

REPORT OF AUDIT  
HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2014 TO JUNE 30, 2015

**HIGH PLAINS TECHNOLOGY CENTER #V-24**

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HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY – OKLAHOMA  
JULY 1, 2014 TO JUNE 30, 2015

OFFICERS

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CAROL BRADLEY	VICE-PRESIDENT
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BARCLAY HOLT	ASST. SUPERINTENENT
TAYLOR BURNETT	ASST. SUPERINTENDENT
VICKIE HUNTER	CHIEF FINANCIAL OFFICER

AUDIT BY

PATRICK W. CARROLL  
CERTIFIED PUBLIC ACCOUNTANT

CERTIFICATE #4081

# Chas. W. Carroll, P.A.

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## INDEPENDENT AUDITOR'S REPORT

The Honorable Board of Education  
High Plains Technology Center #V-24  
Woodward County, Oklahoma

I have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the High Plains Technology Center #V-24, Woodward County, Oklahoma, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

### **Opinions**

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District, as of June 30, 2015, and the respective changes in financial position for year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis pages M-1 - M-8 and budgetary comparison information on Schedules A-1 and A-2 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

### **Other Information**

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards and combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly I do not express an opinion or provide any assurance on them.

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

In accordance with *Government Auditing Standards*, I have also issued my report dated March 30, 2016 on my consideration of the District's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, and other matters. The purpose of that report is to describe the scope of my 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* in considering the District's internal control over financial reporting and compliance.



Chas. W. Carroll, P.A.

March 30, 2016

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2015**

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Our discussion and analysis of the High Plains Technology Center, School District #V-24's, performance provides an overview of the School District's financial activities for the year ended June 30, 2015. Please read it in conjunction with the District's financial statements, which immediately follows this section. The 2014 balances included in this section have not been restated to reflect adoption of the new pension accounting standards discussed in Note 8.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the School District as a whole and present a longer-term view of the School District's finances. Fund financial statements report the School District's operations in more detail than the government-wide statements by providing information about the School District's most significant funds. For governmental activities, the fund statements tell how these services were financed in the short term as well as what remains for future spending.

**High Plains Technology Center (the District)**

The District is a part of the public *CareerTech* system of Oklahoma, under the direction and control of the Oklahoma State Board of Career and Technology Education. The District is located in Woodward, Oklahoma serving one main campus. The District serves 8 public school districts, including Buffalo, Fargo, Fort Supply, Gage, Mooreland, Sharon-Mutual, Vici, and Woodward. The District encompasses all of Woodward County plus parts of Dewey, Ellis and Harper counties. The major instructional program areas are Construction, Practical Nursing, Marketing, Information Technology, Service Industry, Transportation and Welding. The District has three basic areas or types of instruction:

*Full-Time Programs* – The District offers 24 full-time programs. These programs are designed to lead to industry certifications, licenses, employment, and/or continuing education.

*Adult and Career Development* - These classes are designed around specific curriculum and are designed to provide an introduction to or enhance knowledge of specific topics.

*Business and Industry Services* – This division strives to meet the training and development needs of business and industry.

During fiscal year 2014-2015, the District served 300 students in full-time programs. There were 5161 people served through industry specific training and 5766 adults in adult and career training classes.

**FINANCIAL HIGHLIGHTS**

The District's financial status declined from the last year. Total net position decreased 39 percent. This decrease is primarily due to the implementation of GASB statement 68 which requires the District to include its proportionate share of the Oklahoma Teachers' Retirement System's unfunded pension liability. See Note 8 for further discussion of the effect of this implementation.

- Overall revenues were \$7.3 million and overall expenses were \$6.2 million
- The District's share of the cost sharing retirement plan net pension obligation increased long-term liabilities \$3.8 million.

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2015**

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**Reporting the School District as a Whole**

**The Statement of Net Position and the Statement of Activities**

One of the most important questions asked about the School District's finances is, "Is the School District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the School District as a whole and about its activities in a way that helps answer this question. These statements include *all* assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the School District's net position and changes in them. You can think of the School District's net position – the difference between assets and liabilities – as one way to measure the School District's financial health, or financial position. Over time, increases or decreases in the School District's net position are an indicator of whether its financial health is improving or deteriorating.

In the Statement of Net Position and the Statement of Activities, we report the following:

Governmental activities – The School District's basic services are reported here, including the educational activities for daytime high school and adults, short term training for adults, services and training for business and industry, and general administration. Also, the School District charges a fee to customers to help defray expenses involved in providing the services for Bookstore activities

**Reporting the School District's Most Significant Funds**

**Fund Financial Statements**

Some funds are required to be established by State law and by bond covenants. All of the School District's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the School District's general operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the School District's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in reconciliation at the bottom of the fund financial statements.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required and other supplementary information that further explains and supports the financial statements with a comparison of the District's budget for the year.

