

**FINANCIAL STATEMENTS - REGULATORY BASIS  
AND REPORTS OF INDEPENDENT AUDITOR**

**GROVE SCHOOL DISTRICT NO. C-27,  
Pottawatomie County, Oklahoma**

**JUNE 30, 2022**

**Audited by**

**WILSON, DOTSON & ASSOCIATES, P.L.L.C.  
SHAWNEE, OK**

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**SCHOOL DISTRICT OFFICIALS  
JUNE 30, 2022**

BOARD OF EDUCATION

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Dr. Russell Click

Vice-President

Katie Ford

Clerk

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SCHOOL DISTRICT TREASURER

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Mr. Mark Bowlan

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

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JUNE 30, 2022**

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# **WILSON, DOTSON & ASSOCIATES, P.L.L.C.**

**Certified Public Accountants**

Members

American Institute of Certified Public Accountants

Oklahoma Society of Certified Public Accountants

## **INDEPENDENT AUDITOR'S REPORT**

The Honorable Board of Education  
Grove School District No. C-27  
Pottawatomie County, Oklahoma

### **Report on the Audit of the Financial Statements**

We have audited the accompanying combined fund type and account group financial statements – regulatory basis of the Grove School District No. C-27, Pottawatomie County, Oklahoma (the “District”), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the District’s basic financial statements as listed in the table of contents.

### ***Qualified Opinion on Regulatory Basis of Accounting***

In our opinion, except for the effects of the matter described 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 assets, liabilities, and fund balance arising from regulatory basis transactions of each fund type and account group of the District as of June 30, 2022, and the revenues collected, expenditures paid and encumbered, and budgetary results, for the year ended on the regulatory basis of accounting described in Note 1.

### ***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 the District as of June 30, 2022, or the changes in its financial position, or, where applicable, its cash flows for the year then ended.

### ***Basis for Opinions***

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. Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Basis for Qualified Opinion on Regulatory Basis of Accounting***

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.

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

As discussed in Note 1, the financial statements are prepared by the District 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 and pervasive.

### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the financial reporting provisions of the Oklahoma State Department of Education to meet financial reporting requirements of the State of Oklahoma; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit 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 District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Consider whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Other Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying combining statements –regulatory basis and schedule of expenditures of federal awards, as required by *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining statements – regulatory basis and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole on the regulatory basis of accounting described in Note 1.

### ***Other Matters***

#### *Other Information*

Management is responsible for the other information included in the annual report. The other information comprises the schedule of statutory, fidelity and honesty bonds and schedule of accountant's professional liability insurance affidavit but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated April 18, 2023, 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 and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

*Wilson, Dotson & Associates*

Wilson, Dotson & Associates, PLLC

Shawnee, Oklahoma  
April 18, 2023

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINED STATEMENT OF ASSETS, LIABILITIES AND CASH FUND BALANCES - REGULATORY BASIS**  
**ALL FUND TYPES AND GENERAL LONG-TERM DEBT**  
**JUNE 30, 2022**

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	GENERAL LONG-TERM DEBT	TOTALS (MEMORANDUM ONLY)
	<u>GENERAL</u>	<u>SPECIAL REVENUE</u>	<u>CAPITAL PROJECTS</u>	<u>DEBT SERVICE</u>	<u>AGENCY FUNDS</u>		
<b><u>ASSETS</u></b>							
Cash and investments	\$ 1,213,165	669,567	1,182,798	788,204	152,847	-	4,006,581
Amounts available in debt service	-	-	-	-	-	788,204	788,204
Amounts to be provided for retirement of general long-term debt	-	-	-	-	-	711,796	711,796
<b>Total Assets</b>	<b><u>\$ 1,213,165</u></b>	<b><u>669,567</u></b>	<b><u>1,182,798</u></b>	<b><u>788,204</u></b>	<b><u>152,847</u></b>	<b><u>1,500,000</u></b>	<b><u>5,506,581</u></b>
<b><u>LIABILITIES AND CASH FUND BALANCES</u></b>							
Liabilities							
Warrants payable	\$ 404,601	3,550	-	-	-	-	408,151
Encumbrances payable	12,994	2,745	55,814	-	-	-	71,553
Funds held for school organizations	-	-	-	-	152,847	-	152,847
Long-term debt:							
Bonds payable	-	-	-	-	-	1,500,000	1,500,000
<b>Total liabilities</b>	<b><u>417,595</u></b>	<b><u>6,295</u></b>	<b><u>55,814</u></b>	<b><u>-</u></b>	<b><u>152,847</u></b>	<b><u>1,500,000</u></b>	<b><u>2,132,551</u></b>
Cash Fund Balances							
Restricted	-	663,272	1,126,984	788,204	-	-	2,578,460
Unassigned	795,570	-	-	-	-	-	795,570
<b>Total cash fund balances</b>	<b><u>795,570</u></b>	<b><u>663,272</u></b>	<b><u>1,126,984</u></b>	<b><u>788,204</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>3,374,030</u></b>
<b>Total Liabilities and Cash Fund Balances</b>	<b><u>\$ 1,213,165</u></b>	<b><u>669,567</u></b>	<b><u>1,182,798</u></b>	<b><u>788,204</u></b>	<b><u>152,847</u></b>	<b><u>1,500,000</u></b>	<b><u>5,506,581</u></b>

The notes to the combined financial statements - regulatory basis are an integral part of this statement.



