10,256		(10,256)
Total Other Financing Sources (Uses):	74,358	34,883	(39,475)	10,256	0	(10,256)
Revenue and Other Sources Over (Under) Expenditures and Other Uses	(78,811)	113,596	192,407	(24,702)	3,904	28,606
Fund Balance, Beginning of Year	78,811	78,811	0	24,702	24,702	0
Fund Balance, End of Year	\$0	192,407	192,407	0	28,606	28,606

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

NOTES TO FINANCIAL STATEMENTS

**MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the Maple Public Schools Independent District No. 162, Canadian County, Oklahoma (the "District") have been prepared in conformity with an other comprehensive basis of accounting as prescribed by the Oklahoma State Department of Education. The more significant of the District's accounting policies are described below.

A. Reporting Entity

The District is a corporate body for public purposes created under Title 70 of the Oklahoma statutes and accordingly is a separate entity for operating and financial reporting purposes.

The District is part of the public school system of Oklahoma under the general direction and control of the State Board of Education and is financially dependent on State of Oklahoma support. The general operating authority for the public school system is the Oklahoma School Code contained in Title 70, Oklahoma Statutes.

The governing body of the District is the Board of Education composed of elected members. The appointed superintendent is the executive officer of the District.

In evaluating how to define the district, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria established by the Governmental Accounting Standards Board (GASB). The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters.

A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the District and/or its citizens, or whether the activity is conducted within the geographic boundaries of the District and is generally available to its patrons.

A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the District is able to exercise oversight responsibilities.

Based upon the application of these criteria, there are no potential component units included in the District's reporting entity.

B. Fund Accounting and Description of Funds

The District uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain district functions or activities.

MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

B. Fund Accounting and Description of Funds – (continued)

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate “fund types.”

Governmental Fund Types

Governmental funds are used to account for all or most of a government’s general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds).

General Fund – The general fund is used to account for all financial transactions, except those required to be accounted for in another fund. Major revenue sources include state and local property taxes and state funding under the Foundation and Salary Incentive Aid program. Expenditures include all costs associated with the daily operations of the schools except for programs funded for building repairs and maintenance, school construction and debt service on bonds and other long-term debt. The general fund includes federal and state restricted monies that must be expended for specific programs.

Special Revenue Fund – The special revenue fund is the District’s Building Fund. The Building Fund consists of monies derived from property taxes levied for the purpose of erecting, remodeling, or repairing buildings and for purchasing furniture and equipment.

The Child Nutrition Fund derives monies from State, Federal and local sources.

Debt Service Fund – The debt service fund is the District’s Sinking Fund and is used to account for the accumulation of financial resources for the payment of general long-term debt principal, interest and related costs. The primary revenue sources are local property taxes levied specifically for debt service and interest earnings from temporary investments.

Capital Projects Fund – The capital projects fund is the District’s Bond Fund and is used to account for the proceeds of bond sales to be used exclusively for acquiring school sites, constructing and equipping new school facilities, renovating existing facilities, and acquiring transportation equipment.

Fiduciary Fund Types

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District. When these assets are held under the terms of a trust agreement, trust funds are used for their accounting and reporting. Agency funds generally are used to account for assets that the District holds on behalf of others as their agent and do not involve measurement of results of operations.

MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

Agency Fund – The Agency fund is the School Activities fund, which is used to account for monies, collected principally through fundraising efforts of the students and District-sponsored groups. The administration is responsible, under the authority of the Board, of collecting, disbursing and accounting for these activity funds.

Account Groups

Account groups are not funds and consist of a self-balancing set of accounts used only to establish accounting control over long-term debt and general fixed assets not accounted for in proprietary funds.

General Long-Term Debt Account Group – This account group was established to account for all long-term debt of the District, which is offset by the amount available in the debt service fund and the amount to be provided in future years to complete retirement of the debt principal. It is also used to account for liabilities for compensated absences and early retirement incentives, which are to be paid from funds provided in future years.