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2015**

**THE SCHOOL DISTRICT AS A WHOLE**

	<u>2014</u>	<u>2015</u>
Current and Other Assets	\$ 4,945,131	\$ 5,431,424
Capital Assets	<u>4,863,744</u>	<u>5,399,798</u>
Total Assets	<u>\$ 9,808,875</u>	<u>\$ 10,831,222</u>
Deferred Outflows of Resources**	-	<u>289,602</u>
Long-term Liabilities	\$ 265,103	\$ 312,279
Other Liabilities	397,605	256,761
Net Pension Liability**	-	3,809,354
Total Liabilities	\$ 662,708	\$ 4,378,394
Deferred Inflows of Resources**	-	<u>1,194,171</u>
Net Position		
Invested in capital assets, net of debt	\$ 4,863,744	\$ 5,399,798
Restricted	-	2,046,836
Unrestricted	<u>4,282,423</u>	<u>(1,898,375)</u>
Total Net Position	<u>\$ 9,146,167</u>	<u>\$ 5,548,259</u>

\*\*Note that the 2014 amounts are presented before restatement, as described in Note 8 to the financial statements. Accounts were added as a result of implementation of GASB 68 and 71.

**Net Position.** The District's combined net position as restated, was less on June 30, 2015, than the year before – decreasing by 39.4% from \$9.1 million to \$5.5 million. Most of this decrease is mainly due to the recognition of the District's share of the Teachers Retirement System's net pension obligation, described in Note 9 to the financial statements. The increase in deferred outflows of resources is primarily attributed to implementation of GASB 68 which requires deferral to a future year the expense related to pension payments made during 2015. The increase in deferred inflows of resources is primarily due to implementation of GASB 68 which requires certain changes in the net pension liability to be deferred and recognized in expense in future years. The increase in noncurrent liabilities is primarily due to the net pension liability added for the District's portion of the unfunded liability of the Teachers Retirement System.

For the years ended June 30, 2015 and 2014, net position changed as follows:

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2015**

	<u>2014</u>	<u>2015</u>	<u>Percent</u>
Beginning net position	\$ 8,721,652	4,443,227	<u>Change</u>
Revenues			
Program revenues			
Charges for services	321,264	594,452	
Operating Grants /contributions	414,583	145,224	
General revenues			
Property taxes	4,503,758	4,550,895	
Federal and State grants	2,007,832	2,067,574	
Gain (Loss) from disposals	105,174	(28,487)	
Investment earnings	9,117	8,987	
Other Revenue	<u>117,386</u>	<u>11,651</u>	
Total revenues	<u>\$ 7,479,114</u>	<u>\$ 7,350,296</u>	<u>-1.72%</u>
Expenses			
Program expenses			
Instruction	\$ 2,565,357	\$ 2,492,372	
Support services	3,937,315	2,988,614	
Non-instruction	263,265	400,079	
Depreciation-unallocated	<u>288,660</u>	<u>364,199</u>	
Total expenses	<u>\$ 7,054,597</u>	<u>\$ 6,245,264</u>	<u>-11.47%</u>
Increase (Decrease) in net position	<u>424,517</u>	<u>1,105,032</u>	<u>160.30%</u>
Prior period adjustment	<u>77,523</u>		
Change due to implementation GASB 68	<u>(4,780,465)</u>		
Ending net position	<u>\$ 4,443,227</u>	<u>\$ 5,548,259</u>	<u>24.87%</u>
Amounts have been reclassified to be comparable to current year			

**Changes in Net Position.** The District's total revenues decreased slightly to \$7.3 million. Property taxes accounted for 62 percent of the District's collections. Another 8 percent came from tuition and fees.

Total revenues surpassed expenses, increasing net position \$1.1 million over the past year.

The District's total expenditures decreased by 11.5 percent to \$6.2- million. The District's expenses are primarily related to education, training and support of students and business clients.

