### FINANCIAL STATEMENTS – REGULATORY BASIS AND REPORTS OF INDEPENDENT AUDITOR

### DUKE INDEPENDENT SCHOOL DISTRICT NO. 1-14, JACKSON COUNTY, OKLAHOMA

**JUNE 30, 2012** 

Audited by

SANDERS, BLEDSOE & HEWETT CERTIFIED PUBLIC ACCOUNTANTS, LLP

BROKEN ARROW, OK

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY SCHOOL DISTRICT OFFICIALS JUNE 30, 2012

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### INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY JUNE 30, 2012

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### INDEPENDENT AUDITOR'S REPORT

The Honorable Board of Education Duke School District No. I-14 Duke, Oklahoma

We have audited the accompanying fund type and account group financial statements of Duke School District No. I-14 (the District), Jackson County, Oklahoma, as listed in the table of contents as combined financial statements, as of and for the year ended June 30, 2012. These financial statements are the responsibility of the District's management. 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 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 combined financial statements – regulatory basis are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the combined financial statements – regulatory basis. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall combined financial statement – regulatory basis 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. The effect on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States, although not reasonably determinable, are presumed to be material.

As also discussed in Note 1, the combined financial statements – regulatory basis referred to above do not include the general fixed assets account group. The amount that should be recorded in the general fixed assets account group is not known. If the general fixed assets account group had been included, the amount of the adjustments to the combined financial statements – regulatory basis is not known, but presumed to be material.

In our opinion, because the District's policy is to prepare its combined financial statements on the basis of accounting discussed in the third paragraph, and because of the omission of the general fixed assets account group as discussed in the fourth paragraph, the combined financial statements referred to in the first paragraph do not present fairly, the financial position of the District as of June 30, 2012, or the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States.

However, in our opinion, except for the omission of the general fixed assets account group as discussed in the fourth paragraph, 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 the District as of June 30, 2012, 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 February 22, 2013, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing 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 statements. 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.

Sanders, Bledsoe & Hewett

Certified Public Accountants, LLP

Sanders, Blodsoe & Newett

February 22, 2013



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

The Honorable Board of Education Duke School District No. I-14 Duke, Oklahoma

We have audited the combined financial statements – regulatory basis of Duke School District (the District) No. I-14, Duke, Oklahoma, as of and for the year ended June 30, 2012, which, except for the omission of the general fixed assets account group, have been prepared on a basis prescribed by the Oklahoma State Department of Education and have issued our report thereon dated February 22, 2013. We conducted our audit in accordance with auditing standards generally accepted in the United States, 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

Management of the District is responsible for establishing and maintaining effective 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 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.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be 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 that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management and is not intended to be, and should not be, used by anyone other than these specified parties.

Sanders, Bledsoe & Hewett

Certified Public Accountants, LLP

Canders, Blodsoe & Newett

February 22, 2013

# INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY DISPOSITION OF PRIOR YEAR'S REPORTABLE CONDITIONS AND MATERIAL INSTANCES OF NON-COMPLIANCE JUNE 30, 2012

There were no prior year significant deficiencies.

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY SCHEDULE OF AUDIT RESULTS, FINDINGS AND QUESTIONED COSTS JUNE 30, 2012

### **Section 1** – Summary of Auditor's Results

- 1. A qualified opinion was issued on the financial statements with respect to the regulatory basis of accounting prescribed.
- 2. The audit disclosed no significant deficiencies in the internal controls, over financial reporting.
- 3. The audit disclosed no instances of noncompliance which are material to the financial statements.

<u>Section 2</u> – Findings relating to the financial statements required to be reported in accordance with GAGAS:

**NONE** 

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINED STATEMENT OF ASSETS, LIABILITIES AND FUND EQUITY - ALL FUND TYPES AND ACCOUNT GROUPS - REGULATORY BASIS JUNE 30, 2012

