

**FINANCIAL STATEMENTS AND
INDEPENDENT AUDITOR'S REPORTS
DOVER INDEPENDENT SCHOOL DISTRICT
NO. 2
KINGFISHER COUNTY, OKLAHOMA
JUNE 30, 2017**

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
JUNE 30, 2017

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**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
JUNE 30, 2017**

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**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
SCHOOL DISTRICT OFFICIALS
JULY 1, 2016 THROUGH JUNE 30, 2017**

Board of Education

President	Larry Harviston
Vice President	Pearl Kale
Clerk	Thomas O'Hern
Member	Shawn Walker
Member	Matilda Caldwell

School District Treasurer

Karen Mueggenborg
Kingfisher County Treasurer

Superintendent of Schools

Shannon Grimes



BRITTON, KUYKENDALL, & MILLER
CERTIFIED PUBLIC ACCOUNTANTS

JAMES M. KUYKENDALL
RICK D. MILLER

204 E. FRANKLIN - P.O. BOX 507
WEATHERFORD, OK 73096
580-772-3596
FAX 580-772-3085

INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Education
Dover Independent School District No. 2
Dover, Kingfisher County, Oklahoma

Report on the Financial Statements

We have audited the accompanying combined fund type and account group financial statements-regulatory basis of Dover Independent School District No. 2, Oklahoma, as of and for the year ended June 30, 2017, and the related notes to the 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 the financial reporting provisions of the Oklahoma State Department of Education as described in Note 1. Management is also responsible for 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 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 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 of 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 modified audit opinions.

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

As described in Note 1, the financial statements are prepared by Dover Independent School District No. 2, Oklahoma, on the basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Oklahoma State Department of Education.

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of Dover Independent School District No. 2, Oklahoma, as of June 30, 2017, or changes in financial position, or cash flows thereof for the year then ended.

Basis for Qualified Opinion on Regulatory Basis of Accounting

As discussed in Note 1, the financial statements referred to above do not include the general fixed asset account group, which is a departure from the regulatory basis of accounting prescribed by the Oklahoma State Department of Education. The amount that should be recorded in the general fixed asset account group is not known.

Qualified Opinion on Regulatory Basis of Accounting

However, in our opinion, except for the effects of the matter discussed in the "Basis for Qualified Opinion on Regulatory Basis of Accounting" paragraph, the financial statements referred to above present fairly, in all material respects, the cash and unencumbered cash balances arising from regulatory basis transactions of each fund type and account group of Dover Independent School District No. 2, Oklahoma, as of June 30, 2017, and the revenues it received and expenditures it paid and encumbered for the year then ended, in accordance with the financial reporting provisions of the Oklahoma State Department of Education as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the fund type and account group financial statements that collectively comprise Dover Independent School District No. 2, Oklahoma's basic financial statements. The accompanying Combining Financial Statements and Schedule of Expenditures of Federal Awards as listed in the accompanying Table of Contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Combining Financial Statements and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate 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 fund type and account group 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, except for the financial statements being prepared in compliance with the regulatory basis as prescribed by the Oklahoma State Department of Education as discussed in Note 1, such information 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 December 11, 2017, on our consideration of Dover Independent School District No. 2, Oklahoma's, internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Dover Independent School District No. 2, Oklahoma's internal control over financial reporting and compliance.

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL & MILLER
Certified Public Accountants

Weatherford, Oklahoma
December 11, 2017

COMBINED FINANCIAL STATEMENTS
OF
DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS - REGULATORY BASIS
JUNE 30, 2017

	Governmental Fund Types			
	General	Special Revenue	Debt Service	Capital Projects
ASSETS				
Cash and Investments	\$ 476,491.41	\$ 1,881,798.76	\$ 217,134.49	\$ 732,003.47
Amount available in debt service fund	0.00	0.00	0.00	0.00
Amount to be provided for retirement of general long-term debt	0.00	0.00	0.00	0.00
Total Assets	\$ 476,491.41	\$ 1,881,798.76	\$ 217,134.49	\$ 732,003.47
LIABILITIES AND FUND BALANCE				
Liabilities:				
Warrants payable	\$ 79,553.46	\$ 93,937.61	\$ 0.00	\$ 165,404.88
Encumbrances	1,317.00	1,397,367.09	0.00	560,097.59
Due to others	0.00	0.00	0.00	0.00
General obligation bonds payable	0.00	0.00	0.00	0.00
Capital lease payable	0.00	0.00	0.00	0.00
Interest Payable	0.00	0.00	0.00	0.00
Judgment Payable	0.00	0.00	0.00	0.00
Total Liabilities	80,870.46	1,491,304.70	0.00	725,502.47
Fund Equity:				
Restricted For:				
Building Programs	0.00	295,559.08	0.00	0.00
Child Nutrition Programs	0.00	13,882.31	0.00	0.00
Insurance Programs	0.00	81,052.67	0.00	0.00
Debt Service	0.00	0.00	217,134.49	0.00
Capital Projects	0.00	0.00	0.00	6,501.00
Unassigned	395,620.95	0.00	0.00	0.00
Total fund balances	395,620.95	390,494.06	217,134.49	6,501.00
Total Liabilities and Fund Balances	\$ 476,491.41	\$ 1,881,798.76	\$ 217,134.49	\$ 732,003.47

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

<u>Fiduciary Fund Types</u>	<u>Account Group</u>	<u>Total (Memorandum Only - Note 1) 2017</u>
<u>Trust and Agency</u>	<u>General Long- Term Debt</u>	
\$ 109,648.06	\$ 0.00	\$ 3,417,076.19
0.00	217,134.49	217,134.49
0.00	837,865.51	837,865.51
<u>\$ 109,648.06</u>	<u>\$ 1,055,000.00</u>	<u>\$ 4,472,076.19</u>
\$ 0.00	\$ 0.00	\$ 338,895.95
0.00	0.00	1,958,781.68
109,648.06	0.00	109,648.06
0.00	855,000.00	855,000.00
0.00	200,000.00	200,000.00
0.00	0.00	0.00
0.00	0.00	0.00
<u>109,648.06</u>	<u>1,055,000.00</u>	<u>3,462,325.69</u>
0.00	0.00	295,559.08
0.00	0.00	13,882.31
0.00	0.00	81,052.67
0.00	0.00	217,134.49
0.00	0.00	6,501.00
0.00	0.00	395,620.95
<u>0.00</u>	<u>0.00</u>	<u>1,009,750.50</u>
<u>\$ 109,648.06</u>	<u>\$ 1,055,000.00</u>	<u>\$ 4,472,076.19</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - REGULATORY BASIS -
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2017