**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES**  
**AND CHANGES IN CASH FUND BALANCES - REGULATORY BASIS - ALL GOVERNMENTAL FUND TYPES**  
**FOR THE YEAR ENDED JUNE 30, 2022**

	GOVERNMENTAL FUND TYPES				TOTALS (MEMORANDUM ONLY)
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	DEBT SERVICE	
Revenues collected:					
Local sources	\$ 1,752,055	247,161	-	758,087	2,757,303
Intermediate sources	99,183	-	-	-	99,183
State sources	1,607,885	2,568	-	-	1,610,453
Federal sources	465,256	341,978	-	-	807,234
Non-revenue receipts	<u>1,552</u>	<u>481</u>	<u>-</u>	<u>-</u>	<u>2,033</u>
Total revenues collected	<u>3,925,931</u>	<u>592,188</u>	<u>-</u>	<u>758,087</u>	<u>5,276,206</u>
Expenditures:					
Instruction	2,646,459	2,400	-	-	2,648,859
Support services	982,735	245,631	303,669	-	1,532,035
Operation of non-instructional services	113,834	102,209	-	-	216,043
Facilities acquisition & construction services	-	4,600	-	-	4,600
Other outlays	<u>638</u>	<u>-</u>	<u>-</u>	<u>6,750</u>	<u>7,388</u>
Total expenditures	<u>3,743,666</u>	<u>354,840</u>	<u>303,669</u>	<u>6,750</u>	<u>4,408,925</u>
Excess of revenues collected over (under) expenditures before adjustments to prior year encumbrances and interfund transfers in (out)	182,265	237,348	(303,669)	751,337	867,281
Adjustments to prior year encumbrances	249	2,930	-	-	3,179
Other financing sources (uses) Interfund transfers in (out)	<u>113,834</u>	<u>(113,834)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of revenues collected over (under) expenditures	296,348	126,444	(303,669)	751,337	870,460
Cash fund balances, beginning of year	<u>499,222</u>	<u>536,828</u>	<u>1,430,653</u>	<u>36,867</u>	<u>2,503,570</u>
Cash fund balances, end of year	<u>\$ 795,570</u>	<u>663,272</u>	<u>1,126,984</u>	<u>788,204</u>	<u>3,374,030</u>

The notes to the combined financial statements - regulatory basis are an integral part of this statement.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES  
AND CHANGES IN CASH FUND BALANCES - BUDGET AND ACTUAL -  
REGULATORY BASIS - GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED JUNE 30, 2022**

	GENERAL FUND			VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	
Revenues collected:				
Local sources	\$ 1,570,474	1,570,474	1,752,055	181,581
Intermediate sources	80,409	80,409	99,183	18,774
State sources	1,575,869	1,575,869	1,607,885	32,016
Federal sources	524,674	524,674	465,256	(59,418)
Non-revenue receipts	-	-	1,552	1,552
Total revenues collected	<u>3,751,426</u>	<u>3,751,426</u>	<u>3,925,931</u>	<u>174,505</u>
Expenditures:				
Instruction	-	2,646,459	2,646,459	-
Support services	-	982,735	982,735	-
Operation of non-instruction services	-	113,834	113,834	-
Other outlays	-	638	638	-
Unbudgeted	4,250,648	506,982	-	506,982
Total expenditures	<u>4,250,648</u>	<u>4,250,648</u>	<u>3,743,666</u>	<u>506,982</u>
Excess of revenues collected over (under) expenditures before adjustments to prior year encumbrances and interfund transfers in (out)	(499,222)	(499,222)	182,265	681,487
Adjustments to prior year encumbrances	-	-	249	249
Other financing sources (uses) Interfund transfers in (out)	-	-	113,834	113,834
Excess of revenues collected over (under) expenditures	(499,222)	(499,222)	296,348	795,570
Cash fund balances, beginning of year	499,222	499,222	499,222	-
Cash fund balances, end of year	<u>\$ -</u>	<u>-</u>	<u>795,570</u>	<u>795,570</u>

The notes to the combined financial statements - regulatory basis are an integral part of this statement.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES  
AND CHANGES IN CASH FUND BALANCES - BUDGET AND ACTUAL -  
REGULATORY BASIS - GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED JUNE 30, 2022**

	SPECIAL REVENUE FUNDS			VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	
Revenues collected:				
Local sources	\$ 224,450	224,450	247,161	22,711
State sources	1,926	1,926	2,568	642
Federal sources	128,104	128,104	341,978	213,874
Non-revenue receipts	6,138	6,138	481	(5,657)
Total revenues collected	360,618	360,618	592,188	231,570
Expenditures:				
Instruction	-	2,400	2,400	-
Support services	-	245,631	245,631	-
Operation of non-instructional services	-	187,546	102,209	85,337
Facilities acquisition & construction services	-	4,600	4,600	-
Unbudgeted	897,446	457,269	-	457,269
Total expenditures	897,446	897,446	354,840	542,606
Excess of revenues collected over (under) expenditures before adjustments to prior year encumbrances and interfund transfers in (out)	(536,828)	(536,828)	237,348	774,176
Adjustments to prior year encumbrances	-	-	2,930	2,930
Other financing sources (uses) Interfund transfers in (out)	-	-	(113,834)	(113,834)
Excess of revenues collected over (under) expenditures	(536,828)	(536,828)	126,444	663,272
Cash fund balances, beginning of year	536,828	536,828	536,828	-
Cash fund balances, end of year	\$ -	-	663,272	663,272

The notes to the combined financial statements - regulatory basis are an integral part of this statement.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES  
AND CHANGES IN CASH FUND BALANCES - BUDGET AND ACTUAL -  
REGULATORY BASIS - GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED JUNE 30, 2022**

	SINKING FUND			VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	
Revenues collected:				
Local sources	\$ 721,008	721,008	758,087	37,079
Expenditures:				
Other outlays	6,750	6,750	6,750	-
Excess of revenues collected over (under) expenditures	714,258	714,258	751,337	37,079
Cash fund balances, beginning of year	36,867	36,867	36,867	-
Cash fund balances, end of year	\$ 751,125	751,125	788,204	37,079

The notes to the combined financial statements - regulatory basis are an integral part of this statement.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying financial statements of the Grove School District Number C-27, Shawnee, Pottawatomie County, Oklahoma (the "District") conform to the regulatory basis of accounting, which is an other comprehensive basis of accounting prescribed by the Oklahoma State Department of Education and conforms to the system of accounting authorized by the State of Oklahoma. Accordingly, the accompanying financial statements are not intended to present financial position and results of operations in conformity with accounting principles generally accepted in the United States of America. The District's accounting policies are described in the following notes that are an integral part of the District's financial statements.