General Fixed Asset Account Group – This account group is used to account for property, plant, and equipment of the school district. The District does not have the information necessary to include this group in its combined financial statements.

Memorandum Only – Total Column - The total column on the general purpose financial statements is captioned “memorandum only” to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

C. Basis of Accounting and Presentation

The District prepares its financial statements in a presentation format that is prescribed by the Oklahoma State Department of Education. This format is essentially the generally accepted form of presentation used by state and local governments prior to the effective date of GASB Statement No. 34, *Basic Financial Statements-Management's Discussion and Analysis-for State and Local Governments*. This format significantly differs from that required by GASB 34.

The basic financial statements are essentially prepared on a basis of cash receipts and disbursements modified as required by the regulations of the Oklahoma State Department of Education (OSDE) as follows:

- Encumbrances represented by purchase orders, contracts, and other commitments for the expenditure of monies and are recorded as expenditures when approved.
- Investments and inventories are recorded as assets when purchased.
- Capital assets in proprietary funds are recorded when acquired and depreciated over their useful lives.
- Warrants payable are recorded as liabilities when issued.
- Long-term debt is recorded when incurred.
- Accrued compensated absences are recorded as an expenditure and liability when the obligation is incurred.

MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

C. Basis of Accounting and Presentation – (continued)

This regulatory basis of accounting differs from accounting principles generally accepted in the United States of America, which require revenues to be recognized when they become available and measurable, or when they are earned, and expenditures or expenses to be recognized when the related liabilities are incurred for governmental fund types; and, when revenues are earned and liabilities are incurred for proprietary fund types and trust funds.

D. Budgets and Budgetary Accounting

The District is required by state law to prepare an annual budget. A preliminary budget must be submitted to the Board of Education by December 31 for the fiscal year beginning the following July 1. If the preliminary budget requires an additional levy, the District must hold an election on the second Tuesday in February to approve the levy. If the preliminary budget does not require an additional levy, it becomes the legal budget. If an election is held and the taxes are approved, then the preliminary budget becomes the legal budget. If voters reject the additional taxes, the District must adopt a budget within the approved tax rate.

The District may upon approval by a majority of the electors of the District voting on the question make the ad valorem levy for emergency levy and local support levy permanent. Under current Oklahoma Statutes, a formal budget is required for all funds except for trust and agency funds. Budgets are presented for all funds that include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories.

E. Assets, Liabilities, and Fund Equity

Cash and Cash Equivalents – For purposes of the statement of cash flows, the District considers all cash on hand, demand deposits, and highly liquid investments, with an original maturity of three months or less when purchased, to be cash and cash equivalents.

Investments – Investments consist of direct obligations of the United States Government and Agencies with maturities greater than three months when purchased. All investments are recorded at cost, which approximates market value.

Property Tax Revenues – The district is authorized by state law to levy property taxes, which consist of ad valorem taxes on real and personal property within the district. The county assessor, upon receipt of the certification of tax levies from the County Excise Board, extends the tax levies on the tax roll for submission to the County Treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes are due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 2. Second half taxes become delinquent on April 1 of the year following the year of assessment. If not paid by the following October 1, the property is offered for sale for the amount of taxes due. The owner has two years to redeem the property by paying the taxes and penalty owed. If at the end of two years the owner has not done so, the purchaser is issued a deed to the property.

MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

E. Assets, Liabilities, and Fund Equity – (continued)

Inventories – The value of consumable inventories at June 30, 2011 is not material to the basic financial statements.

Capital Assets – The accounting treatment over capital assets (property, plant, and equipment) depends on whether the assets are used in governmental fund-type operations or proprietary fund-type operations. Fixed assets used in governmental fund-type operations (general fixed assets) are recorded for as capital outlay expenditures of the governmental fund-type upon acquisition and are recorded as property, plant, and equipment in the General Fixed Asset Account Group. Fixed assets used in proprietary fund-type operations are accounted for as property, plant, and equipment within the proprietary fund itself.