	Governmental Fund Types				Total (Memorandum Only - Note 1) 2017
	General	Special Revenue	Debt Service	Capital Projects	
Revenues:					
Local sources	\$ 403,895.40	\$ 2,550,864.55	\$ 217,573.60	\$ 0.00	\$ 3,172,333.55
Intermediate sources	55,013.93	0.00	0.00	0.00	55,013.93
State sources	834,933.03	14,195.37	15.53	0.00	849,143.93
Federal Sources	337,863.22	76,266.80	0.00	0.00	414,130.02
Total Revenues Collected	<u>1,631,705.58</u>	<u>2,641,326.72</u>	<u>217,589.13</u>	<u>0.00</u>	<u>4,490,621.43</u>
Expenditures:					
Instruction	911,214.73	5,992.14	0.00	0.00	917,206.87
Support services	684,488.33	93,518.04	0.00	13,800.00	791,806.37
Non - Instructional services	31,524.05	115,064.89	0.00	0.00	146,588.94
Capital outlay	0.00	2,608,939.29	0.00	761,200.00	3,370,139.29
Other outlays	1,055.00	0.00	0.00	0.00	1,055.00
Debt service:					
Principal retirement	0.00	0.00	175,000.00	0.00	175,000.00
Interest and fiscal agent charges	0.00	0.00	27,006.25	0.00	27,006.25
Judgments paid	0.00	0.00	0.00	0.00	0.00
Total Expenditures	<u>1,628,282.11</u>	<u>2,823,514.36</u>	<u>202,006.25</u>	<u>775,000.00</u>	<u>5,428,802.72</u>
Excess of revenue over (under) expenditure	3,423.47	(182,187.64)	15,582.88	(775,000.00)	(938,181.29)
Adjustments to prior year encumbrances	768.62	901.42	0.00	0.00	1,670.04
Other financing sources (uses):					
Bond sale proceeds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess of revenues and other sources over (under) expenditures and other uses	4,192.09	(181,286.22)	15,582.88	(775,000.00)	(936,511.25)
Beginning fund balance	<u>391,428.86</u>	<u>571,780.28</u>	<u>201,551.61</u>	<u>781,501.00</u>	<u>1,946,261.75</u>
Ending fund balance	<u>\$ 395,620.95</u>	<u>\$ 390,494.06</u>	<u>\$ 217,134.49</u>	<u>\$ 6,501.00</u>	<u>\$ 1,009,750.50</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - BUDGET AND ACTUAL - REGULATORY BASIS
BUDGETED GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2017

	General Fund		
	Original Budget	Final Budget	Actual
Beginning fund balances, budgetary basis	\$ 391,428.86	\$ 391,428.86	\$ 391,428.86
Revenues:			
Local sources	367,705.51	367,705.51	403,895.40
Intermediate sources	44,054.85	44,054.85	55,013.93
State sources	629,300.78	629,300.78	834,933.03
Federal sources	444,083.89	444,083.89	337,863.22
Total Revenue, budgetary basis	<u>1,485,145.03</u>	<u>1,485,145.03</u>	<u>1,631,705.58</u>
Expenditures:			
Instruction	1,159,506.51	1,159,506.51	911,214.73
Support services	684,488.33	684,488.33	684,488.33
Non - Instructional services	31,524.05	31,524.05	31,524.05
Capital Outlay	0.00	0.00	0.00
Other Outlays	1,055.00	1,055.00	1,055.00
Debt Service:			
Principal retirement	0.00	0.00	0.00
Interest and fiscal agent charges	0.00	0.00	0.00
Judgments paid	0.00	0.00	0.00
Total Expenditures, budgetary basis	<u>1,876,573.89</u>	<u>1,876,573.89</u>	<u>1,628,282.11</u>
Excess of revenue and beginning fund balances over (under) expenditures - budgetary basis	0.00	0.00	394,852.33
Other financing sources (uses):			
Bond sale proceeds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess of revenues and other sources over (under) expenditures and other uses	0.00	0.00	394,852.33
Adjustments to prior year encumbrances	<u>0.00</u>	<u>0.00</u>	<u>768.62</u>
Ending fund balances	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 395,620.95</u>

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

Special Revenue Funds			Debt Service Fund		
Original Budget	Final Budget	Actual	Original Budget	Final Budget	Actual
\$ 571,780.28	\$ 571,780.28	\$ 571,780.28	\$ 201,551.61	\$ 201,551.61	\$ 201,551.61
2,612,736.98	2,612,736.98	2,550,864.55	214,767.14	214,767.14	217,573.60
0.00	0.00	0.00	0.00	0.00	0.00
9,500.37	9,500.37	14,195.37	0.00	0.00	15.53
75,309.29	75,309.29	76,266.80	0.00	0.00	0.00
<u>2,697,546.64</u>	<u>2,697,546.64</u>	<u>2,641,326.72</u>	<u>214,767.14</u>	<u>214,767.14</u>	<u>217,589.13</u>
0.00	0.00	5,992.14	0.00	0.00	0.00
46,210.62	46,210.62	93,518.04	0.00	0.00	0.00
118,335.68	118,335.68	115,064.89	0.00	0.00	0.00
3,104,780.62	3,104,780.62	2,608,939.29	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	388,750.00	388,750.00	175,000.00
0.00	0.00	0.00	27,568.75	27,568.75	27,006.25
0.00	0.00	0.00	0.00	0.00	0.00
<u>3,269,326.92</u>	<u>3,269,326.92</u>	<u>2,823,514.36</u>	<u>416,318.75</u>	<u>416,318.75</u>	<u>202,006.25</u>
0.00	0.00	389,592.64	0.00	0.00	217,134.49
<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
0.00	0.00	389,592.64	0.00	0.00	217,134.49
<u>0.00</u>	<u>0.00</u>	<u>901.42</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 390,494.06</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 217,134.49</u>

NOTES TO COMBINED FINANCIAL STATEMENTS

OF

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

1. **Summary of Significant Accounting Policies**

The basic financial statements of the Dover Independent School District No. 2 (the "District") have been prepared in conformity with another 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 five 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.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

B. Fund Accounting

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.