			GOVERNMENTA	L FUND TYPES		FIDUCIARY FUND TYPES	ACCOUNT GROUP	
<u>ASSETS</u>	<u>G</u>	ENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	EXPENDABLE TRUST AND AGENCY FUNDS	GENERAL LONG-TERM DEBT	TOTALS (MEMORANDUM ONLY)
Cash Investments Amounts available in debt service Amount to be provided for retirement	\$	198,634 150,000	51,195	23,153	9,971	19,524 38,533	2,824	302,477 188,533 2,824
of long-term debt  Total Assets	\$	348,634	51,195	23,153	9,971	58,057	97,176 100,000	97,176 591,010
LIABILITIES AND FUND EQUITY  Liabilities:								
Warrants payable Unmatured obligations Funds held for school organizations Long-term debt: Bonds payable	\$	27,746	1,081	20,329	1,570	43,615	100,000	30,397 20,329 43,615 100,000
Total liabilities		27,746	1,081	20,329	1,570	43,615	100,000	194,341
Fund Equity: Cash fund balances		320,888	50,114	2,824	8,401	14,442	0	396,669
Total Liabilities and Fund Equity	\$	348,634	51,195	23,153	9,971	58,057	100,000	591,010

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES AND CHANGES IN CASH FUND BALANCES - ALL GOVERNMENTAL FUND TYPES - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

		GOVERNMENTA	L FUND TYPES		EXPENDABLE TRUST FUND	
	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	GIFTS AND ENDOWMENTS FUND	TOTALS (MEMORANDUM ONLY)
Revenues Collected:						
Local sources	\$ 366,516	81,720	41,315		739	490,290
Intermediate sources	22,775					22,775
State sources	855,830	1,655				857,485
Federal sources	107,740	55,057				162,797
Interest earnings	2,725					2,725
Non-revenue receipts	754					754
Total revenues collected	1,356,340	138,432	41,315	0	739	1,536,826
Expenditures:						
Instruction	895,226	532				895,758
Support services	455,331	49,510		4,323		509,164
Operation of non-instructional services Other outlays:	22,016	84,408				106,424
Clearing account	10,069					10,069
Debt service requirements	,		42,704			42,704
Other uses	15				900	915
Repayments		59				59
Total expenditures	1,382,657	134,509	42,704	4,323	900	1,565,093
Excess of revenues collected over						
(under) expenditures	(26,317)	3,923	(1,389)	(4,323)	(161)	(28,267)
Cash fund balances, beginning of year	347,205	46,191	4,213	12,724	14,603	424,936
Cash fund balances, end of year	\$ 320,888	50,114	2,824	8,401	14,442	396,669

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES AND CHANGES IN CASH FUND BALANCES - BUDGETED GOVERNMENTAL FUND TYPES - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

	GENERAL FUND					
	Or	iginal/Final Budget	Actual	Variance Favorable (Unfavorable)		
Revenues Collected:						
Local sources	\$	324,307	366,516	42,209		
Intermediate sources		20,903	22,775	1,872		
State sources		845,394	855,830	10,436		
Federal sources		91,504	107,740	16,236		
Interest earnings		3,110	2,725	(385)		
Non-revenue receipts			754	754		
Total revenues collected		1,285,218	1,356,340	71,122		
Expenditures:						
Instruction		903,747	895,226	8,521		
Support services		465,998	455,331	10,667		
Operation of non-instructional services		18,021	22,016	(3,995)		
Facilities acquisition & construction services				0		
Other outlays:						
Clearing account		244,374	10,069	234,305		
Other uses		283	15	268		
Total expenditures		1,632,423	1,382,657	249,766		
Excess of revenue collected over (under)						
expenditures		(347,205)	(26,317)	320,888		
Cash fund balance, beginning of year		347,205	347,205	0		
Cash fund balance, end of year	\$	0	320,888	320,888		

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES AND CHANGES IN CASH FUND BALANCES - BUDGETED GOVERNMENTAL FUND TYPES - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

	SPECIAL REVENUE FUNDS					
	Original/Fina Budget	alActual	Variance Favorable (Unfavorable)			
Revenues Collected:						
Local sources		,134 81,720	14,586			
State sources		,655 1,655	0			
Federal sources	46,	,161 55,057	8,896			
Total revenues collected	114,	950 138,432	23,482			
Expenditures:						
Instruction		532	(532)			
Support services	47,	,811 49,510	(1,699)			
Operation of non-instructional services	86,	,825 84,408	2,417			
Facilities acquisition and construction services	25,	959	25,959			
Other outlays:						
Clearing account		546	546			
Repayments		59	(59)			
Total expenditures	161,	134,509	26,632			
Excess of revenue collected over (under)						
expenditures	(46,	191) 3,923	50,114			
Cash fund balances, beginning of year	46,	191 46,191	0			
Cash fund balances, end of year	\$	0 50,114	50,114			

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES AND CHANGES IN CASH FUND BALANCES - BUDGETED GOVERNMENTAL FUND TYPES - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