**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 (Board) 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 evaluation 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. The District has various supporting groups. However, the District does not appoint any of the board members or exercise any oversight authority over these groups and the dollar amounts are not material to the District.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

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

**B. Measurement Focus**

The accounts of the District are organized and operate on the basis of funds and account groups. A fund is an independent fiscal accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. The account groups are reporting devices to account for certain assets and liabilities of the governmental funds not recorded directly in other funds.

The District has the following fund types and account groups:

**Governmental funds** are used to account for most of the District's general activities and general long-term debt account group, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. All governmental type funds are accounted for using the Regulatory (Statutory) basis of accounting. All revenues from all sources, including property taxes, entitlements, grants, and shared revenues are recognized when they are received rather than earned.

Expenditures are generally recognized when encumbered or reserved rather than at the time the related liability is incurred. Unmatured interest for debt service is recognized when due and certain compensated absences and claims and judgments are recognized when the obligations are expected to be liquidated with expendable available financial resources. Fiduciary type funds are accounted for using the cash basis of accounting. These practices differ from generally accepted accounting principles.

Governmental funds include the following fund types:

General fund – is the general operating fund of the District. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. This is a budgeted fund, and any fund balances are considered as resources available for use. Major revenue sources include local property taxes and federal and state funding. 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 also accounts for federal and state financed programs where restricted monies must be expended for specific programs. Project accounting is employed to maintain integrity for the various sources of these funds.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

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

**B. Measurement Focus – cont'd**

Special Revenue funds – account for revenue sources that are restricted to expenditures for specific purposes (not including expendable trusts or major capital projects). The special revenue funds are composed of the District's Building Fund, and Child Nutrition Fund. These are budgeted funds and any fund balances are considered as resources available for use.

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.

Child Nutrition Fund – The Child Nutrition Fund consists of monies derived from local food sales and federal and state financial assistance. This fund is used to account for the various nutrition programs provided to students. The Child Nutrition Fund's fund balance exceeded the allowable three months average operating expenditures at June 30, 2022. However, the District has subsequently applied for permission from the State Department of Education to retain that fund balance for current and future operating expenditures.

Debt Service fund – consists of the District's Sinking Fund and accounts for the accumulation of financial resources for servicing of general long-term debt (principal, interest and related costs). This is a budgeted fund. The primary revenue sources are local property taxes levied specifically for debt service.

Capital Project fund – consists of the District's Bond Fund and accounts for the proceeds of bond sales used exclusively for acquiring school sites, construction and equipping new school facilities, renovating existing facilities, and the acquisition of transportation equipment.

**Fiduciary funds** are used to account for assets held by the District in a trustee capacity or as an agent on behalf of others.

Agency fund – is custodial in nature and does not present results of operations or has a measurement focus. Agency funds are accounted for using the cash basis of accounting. This fund is the School Activities Fund used to account for monies collected principally through fundraising efforts of the students and District-sponsored groups. This is an unbudgeted fund. The administration is responsible, under the authority of the Board, of collecting, disbursing and

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

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

**B. Measurement Focus – cont'd**

accounting for these activity funds. These funds have no equity, assets are equal to liabilities, and do not include revenues and expenditures for general operation of the District.

**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.

General Long-Term Debt Account Group – is used to account for the outstanding principal balances of 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.

**C. Basis of Accounting and Presentation**

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

The financial statements are essentially prepared on the 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 an expenditure when paid and not as a liability.
- Management's Discussion and Analysis (MD&A) is not required to be presented when the financial statements are prepared on the regulatory basis of accounting.

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



**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

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

**D. Assets, Liabilities, Fund Balances, Revenue and Expenditures**

**1. Deposits and Investments**

State statutes govern the District's investment policy. Permissible investments include direct obligations of the United States Government and Agencies; certificates of deposit of savings and loan associations, and bank and trust companies; and savings accounts or savings certificates of savings and loan associations, and trust companies. Collateral is required for demand deposits and certificates of deposit for all amounts not covered by federal deposit insurance. Investments are stated at cost. The School District invests entirely in certificates of deposit, U. S. Treasury Securities, and participates in the Secured Investment Program of Oklahoma State School Boards Association, as authorized by Oklahoma Statutes Title 62, Section 348.

**2. Fair Value of Financial Instruments**

The District's financial instruments include cash and investments. The District's estimate of the fair value of all financial instruments does not differ materially from the aggregate carrying values of its financial instruments recorded in the accompanying balance sheet. The carrying amount of these financial instruments approximates fair value because of the short maturity of these instruments.

**3. Estimates**

The preparation of financial statements in conformity with the regulatory basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**4. Interfund Transactions**

Interfund 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. Non-recurring or non-routine permanent transfers of equity are reported as residual equity transfers.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

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

**D. Assets, Liabilities, Fund Balances, Revenue and Expenditures – cont'd**

**5. Inventories**

Inventories consist of minimal amounts of expendable supplies held for consumption. The value of consumable inventories at year-end is not material to the District's financial statements. The cost of inventories are recorded as expenditures when encumbered and purchased rather than when consumed.