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 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 of the District consists of the Building Fund, the Child Nutrition Fund and the Insurance Fund.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

Fund Accounting, (Continued)

Special Revenue Fund, (Continued)

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.

Child Nutrition Fund - The Child Nutrition Fund consists of monies collected from meals served to students and employees of the district and is expended on food, supplies and salaries. The district also deposits monies received from the National School Lunch and Breakfast programs into this fund.

Insurance Fund - The Insurance Fund consists of monies collected from insurance and is expended on erecting, remodeling, or repairs.

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 investments.

Capital Projects Fund - The Capital Projects Fund is the District's Bond Funds and are used to account for the proceeds of bond sales to be used exclusively for acquiring schools 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. 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.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

Fund Accounting, (Continued)

Fiduciary Fund Types, (Continued)

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, for 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 has not maintained the cost of fixed assets purchased in previous years. Thus the General Fixed Asset Account Group is not presented.

Memorandum Only - Total Column

The total column on the 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.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

C. Basis of Accounting

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 differs significantly from that required by GASB Statement No. 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 as follows:

- Encumbrances represented by purchase orders, contracts and other commitments for the expenditure of monies are recorded as expenditures when approved.
- Investments are recorded as assets when purchased.
- School supplies are recorded as expenditures and not as inventory assets.
- Warrants payable are recorded as liabilities when issued.
- Long-term debt is recorded in the General Long-Term Debt Account Group and not in the basic financial statements.
- Compensated absences are recorded as expenditures when paid and not recorded as a liability.
- Fixed assets are recorded in the General Fixed Asset Account Group and not in the basic financial statements. Fixed assets are not depreciated.

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.

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

Summary of Significant Accounting Policies, (Continued)

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, emergency levy and local support levy permanent.

Under current Oklahoma Statutes, a formal budget is required for all funds except for 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 or certificates of deposit 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 is due prior to January 1. The second half is due prior to April 1.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

Assets, Liabilities and Fund Equity, (Continued)

Property Tax Revenues, (Continued)

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.

Inventories - The value of consumable inventories at June 30, 2017 is not material to the financial statements.

Fixed Assets and Property, Plant and Equipment - The General Fixed Asset Account Group is not presented.

Compensated Absences - The District provides vacation and sick leave benefits in accordance with Title 70 of the Oklahoma Statutes, Article 6-104, which provides for annual sick leave and personal business days. None of the benefits are payable upon retirement or death. 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.

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.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

Assets, Liabilities and Fund Equity, (Continued)

Fund Balance – In the fund financial statements, governmental funds report the hierarchy of fund balances. The hierarchy is based primarily on the degree of spending constraints placed upon use of resources for specific purposes versus availability of appropriation. An important distinction that is made in reporting fund balance is between amounts that are considered *nonspendable* (i.e., fund balance associated with assets that are *not in spendable form*, such as inventories or prepaid items, long-term portions of loans and notes receivable, or items that are legally required to be maintained intact (such as the corpus of a permanent fund)) and those that are spendable (such as fund balance associated with cash, investments or receivables).

Amounts in the *spendable* fund balance category are further classified as *restricted*, *committed*, *assigned* or *unassigned*, as appropriate.

Restricted fund balance represents amounts that are constrained either externally by creditors (such as debt covenants), contributors or laws or regulations of other governments; or by law, through constitutional provisions or enabling legislation.

Committed fund balance represents amounts that are useable only for specific purposes by formal action of the government's highest level of decision-making authority. Such amounts are not subject to legal enforceability (like restricted amounts), but cannot be used for any other purpose unless the government removes or changes the limitation by taking action similar to that which imposed the commitment.

Assigned fund balance represents amounts that are intended to be used for specific purposes, but are neither restricted nor committed. Intent is expressed by the governing body itself, or a subordinated high-level body or official who the governing body has delegated the authority to assign amounts to be used for specific purposes. Assigned fund balances includes all remaining spendable amounts (except negative balances) that are reported in governmental funds other than the general fund, that are neither restricted nor committed, and amounts in the general fund that are intended to be used for specific purpose in accordance with the provisions of the standard.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

Assets, Liabilities and Fund Equity, (Continued)

Fund Balance, (Continued)

Unassigned fund balance is the residual classification for the general fund. It represents amounts that have not been assigned to other funds, and that have not been restricted, committed, or assigned to specific purposes within the general fund.

Resource Use Policy – It is the District's policy for all funds that when an expenditure/expense is incurred for purposes for which both restricted and unrestricted resources, including fund balances, are available, the District considers restricted amounts to be spent first before any unrestricted amounts are used. Furthermore, it is the District's policy that when an expenditure/expense is incurred for purposes for which committed, assigned, or unassigned resources, including fund balances, are available, the School considers committed amounts to be spent first, followed by assigned amounts and lastly unassigned amounts.

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.

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 and 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.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Summary of Significant Accounting Policies, (Continued)

Revenues, Expenses and Expenditures, (Continued)

Inter-fund 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 expenditures/expenses in the fund that is reimbursed.

All other inter-fund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other inter-fund transfers are reported as operating transfers. There were no transfers during the fiscal year ended June 30, 2017.

G. Statement of Cash Flows

Since the District does not currently have any Proprietary Fund Types, the statement of cash flows has not been presented in the fiscal year 2017 accompanying financial statements.

2. **Deposits and Investments**

Custodial Credit Risk – Custodial credit risk exists when the District holds deposits or investments that are uninsured and uncollateralized. The District's cash deposits and investments at financial institutions as of June 30, 2017 was \$3,417,076.19. The District's cash deposits, including interest-bearing certificates of deposit, are entirely covered by Federal Depository Insurance (FDIC) or direct obligations of the U.S. Government insured or collateralized with securities held by the District or by its agent in the District's name

Investment Interest Rate Risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair market 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 arising from increasing interest rates.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Deposits and Investments, (Continued)

Investment Credit Risk – Investment credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation. The District does not have a formal investment policy limiting its investment choices, other than the limitation of state law as follows:

- 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.
- Certificates of deposits 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.
- With certain limitation, negotiable certificates of deposit, prime bankers acceptances, prime commercial paper and repurchase agreements with certain limitations.
- County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district.
- Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- Money market funds regulated by the SEC and in which investments consist of the obligations of the United States, its agencies and instrumentalities.