	DEBT SERVICE FUND					
	•	iinal/ Final Budget	Actual	Variance Favorable (Unfavorable)		
Revenues Collected:						
Local sources	\$	38,491	41,315	2,824		
Requirements:						
Bonds		40,000	40,000			
Coupons		2,704	2,704			
Total requirements		42,704	42,704	0		
Excess of revenue collected over (under)						
expenditures		(4,213)	(1,389)	2,824		
Cash fund balance, beginning of year		4,213	4,213	0		
Cash fund balance, end of year	\$	0	2,824	2,824		

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The combined financial statements – regulatory basis of the Duke Public Schools Independent District No. I-14 (the "District") have been prepared in conformity with another comprehensive basis of accounting required by Oklahoma Statutes. 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 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.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - cont'd

### 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).

<u>General Fund</u> – 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.

<u>Special Revenue Funds</u> – Special revenue funds include the District's building, co-op and child nutrition funds. The District did not maintain the co-op fund during the 2011-12 fiscal year.

<u>Building Fund</u> – The building fund consists mainly of monies derived from property taxes levied for the purpose of erecting, remodeling, repairing, or maintaining school buildings and for purchasing furniture, equipment and computer software to be used on or for school district property, for paying energy and utility costs, for purchasing telecommunications services, for paying fire and casualty insurance premiums for school facilities, for purchasing security systems, and for paying salaries of security personnel.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### B. Fund Accounting - cont'd

<u>Co-op Fund</u> – The co-op fund is established when the boards of education of two or more school districts enter into cooperative agreements and maintain joint programs. The revenues necessary to operate a cooperative program can come from federal, state, or local sources, including the individual contributions of participating school districts. The expenditures for this fund consist of those necessary to operate and maintain the joint programs. The District did not maintain the co-op fund in the 2011-12 fiscal year.

<u>Child Nutrition Fund</u> - The child nutrition fund consists of monies derived from federal and state financial assistance and food sales. This fund is used to account for the various nutrition programs provided to students.

<u>Debt Service Fund</u> – 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 (including judgments) 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.

<u>Capital Projects Fund</u> – 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. The terms "non-expendable" and "expendable" refer to whether or not the District is under an obligation to maintain the trust principal. 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 operation.

Expendable Trust Funds – Expendable trust funds include the gifts and endowments fund, medical insurance fund, workers compensation fund and the insurance recovery fund. The District maintained only the gifts and endowments fund during the 2011-12 school year.

<u>Gifts and Endowments Fund</u> – The gifts and endowments fund receives its assets by way of philanthropic foundations, individuals, or private

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### B. Fund Accounting – cont'd

organizations for which no repayment or special service to the contributor is expected. This fund is used to promote the general welfare of the District.

<u>Medical Insurance Fund</u> – The medical insurance fund accounts for revenues and expenditures for all types of self-funded medical insurance coverage.

<u>Workers Compensation Fund</u> – The workers compensation fund accounts for revenues and expenditures for workers compensation claims.

<u>Insurance Recovery Fund</u> – The insurance recovery fund accounts for all types of insurance recoveries, major reimbursements and reserves for property repairs and replacements.

<u>Agency Fund</u> – The agency fund is the school activities fund which is used to account for monies collected principally through the fundraising efforts of 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**

An account group is not a fund and consists of a self-balancing set of accounts used only to establish accounting control over long-term debt and fixed assets.

General Long-Term Debt Account Group — This account group is established to account for all the 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 other liabilities (judgments and lease purchases) which are to be paid from funds provided in future years.

<u>General Fixed Assets Account Group</u> – This account group is used by governments to account for the property, plant and equipment of the school district. The District does not have the information necessary to include this group in its financial statements.

### Memorandum Only - Total Column

The total column on the combined financial statements – regulatory basis is captioned "memorandum only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### C. Basis of Accounting

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

All governmental and expendable trust funds are accounted for using the regulatory basis of accounting. Revenues are recognized when they are received rather than earned. Under the regulatory basis of accounting, expenditures are generally recognized when encumbered/reserved rather than at the time the related fund liability is incurred. These practices differ from generally accepted accounting principles. Significant differences are as follows:

The District does not maintain its accounts on the modified accrual basis of accounting under which revenues are recorded when susceptible to accrual, i.e., both measurable and available, and expenditures are recorded when the liability is incurred, if measurable.

Revenues and expenditures are reported by the budget year until all encumbrances have been paid and unexpended appropriations are closed to the current year fund balance.