**Governmental Activities**

To aid in the understanding of the Statement of Activities some additional explanation is provided. Of particular interest is the format that is significantly different than a typical Statement of Revenues, Expenses, and Changes in Fund Balance. You will notice that expenses are listed in the first column with revenues from that particular program reported to the right. The result is a Net (Expense)/Revenue. The reason for this kind of format is to highlight the relative financial burden of each of the functions on the School District's taxpayers. It also identifies how much each function draws from the general revenues or if it is self-financing through fees and grants. Some of the individual line item revenues reported for each function are:

District Sources of Revenue:

Ad Valorem property tax      Taxes for current year and prior years, revenue in lieu of taxes

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2015**

Interest	Interest earning of investments and taxes
Tuition and Fees	Tuition and fees for Full-time adult classes, Short-term adult classes, Safety Training, Industry Specific, Assessment and Health Certification
Local Sources	Local grants, district contracts, rental of school facilities and property, sale of surplus equipment, bookstore revenue, reimbursement for insurance loss recoveries, damages to school property, and rebates.
State Revenue	Formula operations, Bid Assistance Program, Existing Industry Initiative, Training for Industry Program, Safety Training, professional development.
Federal Revenue - Grants	Carl Perkins Grant, Student Financial Aid (PELL Grants)

**THE SCHOOL DISTRICT'S FUNDS**

The following schedule presents a summary of general, special revenue (building fund), other governmental fund (activity fund), and expenditures for the fiscal year ended June 30, 2015 and 2014.

Revenues:	2014		2015	
	<u>Amount</u>	<u>Percent of Total</u>	<u>Amount</u>	<u>Percent of Total</u>
Property Taxes	\$ 4,363,554	60.49%	\$ 4,691,099	62.47%
Interest	9,117	0.13%	8,987	0.12%
Tuition and Fees	321,264	4.45%	328,620	4.38%
State Revenue	2,007,832	27.83%	2,067,574	27.53%
Federal Sources	266,059	3.69%	132,120	1.76%
Miscellaneous	<u>245,910</u>	3.41%	<u>281,187</u>	3.74%
<b>Total Revenues</b>	<b><u>\$ 7,213,736</u></b>	<b><u>100%</u></b>	<b><u>\$ 7,509,587</u></b>	<b><u>100%</u></b>

**Expenditures**

Instruction	Expenditures for direct classroom activities
Support Services	Expenditures for administrative, technical and logistical support to facilitate and enhance education.
Non-Instructional Services	Activities concerned with providing non-instructional services to students, staff, or community.
Facilities	Activities involved with the acquisition of land buildings; remodeling buildings; the construction of buildings and additions to buildings; initial installation or extension of service systems and other built-in equipment; improvements to sites; and equipment. These expenditures are included below in capital outlay and debt service.

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2015**

	<b>2014</b>	<b>Percent</b>	<b>2015</b>	<b>Percent</b>
<b>Expenditures:</b>	<u><b>Amount</b></u>	<u><b>of Total</b></u>	<u><b>Amount</b></u>	<u><b>of Total</b></u>
Instruction	2,565,968	31.71%	2,500,343	36.66%
Support Services	4,340,236	53.63%	4,018,791	58.93%
Non-Instructional Services	124,592	1.54%	201,821	2.96%
Facilities	985,828	12.18%	54,864	0.80%
Other Outlays	75,984	0.94%	43,948	0.64%
<b>Total Expenditures</b>	<u><b>\$ 8,092,608</b></u>	<u><b>100.00%</b></u>	<u><b>\$ 6,819,767</b></u>	<u><b>100.00%</b></u>

The primary source of revenue for the governmental funds is ad valorem property tax, which is not received evenly throughout the fiscal year. The majority of property tax revenues are received between January 1 and April 30 of each year. The governmental funds must carry forward a fund balance large enough to finance the first six months of the fiscal year.

**General Fund**

The General Fund year-end fund balance is required to meet the labor intensive and operating expenses for the first six months of the fiscal year 2015.

**Building Fund**

The Building Fund year-end fund balance is restricted funds that are targeted for remodeling of current facilities, site improvements, new construction projects, equipment for the programs and building furniture needs.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The District was able to have a \$2.9 million general fund budgetary balance at the end of the fiscal year. No amendments were filed to the budget for the year.

**CAPITAL ASSETS**

At the end of June 30, 2015, the School District had \$12.1 million invested in capital assets (see table below). This represents a net increase of \$.5 million or 4 percent, over the previous fiscal year.

	<b>2015</b>	<b>2014</b>
Land	\$ 480,000	\$ 480,000
Construction in Progress	-	1,749,672
Buildings and Improvements	8,176,257	6,436,585
Equipment & Autos	<u>121,971</u>	<u>136,406</u>
TOTALS	<u><b>\$ 12,143,021</b></u>	<u><b>\$ 11,627,104</b></u>

See Note 7 for additional information on capital assets.

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
JUNE 30, 2015**

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**LONG-TERM LIABILITIES**

**Net Pension Liability**

Implementation of GASB Statement 68 (See note 9), resulted in the recognition of the District's long-term obligation for pension benefits as a liability. The District's share of the Teachers' Retirement System's net pension liability as of June 30, 2015 was \$3,809,354. This was a decrease of \$1,258,613 from the prior year (2013) primarily due to investment gains by the Teachers' Retirement System in 2014, which was the measurement year for the net pension liability as of June 30, 2015. See Note 4 for additional information on the net pension liability.