All fixed assets are valued at historical cost, or estimated cost if actual is unavailable, except for donated fixed assets, which are recorded at their estimated fair value at the date of donation.

Depreciation and accumulated depreciation are not reported against general fixed assets.

Compensated Absences – The district provides vacation and sick leave benefits in accordance with Oklahoma Statutes, which provides for annual sick leave and personal business days. Accrued vacation and sick leave benefits are not reflected in the financial statements because such statements are prepared on the regulatory basis of accounting. This practice differs from generally accepted accounting principles.

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. There are no amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources.

Long-Term Debt – Long-term debt is recognized as a liability of a governmental fund when due or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term debt account group. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

Fund Balance – Fund balance represents the cash and investments not encumbered by purchase order, legal contracts, and outstanding warrants.

F. Revenue, Expenses, and Expenditures

State Revenues – Revenues from state sources for current operations are primarily governed by the state aid formula under the provisions of Article XVIII, Title 70, Oklahoma Statutes. The State Board of Education administers the allocation of state aid funds to school districts based on information accumulated from the districts.

**MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

F. Revenue, Expenses, and Expenditures – (continued)

After review and verification of reports and supporting documentation, the State Department of Education may adjust subsequent fiscal period allocations of money for prior year errors disclosed by review. Normally, such adjustments are treated as reductions or additions of revenue of the year when the adjustment is made.

The District receives revenue from the state to administer certain categorical educational programs. State Board of Education rules require that revenue earmarked for these programs be expended only for the program for which the money is provided. These rules also require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical programs. The State Department of Education requires that categorical educational program revenues be accounted for in the general fund.

Interfund Transactions – Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund or expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditure/expenses in the fund that is reimbursed. All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers.

2. DEPOSIT AND INVESTMENT RISKS

Custodial Credit Risk - The District's policy as it relates to custodial credit risk is to secure its uninsured deposits with collateral, valued at no more than market value, at least at a level of 100 percent of the uninsured deposits and accrued interest thereon. The investment policy and state law also limits acceptable collateral to U.S. Treasury and agency securities and direct debt obligations of the state, municipalities, counties, and school districts in the state of Oklahoma, surety bonds, and letters of credit. As required by Federal 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the District must have a written collateral agreement approved by the board of directors or loan committee.

At June 30, 2011, the District was not exposed to custodial credit as defined above.

Investment Credit Risk – The District's investment policy limits investments to those allowed in state law applicable to school districts as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.

MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

Investment Credit Risk (continued) - Investment credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The District has no formal policy limiting investments based on credit rating, but discloses any such credit risk associated with their investments. Unless there is information to the contrary, obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk and do not require disclosure of credit quality.

Investment 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's investment policy limits investments to those with a short-term maturities, as a means of managing exposure to fair value losses arising from increasing interest rates. The District discloses its exposure to interest rate risk by disclosing the maturity dates of its various investments.

Concentration of Investment Credit Risk – Exposure to concentration of credit risk is considered to exist when investments in any one issuer represent a significant percent of total investments of the District (any over 5 percent are disclosed). Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this consideration. The District's investment policy requires diversification of investments..

At June 30, 2011, the District had no concentration of credit risk as defined above.

3. INTERFUND RECEIVABLES AND PAYABLES

There were no Interfund receivables or payables at June 30, 2011.

4. GENERAL LONG-TERM DEBT

State statutes prohibit the District from becoming indebted in an amount exceeding the revenue to be received for any fiscal year without approval by the District's voters. Bond issues have been approved by the voters and issued by the District for various capital improvements. These bonds are required to be fully paid serially within 25 years from the date of issue.

General long-term debt of the District normally consists of bonds payable, obligations for compensated absences, early retirement incentive, and a capital lease. Debt service requirements for bonds are payable solely from fund balance and future revenues for the debt service fund.

**MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

5. EMPLOYEE RETIREMENT SYSTEM

Basis of Accounting

The Retirement System's financial statements are prepared in conformity with accounting principles generally accepted in the United States of America. The financial statements have also been prepared in compliance with the requirements of the Government Accounting Standards Board Statement No. 34.