The cash and investments held by the District at year end are as follows:

	Average Maturity (Months)	Credit Rating	Market Value	Cost
Money Market	N/A	N/A	\$ 3,417,076.19	\$ 3,417,076.19
Certificates of Deposit	6	N/A	0.00	0.00
Total			<u>\$ 3,417,076.19</u>	<u>\$ 3,417,076.19</u>

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Deposits and Investments, (Continued)

Concentration of Investment Credit Risk – Exposure to concentration of investment 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 places no limit on the amount it may invest in any one issuer. The District had no concentration of credit risk as defined above.

3. **Investment Income**

Investment income deposits are receipted as allocated by the Treasurer. School District Funds held by the Treasurer are required to be invested in accordance with Title 70 of the Oklahoma Statutes. Interest income on cash funds totaled \$25.78.

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 consists of bonds payable and capital leases. Obligations for compensated absences and early retirement incentives have not been presented. Debt service requirements for bonds are payable solely from fund balance and future revenues of the debt service fund.

The following is a summary of the long-term debt service transactions of the District for the year ended June 30, 2017:

	<u>Bonds Payable</u>	<u>Capital Leases</u>	<u>Total</u>
Balance 7/1/2016	\$ 1,030,000.00	\$ 0.00	\$ 1,030,000.00
Additions	0.00	200,000.00	200,000.00
Retirements	<u>(175,000.00)</u>	<u>0.00</u>	<u>(175,000.00)</u>
Balance 6/30/2017	<u>\$ 855,000.00</u>	<u>\$ 200,000.00</u>	<u>\$ 1,055,000.00</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

4. General Long-Term Debt, (Continued)

A brief description of the outstanding bond issues at June 30, 2017 is set forth below:

	<u>Maturity Date</u>	<u>Amount Issued</u>	<u>Amount Outstanding</u>
Combined Bonds of 2016	1/1/21	\$ 855,000.00	\$ 855,000.00
		<u>\$ 855,000.00</u>	<u>\$ 855,000.00</u>

Presented below is a summary of debt service requirements for the remaining life of the bond:

Year Ending	Interest Rate	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
6/30/18	2.00%	\$ 180,000.00	\$ 8,550.00	\$ 188,550.00
6/30/19	2.00%	225,000.00	13,500.00	238,500.00
6/30/20	2.00%	225,000.00	9,000.00	234,000.00
6/30/21	2.00%	225,000.00	4,500.00	229,500.00
6/30/22		0.00	0.00	0.00
Thereafter		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
		<u>\$ 855,000.00</u>	<u>\$ 35,550.00</u>	<u>\$ 890,550.00</u>

Interest expense on general long-term debt incurred during the current year totaled \$27,006.25.

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

General Long-Term Debt, (Continued)

The District has entered into lease agreements as lessee, which qualify as capital leases for accounting purposes since title transfers at the end of the lease term and it has been recorded at the present value of the future minimum lease payments. The lease contains a clause, which gives the District the ability to terminate the lease agreements at the end of each fiscal year. The District records any current year payments on capital leases as expenditures and records a liability for future lease payment in the general long-term debt account group.

A brief description of the outstanding capital leases at June 30, 2017, is set forth below:

	<u>Amount Outstanding</u>
Lease with MR, Inc. This lease was entered into to finance HVAC Equipment. The lease is dated November 23, 2016, and is for the period from this date to November 23, 2026, with annual payments of \$26,865.22 for principal and interest.	\$ <u>200,000.00</u>
Total Capital Leases	\$ <u>200,000.00</u>

	<u>Original Lease</u>	<u>Amount Outstanding</u>
MR, Inc.	\$ <u>200,000.00</u>	\$ <u>200,000.00</u>
Total Capital Leases	\$ <u>200,000.00</u>	\$ <u>200,000.00</u>

Presented below is a schedule of future minimum lease payments as follows:

<u>Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
6/30/2018	\$ 15,345.59	\$ 11,519.63	\$ 26,865.22
6/30/2019	16,229.47	10,635.75	26,865.22
6/30/2020	17,164.26	9,700.96	26,865.22
6/30/2021	18,152.88	8,712.34	26,865.22
6/30/2022	19,198.46	7,666.76	26,865.22
Thereafter	113,909.34	20,416.76	134,326.10
Totals	\$ <u>200,000.00</u>	\$ <u>68,652.20</u>	\$ <u>268,652.20</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

5. **Employee Retirement System**

Plan Description - The District participates in the state-administered Oklahoma Teachers' Retirement System (the "System"), which is a cost-sharing, multiple-employer public employee retirement system (PERS) and is administered by the Board of Trustees of the System. The System provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Title 70 Section 17 of the Oklahoma Statutes establishes benefit provisions and may be amended only through legislative action. The System issues a publicly available financial report that includes financial statements and required supplementary information that can be obtained by writing to the Oklahoma Teachers' Retirement System, P.O. Box 53524, Oklahoma City, OK 73152 or by calling (405) 521-2387.

Basis of Accounting - The System's financial statements are prepared on the cash basis of accounting, except for accruals of interest income. Plan member contributions are recognized in the period in which the contributions are made. Benefits and refunds are recognized when paid. 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. There are no actuarial valuations performed on individual school districts. The nonfunded pension benefit obligation of the System, as determined as part of the latest actuarial valuation dated June 30, 2016, is as follows:

Total Pension Benefit Obligation	\$22,193,244,472
Actuarial Value of Assets	<u>14,577,868,730</u>
Unfunded Actuarial Accrued Liability	<u>\$ 7,615,375,742</u>

Funding Policy - Under the System, contributions are made by the District, the State of Oklahoma, and the participating employees. Participation is required for all teachers and other certified employees and is optional for all other regular employees of public educational institutions who work at least 20 hours per week. The contribution rates for the District, which are not actuarially determined, and its employees are established by statute and applied to the employee's earnings, plus employer-paid fringe benefits. The District is required by statute to contribute 9.5% of applicable compensation effective January 1, 2011 and thereafter. The District is allowed by the Oklahoma Teacher's Retirement System to make the required contributions on behalf of the participating members.

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017**

Employee Retirement System, (Continued)

Funding Policy, (Continued)

The required contribution for participating members is 7.0% of each member's total compensation. Contributions received by the System from the State of Oklahoma are used to offset required employer contributions by the local school district. In addition, if a member's salary is paid in part by federal or private funds, the contribution on that portion of the salary paid by those funds must be matched by the District at 7.70%.