**CONTACTING THE SCHOOL DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of High Plains Technology Center's financial position to show accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Superintendent's Office at High Plains Technology Center, 3921 34<sup>th</sup> Street, Woodward, Oklahoma 73801.

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Dwight Hughes, Superintendent

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Vickie Hunter, Business manager

**HIGH PLAINS TECHNOLOGY CENTER #V-24**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2015**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and cash investments	\$ 5,311,812
Property taxes receivable (net)	27,334
Due from other governments	31,693
Nondepreciated capital assets	480,000
Depreciated capital assets, net of depreciation	<u>4,919,798</u>
 Total assets	 <u>10,831,222</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows of resources related to pensions	<u>289,602</u>
<b>LIABILITIES</b>	
Accounts payable and other current liabilities	256,761
Long-term obligations	
Due beyond one year	<u>4,121,633</u>
 Total liabilities	 <u>4,378,394</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred inflows of resources related to pensions	<u>1,194,171</u>
<b>NET POSITION</b>	
Net Investment in capital assets	5,399,798
Restricted for:	
Buildings	1,955,038
School organizations	91,798
Unrestricted	<u>(1,898,375)</u>
 Total Net Position	 <u>\$ 5,548,259</u>

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2015**

	Program Revenues			Net (Expense) Revenue and Changes in Net position	
	Expenses	Charges for Services	Operating Grants and Contributions		Total Governmental Activities
Functions/programs					
Governmental activities:					
Instruction	\$ 2,492,372	\$ 435,582	\$ 132,120	\$ (1,924,670)	
Support services	2,988,614	158,870	13,104	(2,816,640)	
Non-instruction services	400,079	-	-	(400,079)	
Depreciation - unallocated	364,199	-	-	(364,199)	
Total school district	\$ 6,245,264	\$ 594,452	\$ 145,224	\$ (5,505,588)	
General revenues:					
Taxes					
Property taxes, levied for general purposes				3,769,212	
Property taxes, levied for building purposes				781,683	
State aid - formula grants				2,067,574	
Loss from asset disposal				(28,487)	
Other revenue				11,651	
Interest income				8,987	
Total general revenues				6,610,620	
Change in Net position				1,105,032	
Net position, beginning of year, as restated				4,443,227	
Net position, end of year				\$ 5,548,259	

**HIGH PLAINS TECHNOLOGY CENTER #V-24**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2015**

	General Fund	Building Fund	Other Governmental Fund Activity Fund	Totals Governmental Funds
<b>ASSETS</b>				
Cash	\$ 3,069,563	\$ 1,850,451	\$ 91,798	\$ 5,011,812
Investments	200,000	100,000	-	300,000
Property taxes receivable, net	22,748	4,586	-	27,334
Other receivables	60,585	-	-	60,585
Due from other governments	31,693	-	-	31,693
<b>Total assets</b>	<b>\$ 3,384,589</b>	<b>\$ 1,955,037</b>	<b>\$ 91,798</b>	<b>\$ 5,431,424</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>				
<b>Liabilities</b>				
Accounts payable and accrued liabilities	\$ 256,761	\$ -	\$ -	\$ 256,761
<b>Total liabilities</b>	<b>256,761</b>	<b>-</b>	<b>-</b>	<b>256,761</b>
<b>Fund balances</b>				
Restricted	-	1,954,537	-	1,954,537
Committed	386,940	-	91,798	478,738
Assigned	2,740,888	500	-	2,741,388
Unassigned	-	-	-	-
<b>Fund balances, end of year</b>	<b>3,127,828</b>	<b>1,955,037</b>	<b>91,798</b>	<b>5,174,663</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 3,384,589</b>	<b>\$ 1,955,037</b>	<b>\$ 91,798</b>	
Amounts reported for governmental activities in the statement of net assets are different because:				
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets is \$12,143,021 and the accumulated depreciation is \$6,743,222				5,399,798
Net pension obligation is not due and payable in the current period and, therefore is not reported in the funds				(3,809,354)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and therefore, are not reported in the funds. This includes deferred outflows of \$289,602 and deferred inflows of \$1,194,171				(904,569)
Long-term liabilities, including capital leases, are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year-end consist of:				
Compensated absences			(312,279)	(312,279)
<b>Total net assets - governmental activities</b>				<b>\$ 5,548,259</b>