The general, building and child nutrition funds record purchases of supplies as expenditures rather than as assets to be expensed when used.

Encumbrances are reported as liabilities. Under generally accepted accounting principles, open encumbrances for which goods or services have not been received are reported as reservations of fund balances, since the commitments will be honored through subsequent year's budget appropriations.

The District has not maintained a record of general fixed assets and, accordingly, a statement of general fixed assets, as required by generally accepted accounting principles, is not included in the combined financial statements – regulatory basis.

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is not reported as an expenditure and a fund liability of the governmental fund that will pay it. In addition, the non-current portion of vested accumulated vacation is not recorded in the general long-term debt account group.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### C. Basis of Accounting – cont'd

Capital leases are recorded as expenditures. Under generally accepted accounting principles, capital leases are normally capitalized as a fixed asset and recorded in the general long-term debt account group.

### 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 first 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.

A budget is legally adopted by the Board of Education for all funds (with the exception of the trust and agency funds) that includes revenues and expenditures.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting — under which purchase orders and other commitments of resources are recorded as expenditures of the applicable fund — is utilized in all governmental funds of the District. Unencumbered appropriations lapse at the end of each fiscal year. While the Debt Service Fund is a governmental fund, a comparison of budget to actual schedule is presented in the financial statements, although the board can exercise no control of the revenue sources for this fund (except interest earnings), and no control over its expenditures.

### E. Assets, Liabilities and Fund Equity

<u>Cash</u> – Cash consists of cash on hand, demand deposit accounts, and interest bearing checking accounts.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### E. Assets, Liabilities and Fund Equity – cont'd

<u>Investments</u> – The District is allowed to invest in direct obligations of the United States government and agencies; certificates of deposit of savings and loan associations, banks and trust companies; savings accounts or savings certificates of savings and loan associations, and trust companies; and warrants, bonds or judgments of the District. All investments are recorded at cost, which approximates market value

<u>Inventories</u> – The value of consumable inventories at June 30, 2012, is not material to the combined financial statements.

<u>Fixed Assets and Property, Plant and Equipment</u> – The General Fixed Assets Account Group is not presented.

<u>Warrants Payable</u> – Warrants are issued to meet the obligations for goods and services provided to the District. The District recognizes a liability for the amount of outstanding warrants that have yet to be redeemed by the District's treasurer.

<u>Encumbrances</u> – Encumbrances represent commitments related to purchase orders, contracts, other commitments for expenditures or resources, and goods or services received by the District for which a warrant has not been issued. An expenditure is recorded and a liability is recognized for outstanding encumbrances at year end in accordance with the regulatory basis of accounting. While the regulatory basis that is used for the Debt Service Fund approximates full accrual accounting, the accruals recorded are reported to meet regulatory requirements, as opposed to the requirements of generally accepted accounting principles.

<u>Unmatured Obligations</u> – The unmatured obligations represent the total of all annual accruals for both principal and interest, based on the lengths of the bonds and/or judgments, less all principal and interest payments through the balance sheet date in accordance with the regulatory basis of accounting.

<u>Funds Held for School Organizations</u> – Funds held for school organizations represent the funds received or collected from students or other cocurricular and extracurricular activities conducted in the District, control over which is exercised by the board of education. These funds are credited to the account maintained for the benefit of each particular activity within the school activity fund.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### E. Assets, Liabilities and Fund Equity – cont'd

<u>Long-Term Debt</u> – 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.

<u>Cash Fund Balance</u> – Cash fund balance represents the funds not encumbered by purchase orders, legal contracts, outstanding warrants and unmatured obligations.

### F. Revenue and Expenditures

<u>Local Revenues</u> – Revenue from local sources is the money generated from within the boundaries of the District and available to the District for its use. 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. These property taxes are distributed to the District's general, building and sinking funds based on the levies approved for each fund. The County Assessor, upon receipt of the certification of tax levies from the county excise board, extends the tax levies on the tax rolls 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.

If the first payment is not made in a timely manner, 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.

Other local sources of revenues include tuition, fees, rentals, disposals, commissions and reimbursements.

<u>Intermediate Revenues</u> - Revenues from intermediate sources are the amounts of money from funds collected by an intermediate administrative unit, or a political subdivision between the District and the state, and distributed to Districts in amounts that differ in proportion to those which are collected within such systems.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### F. Revenue and Expenditures – cont'd

<u>State Revenues</u> – 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 from or additions to the 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.

The aforementioned state revenues are apportioned to the District's general fund.