**6. Fixed Assets**

The regulatory basis of accounting prescribed by the Oklahoma State Board of Education requires the presentation of fixed assets. The District has not maintained a record of its fixed assets, and, accordingly, a statement of fixed assets required by generally accepted accounting principles prior to the issuance of GASB No. 34, is not included in the financial statements. Fixed assets purchased are recorded as expenditures in the various funds at the time of purchase.

**7. 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. District policy allows certified employees to accumulate such days to a maximum number of 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.

**8. Long-term Obligations**

The District reports long-term debt at face value in the general long-term debt account group. Certain other lease obligations not expected to be financed with current available financial resources are also reported in the general long-term debt account group.

**9. Fund Balance Classifications**

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 note receivables, 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).

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

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

**D. Assets, Liabilities, Fund Balances, Revenue and Expenditures – cont'd**

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

Restricted Fund Balance – The fund balance should be reported as restricted when constraints placed on the use of resources are either:

- Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
- Imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – The fund balance should be reported as committed for 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 – The fund balance should be reported as assigned for 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 include 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 purposes in accordance with the provisions of the standard.

Unassigned Fund Balance – Unassigned fund balance is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

**10. Property Taxes and Other Local 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. Property taxes are levied on November 1 and are due on receipt of the tax bill. 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 timely, the entire tax becomes due and payable on January 2. Second half taxes become delinquent on April 1 of the year following the assessment. If not paid by the following October 1, the property offered for sale

**GROVE SCHOOL DISTRICT NO. C-27  
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**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

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

**D. Assets, Liabilities, Fund Balances, Revenue and Expenditures – cont'd**

for the amount of the 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. No provision has been made for uncollected taxes, as all taxes are deemed collectible. Other local sources of revenues include tuition, fees, rentals, disposals, commissions and reimbursements.

**11. Intermediate Revenues**

Revenue from intermediate sources is the amount 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 were collected within such systems.

**12. State Revenues**

Revenues from state sources for current operations are primarily governed by 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 on 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.

**13. Federal Revenues**

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 pass through from another government, such as the state. 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

**GROVE SCHOOL DISTRICT NO. C-27  
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**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

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

**D. Assets, Liabilities, Fund Balances, Revenue and Expenditures – cont'd**

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.

**14. Instruction Expenditures**

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.

**15. Support Services Expenditures**

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.

**16. Operation of Non-Instructional Services Expenditures**

These expenditures are activities concerned with providing non-instructional services to students, staff or the community.

**17. Facilities Acquisition and Construction Services Expenditures**

These expenditures 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.

**18. 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) and certain transfers of monies from one fund to another.

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

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

**D. Assets, Liabilities, Fund Balances, Revenue and Expenditures – cont'd**

**19. Other Uses Expenditures**

Other uses expenditures include 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 School or a third-party administrator.

**20. Repayment Expenditures**

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 School funds.

**21. Non-Monetary Transactions**

The District receives commodities from the U. S. Department of Agriculture. The value of these commodities has been included in the Schedule of Expenditures of Federal Awards; however, they have not been reflected in the combined financial statements as either revenue or expense since they are not reported under the regulatory basis of accounting.

**22. Memorandum Only – Total Columns**

Total columns on the combined financial statements are captioned “memorandum only” because they do not represent consolidated financial information and are presented only to facilitate analysis. The columns do not present information that reflects financial position or results of operations in accordance with generally accepted accounting principles. Inter-fund eliminations have not been made in the aggregation of this data.

**23. Resource Use Policy**

It is the District’s policy for all funds that when an expenditure 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 when an expenditure is incurred for purposes for which committed, assigned, or unassigned resources, including fund balances, are available, the District considers committed amounts to be spent first followed by assigned amounts and lastly unassigned amounts.

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

**2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Budgetary Information**

The District is required by state law to prepare an annual budget. Under current Oklahoma Statutes, a formal Estimate of Needs (Budget) is required for all funds except for trust and agency funds. Budgets are presented for all funds that include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories. The annual Estimate of Needs, when approved by the Board and subsequently filed with the County Clerk and approved by the County Excise Board becomes the legal budget. Supplemental appropriations, if required, were made during the year and are reflected on the budget vs. actual presentations shown as original budget and final budget.

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. Purchase orders or contracts document encumbrances for goods or purchased services. Under Oklahoma law, unencumbered appropriations lapse at year-end.

**3. DETAILED NOTES CONCERNING THE FUNDS**

**A. Deposits and Investments**

*Custodial Credit Risk*

Exposure to custodial credit risk related to deposits exists when the District holds deposits that are uninsured and uncollateralized; collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the District's name; or collateralized without a written or approved collateral agreement. Exposure to custodial credit risk related to investments exists when the District holds investments that are uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the District's name.

The District's policy as it relates to custodial credit risk is to secure its uninsured deposits with collateral, valued at no more than market value, at least at a level of 100 percent of the uninsured deposits and accrued interest thereon. The investment policy and state law also limits acceptable

**GROVE SCHOOL DISTRICT NO. C-27**  
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**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

**3. DETAILED NOTES CONCERNING THE FUNDS – cont'd**

**A. Deposits and Investments – cont'd**

collateral to U.S. Treasury and agency securities and direct obligations of the state, municipalities, counties, and school districts in the state of Oklahoma, surety bonds, and letters of credit. As required by Federal 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the District must have a written collateral agreement approved by the board of directors or loan committee.

At June 30, 2022 the District held deposits of approximately \$4,006,581 at financial institutions. The District's cash deposits, including interest-bearing accounts, and investments 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. Therefore, the District was not exposed to custodial credit risk as defined above.