Annual Pension Cost - For the year ended June 30, 2017, the District's total compensation covered by the Teacher Retirement System was \$915,630.82. The District's contributions to the System for the years ending June 30, 2017, 2016, and 2015 were \$90,090.58, \$101,707.90, and \$100,030.06, respectively.

Ten year historical trend information is presented in the Teacher's Retirement System of Oklahoma Annual Report for the year ended June 30, 2016. This information is useful in assessing the pension plan's accumulation of sufficient assets to pay pension benefits as they become due.

6. **Risk Management**

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; or acts of God. The District purchases commercial insurance to cover these risks, including general and auto liability, property damage, and public officials liability. Settled claims resulting from these risks have not exceeded the commercial insurance coverage for the current year or three prior years.

The District also participates in a risk pool for Workers' Compensation coverage in which there is a transfer or pooling of risks among the participants of that pool. In accordance with GASB No. 10, the School reports the required contribution to the pool, net of refunds, as insurance expense. The risk pool is the Oklahoma School Assurance Group (OSAG), an organization formed for the purpose of providing workers' compensation coverage to participating schools in the State of Oklahoma.

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

Risk Management, (Continued)

In that capacity, OSAG is responsible for providing loss control services and certain fiscal activities, including obtaining contract arrangements for the underwriting, excess insurance agreements, claims processing, and legal defense for any and all claims submitted to them during the plan year. As a member of OSAG the District is required to pay fees set by OSG according to an established payment schedule. A portion of the fees paid by the District goes into a loss fund for the District. The fee for the loss fund is calculated by projecting losses based on the schools losses for the last five years. OSAG provides coverage in excess of the loss fund so the District's liability for claim loss is limited to the balance of the loss fund. If the District does not use their loss fund in three years it is returned to them with no interest.

The District is also a member of the Oklahoma Public Schools Unemployment Compensation Program. In this program the District is required to contribute 1.6% of their taxable payroll for unemployment insurance. The funds for each district are kept separate and districts can contribute more than 1.6% of their payroll if they elect to. The money contributed by each District earns interest and is fully insured. If the District has claims in excess of the amount in their account they would be liable for the excess.

7. **Health Care Coverage**

During the year ended June 30, 2017, employees of the Dover Independent School District No. 2, Oklahoma, were covered by a health insurance plan (the plan). The teachers and support personnel may elect to be covered by the plan. The plan was authorized by House Bill 1731, 1988 Oklahoma Legislature (74 O.S. 1988, Supp. Section 1301-1322) with the Oklahoma State and Education Employers Group Insurance Board.

8. **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.

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2017

9. **Surety Bonds**

The District has a public employee position bond covering the Lunchroom Attendant for \$5,000.00, the Encumbrance Clerk for \$5,000.00, the Activity Fund Clerks for \$5,000.00, the Principal for \$5,000.00, the Minutes Clerk for \$5,000.00 and the Superintendent for \$100,000.00. The bond is written by Western Surety Company, bond number 18169306, for the penal sum of \$130,000.00 for the term of November 11, 2015 to November 11, 2016 and November 11, 2016 to November 11, 2017.

10. **Use of Estimates**

The preparation of financial statements in conformity with the cash basis and budget laws of the Oklahoma State Department of Education requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

11. **Subsequent Events**

Management has evaluated subsequent events through December 11, 2017, which is the date the financial statements were available to be issued and have determined that no additional information needs to be added to the financial statements.

SUPPORTING SCHEDULES
OF
DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA

COMBINING FINANCIAL STATEMENTS
OF
DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES
- REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS
JUNE 30, 2017

	Building Fund	Child Nutrition Fund	Insurance Fund	Totals 2017
<u>ASSETS</u>				
Cash and Investments	\$ 585,071.20	\$ 16,691.78	\$ 1,280,035.78	\$ 1,881,798.76
Total Assets	<u>\$ 585,071.20</u>	<u>\$ 16,691.78</u>	<u>\$ 1,280,035.78</u>	<u>\$ 1,881,798.76</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Warrants payable	\$ 0.00	\$ 2,809.47	\$ 91,128.14	\$ 93,937.61
Encumbrances	<u>289,512.12</u>	<u>0.00</u>	<u>1,107,854.97</u>	<u>1,397,367.09</u>
Total Liabilities	<u>289,512.12</u>	<u>2,809.47</u>	<u>1,198,983.11</u>	<u>1,491,304.70</u>
Total fund balances - Restricted	<u>295,559.08</u>	<u>13,882.31</u>	<u>81,052.67</u>	<u>390,494.06</u>
Total Liabilities and Fund Balances	<u>\$ 585,071.20</u>	<u>\$ 16,691.78</u>	<u>\$ 1,280,035.78</u>	<u>\$ 1,881,798.76</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - REGULATORY BASIS -
ALL SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

	Building Fund	Child Nutrition Fund	Insurance Fund	Totals 2017
Revenues:				
Local sources	\$ 596,090.34	\$ 16,444.29	\$ 1,938,329.92	\$ 2,550,864.55
Intermediate sources	0.00	0.00	0.00	0.00
State sources	3.98	14,191.39	0.00	14,195.37
Federal Sources	0.00	76,266.80	0.00	76,266.80
Total Revenues Collected	<u>596,094.32</u>	<u>106,902.48</u>	<u>1,938,329.92</u>	<u>2,641,326.72</u>
Expenditures:				
Instruction	0.00	0.00	5,992.14	5,992.14
Support services	46,210.62	0.00	47,307.42	93,518.04
Non - Instructional services	0.00	115,064.89	0.00	115,064.89
Capital Outlay	289,512.12	0.00	2,319,427.17	2,608,939.29
Other Outlays	0.00	0.00	0.00	0.00
Total Expenditures	<u>335,722.74</u>	<u>115,064.89</u>	<u>2,372,726.73</u>	<u>2,823,514.36</u>
Excess of revenue over (under) expenditures	260,371.58	(8,162.41)	(434,396.81)	(182,187.64)
Adjustments to prior year encumbrances	<u>0.00</u>	<u>0.00</u>	<u>901.42</u>	<u>901.42</u>
Excess of revenue and other sources over (under) expenditures and other uses	260,371.58	(8,162.41)	(433,495.39)	(181,286.22)
Beginning fund balance	<u>35,187.50</u>	<u>22,044.72</u>	<u>514,548.06</u>	<u>571,780.28</u>
Ending fund balance	<u>\$ 295,559.08</u>	<u>\$ 13,882.31</u>	<u>\$ 81,052.67</u>	<u>\$ 390,494.06</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - BUDGET AND ACTUAL - REGULATORY BASIS
ALL SPECIAL REVENUE FUNDS(EXCLUDING INSURANCE FUND)
FOR THE YEAR ENDED JUNE 30, 2017