<u>Federal Revenues</u> – Federal revenues consist of revenues from the federal government in the form of operating grants or entitlements. An operating grant is a contribution to be used for a specific purpose, activity or facility. A grant may be received either directly from the federal government or indirectly as a passthrough from another government, such as the state.

An entitlement is the amount of payment to which the District is entitled pursuant to an allocation formula contained in applicable statutes.

The majority of the federal revenues received by the District are apportioned to the general fund. The District maintains a separate child nutrition fund and the federal revenues received for the child nutrition programs are apportioned there.

<u>Interest Earnings</u> – Represent compensation for the use of financial sources over a period of time.

<u>Non-Revenue Receipts</u> – Non-revenue receipts represent receipts deposited into a fund that are not new revenues to the District, but the return of assets.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### F. Revenue and Expenditures – cont'd

<u>Instruction Expenditures</u> – Instruction expenditures include the activities dealing directly with the interaction between teachers and students. Teaching may be provided for students in a school classroom, in another location, such as a home or hospital, and in other learning situations, such as those involving cocurricular activities. It may also be provided through some other approved medium, such as television, radio, telephone and correspondence. Included here are the activities of teacher assistants of any type (clerks, graders, teaching machines, etc.) which assist in the instructional process. The activities of tutors, translators and interpreters would be recorded here. Department chairpersons who teach for any portion of time are included here. Tuition/transfer fees paid to other LEAs would be included here.

<u>Support Services Expenditures</u> – Support services expenditures provide administrative, technical (such as guidance and health) and logistical support to facilitate and enhance instruction. These services exist as adjuncts for fulfilling the objectives of instruction, community services and enterprise programs, rather than as entities within themselves.

<u>Operation of Non-Instructional Services Expenditures</u> – Activities concerned with providing non-instructional services to students, staff or the community.

<u>Facilities Acquisition and Construction Services Expenditures</u> – Consist of activities involved with the acquisition of land and buildings; remodeling buildings; the construction of buildings and additions to buildings; initial installation or extension of service systems and other built-in equipment; and improvements to sites.

Other Outlays Expenditures – A number of outlays of governmental funds are not properly classified as expenditures, but still require budgetary or accounting control. These are classified as Other Outlays. These include debt service payments (principal and interest).

Other Uses Expenditures – This includes scholarships provided by private gifts and endowments; student aid and staff awards supported by outside revenue sources (i.e., foundations). Also, expenditures for self-funded employee benefit programs administered either by the District or a third party administrator.

<u>Repayment Expenditures</u> – Repayment expenditures represent checks/warrants issued to outside agencies for refund or restricted revenue previously received for overpayment, non-qualified expenditures and other refunds to be repaid from District funds.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – cont'd

### F. Revenue and Expenditures – cont'd

<u>Interfund Transactions</u> — 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 interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent residual equity transfers. All other interfund transfers are reported as operating transfers. The District had no operating transfers in the 2011-12 fiscal year.

#### 2. CASH AND INVESTMENTS

The District's investment policies are governed by state statute. Permissible investments include direct obligations of the United States government and agencies; certificates of deposit of savings and loan associations, banks and trust companies; savings accounts or savings certificates of savings and loan associations, banks, and trust companies; and warrants, bonds or judgments of the District.

<u>Cash</u> – The District's bank balance of deposits and cash pools at June 30, 2012, was \$306,257. Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. State statutes require collateral for amounts in excess of federally insured amounts. The District's policy requires collateral equal to 110% of the deposit amount for all deposits not covered by F.D.I.C. insurance. The bank balance was completely covered by federal depository insurance and by collateral held by the District's third party agent in the District's name.

<u>Investments</u> – At June 30, 2012, the District's investments consisted of certificates of deposit and a money market fund with an approximate fair market value of \$188,533.

Interest rate risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair market value of an investment. Due to the required liquidity for those investments, these funds have no defined maturity dates. The District does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses from increasing interest rates.

#### 2. CASH AND INVESTMENTS – cont'd

Credit risk – Investments – Credit risk is the risk that the issuer or other counterparty to and investment will not fulfill its obligations. Investments held by the District in investment pools (sweep accounts) are considered unclassified as to custodial credit risk because they are not evidenced by securities that exist in physical or book entry form. The District does not have a formal policy limiting its exposure arising from concentration of investments.

#### 3. INTERFUND RECEIVABLES AND PAYABLES

There were no interfund receivables or payables at June 30, 2012.