*Investment Credit Risk*

The District has no investment policy that limits its investment choices other than the limitations of state law that generally authorize investment in:

1. 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.
2. Certificates of deposit of banks when such certificates of deposits are secured by acceptable collateral for the deposit of public monies.
3. Savings accounts or saving certificates to the extent that such accounts or certificates are fully insured by the United States government.
4. Repurchase agreements that have underlying collateral including obligations of the United States government, its agencies and instrumentalities, or the State of Oklahoma.
5. County, municipal or school district debt obligations for which an ad valorem tax may be levied.
6. Money market funds regulated by the SEC and in which investments consist of the investments of obligations of the United States, its agencies and instrumentalities.
7. Warrants, bonds or judgments of the school district.
8. Qualified pooled investment programs through an interlocal cooperative agreement formed pursuant to applicable law and to which the board of education has voted to be a member, the investments of which consist of those items specified in paragraphs 1 through 7 above, as well as obligations of the United States agencies and instrumentalities.
9. Any other investment that is authorized by law.

Investment credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation. The District has no formal policy limiting investments based on credit rating. Unless there is information to the contrary, obligations of the U.S. government or obligations



**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

**3. DETAILED NOTES CONCERNING THE FUNDS – cont'd**

**A. Deposits and Investments – cont'd**

explicitly guaranteed by the U.S. government are not considered to have credit risk and do not require disclosure of credit quality.

The District had no investment credit risk as of June 30, 2022, as defined above.

*Investment Interest Rate Risk*

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The District 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. The District had no investment interest rate risk as defined above.

*Concentration of Investment Credit Risk*

Exposure to concentration of credit risk is considered to exist when investments in any one issuer represent a significant percent of total investments of the District. 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.

At June 30, 2022, the District had no concentration of credit risk as defined above.

**B. 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. Debt Service requirements for bonds are payable solely from fund balance and future revenues of the debt service fund.

On May 1, 2021, the District issued building bonds in the amount of \$1,500,000, with an interest rate of 0.45%. The only bond matures on May 1, 2023 with a payment of \$1,500,000.

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

**3. DETAILED NOTES CONCERNING THE FUNDS – cont'd**

**B. Long-term Debt – cont'd**

Annual debt service requirements to maturity are as follows:

Year Ended June 30,	General Obligation Bonds		Total
	Principal	Interest	Requirements
2023	\$ 1,500,000	6,750	1,506,750
Total	\$ 1,500,000	6,750	1,506,750

Interest paid on general long-term debt during the current year totaled \$6,750.

**C. Changes in General Long-term Debt**

General long-term debt consists of bonds payable. The following is a summary of the changes in general long-term debt transactions of the District for the fiscal year:

	Balance July 1, 2021	Additions	Retirements	Balance June 30, 2022
Bonds	\$ 1,500,000	-	-	1,500,000

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

**4. OTHER INFORMATION**

**A. 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 in any of the past three fiscal years.

The School participates in a risk pool for Worker's 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. 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 OSAG 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.

**B. Contingent Liabilities**

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. 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.

**C. Non-Monetary Transactions**

The fair market value as determined by the Oklahoma Department of Human Services of the commodities received during the period under audit was \$27,325.

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS**  
**June 30, 2022**

**4. OTHER INFORMATION – cont'd**

**D. 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.

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 employees 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 7.00% of compensation. Additionally, OTRS receives "federal matching contributions" for positions whose funding comes from federal sources or certain grants. The matching contribution rate was 7.90%. The District and State are required to contribute 14.00% of acceptable compensation. Contributions received by the System from the State of Oklahoma are from 3.50% of its revenues from sales taxes, use taxes, corporate income taxes and individual income taxes. The District contributed 9.50% and the State of Oklahoma plus the federal contribution contributed the remaining 4.50% during the year. The District is allowed by the Oklahoma Teachers' Retirement System to make the required contributions on behalf of the participating members. The District is required to pay 16.50% for any compensated retired teachers already receiving retirement benefits.

**GROVE SCHOOL DISTRICT NO. C-27  
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**NOTES TO THE FINANCIAL STATEMENTS – REGULATORY BASIS  
June 30, 2022**

**4. OTHER INFORMATION – cont'd**

**D. Employee Retirement System and Plan – cont'd**

Annual Pension Cost

The District's total contributions, including the state credit, for 2022, 2021 and 2020 were \$399,737, \$402,992, \$397,399, respectively.

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**COMBINING STATEMENT OF ASSETS, LIABILITIES AND CASH FUND BALANCES - REGULATORY BASIS  
ALL SPECIAL REVENUE FUNDS  
JUNE 30, 2022**

	<u>BUILDING FUND</u>	<u>CHILD NUTRITION FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>			
Cash	\$ 607,014	62,553	669,567
 <u>LIABILITIES AND CASH FUND BALANCES</u>			
Liabilities			
Warrants payable	\$ 3,550	-	3,550
Encumbrances payable	<u>2,745</u>	<u>-</u>	<u>2,745</u>
Total liabilities	<u>6,295</u>	<u>-</u>	<u>6,295</u>
 Cash Fund Balances			
Restricted	<u>600,719</u>	<u>62,553</u>	<u>663,272</u>
 Total Liabilities and Cash Fund Balances	 <u>\$ 607,014</u>	 <u>62,553</u>	 <u>669,567</u>

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma**

**COMBINING STATEMENT OF REVENUES COLLECTED, EXPENDITURES  
AND CHANGES IN CASH FUND BALANCES -  
REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 2022**