The financial statements are prepared on the accrual basis of accounting, under which expenses are recorded when the liability is incurred, revenues are recorded in the accounting period they are earned and become measurable, and investment purchases and sales are recorded as of their trade dates. Member and employer contributions are recognized when due, pursuant to formal commitments. Benefits and refunds are recognized when due and payable.

The pension benefit obligation is a standardized disclosure measure of the present value of pension benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date and is adjusted for the effect of projected salary increases. Actuarial valuations are not performed on individual school districts. The nonfunded pension benefit obligation of the System, as determined as part of the latest actuarial valuation indicates a significant unfunded pension benefit obligation.

Funding Policy

A participant with five years of creditable service may retire with a normal retirement allowance at the age of sixty-two (62) or with reduced benefits as early as age fifty-five (55). The normal retirement allowance paid monthly for life and then to beneficiaries, if certain options are exercised, equals two percent of the average of the highest three earning years of contributory service multiplied by the number of years of credited service. A participant leaving employment before attaining retirement age, but completing ten years of service, may elect to vest his/her accumulated contributions and defer receipt of a retirement annuity until a later date. When a participant dies in active service and has completed ten years of credited service, the beneficiary is entitled to a death benefit of \$18,000.00 and the participant's contributions plus interest. If the beneficiary is a surviving spouse, the surviving spouse may, in lieu of the death benefit elect to receive, subject to the surviving spousal options, the participant's retirement benefits accrued at the time of death. The contribution rates for the Districts, which are not actuarially determined, and its employees are established by statute and applied to the employee's earnings, plus employer-paid fringe benefits. Employers' contribution of applicable employee earnings was 9.0% from July 1, 2011 to January 1, 2011. The rate increased to 9.5% from January 1, 2011, through June 30, 2011.

Annual Pension Cost

The District's contribution to the System for the year ending June 30, 2011, was \$60,013. The District's total payroll for fiscal year 2010-11 was \$631,709.

**MAPLE SCHOOL DISTRICT NO. 162
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

6. CONTINGENCIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.

7. RISK MANAGEMENT AND LITIGATION

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, employees' health and life, and natural disasters. The District manages these various risks of loss through the purchase of commercial insurance. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

8. SUBSEQUENT EVENTS

Subsequent events have been evaluated through October 5, 2011, which is the date the financial statements were issued.

OTHER SUPPLEMENTARY INFORMATION

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINING STATEMENT OF ASSETS AND LIABILITIES
SPECIAL REVENUE FUNDS - REGULATORY BASIS
JUNE 30, 2011**

	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>TOTALS (Memorandum Only)</u>
<u>ASSETS</u>			
Cash and Cash Equivalents	<u>\$50,467</u>	<u>31,909</u>	<u>82,376</u>
Total Assets	<u><u>\$50,467</u></u>	<u><u>31,909</u></u>	<u><u>82,376</u></u>
<u>LIABILITIES AND FUND EQUITY</u>			
Liabilities:			
Warrants Outstanding	<u>\$33,770</u>	<u>0</u>	<u>33,770</u>
Total Liabilities	<u>33,770</u>	<u>0</u>	<u>33,770</u>
Fund Equity:			
Reserved for Encumbrances		20,000	20,000
Fund Balance	<u>16,697</u>	<u>11,909</u>	<u>28,606</u>
Total Fund Equity	<u>16,697</u>	<u>31,909</u>	<u>48,606</u>
Total Liabilities and Fund Equity	<u><u>\$50,467</u></u>	<u><u>31,909</u></u>	<u><u>82,376</u></u>

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

MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
SPECIAL REVENUE FUNDS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2011