### 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 can be 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 of the date of issue.

General long-term debt of the District consists of building and transportation bonds payable and capital leases. Debt service requirements for bonds and judgments are payable solely from the fund balance and the future revenues of the debt service fund.

The following is a summary of the long-term debt transactions of the District for the year ended June 30, 2012:

	Bonds		
	Payable		
Balance, July 1, 2011 Retirements	\$	150,000 (50,000)	
Balance, June 30, 2012	\$	100,000	

#### 5. GENERAL LONG-TERM DEBT – cont'd

A brief description of the outstanding long-term debt at June 30, 2012, is set forth below:

Amount Outstanding

### **General Obligation Bonds:**

Transportation Bonds, Series 2009, original issue \$200,000, interest rate of 2.00% to 2.75%, due in annual installments of \$50,000, final payment due 5-01-14

\$ 100,000

The annual debt service requirements for the retirement of the transportation bonds and capital leases, including the payment of principal and interest, are as follows:

Year Ending June 30	F	Principal	Interest	Total	
2013 2014	\$	50,000 50,000	1,975 1,000	51,975 51,000	
Total	\$	100,000	2,975	102,975	

Interest paid on general long-term debt during the 2011-12 fiscal year totaled \$2,850.

#### 4. EMPLOYEE RETIREMENT SYSTEM AND PLAN

### Description of Plan

The District participates in the state-administered Oklahoma Teachers' Retirement System, which is a cost sharing, multiple-employer defined benefit public employee retirement system (PERS), which is administered by the Board of Trustees of the Oklahoma Teachers' Retirement System (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 Oklahoma Teachers' Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Oklahoma Teachers' Retirement System, P.O. Box 53624, Oklahoma City, OK 73152, or by calling 405-521-2387.

#### 5. EMPLOYEE RETIREMENT SYSTEM AND PLAN

### Basis of Accounting

The System's financial statements are prepared using 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 System has an under-funded pension benefit obligation as determined as part of the latest actuarial valuation.

### **Funding Policy**

The District, the State of Oklahoma, and the participating employee make contributions. The contribution rates for the District and its employees are established by and may be amended by Oklahoma Statutes. The rates are not actuarially determined. The rates are applied to the employee's earnings plus employer-paid fringe benefits. The required contribution for the participating members is 7.0% of compensation. Contributions received by the System from the State of Oklahoma are used to offset required employer contributions by the local school district. For the 2011-12 fiscal year, the District contributed 9.50% and the State of Oklahoma contributed the remaining amount during the year. The District is allowed by Oklahoma Teachers' Retirement system to make the required contributions on behalf of the participating

### 5. EMPLOYEE RETIREMENT SYSTEM AND PLAN – cont'd

members. In addition, the District is required to match the retirement paid on salaries that are funded with federal funds.

Ten-year historical trend information is presented in the Teacher's Retirement System of Oklahoma Annual Report for the year ended June 30, 2012. This information is useful in assessing the pension plan's accumulation of sufficient assets to pay pension benefits as they become due. Please visit www.ok.gov/TRS for all plan information.

### **Annual Pension Cost**

The District's total contributions for 2012, 2011 and 2010 were \$134,681, \$124,137 and \$130,148, respectively.

#### 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 risks have not exceeded the commercial insurance coverage in any of the past three fiscal years.

#### 7. CONTINGENCIES

### Schedule of Expenditure of Federal Awards

The schedule shows the federal awards received and expended by the District during the 2011-12 fiscal year. The revised OMB Circular A-133 Audits of States, Local Governments and Non-Profit Organizations, established uniform audit requirements for nonfederal entities which expended more than \$500,000 in federal awards.

The Duke School District did not fall under this threshold during the 2011-12 fiscal year, therefore, this schedule is not required and is for information purposes only.

### Litigation

School officials are not aware of any pending or threatened litigation, claims or assessments or unasserted claims or assessments against the District.