	Building Fund			Child Nutrition Fund		
	Original Budget	Final Budget	Actual	Original Budget	Final Budget	Actual
Beginning fund balances, budgetary basis	\$ 35,187.50	\$ 35,187.50	\$ 35,187.50	\$ 22,044.72	\$ 22,044.72	\$ 22,044.72
Revenues:						
Local sources	662,925.76	662,925.76	596,090.34	11,481.30	11,481.30	16,444.29
Intermediate sources	0.00	0.00	0.00	0.00	0.00	0.00
State sources	0.00	0.00	3.98	9,500.37	9,500.37	14,191.39
Federal sources	0.00	0.00	0.00	75,309.29	75,309.29	76,266.80
Total Revenue, budgetary basis	662,925.76	662,925.76	596,094.32	96,290.96	96,290.96	106,902.48
Expenditures:						
Instruction	0.00	0.00	0.00	0.00	0.00	0.00
Support services	46,210.62	46,210.62	46,210.62	0.00	0.00	0.00
Non - Instructional services	0.00	0.00	0.00	118,335.68	118,335.68	115,064.89
Capital Outlay	651,902.64	651,902.64	289,512.12	0.00	0.00	0.00
Other Outlays	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures, budgetary basis	698,113.26	698,113.26	335,722.74	118,335.68	118,335.68	115,064.89
Excess of revenue and beginning fund balances over (under) expenditures - budgetary basis	0.00	0.00	295,559.08	0.00	0.00	13,882.31
Other financing sources (uses):						
Bond sale proceeds	0.00	0.00	0.00	0.00	0.00	0.00
Excess of revenues and other sources over (under) expenditures and other uses	0.00	0.00	295,559.08	0.00	0.00	13,882.31
Adjustments to prior year encumbrances	0.00	0.00	0.00	0.00	0.00	0.00
Ending fund balances	\$ 0.00	\$ 0.00	\$ 295,559.08	\$ 0.00	\$ 0.00	\$ 13,882.31

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES
- REGULATORY BASIS - ALL CAPITAL PROJECT FUNDS
JUNE 30, 2017

	Transportation Bond Fund	Building Bond Fund	Building Bond Fund	Totals 2017
<u>ASSETS</u>				
Cash and Investments	\$ 6,401.00	\$ 100.00	\$ 725,502.47	\$ 732,003.47
Total Assets	<u>\$ 6,401.00</u>	<u>\$ 100.00</u>	<u>\$ 725,502.47</u>	<u>\$ 732,003.47</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Warrants payable	\$ 0.00	\$ 0.00	\$ 165,404.88	\$ 165,404.88
Encumbrances	<u>0.00</u>	<u>0.00</u>	<u>560,097.59</u>	<u>560,097.59</u>
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>725,502.47</u>	<u>725,502.47</u>
 Total fund balances - Restricted	<u>6,401.00</u>	<u>100.00</u>	<u>0.00</u>	<u>6,501.00</u>
Total Liabilities and Fund Balances	<u>\$ 6,401.00</u>	<u>\$ 100.00</u>	<u>\$ 725,502.47</u>	<u>\$ 732,003.47</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - REGULATORY BASIS -
ALL CAPITAL PROJECT FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

	Transportation Bond Fund	Building Bond Fund	Building Bond Fund	Totals 2017
Revenues:				
Local sources	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Intermediate sources	0.00	0.00	0.00	0.00
State sources	0.00	0.00	0.00	0.00
Federal Sources	0.00	0.00	0.00	0.00
Total Revenues Collected	0.00	0.00	0.00	0.00
Expenditures:				
Instruction	0.00	0.00	0.00	0.00
Support services	0.00	0.00	13,800.00	13,800.00
Non - Instructional services	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	761,200.00	761,200.00
Other Outlays	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	775,000.00	775,000.00
Excess of revenue over (under) expenditures	0.00	0.00	(775,000.00)	(775,000.00)
Adjustments to prior year encumbrances	0.00	0.00	0.00	0.00
Other financing sources (uses):				
Bond sale proceeds	0.00	0.00	0.00	0.00
Excess of revenue and other sources over (under) expenditures and other uses	0.00	0.00	(775,000.00)	(775,000.00)
Beginning fund balance	6,401.00	100.00	775,000.00	781,501.00
Ending fund balance	\$ 6,401.00	\$ 100.00	\$ 0.00	\$ 6,501.00

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
 KINGFISHER COUNTY, OKLAHOMA
 COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES
 - REGULATORY BASIS - FIDUCIARY FUNDS
 JUNE 30, 2017

	<u>Agency Fund Activity Fund</u>	<u>Totals 2017</u>
<u>ASSETS</u>		
Cash and Investments	\$ 109,648.06	\$ 109,648.06
Total Assets	<u>\$ 109,648.06</u>	<u>\$ 109,648.06</u>
<u>LIABILITIES AND FUND BALANCE</u>		
Liabilities:		
Warrants Payable	\$ 0.00	\$ 0.00
Due to Others	<u>109,648.06</u>	<u>109,648.06</u>
Total Liabilities	<u>109,648.06</u>	<u>109,648.06</u>
 Total fund balances	 <u>0.00</u>	 <u>0.00</u>
Total Liabilities and Fund Balances	<u>\$ 109,648.06</u>	<u>\$ 109,648.06</u>

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
- REGULATORY BASIS -
ALL AGENCY FUNDS
July 1, 2016 through June 30, 2017