	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>TOTALS (Memorandum Only)</u>
Revenues:			
District Sources			
Ad Valorem Taxes	\$81,968		81,968
Student & Adult Lunches		25,910	25,910
State Sources		1,337	1,337
Federal Sources		37,675	37,675
	<u>81,968</u>	<u>64,922</u>	<u>146,890</u>
Total Revenues Collected			
	<u>81,968</u>	<u>64,922</u>	<u>146,890</u>
Expenditures:			
Support Services	37,780		37,780
Operation of Non-Instruction Services		42,510	42,510
Facilities Acquisition & Construction Services	37,596		37,596
Other Outlays - Reimbursement		25,100	25,100
	<u>75,376</u>	<u>67,610</u>	<u>142,986</u>
Total Expenditures			
	<u>75,376</u>	<u>67,610</u>	<u>142,986</u>
Other Financing Sources (Uses):			
Deobligation of Prior Year Funds			0
	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Sources (Uses)			
	<u>0</u>	<u>0</u>	<u>0</u>
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	6,592	(2,688)	3,904
Fund Balance, Beginning of Year	<u>10,105</u>	<u>14,597</u>	<u>24,702</u>
Fund Balance, End of Year	<u><u>\$16,697</u></u>	<u><u>11,909</u></u>	<u><u>28,606</u></u>

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

MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETED SPECIAL REVENUE FUNDS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2011

	Building Fund			Child Nutrition Fund		
	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)	Original/ Final Budget	Actual	Variance Favorable (Unfavorable)
REVENUES:						
Local Sources	\$73,224	81,968	8,744	23,346	25,910	2,564
State Sources			0	1,206	1,337	131
Federal Sources			0	36,695	37,675	980
Total Revenues	73,224	81,968	8,744	61,247	64,922	3,675
EXPENDITURES :						
Support Services	55,989	37,780	18,209			0
Operation of Non-Instructional Services			0	50,744	42,510	8,234
Facilities Acquisition & Construction Services	37,596	37,596	0			0
Other Outlays			0	25,100	25,100	0
Total Expenditures	93,585	75,376	18,209	75,844	67,610	8,234
Revenues Over (Under) Expenditures	(20,361)	6,592	26,953	(14,597)	(2,688)	11,909
OTHER FINANCING SOURCES (USES):						
Return of Assets	10,256		(10,256)			0
Estopped Warrants			0			0
Total Other Financing Sources (Uses)	10,256	0	(10,256)	0	0	0
Revenue and Other Sources Over (Under) Expenditures and Other Uses	(10,105)	6,592	16,697	(14,597)	(2,688)	11,909
Fund Balance, Beginning of Year	10,105	10,105	0	14,597	14,597	0
Fund Balance, End of Year	\$0	16,697	16,697	0	11,909	11,909

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

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINING STATEMENT OF ASSETS AND LIABILITIES
CAPITAL PROJECT FUNDS - REGULATORY BASIS
JUNE 30, 2011**

	TRANSPORTATION BOND FUND	TOTALS (Memorandum Only)
	<hr/>	<hr/>
<u>ASSETS</u>		
Cash and Cash Equivalents	<u>\$1,497</u>	<u>1,497</u>
Total Assets	<u><u>\$1,497</u></u>	<u><u>1,497</u></u>
<u>LIABILITIES AND FUND EQUITY</u>		
Liabilities:		
Warrants Outstanding	<u>\$0</u>	<u>0</u>
Total Liabilities	<u>0</u>	<u>0</u>
Fund Equity:		
Reserved for Encumbrances		0
Designated for Capital Projects	<u>1,497</u>	<u>1,497</u>
Total Fund Equity	<u>1,497</u>	<u>1,497</u>
Total Liabilities and Fund Equity	<u><u>\$1,497</u></u>	<u><u>1,497</u></u>

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

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
CAPITAL PROJECT FUNDS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2011**

	TRANSPORTATION BOND FUND	TOTALS (Memorandum Only)
Revenues:		
District Sources	\$0	0
	0	0
Total Revenues Collected	0	0
Expenditures:		
Support Services		0
Total Expenditures	0	0
Other Financing Sources (Uses):		
Transfer Among Funds		0
Total Other Financing Sources (Uses)	0	0
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	0	0
Fund Balance, Beginning of Year	1,497	1,497
Fund Balance, End of Year	\$1,497	1,497