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
YEAR ENDED JUNE 30, 2015**

	General Fund	Building Fund	Other Governmental Fund Activity Fund	Totals Governmental Funds
<b>Revenues</b>				
Property taxes	\$ 3,909,416	\$ 781,682	\$ -	\$ 4,691,098
Interest	8,487	500	-	8,987
Tuition and fees	328,620	-	-	328,620
State revenue	2,067,229	348	2,095	2,069,672
Federal revenue	33,593	-	98,527	132,120
Other	172,128	-	106,962	279,090
<b>Total revenues</b>	<b>6,519,473</b>	<b>782,530</b>	<b>207,584</b>	<b>7,509,587</b>
<b>Expenditures</b>				
Current				
Instruction	2,447,315	-	53,028	2,500,343
Support services	4,018,791	-	-	4,018,791
Non-instruction services	61,224	-	140,597	201,821
Capital outlay	31,789	23,075	-	54,864
Other outlays	43,948	-	-	43,948
<b>Total expenditures</b>	<b>6,603,067</b>	<b>23,075</b>	<b>193,625</b>	<b>6,819,767</b>
<b>Net Change in Fund Balance</b>	<b>(83,594)</b>	<b>759,455</b>	<b>13,959</b>	<b>689,820</b>
Beginning fund balance, as restated	3,211,422	1,195,582	77,839	4,484,843
Ending fund balance	\$ 3,127,828	\$ 1,955,037	\$ 91,798	\$ 5,174,663

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
 RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL  
 FUNDS TO STATEMENT OF ACTIVITIES  
 YEAR ENDED JUNE 30, 2015**

Total net changes in fund balances - governmental funds \$ 689,820

The change in net assets reported in the statement of activities is different because:

Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, for governmental activities those costs are shown in the statement allocated over their estimated useful lives as annual depreciation expenses in the statement of activities. This is the amount by which depreciation exceed capital outlays during the period.

Capital Outlays	\$ 1,028,184
Depreciation Expense	<u>(364,200)</u>
	663,984

Because the cost of capital assets acquired are reported in governmental funds as expenditures in the year of purchase, the proceeds from their sale are reported as revenue. However, the costs of these assets must be included as a reduction of the sales proceeds in the statement of activities.

(127,930)

Because some receipts of grant revenue will not be collected for several months after the District's fiscal year ends, they are not considered as "available" revenues in the governmental funds and are, instead counted as deferred revenues. They are however, recorded as revenues in the statement of activities.

(140,208)

In the statement of activities, compensated absences are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially the amounts actually paid). This year, vacation and sick leave earned exceeded amounts used.

(47,176)

Governmental funds report district pension contributions as expenditures. However, the Statement of Activities reports the cost of pension benefits earned net of employee contributions as pension expense

Change in net position of governmental activities	66,542
	<u>\$ 1,105,032</u>

## NOTES TO FINANCIAL STATEMENTS

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### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The High Plains Technology Center #V-24 (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 the State of Oklahoma for support. The general operating authority for the public school system is the Oklahoma School Code contained in Title 70 of the Oklahoma Statutes.

The District's financial statements are prepared in accordance with generally accepted accounting principles promulgated by The Governmental Accounting Standards Board (GASB).

#### *The 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 governing body of the District is the Board of Education composed of elected members. The appointed superintendent is the executive officer of the District. There are no component units included within the reporting entity.

The School Education Foundation is not included in the reporting entity. The District does not appoint any of the board members or exercise any oversight authority over the Foundation.

#### *Basic Financial Statements – Government-Wide Statements*

The District's basic financial statements include both government-wide (reporting the District as a whole) and fund financial statements (reporting the District's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. Governmental Activities include programs primarily supported by taxes, State aid, grants and other intergovernmental revenue. The District does not have any activities classified as business-type activities.

In the government-wide Statement of Net Position, the District's governmental activities are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The District's net position are reported in three parts – net investment in capital assets; restricted net position and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the District's programs and functions. The functions are also supported by general government revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Direct expenses are those that are clearly identifiable with a specific function. Program revenues must be directly associated with the function. Charges for services include charges and fees to students, or customers who purchase, use or directly benefit from the goods, services, or privileges provided by a given function. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

The net costs are normally covered by general revenue (property taxes, State and Federal aid, other taxes etc.).

The government-wide focus is more on the sustainability of the District as an entity and the change in the District's net position resulting from the current year's activities. Separate financial statements are provided for governmental funds. Major individual governmental funds are reported in separate columns in the fund financial statements.

## NOTES TO FINANCIAL STATEMENTS

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### *Basic Financial Statements – Fund Financial Statements*

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities and fund balances are included on the balance sheet. The fund financial statements provide reports on the financial condition and results of operations of governmental fund category.

The District reports the following major governmental funds:

General Fund is the primary operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Building Fund is used to account for monies derived from the building fund levy and rental of facilities to be used for erecting, remodeling, repairing or maintaining school buildings, paying energy and utility costs; paying fire and casualty insurance premiums for school facilities, security systems and personnel.