	BUILDING FUND	CHILD NUTRITION FUND	TOTAL
	<u>          </u>	<u>          </u>	<u>          </u>
Revenues collected:			
Local sources	\$ 247,161	-	247,161
State sources	-	2,568	2,568
Federal sources	106,709	235,269	341,978
Non-revenue receipts	<u>          -</u>	<u>          481</u>	<u>          481</u>
Total revenues collected	<u>353,870</u>	<u>238,318</u>	<u>592,188</u>
Expenditures:			
Instruction	2,400	-	2,400
Support services	245,631	-	245,631
Operation of non-instructional services	11,067	91,142	102,209
Facilities acquisition & construction services	<u>          4,600</u>	<u>          -</u>	<u>          4,600</u>
Total expenditures	<u>263,698</u>	<u>91,142</u>	<u>354,840</u>
Excess of revenues collected over (under) expenditures before adjustments to prior year encumbrances and interfund transfers in (out)	90,172	147,176	237,348
Adjustments to prior year encumbrances	2,930	-	2,930
Interfund transfers in (out)	<u>11,067</u>	<u>(124,901)</u>	<u>(113,834)</u>
Excess of revenues collected over (under) expenditures	104,169	22,275	126,444
Cash fund balances, beginning of year	<u>496,550</u>	<u>40,278</u>	<u>536,828</u>
Cash fund balances, end of year	<u>\$ 600,719</u>	<u>62,553</u>	<u>663,272</u>

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINING STATEMENT OF REVENUES COLLECTED, EXPENDITURES  
AND CHANGES IN CASH FUND BALANCES - BUDGET AND ACTUAL -  
REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 2022**

	BUILDING FUND			VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	
Revenues collected:				
Local sources	\$ 224,417	224,417	247,161	22,744
Federal sources	-	-	106,709	106,709
Total revenues collected	224,417	224,417	353,870	129,453
Expenditures:				
Instruction	-	2,400	2,400	-
Support services	-	245,631	245,631	-
Operation of non-instruction services	-	11,067	11,067	-
Facilities acquisition & construction services	-	4,600	4,600	-
Unbudgeted	720,967	457,269	-	457,269
Total expenditures	720,967	720,967	263,698	457,269
Excess of revenues collected over (under) expenditures before adjustments to prior year encumbrances and interfund transfers in (out)	(496,550)	(496,550)	90,172	586,722
Adjustments to prior year encumbrances	-	-	2,930	2,930
Interfund transfers in (out)	-	-	11,067	11,067
Excess of revenues collected over (under) expenditures	(496,550)	(496,550)	104,169	600,719
Cash fund balances, beginning of year	496,550	496,550	496,550	-
Cash fund balances, end of year	\$ -	-	600,719	600,719



**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINING STATEMENT OF REVENUES COLLECTED, EXPENDITURES  
AND CHANGES IN CASH FUND BALANCES - BUDGET AND ACTUAL -  
REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 2022**

	CHILD NUTRITION FUND			
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
Revenues collected:				
Local sources	\$ 33	33	-	(33)
State sources	1,926	1,926	2,568	642
Federal sources	128,104	128,104	235,269	107,165
Non-revenue receipts	6,138	6,138	481	(5,657)
Total revenues collected	136,201	136,201	238,318	102,117
Expenditures:				
Operation of non-instructional services	-	176,479	91,142	85,337
Unbudgeted	176,479	-	-	-
Total expenditures	176,479	176,479	91,142	85,337
Excess of revenues collected over (under) expenditures before interfund transfers in (out)	(40,278)	(40,278)	147,176	187,454
Interfund transfers in (out)	-	-	(124,901)	(124,901)
Excess of revenues collected over (under) expenditures	(40,278)	(40,278)	22,275	62,553
Cash fund balances, beginning of year	40,278	40,278	40,278	-
Cash fund balances, end of year	\$ -	-	62,553	62,553

GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County, Oklahoma

COMBINING STATEMENT OF ASSETS AND LIABILITIES -  
REGULATORY BASIS - ALL FIDUCIARY FUND TYPES  
JUNE 30, 2022

	<u>AGENCY FUND ACTIVITY FUND</u>
<u>ASSETS</u>	
Cash	<u>\$ 152,847</u>
<u>LIABILITIES</u>	
Liabilities	
Funds held for school organizations	<u>\$ 152,847</u>

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**

**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES -**  
**REGULATORY BASIS - AGENCY FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2022**

<u>ASSETS</u>	<u>BALANCE</u> <u>7-01-21</u>	<u>ADDITIONS</u>	<u>ADJUSTMENTS</u>	<u>DEDUCTIONS</u>	<u>BALANCE</u> <u>6-30-22</u>
Cash	\$ 119,312	184,033	-	150,498	152,847
 <u>LIABILITIES</u>					
Funds held for school organizations:					
General Activity	54	-	-	-	54
Investment	254	93	-	-	347
Athletics	303	29,306	-	26,637	2,972
Cheerleaders	4,714	13,758	-	14,256	4,216
Band	1,900	2,983	-	3,117	1,766
Yearbook	17,553	12,615	-	3,454	26,714
Teachers Lounge	569	2,999	-	2,573	995
Library	10,622	12,935	-	10,704	12,853
Booster Club	7,284	16,977	-	12,863	11,398
PTO	41,644	38,894	-	24,348	56,190
Rebate Account	-	159	-	-	159
Child Nutrition Refund	-	526	-	526	-
Grove Development Fund	18,261	7,796	-	8,413	17,644
Robotics	2,075	5,370	-	6,520	925
Academic Bowl	2,235	-	-	200	2,035
Art	7	360	-	251	116
Bill Langley-Band Foundation	1,509	-	-	1,146	363
Grove Cares	1,447	1,090	-	535	2,002
Ice Cream Machine	972	1,807	-	1,835	944
Pre-kindergarten	486	4,036	-	2,917	1,605
8th Grade	4,405	20,525	-	18,753	6,177
7th Grade	170	-	-	10	160
6th Grade	408	-	-	360	48
5th Grade	440	1,129	-	736	833
4th Grade	321	792	-	815	298
3rd Grade	222	1,111	-	1,184	149
2nd Grade	85	1,902	-	1,702	285
1st Grade	555	2,773	-	3,086	242
Kindergarten	817	4,097	-	3,557	1,357
<b>TOTAL LIABILITIES</b>	<b>\$ 119,312</b>	<b>184,033</b>	<b>-</b>	<b>150,498</b>	<b>152,847</b>