<u>ASSETS</u>	Beginning Balance As of 7-1-16	Total Receipts	Total Adjustments	Total Disbursements	Ending Balance As of 6-30-17
<u>ACTIVITIES</u>					
Noncategorical Expenditures	\$ 150.68	\$ 17,033.14	\$ 0.00	\$ 17,033.14	\$ 150.68
Sportsmanship	12.93	0.00	0.00	0.00	12.93
Cheerleaders	320.37	1,772.65	204.25	1,662.25	635.02
Boys Basketball	647.49	0.00	0.00	0.00	647.49
Baseball	6,442.88	8,257.14	0.00	12,167.32	2,532.70
Girls Basketball	686.41	0.00	0.00	0.00	686.41
Athletics	14,750.76	39,227.53	1,000.00	41,486.38	13,491.91
Softball	57.14	0.00	0.00	0.00	57.14
Elementary	7,320.33	17,077.00	(4,153.75)	14,914.16	5,329.42
Guardian Angel	811.54	860.00	0.00	385.64	1,285.90
Music	16.00	0.00	0.00	0.00	16.00
Academic Fund	713.54	1,184.50	0.00	1,665.21	232.83
Kingfisher Co. Schoolm	5,563.37	788.00	0.00	1,932.73	4,418.64
AR Books	352.31	0.00	0.00	352.31	0.00
S.W.A.T.	28.34	0.00	0.00	0.00	28.34
B.P.A.	279.98	0.00	0.00	0.00	279.98
General Fund Refund	50.00	0.00	0.00	0.00	50.00
FFA	2,443.51	29,169.00	1,000.00	25,787.20	6,825.31
Drama & Speech	320.93	0.00	0.00	0.00	320.93
Library-H.S.	1,400.34	1,490.25	0.00	1,461.85	1,428.74
Student Council	334.33	3,614.70	64.00	3,622.07	390.96
H.S. Teacher Fund	73,592.51	4,565.00	0.00	15,436.70	62,720.81
Interest	1,100.36	101.88	0.00	0.00	1,202.24
Science & Engineering	786.72	0.00	0.00	64.80	721.92
Class of 2015	58.33	0.00	0.00	0.00	58.33
Class of 2016	545.05	0.00	0.00	0.00	545.05
Class of 2017	874.73	120.00	87.50	803.09	279.14
Class of 2018	375.25	3,503.04	1,500.00	4,331.99	1,046.30
Class of 2019	1,492.75	0.00	69.75	59.14	1,503.36
Class of 2020	190.50	0.00	72.50	0.00	263.00
Class of 2021	81.75	0.00	112.50	0.00	194.25
Yearbook	1,082.28	3,972.00	43.25	3,570.01	1,527.52
Clothes Closet	11.31	0.00	0.00	0.00	11.31
Big Horn/Little Horn	1.65	0.00	0.00	0.00	1.65
Flower Fund	76.31	280.00	0.00	283.88	72.43
Gift Card Donations	0.00	0.00	1,957.12	1,277.70	679.42
TOTAL ASSETS	\$ 122,972.68	\$ 133,015.83	\$ 1,957.12	\$ 148,297.57	\$ 109,648.06
<u>LIABILITIES</u>					
Due to Student Groups	\$ 122,972.68	\$ 133,015.83	\$ 1,957.12	\$ 148,297.57	\$ 109,648.06
TOTAL LIABILITIES	\$ 122,972.68	\$ 133,015.83	\$ 1,957.12	\$ 148,297.57	\$ 109,648.06

SUPPLEMENTARY INFORMATION

OF

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA**

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2017

Federal Grantor/Pass Through Grantor/Program Title	Federal CFDA Number	Project Reporting Number	Program Approved Amount	Beginning Balance at July 1, 2016	Receipts	Expenditures	Ending Balance at June 30, 2017
U.S. Department of Education - Direct Small, Rural School Achievement Program Title VII - Indian Education	84.358 84.060	588 561	\$ 17,384.00 4,000.00	\$ 0.00 0.00	\$ 17,384.00 4,000.00	\$ 17,384.00 4,000.00	\$ 0.00 0.00
Passed Through State Department of Education							
2015-2016 Programs							
Title I - Part A	84.010	511	0.00	(367.50)	367.50	0.00	0.00
Title I - Part A 1003 (g) Supplemental School Improvement	84.377	516	0.00	(3,615.28)	3,615.28	0.00	0.00
2016-2017 Programs							
Title I - Part A	84.010	511	55,080.71	0.00	55,080.71	55,080.71	0.00
Title I - Part A Supplemental School Improvement	84.010	515	51,876.73	0.00	48,114.78	48,114.78	0.00
Title I - Part A 1003 (g) Supplemental School Improvement	84.377	516	599,082.89	0.00	163,057.04	169,057.04	(6,000.00)
Title II - Part A	84.367	586	8,024.73	0.00	8,024.73	8,024.73	0.00
IDEA-B Preschool	84.173	641	783.78	0.00	783.78	783.78	0.00
IDEA-B Flowthrough	84.027	621	37,435.67	0.00	37,435.40	37,435.40	0.00
Total U.S. & State Department of Education			773,668.51	(3,982.78)	337,863.22	339,890.44	(6,000.00)
U.S. Department of Agriculture							
Passed Through State Dept. of Education:							
National School Lunch Programs	10.555	763	53,565.10	0.00	53,565.10	53,565.10	0.00
School Breakfast Program	10.553	764	22,701.70	0.00	22,701.70	22,701.70	0.00
Non-Cash Assistance (Commodities):							
National School Lunch Programs - Commodities	10.555	n/a	7,069.75	0.00	7,069.75	7,069.75	0.00
Total USDA			83,336.55	0.00	83,336.55	83,336.55	0.00
TOTAL FEDERAL ASSISTANCE			\$ 857,005.06	\$ (3,982.78)	\$ 421,199.77	\$ 423,216.99	\$ (6,000.00)

Notes to Schedule of Expenditures of Federal Awards

Basis of Presentation - The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Dover Independent School District No. 2, Kingfisher County, Oklahoma under programs of the federal government for the year ended June 30, 2017. 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 Dover Independent School District No. 2, Kingfisher County, Oklahoma, it is not intended to and does not present the financial position, changes in net position, or cash flows of Dover Independent School District No. 2, Kingfisher County, Oklahoma.

Summary of Significant Accounting Policies - Expenditures reported in the Schedule are reported on the regulatory 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. Nonmonetary assistance in the form of commodities is reported in the Schedule at the fair market value of the commodities received and disbursed. Therefore, some amounts presented in this Schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements. The District has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance. Also, there were no awards passed through to sub-recipients.