Additionally, the District reports the following fund:

Activity Fund – The District accounts for resources collected from student or extracurricular activities including admission fees, concession income, fund raising and dues. The Board of Education exercises control over all of these funds.

### *Basis of Accounting*

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual: The government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred. Property taxes are recognized as revenue in the year in which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Modified Accrual: The funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e. both measurable and available. “Available” means collectible within the current period or within 60 days after year-end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

## NOTES TO FINANCIAL STATEMENTS

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### *Capital Assets*

Capital assets purchased or acquired with an original cost of \$2,500 or more are reported at historical cost or estimated historical cost. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

School buildings	25-40 years
Site improvements	7- 40 years
Business machines and computers	7-40 years

### *Compensated Absences*

The District's policies regarding vacation time permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the government-wide statements. The current portion of this debt is estimated based on historical trends.

### *Budgets and Budgetary Accounting*

The District is required by state law to prepare an annual budget. No later than October 1, each board of education shall prepare a financial statement and estimate of needs to be filed with the applicable county clerk and the State Department of Education. Once the county excise board has approved the estimate of needs, the board shall adopt a final budget within 45 days or the second regularly scheduled board meeting. No later than 15 days prior to adoption of a final budget, the board must conduct a public hearing for the purposes of taking public comments. The final budget may be revised upon approval of the board of education in open meeting.

Under current Oklahoma Statutes a formal budget is required for general, building, sinking, child nutrition and coop funds, as applicable to the district . Budgets are presented include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories. Budgets generally assume the expenditure of all available resources. Therefore, when the legal budget is prepared, it is assumed these funds will not have a carryover balance to subsequent year.

A budget is legally adopted by the Board of Education for the General Fund and Building Fund 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.

The unencumbered balance of current fiscal year appropriations and the unexpended reserve appropriations of the previous fiscal year are lapsed and become a part of the beginning fund balance for the succeeding fiscal year.

### *Cash*

The District considers all cash on hand, demand deposits, money market checking and certificates of deposit, held at an individual bank which are subject to early withdrawal penalties no matter what the maturity period, to be cash. State statutes require collateral for deposits in excess of insured amounts. The collateral's market value must exceed the insured deposit.

## NOTES TO FINANCIAL STATEMENTS

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### *Investments*

The District's investment policies are governed by state statute. Permissible investments include:

1. Direct obligations of the United States Government and Agencies
2. Obligations to the payment of which the full faith and credit of the State of Oklahoma is pledged
3. Certificates of deposit of savings and loan associations and bank and trust companies secured by acceptable collateral
4. Savings accounts or savings certificates of savings and loan associations that are fully insured
5. County, municipal and school district direct debt obligations
6. Money market mutual funds regulated by the Securities and Exchange Commission
7. Warrants, bonds or judgments of the school district
8. Qualified pooled investment programs

### *Property Tax Revenues*

The District is authorized by state law to levy property taxes, which consist of ad valorem taxes on real and personal property within the District. The County Assessor, upon receipt of the certification of tax levies from the county excise board, extends the tax levies on the tax roll for submission to the county treasurer prior to October 1. The county treasurer must commence tax collection within fifteen days of receipt of the tax rolls. The first half of taxes is due prior to January 1. The second half is due prior to April 1.

If the first payment is not made timely, the entire tax becomes due and payable on January 1. 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.

Property taxes receivable by the District include uncollected taxes assessed as of October 1, 2014 and earlier. Delinquent property tax receivable is recognized as revenue in the government-wide financial statements. Only the portion of the property taxes receivable that meets the revenue recognition criteria is reported as revenue in the fund financial statements.

Property tax receivables are net of an allowance for uncollectible taxes of - in the general fund and - in the building fund. The allowance represents the estimated amount that is deemed uncollectible based on past collection history.

Deferred Outflows of Resources – The District reports decreases in net assets that related to future periods as deferred outflows of resources on the statement of net position. A deferred outflow is reported for contributions made to Oklahoma Teacher Retirement System (TRS the Plan) between the measurement date of the net pension liabilities (June 30, 2014) and the end of the current fiscal year (June 30, 2015). No deferred outflows of resources affect the governmental funds financial statements in the current year.

Deferred Inflows of Resources – The District's statements of net position and its governmental fund balance sheet report a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net assets that applies to a future period.

Deferred inflows of resources are reported in the statement of net position for (1) the actual pension plan investment earnings in excess of the expected amounts included in determining pension expense. This deferred inflow of resources is amortized to pension expense over a total of 5 years, including the current year. (2) the difference between expected and actual experience that the pension plan actuary uses to develop expectations

## NOTES TO FINANCIAL STATEMENTS

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such as future salary increases and inflation. This deferred inflow of resources is amortized to pension expense over the average expected remaining service life of the Plan. (3) The changes in assumptions used by the actuary is amortized to pension expense over the average expected remaining service life of the Plan.