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2022**

Federal Grantor/Pass Through Grantor/Program Title	Federal Assistance Listing Number	Pass-Through Grantor's Project Number	Program or Award Amount	Balance at July 1, 2021	Receipts	Expenditures	Balance at June 30, 2022
<b>U.S. Department of Education:</b>							
<b>Direct Programs:</b>							
Title VIII Impact Aid	84.041	591	\$ -	31,641	36,340	-	67,981
Title VIII Impact Aid, Disabled	84.041	592	-	2,126	1,978	-	4,104
Title VIA Indian Education	84.060A	561	21,521	-	21,521	21,521	-
Sub Total			<u>21,521</u>	<u>33,767</u>	<u>59,839</u>	<u>21,521</u>	<u>72,085</u>
<b>Passed Through Oklahoma State Department of Education:</b>							
Title I	84.010	511	39,482	-	30,072	30,072	9,410
Title I Cluster			<u>39,482</u>	<u>-</u>	<u>30,072</u>	<u>30,072</u>	<u>9,410</u>
IDEA-B Professional Development - OSDE	84.027	613	1,825	-	-	-	1,825
IDEA-B Professional Development - District	84.027	615	1,904	-	975	975	929
COVID Assistance 2020-21 - Note 1	84.027	799	-	-	759	-	-
IDEA-B Flow Through	84.027	621	102,294	-	37,751	37,751	64,543
IDEA-B Flow Through 2020-21 - Note 1	84.027	799	-	-	23,786	-	-
IDEA-B Flow Through High Need Tier II	84.027	627	76,228	-	65,646	65,646	10,582
American Rescue Plan IDEA-B Flow Through	84.027X	628	23,438	-	16,860	16,860	6,578
American Rescue Plan Preschool	84.027X	643	1,330	-	1,330	1,330	-
IDEA-B Preschool	84.173	641	1,203	-	1,203	1,203	-
Special Education Cluster			<u>208,222</u>	<u>-</u>	<u>148,310</u>	<u>123,765</u>	<u>84,457</u>
Title V Part B Rural & Low Income School Program	84.358	587	11,157	-	11,065	11,065	92
Title II Teacher/Principal Training	84.367	541	36,559	-	-	-	36,559
Title II Teacher/Principal Training 2020-21 - Note 1	84.367	799	-	-	2,341	-	-
Title IV Part A Student Support & Academic Enrichment	84.424A	552	10,662	-	10,662	10,662	-
COVID-19 GEER - CARES State Level Funds	84.425C	721	6,444	-	6,444	6,444	-
COVID-19 ESSERF/CARES Act	84.425D	788	203	-	203	203	-
COVID-19 ESSERF/CARES Act 2020-21 - Note 1	84.425D	799	-	-	6,106	-	-
COVID-19 ESSERF Incentive Grant	84.425D	789	6,238	-	6,238	6,238	-
COVID-19 ESSER II/Set-Aside Funds	84.425D	794	155,129	-	155,129	155,129	-
COVID-19 ESSER II/Set-Aside Funds 2020-21 - Note 1	84.425D	799	-	-	48,531	-	-
American Rescue Plan ESSER III	84.425U	795	187,542	-	87,025	87,025	100,517
Sub Total			<u>413,934</u>	<u>-</u>	<u>333,744</u>	<u>276,766</u>	<u>137,168</u>
<b>Total U.S. Department of Education</b>			<u>683,159</u>	<u>33,767</u>	<u>571,965</u>	<u>452,124</u>	<u>303,120</u>

**GROVE SCHOOL DISTRICT NO. C-27**  
**Pottawatomie County, Oklahoma**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2022**

Federal Grantor/Pass Through Grantor/Program Title	Federal Assistance Listing Number	Pass-Through Grantor's Project Number	Program or Award Amount	Balance at July 1, 2021	Receipts	Expenditures	Balance at June 30, 2022
<b><u>U.S. Department of Agriculture:</u></b>							
<u>Passed Through Oklahoma State Department of Education:</u>							
Child Nutrition Programs:							
Commodity Credit Corporation	10.555	759	\$ -	-	14,950	-	14,950
Emergency Operational Costs Reimbursement (SBP & NSLP)	10.555	762	-	-	8,515	-	8,515
National School Lunch Program	10.555	763	-	149,013	211,190	86,568	273,635
National School Lunch Program - commodities - Note 4	10.553		-	-	27,325	27,325	-
P-EBT Program	10.649	760	-	-	614	-	614
<b>Total U.S. Department of Agriculture</b>			<u>-</u>	<u>149,013</u>	<u>262,594</u>	<u>113,893</u>	<u>297,714</u>
<b>Total Expenditures of Federal Awards</b>			<u>\$ 683,159</u>	<u>182,780</u>	<u>834,559</u>	<u>566,017</u>	<u>600,834</u>

Note 1: These amounts represent reimbursements for prior year expenditures which were not received until the current fiscal year.