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

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINING STATEMENT OF ASSETS AND LIABILITIES
TRUST & AGENCY FUNDS - REGULATORY BASIS
JUNE 30, 2011**

	<u>ACTIVITY FUND</u>	<u>INSURANCE FUND</u>	<u>TOTALS (Memorandum Only)</u>
<u>ASSETS</u>			
Cash and Cash Equivalents	<u>\$29,486</u>	<u>67,826</u>	<u>97,312</u>
Total Assets	<u><u>\$29,486</u></u>	<u><u>67,826</u></u>	<u><u>97,312</u></u>
<u>LIABILITIES AND FUND EQUITY</u>			
Liabilities:			
Warrants Outstanding	<u>\$600</u>	<u>0</u>	<u>600</u>
Total Liabilities	<u>600</u>	<u>0</u>	<u>600</u>
Fund Equity:			
Reserved for Encumbrances		2,614	2,614
Designated for Capital Projects	<u>28,886</u>	<u>65,212</u>	<u>94,098</u>
Total Fund Equity	<u>28,886</u>	<u>67,826</u>	<u>96,712</u>
Total Liabilities and Fund Equity	<u><u>\$29,486</u></u>	<u><u>67,826</u></u>	<u><u>97,312</u></u>

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

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
TRUST & AGENCY FUNDS - REGULATORY BASIS
FOR THE YEAR ENDED JUNE 30, 2011**

	ACTIVITY FUND	INSURANCE FUND	TOTALS (Memorandum Only)
Revenues:			
District Sources	\$89,744	67,826	157,570
 Total Revenues Collected	 89,744	 67,826	 157,570
 Expenditures:			
Instruction		1,308	1,308
Support Services	84,350	1,306	85,656
 Total Expenditures	 84,350	 2,614	 86,964
 Other Financing Sources (Uses):			
Transfer Among Funds			0
 Total Other Financing Sources (Uses)	 0	 0	 0
 Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	 5,394	 65,212	 70,606
 Fund Balance, Beginning of Year	 23,492	 0	 23,492
 Fund Balance, End of Year	 \$28,886	 65,212	 94,098

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

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
SCHOOL ACTIVITY FUNDS
RECEIPTS, TRANSFERS, DISBURSEMENTS AND SUBACCOUNT BALANCES
JULY 1, 2010 TO JUNE 30, 2011**

	<u>Balance 07/01/10</u>	<u>Deposits</u>	<u>Transfers</u>	<u>Disbursed</u>	<u>Balance 06/30/11</u>
Parents Club	\$5,307.96	67,119.98	103.00	58,988.11	13,542.83
Athletic	7,303.71	15,155.11		17,840.39	4,618.43
8th Grade Class Trip	0.00	2,000.00		794.93	1,205.07
4-H	548.55	0.00		93.80	454.75
Computer Lab	4,907.21	397.50		3,797.26	1,507.45
Storm Shelter	0.00	1,850.02		50.00	1,800.02
Maple Outdoor	2,437.38	509.80		0.00	2,947.18
STUCO	387.67	2,712.05		2,404.91	694.81
Gym Renovation	2,496.17	0.00		381.05	2,115.12
Maple Pre-School	0.00	0.00		0.00	0.00
Spirit Pep Club	103.00	0.00	(103.00)	0.00	0.00
AESP	0.00	0.00		0.00	0.00
TOTALS	<u>\$23,491.65</u>	<u>89,744.46</u>	<u>0.00</u>	<u>84,350.45</u>	<u>28,885.66</u>

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

MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE
FOR THE YEAR ENDED JUNE 30, 2011