In its governmental funds, the only deferred inflow of resources is for revenues not considered available. The District will not recognize the related revenues until available (collected no later than 60 days after the end of the District's fiscal year) under the modified accrual basis of accounting that qualifies to be reported in this category. Accordingly, deferred property taxes are reported in the governmental funds balance sheet.

Pensions – For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oklahoma Teacher Retirement System (TRS) and additions to/deductions from TRS's fiduciary net position have been determined on the same basis as they are reported to TRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### *State Revenues*

Revenues from state sources for current operations are primarily governed by the joint resolution of the Oklahoma House of Representatives and Senate. The Oklahoma Department of Career and Technical 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 Oklahoma Department of Career and Technical 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. Oklahoma Department of Career and Technical Education rules require that revenue earmarked for these programs be expended only for the programs 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 Oklahoma Department of Career and Technical Education requires that categorical educational program revenues be accounted for in the general fund.

### *Use of Estimates*

The preparation of financial statements in conformity with the basis of accounting referred to above requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## NOTES TO FINANCIAL STATEMENTS

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### *Net Position and Fund Balance*

District-Wide Financial Statements – When the District incurs an expense for which it may use either restricted or unrestricted net position, it uses restricted net position first unless unrestricted net position will have to be returned because they were not used. Net position on the Statement of Net Position include the following:

**Net Investment in Capital Assets**– The component of net position that consists of the historical cost of capital assets less both the accumulated depreciation and the outstanding balance of debt, excluding unspent proceeds, that is directly attributable to the acquisition, construction or improvement of these capital assets.

**Restricted for Buildings** – The component of net position that reports the excess of property taxes and other revenue collected in excess of expenses for operation of the District’s buildings.

**Restricted for School Organizations** – The component of net position that report the assets restricted for use by student organizations and extracurricular activities.

**Unrestricted** – The difference between assets and liabilities that is not reported as restricted for any particular purpose.

### *Governmental Fund Financial Statements*

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- **Nonspendable**: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. The District does not have any funds classified as nonspendable as of June 30, 2015.
- **Restricted**: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The District has classified Building Fund revenue from levy as being restricted because the use is restricted by State Statute for capital expenditures.
- **Committed**: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Education. These amounts cannot be used for any other purpose unless the Board removes or changes the specified use by taking the same type of action (resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The District has classified school program activities as being committed because their use is imposed by the Board of Education regarding use of the funds.
- **Assigned**: This classification includes amounts that are constrained by the District’s intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board or through the Board delegating this responsibility to the superintendent through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund. The District has assigned interest earnings to the funds where earned for the purposes defined by the fund.

## NOTES TO FINANCIAL STATEMENTS

• Unassigned: This classification includes the residual fund balance for the General Fund. The Unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of Assigned fund balance amounts.

The District would typically use Restricted fund balances first, followed by Committed resources, and then Assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend Unassigned resources first to defer the use of these other classified funds.

### *Subsequent Events*

Management has evaluated subsequent events through March 21, 2016, which is the date the financial statements were available to be issued.

## NOTE 2 - CASH AND INVESTMENTS

### *Deposits*

At June 30, 2015, the bank balance of deposits was \$6,000,475.

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 all deposits in excess of federally insured amounts. The District policy for custodial credit risk requires compliance with the provisions of state law. At June 30, 2015, the District was not exposed to custodial credit risk.

## NOTE 3 - LONG-TERM LIABILITIES

The long-term liability balances and activity for the year were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Amount Due Within One Year
Compensated absences	\$ 265,103	\$ 47,176	\$ -	\$ 312,279	\$ -
Net pension liability	\$ 265,103	\$ 47,176	\$ -	\$ 312,279	\$ -
Total governmental activity long-term liabilities				3,809,354	
				\$ 4,121,633	

Compensated absences are generally liquidated by the general fund.

## NOTE 4 - EMPLOYEE RETIREMENT SYSTEM

### Teachers' Retirement Plan of Oklahoma

Plan Description – The Oklahoma Teachers' Retirement Plan is a cost-sharing multiple-employer defined benefit pension plan administered by 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. The ability to establish and amend benefit provisions is the responsibility of the state legislature.

## NOTES TO FINANCIAL STATEMENTS

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The System issues a publicly available financial report that includes financial statements and required supplementary information for the employees of the District. The System issues a publically available financial report that can be obtained at <http://www.ok.gov/trs/>.