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND EQUITY - ALL SPECIAL REVENUE FUNDS - REGULATORY BASIS JUNE 30, 2012

<u>ASSETS</u>	JILDING FUND	CHILD NUTRITION FUND	TOTAL
Cash	\$ 34,388	16,807	51,195
LIABILITIES AND FUND EQUITY			
Liabilities: Warrants payable	\$ 1,041	40	1,081
Fund Equity: Cash fund balances	 33,347	16,767	50,114
Total Liabilities and Fund Equity	\$ 34,388	16,807	51,195

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINING STATEMENT OF REVENUES COLLECTED, EXPENDITURES AND CHANGES IN CASH FUND BALANCES - ALL SPECIAL REVENUE FUNDS - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

		LDING UND	CHILD NUTRITION FUND	TOTAL	
Revenues Collected:	<del></del>			,	
Local sources	\$	53,278	28,442	81,720	
State sources			1,655	1,655	
Federal sources			55,057	55,057	
Total revenues collected		53,278	85,154	138,432	
Expenditures:					
Instruction		532		532	
Support services		49,510		49,510	
Operation of non-instructional services		1,500	82,908	84,408	
Repayments		,	59	59	
Total expenditures		51,542	82,967	134,509	
Excess of revenue collected over (under)					
expenditures		1,736	2,187	3,923	
Cash fund balances, beginning of year		31,611	14,580	46,191	
Cash fund balances, end of year	_\$	33,347	16,767	50,114	

# INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINING STATEMENT OF REVENUES COLLECTED, EXPENDITURES AND CHANGES IN CASH FUND BALANCES - BUDGET AND ACTUAL COMPARISON ALL SPECIAL REVENUE FUNDS - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

	BUILDING FUND					CHILD NUTRITION FUND			
		IGINAL IDGET	FINAL BUDGET	ACTUAL		RIGINAL BUDGET	FINAL BUDGET	ACTUAL	
Revenues Collected:								_	
Local sources	\$	43,092	43,092	53,278	\$	24,042	24,042	28,442	
State sources						1,655	1,655	1,655	
Federal sources						46,161	46,161	55,057	
Total revenues collected		43,092	43,092	53,278		71,858	71,858	85,154	
Expenditures:									
Instruction				532					
Support services		47,811	47,811	49,510					
Operation of non-instructional services		933	933	1,500		85,892	85,892	82,908	
Facilities acquisition & construction services		25,959	25,959						
Other outlays:									
Clearing account						546	546		
Repayments								59	
Total expenditures		74,703	74,703	51,542		86,438	86,438	82,967	
Excess of revenues collected over									
(under) expenditures		(31,611)	(31,611)	1,736		(14,580)	(14,580)	2,187	
Cash fund balances, beginning of year		31,611	31,611	31,611		14,580	14,580	14,580	
Cash fund balances, end of year	\$	0	0	33,347	\$	0	0	16,767	

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND EQUITY - ALL FIDUCIARY FUND TYPES - REGULATORY BASIS JUNE 30, 2012

ASSETS	TRU GIF ENDO	ENDABLE ST FUND TS AND DWMENTS FUND	AGENCY FUNDS SCHOOL ACTIVITY FUNDS	TOTAL
Cash Investments	\$	909 13,533	18,615 25,000	19,524 38,533
Total Assets	<u></u> \$	14,442	43,615	58,057
LIABILITIES AND FUND EQUITY				
Liabilities: Funds held for school organizations	\$	0	43,615	43,615
Fund Equity: Cash fund balances		14,442	0	14,442
Total Liabilities and Fund Equity	\$	14,442	43,615	58,057

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES - AGENCY FUNDS - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

		ALANCE -01-11	ADDITIONS	NET TRANSFERS	DEDUCTIONS	BALANCE 6-30-12
<u>ASSETS</u>						
Cash Investments	\$	26,521 20,000	119,419	(5,000) 5,000	122,325	18,615 25,000
Total Assets	\$	46,521	119,419	0	122,325	43,615
LIABILITIES						
Funds held for school organizations:						
Miscellaneous	\$	3,386	4,341		4,516	3,211
Yearbook	Ψ	940	3,079		3,257	762
Athletics		10,833	27,600		33,181	5,252
Books		326	4,463		3,795	994
Academics		221	0		195	26
Cheerleaders		577	3,700		4,220	57
FCA		307	0		0	307
Faculty		129	260		348	41
FFA		6,070	34,897		32,899	8,068
4-H		540	0		0	540
Elementary Athletics		3,519	3,118		2,990	3,647
Football		6,701	14,085		12,526	8,260
Drama		1,494	5,232		4,554	2,172
Band		3,065	9,895		12,062	898
Rent		3,876	4,800		2,931	5,745
Class of 2011		86	0		86	0
Class of 2012		15	0		0	15
Class of 2013		1,009	3,863		4,765	107
Class of 2014		900	0		0	900
Class of 2015		572	0		0	572
Class of 2016		609	0		0	609
Class of 2017		297	0		0	297
Class of 2018		267	0		0	267
Class of 2019		273	0		0	273
Class of 2020		331	0		0	331
Class of 2021		58	0		0	58
Class of 2022		33	0		0	33
Class of 2023		20	0		0	20
Class of 2024		67	0		0	67
Class of 2025		0	86		0	86
Total Liabilities	\$	46,521	119,419	0	122,325	43,615