	<u>Federal CFDA Number</u>	<u>Project Code</u>	<u>Program or Award Amount</u>	<u>Cash/ Beginning Balance at July 1, 2010</u>	<u>Federal Receipts</u>	<u>Federal Expenditures</u>	<u>Cash/ Ending Balance at June 30, 2011</u>
<u>U.S. Department of Education:</u>							
Direct Programs							
Indian Education, Title VII	84.060	561	\$4,000.00		4,000.00	4,000.00	0.00
REAP	84.358B	588	26,261.20		26,261.20	26,261.20	0.00
Sub-total			30,261.20	0.00	30,261.20	30,261.20	0.00
<u>U.S. Department of Education</u>							
Passed through the Oklahoma							
Department of Education:							
Title I	84.010	511	12,385.16		9,161.16	9,161.16	0.00
Title II Part A - REAP	84.367	586	3,111.22		1,846.23	1,846.23	0.00
Title II Part A - REAP - Prior Year	84.367	799		(3,024.36)	3,024.36		0.00
Title II Part D - REAP	84.318	586	40.97		40.97	40.97	0.00
Title II Part D - REAP - Prior Year	84.318	799		(81.50)	81.50		0.00
Title IV Part A - REAP - Prior Year	84.186	799		(328.02)	328.02		0.00
IDEA Flowthrough	84.027	621	30,080.83		22,263.48	23,266.24	(1,002.76)
IDEA Flowthrough - Prior Year	84.027	799		(2,273.17)	2,273.17		0.00
IDEA Flowthrough - ARRA	84.391	622	2,732.76		2,732.76	2,732.76	0.00
IDEA Flowthrough - ARRA - Prior Year	84.391	799		(9,000.00)	9,000.00		0.00
Preschool	84.173	641	3,116.25		2,048.50	2,322.50	(274.00)
Preschool - Prior Year	84.173	799		(687.41)	687.41		0.00
Personnel Development	84.323A	651	1,921.00			1,746.00	(1,746.00)
Foundation & Salary Incentive - ARRA	84.394	782	31,712.00		31,712.00	31,712.00	0.00
Education Jobs	84.410	790	26,924.00		26,924.00	26,924.00	0.00
Sub-total			112,024.19	(15,394.46)	112,123.56	99,751.86	(3,022.76)
<u>U.S. Department of Agriculture:</u>							
Passed Through State Department of Education							
Donated Foods	10.550	385	6,015.48		5,565.43	5,565.43	0.00
Federal Breakfasts	10.553	385	12,557.78		12,557.78	12,557.78	0.00
Federal Lunches	10.555	385	25,117.40		25,117.40	25,117.40	0.00
Sub-total			43,690.66	0.00	43,240.61	43,240.61	0.00
Total Federal Assistance			\$185,976.05	(15,394.46)	185,625.37	173,253.67	(3,022.76)

Note A: Basis of Presentation - The Schedule of Expenditures of Federal Awards includes the federal grant activity of the Maple Public Schools District and is presented on another comprehensive basis of accounting conforming with the accounting practices prescribed or permitted by the Oklahoma State Department of Education which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this method, expenditures are recognized when an approved purchase order is issued.

Note B: Commodities representing non-cash expenditures have been included in the Schedule of Federal Awards which is an exception to the prescribed basis of accounting.

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

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
SCHEDULE OF STATUTORY, FIDELITY, AND HONESTY BONDS
FOR THE YEAR ENDED JUNE 30, 2011**

David Radcliff – Treasurer

Employee Dishonesty Bond
ACCO-SIG
\$100,000 Limit
Effective July 1, 2010 to June 30, 2011

Public Officials Wrongful Acts
ACCO-SIG
\$2,000,000 Limit
Effective July 1, 2010 to June 30, 2011

Art Eccard – Superintendent

Employee Dishonesty Bond
The Ohio Casualty Insurance Company – Policy No. 1597444
\$100,000 Limit
Effective October 1, 2009 to October 1, 2010
October 1, 2010 to October 1, 2011

Jan Von Tungelin
Susan Schroder
Scott Beard
Jill Hardin
Lana Spoon
Barbara Johnson
Joe Shemonske