Note 2: **Basis of Presentation** - The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the District under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards(Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District, it is not intended and does not present financial position, changes in net assets, or cash flows of the District.

Note 3: **Summary of Significant Accounting Policies** - Expenditures reported on the Schedule are reported on the regulatory basis of accounting consistent with the preparation of the combined financial statements except for nonmonetary assistance noted in Note 3. 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. The District has elected not to use the 10 percent de minimus indirect cost rate allowed under the Uniform Guidance.

Note 4: **Food Distribution** - Non-monetary assistance is reported in the Schedule at the fair market value of the commodities received and disbursed.

# **WILSON, DOTSON & ASSOCIATES, P.L.L.C.**

**Certified Public Accountants**

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Oklahoma Society of Certified Public Accountants

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

The Honorable Board of Education  
Grove School District Number C-27  
Pottawatomie County, Oklahoma

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the accompanying fund type and account group financial statements-regulatory basis, within the combined financial statements of the Grove School District No. C-27, Pottawatomie County, Oklahoma ("District"), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated April 18, 2023, which was adverse with respect to the presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America because the presentation followed the regulatory basis of accounting for Oklahoma school districts and did not conform to the presentation requirements of the Governmental Accounting Standards Board. However, our report was qualified for the omission of the general fixed asset account group with respect to the presentation of financial statements on the regulatory basis of accounting authorized by the Oklahoma State Board of Education.

### **Report on Internal Control Over Financial Reporting**

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the 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 or significant deficiencies may exist that were not identified.

### **Report on Compliance and Other Matters**

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

### **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.



Wilson, Dotson & Associates, PLLC

Shawnee, Oklahoma  
April 18, 2023

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County**

**FINDINGS RELATED TO FINANCIAL REPORTING  
FOR THE YEAR ENDED JUNE 30, 2022**

There were no material weaknesses or instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.



**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County**

**SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2022**

There were no prior year findings.

**GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County**

**SCHEDULE OF STATUTORY, FIDELITY AND HONESTY BONDS  
FOR THE YEAR ENDING JUNE 30, 2022**

<u>BONDING COMPANY</u>	<u>POSITION COVERED</u>	<u>BOND NUMBER</u>	<u>COVERAGE AMOUNT</u>	<u>EFFECTIVE DATES</u>
Old Republic Surety Company	Superintendent General/Building Funds	W150291835	\$ 100,000	7/1/21 - 7/1/22
	Custodian Lunch/Activity Funds	W150289063	2,000	7/1/21 - 7/1/22
	Custodian	W150289041	2,000	7/1/21 - 7/1/22
	Minutes/Encumbrance Clerk	W150289039	1,000	7/1/21 - 7/1/22
Liberty Mutual Surety Company	Treasurer	999052340	100,000	7/1/21 - 7/1/22

GROVE SCHOOL DISTRICT NO. C-27  
Pottawatomie County

SCHEDULE OF ACCOUNTANT'S PROFESSIONAL LIABILITY INSURANCE AFFIDAVIT  
FOR THE YEAR ENDING JUNE 30, 2022

State of Oklahoma        )  
                                  )ss  
County of Pottawatomie )

The undersigned auditing firm of lawful age, being first duly sworn on oath says that said firm had in full force and effect Accountant's 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 Grove Public School for the audit year 2021-22.

Wilson, Dotson & Associates, P.L.L.C.  
Auditing Firm



by \_\_\_\_\_  
Authorized Agent

Subscribed and sworn to before me this 18<sup>th</sup> day of April, 2023.



\_\_\_\_\_  
Notary Public (Commission #23004151)  
My Commission Expires March 24, 2027

LISA COOK NOTARY PUBLIC - STATE OF OKLAHOMA MY COMMISSION EXPIRES MAR. 24, 2027 COMMISSION # 23004151
--

# **WILSON, DOTSON & ASSOCIATES, P.L.L.C.**

**Certified Public Accountants**

American Institute of Certified Public Accountants

Members

Oklahoma Society of Certified Public Accountants

April 18, 2023

Mr. Mark Bowlan, Supt.  
Grove Public School  
2800 N Bryan  
Shawnee, OK 74804-2309

Dear Mr. Bowlan:

Listed below are the audit exceptions and recommendations relayed to management. Please review these items very carefully. If you have questions or desire additional information, please call us so that any discrepancies may be resolved.

### Lack of Segregation of Duties

An adequate internal control structure does not exist because of the small size of the entity nor is there adequate segregation of duties.

### Matching Teachers' Retirement

Matching teachers' retirement appears to have been underpaid by approximately (\$1,267). We recommend that the District's payroll clerk review this finding and, if in concurrence, submit a payment to the Oklahoma Teachers' Retirement System.

### Loan Agreement for Food Service Deficits

We observed during the audit that the child nutrition fund reimbursed the building fund \$11,067 for expenditures the building fund paid on behalf of the child nutrition fund. However, a loan agreement for food service deficits had not been approved by the board of education. We recommend that this agreement be approved by the board of education prior to incurring indebtedness that the child nutrition fund might be able to repay.

### Activity Fund

Purchase order/requisition forms were used during the audit period for the activity fund. However, from our examination of these forms and the related records, it appears that several of the expenditures tested were not approved before the indebtedness was incurred. The use of purchase orders or requisitions for activity fund expenditures ensures there are sufficient funds within a sub-account to pay for the order that is to be placed. We, therefore, recommend that these forms be completed prior to incurring any activity fund indebtedness.

We take this opportunity to thank you and your professional staff for the outstanding cooperation and invaluable assistance you gave us during our recent onsite work.

Sincerely,



Wilson, Dotson & Associates, P.L.L.C.