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - REGULATORY BASIS FOR THE YEAR ENDED JUNE 30, 2012

Federal Grantor / Pass Through Grantor / Program Title	Federal CFDA Number	Federal Grantor's/ Pass-through No.		ogram or rd Amount	Beginning Balance 7/1/2011	Revenue Collected	Total Expenditures	Ending Balance 6/30/2012
U.S. Department of Education	04.250-	00504440470	Φ	00.070		F 400	5 400	
Small, rural school achievement program	84.358a	S358A112179	\$	22,876		5,183	5,183	
Small, rural school achievement program Carryover	84.358a	S358A102179		19,102	2.004	19,102	19,102	
Small, rural school achievement 2010-11 - Note Sub Total	84.358a	S358A102179		41,978	2,981 2,981	2,981 27,266	24,285	
Sub Total				41,970	2,901	21,200	24,200	
Passed Through State Department of Education:								
Title I	84.010			40,142		22,726	38,959	16,233
Title I 2010-11 - Note	84.010				19,944	19,944		
Title I, ARRA	84.389			38		38	38	
Title I, ARRA 2010-11 - Note	84.389				5,649	6,191		
Title II, Part A	84.281			4,198		3,835	4,188	353
Title II, Part A 2010-11 - Note	84.281				2,780	2,780		
IDEA-B, Flow Through ARRA	84.391			1,883		1,883	1,883	
IDEA-B, Flow Through ARRA 2010-11 - Note	84.391				3,952	3,952		
Education JOBS 2010-11 - Note	84.410				15,957	15,957		
Sub Total				46,261	48,282	77,306	45,068	16,586
U.S. Department of Agriculture:  Passed Through State Department of Education Child Nutrition Programs:  National school lunch program National school breakfast program Sub Total	10.555 10.553					41,392 13,664 55,056	2,532 2,532	
Passed Through Department of Human Services								
Commodities - Note 1	10.555					4,872	4,872	
Other Federal Assistance: Job Training - OJT GEAR Up	84.126 n/a			3,167 13,818		3,167	3,167 13,263	
Sub Total				16,985	0	3,167	16,430	0
Total Federal Assistance			\$	105,224	51,263	167,667	93,187	16,586

Note - These amounts represent reimbursements for prior year expenditures which were not received until the current fiscal year.

Note 1 - Commodities received by the District in the amount of \$4,872 were of a non-monetary nature and therefore the total revenue does not agree with the financial statements by this amount.

### INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY STATEMENT OF STATUTORY, FIDELITY AND HONESTY BONDS FOR THE YEAR ENDED JUNE 30, 2012

BONDING COMPANY	POSITION COVERED	BOND NUMBER	COVERAGE AMOUNT	EFFECTIVE DATES
CNA Surety -				
Westen Surety Company	Treasurer	70334500	\$ 50,000	6/25/11 - 6/25/12
	Superintenent	70765325	100,000	7/27/11 - 7/27/12
	Child Nutrition Custodians	69209239	1,000	8/21/11 - 8/21/12
	Principals	69209239	1,000	8/21/11 - 8/21/12
	Encumbrance Clerk / Activity Fund	69209239	1,000	8/21/11 - 8/21/12

## INDEPENDENT SCHOOL DISTRICT NO. I-14, JACKSON COUNTY SCHEDULE OF ACCOUNTANT'S PROFESSIONAL LIABILITY INSURANCE AFFIDAVIT

JULY 1, 2011 TO JUNE 30, 2012

State of Oklahoma	)	
County of Tulsa	) ss )	
said firm had in full for accordance with the "Okl	e and effect Ac ahoma Public S	ages, being first duly sworn on oath says that ecountant's Professional Liability Insurance in chool Audit Law" at the time of audit contract th Duke Public Schools for the audit year 2011-
		Sanders, Bledsoe & Hewett <u>Certified Public Accountants, LLP</u> Auditing Firm
		ByAuthorized Agent
		Subscribed and sworn to before me This 22 <sup>nd</sup> day of February, 2013
		Notary Public (or Clerk or Judge)
		My Commission Expires: 5/19/16 Commission No. 00008621