Employee Dishonesty Bond
The Ohio Casualty Insurance Company – Policy No. 1597444
\$10,000 Limit
Effective October 1, 2009 to October 1, 2010
October 1, 2010 to October 1, 2011

INTERNAL CONTROL AND COMPLIANCE REPORTS

PUTNAM & COMPANY, PLLC
CERTIFIED PUBLIC ACCOUNTANTS
169 S.E. 32ND
EDMOND, OKLAHOMA 73013
(405) 348-3800
Fax (405) 348-7965

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 Honorable Board of Education
Maple School District No. 162
Canadian County, Oklahoma

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Maple School District No. 162, Canadian County, Oklahoma, as of and for the year ended June 30, 2011, which collectively comprise the District's financial statements and have issued our report thereon dated October 5, 2011. The report on these financial statements is adverse with respect to the presentation of financial statements in conformity with accounting principles generally accepted in the United States of America because the District has elected to prepare its financial statements in conformity with a regulatory basis of accounting. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose prescribed in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement; we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

We noted certain matters that we reported to management of Maple School District No. 162 in a separate letter dated October 5, 2011.

This report is intended solely for the information and use of management, the audit committee and others within the organization, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. However, though restricted in use, this report is a matter of public record, and its distribution is not limited.



Putnam & Company, PLLC

Edmond, Oklahoma
October 5, 2011

ACCOUNTANT'S PROFESSIONAL LIABILITY INSURANCE AFFIDAVIT

Schedule of Accountants' Professional Liability Insurance Affidavit For the Year Ending June 30, 2011



MANAGEMENT LETTER AND COMMENTS

PUTNAM & COMPANY, PLLC
CERTIFIED PUBLIC ACCOUNTANTS
169 S.E. 32ND
EDMOND, OKLAHOMA 73013
(405) 348-3800
Fax (405) 348-7965

October 5, 2011

The Honorable Board of Education
Maple School District No. 162
Canadian County, Oklahoma

We have audited financial statements of Maple School District No. 162, Canadian County, Oklahoma, as of and for the year ended June 30, 2011, as listed in the table of contents, and have issued our report thereon dated October 5, 2011. As a part of our audit, we made a study and evaluation of the District's system of internal accounting control to the extent we considered necessary solely to determine the nature, timing and extent of our auditing procedures. Our study and evaluation was more limited than would be necessary to express an opinion on the system of internal accounting control taken as a whole, and we do not express such an opinion.

However, during our audit we became aware of some matters that, while not involving material weaknesses in internal accounting control, are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated October 5, 2011 on the financial statements of Maple School District No. 162.

We will review the status of these comments during our next audit engagement. We would be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters or to assist you in implementing the recommendations.

We also wish to express our appreciation of the courteous attention and cooperation which we received from staff members during our engagement.

Sincerely,



Jerry W. Putnam

**MAPLE SCHOOL DISTRICT NO. 162
CANADIAN COUNTY, OKLAHOMA
MANAGEMENT LETTER COMMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

PRIOR YEAR'S COMMENTS AND RECOMMENDATIONS

The prior year's comments have been addressed and resolved.

CURRENT YEAR'S COMMENTS AND RECOMMENDATIONS

Our review of the purchase orders indicated that in almost every instance the purchase orders were properly approved and supported with adequate documentation. However, we noted the following during our review:

<u>Findings</u>	<u>No. of Instances</u>
Invoice Date Before P.O. Date	3
Paid From a Copy of the Original Invoice	1
Inaccurate Math	1
Incomplete Documentation	5

REVIEW OF ACTIVITY FUND TRANSACTIONS

We noted the following problems during our review of Activity Fund transactions:

<u>Findings</u>	<u>No. of Instances</u>
Did Not Sign For Goods/Services	3
Invoice Date Before P.O. Date	2
Paid From a Vendor's Statement	1

DISTRICT'S RESPONSE TO AUDIT COMMENTS/CORRECTIVE ACTION PLAN

The District is generally in agreement with the finding and recommendations above and will review current procedures in order to implement necessary changes.