REPORT ON INTERNAL CONTROL AND ON COMPLIANCE
OF

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA



BRITTON, KUYKENDALL, & MILLER
CERTIFIED PUBLIC ACCOUNTANTS

JAMES M. KUYKENDALL
RICK D. MILLER

204 E. FRANKLIN - P.O. BOX 507
WEATHERFORD, OK 73096
580-772-3596
FAX 580-772-3085

**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**

To the Honorable Board of Education
Dover Independent School District No. 2
Dover, Kingfisher County, Oklahoma

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 fund type and account group financial statements-regulatory basis of Dover Independent School District No. 2, Oklahoma, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise Dover Independent School District No. 2, Oklahoma's basic financial statements, and have issued our report thereon dated December 11, 2017. As stated in our report, our opinion was adverse with respect to the financial statements not being prepared in conformity with accounting principles generally accepted in the United States of America because the presentation followed the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education. In addition, our opinion was qualified because the omission of the General Fixed Assets Account Group results in an incomplete presentation with respect to the financial statements being prepared following the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Dover Independent School District No. 2, Oklahoma's internal control over financial reporting (internal control) to determine the 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 entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the entity'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 entity'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 Dover Independent School District No. 2, Oklahoma's financial statements are free from 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* in the United States of America.

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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL AND MILLER
Certified Public Accountants

Weatherford, Oklahoma
December 11, 2017

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
SCHEDULE OF CURRENT YEAR AUDIT FINDINGS
JUNE 30, 2017**

Section I – Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued:

With respect to conformity with Generally Accepted Accounting Principles	Adverse
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With respect to the use of regulatory basis of accounting and the omission of the general fixed asset group	Qualified
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Internal control over financial reporting:

Material weakness(es) identified?	No
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Reportable condition(s) identified not considered to be material weaknesses?	No
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Noncompliance material to financial statements noted?	No
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Section II – Financial Statement Findings

No matters were reported in the current year.

Section III – Federal Award Findings and Questioned Costs

No matters were reported in the current year.

DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
JUNE 30, 2017

- 2016-001 During our audit of the Activity Funds, we found that money being receipted by several of the Activity Fund sponsors was not being forwarded to the Activity Fund custodian on a timely basis or receipts were not present or receipts were not completely filled out to make the determination. Sponsors should turn in their receipts and money daily so that, per 70 O.S. 5-129, the Activity Fund custodian can determine if money is required to be deposited daily.
- 2016-002 During our audit of the Activity Funds, we noted instances where invoices were not signed to verify receipt of goods or services. The person receiving goods or services should sign the invoice, statement, or delivery ticket to indicate that the goods or services were received and in good condition.
- 2016-003 During our audit of the payroll records, we noted some additional pay where remunerations for services exceeding \$500.00 did not have a written extra duty contract as required by Title 70 Section 5-123 of the Oklahoma statutes. No expenditure involving an amount greater than Five Hundred Dollars (\$500.00) shall be made by a board of education except in accordance with the provisions of a written contract.
- 2016-004 During our audit of the federal programs, we noted that the District recorded expenses in the accounting system for federal projects that did not match the amount claimed and reimbursed or paid by federal monies. In addition, we noted one receipt for state revenues that was coded to a federal project and source code. Amounts reported in the Oklahoma Cost Accounting System for each federal project must match federal revenues. The District should put controls in place to ensure that OCAS expenditures match federal monies claimed and received.

There were instances of reoccurrence of all the prior year audit comments in the current fiscal year.



DOVER PUBLIC SCHOOLS

PO BOX 195 | 201 N. TAYLOR
DOVER, OK 73734 | 405-828-4206

December 13, 2016

State Department of Education
Audit Section
2500 North Lincoln Boulevard
Oklahoma City, OK 73105

RESPONSE TO CURRENT YEAR AUDIT EXCEPTIONS AND RECOMMENDATIONS JUNE 30, 2015 TO JUNE 30, 2016

2016-001 The Dover School Administration will review procedures with all staff who receive money. The recommended procedures will be as follows.

Receipts must be given to anyone who gives you money. This includes sausage money, cookie dough money, shoes or equipment, carnival tickets, yearbook, and baseball banners, etc. Use a three part receipt book. The white part goes to the person who gives you the money, the yellow copy goes to the activity fund custodian with the money, and the pink copy goes in the book. Receipt books must be kept and turned in to the activity fund custodian on the last day of school.

2016-002 The Dover School Administration will review procedures with staff regarding documentation of received goods. The recommended procedures will be as follows.

Received goods will be processed through the superintendent's office. When a good or service is received the packing slip and or invoice must be signed to verify receipt of the good or service.

2016-003 Staff received performance bonuses and retention bonuses pursuant to SMART goals that had been met through a School Improvement Grant. All compensation was approved by the school board. However, contracts were not amended to reflect that compensation.

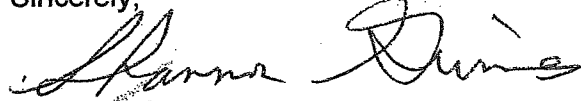
The Dover School Administration will make it policy that all certified and non-certified personnel have addendums added to their contract for any duties they perform for additional compensation.

2016-004

The entire amount of reimbursement for federal lunches and breakfasts were not coded to expenditures. In addition, the treasurer had one payment miscoded.

We corrected our data and resubmitted it to Financial Accounting. In the future, we will upload our data earlier in the year to check accuracy on a more frequent basis.

Sincerely,

A handwritten signature in black ink, appearing to read "Shannon Grimes". The signature is fluid and cursive, with the first name "Shannon" written in a larger, more prominent script than the last name "Grimes".

Shannon Grimes
Superintendent
Dover Public Schools

**DOVER INDEPENDENT SCHOOL DISTRICT NO. 2
KINGFISHER COUNTY, OKLAHOMA
SCHEDULE OF ACCOUNTANTS' PROFESSIONAL
LIABILITY INSURANCE AFFIDAVIT
JULY 1, 2016 THROUGH JUNE 30, 2017**

State of Oklahoma)
) ss
County of Custer)

The undersigned auditing firm of lawful age, being first duly sworn on oath, says that said firm had in full force and effect Accountants' Professional Liability Insurance in accordance with the "Oklahoma Public School Audit Law" at the time of audit contract and during the entire audit engagement with Dover Independent School District No. 2, Oklahoma, for the audit year 2016-2017.

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL & MILLER
Certified Public Accountants

By *Rich Miller*

Subscribed and sworn to before me this 11th day of December, 2017.

Patty Klein
NOTARY PUBLIC