Benefits Provided – The System provides defined retirement benefits based on members' final compensation, age, and term of service. In addition, the retirement program provides for benefits upon disability and to survivors upon the death of eligible members. Title 70 O.S. Sec. 17-105 defines all retirement benefits. The authority to establish and amend benefit provisions rests with the State Legislature. Benefit provisions include

- Members become 100% vested in benefits earned to date after five years of credited Oklahoma service. Members who joined the System on June 30, 1992 or prior are eligible to retire at maximum benefits when age and years of creditable service total 80. Members joining after June 30, 1992, are eligible for maximum benefits when their age and years of creditable service total 90. Members whose age and service do not equal the eligible limit may receive reduced benefits as early as age 55, and at age 62, receive unreduced benefits based on their years of service. The maximum retirement benefit is 2% of final compensation for each year of credited service.
- Final compensation for members who joined the System prior to July 1, 1992, is defined as the average salary for the three highest years of compensation. For members joining the System after June 30, 1992, final compensation is defined as the average of the five highest consecutive years of annual compensation in which contributions have been made. Final average compensation is limited for service credit accumulated prior to July 1, 1995 to \$40,000 or \$25,000, depending upon member's election. Monthly benefits are 1/12 of this amount. Service credits accumulated after June 30, 1995, are calculated based on each member's final average compensation.
- Upon death, the designated beneficiary of a member who has not retired shall receive total contributions plus 100% of interest earned through the end of the fiscal year, with interest rates varying based on time of service. The surviving spouse may elect to receive the retirement benefit of the member, in lieu of the aforementioned benefits.
- Upon death of a retired member, the System will pay \$5,000 to the designated beneficiary in addition to the benefits provided by the retirement option selected by the member.
- A member is eligible for disability benefits after 10 years of credited Oklahoma service. The disability benefit is equal to 2% of final average compensation for the applicable years of credited service.
- Upon withdrawal from the system, a member's contributions are refundable with interest, based on the years of service.

Contributions – In accordance with *Oklahoma Statutes*, System members are required to contribute 7.00% of applicable compensation. For the year ended June 30, 2015, qualifying employee contributions were reduced by a retirement credit of \$22,593 provided by Enrolled House Bill 1873 and paid by the State of Oklahoma as on-behalf payments. For the year ended June 30, 2015, the District had a statutory contribution rate of 9.5% plus 8.25% as a match for salaries funded by federal programs. The contribution requirements of System members and the District are established and may be amended by the state legislature. For the year ended June 30, 2015, the District contributions to the System for were \$290,961.

The State of Oklahoma, a non-employer contributing entity, provides funds through 5% of the State's sales, use, corporate and individual income taxes collected. The System receives 1% of the cigarette taxes collected by the State and 5% of net lottery proceeds collected by the State. The District's estimated share of these contributions based on their covered payroll for the measurement period was \$9,40,.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources related to Pensions

**NOTES TO FINANCIAL STATEMENTS**

At June 30, 2015, the District reported a liability of \$3,809,354 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of the contributions to the pension plan relative to the projected contributions of all participating school districts, actuarially determined. At June 30, 2014, the District's proportion was 0.0708076%, which was the same as its proportion measured as of June 30, 2013.

For the year ended June 30 2015, the District recognized pension expense of \$223,060. At June 30, 2015, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ -	\$ 62,789
Changes of assumptions	-	209,453
Net difference between projected and actual earnings on pension plan investments	-	921,929
Changes in proportion and differences between District contributions and proportionate share of contributions	-	-
District contributions subsequent to the measurement date	289,602	-
	<u>\$ 289,602</u>	<u>\$ 1,194,171</u>

\$289,602 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Year Ended	
2016	\$ 281,848
2017	281,848
2018	281,848
2019	281,848
2020	51,366
Thereafter	15,413
	<u>\$ 1,194,171</u>

Actuarial assumptions – The total pension liability in the June 30, 2014 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

- Actuarial Cost Method – Entry Age Normal
- Amortization Method – Level Percentage of Payroll
- Amortization Period – Amortization over an open 30-year period
- Asset Valuation Method – 5-year smooth market
- Inflation – 3.00%

Salary Increases – Composed of 3.00% inflation, plus 1.00% productivity increase rate, plus step-rate promotional increases for members with less than 25 years of service.

## NOTES TO FINANCIAL STATEMENTS

Investment Rate of Return – 8.00%

Retirement Age – Experience-based table of rates based on age, service, and gender.

Mortality – RP-2000 Combined Mortality Table, projected to 2016 using Scale AA, multiplied by 90% for males and 80% for females.

The actuarial assumptions used in the June 30, 2014, valuation were based on the results of an actuarial experience study for the period July, 2005 to June, 2009.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target asset allocation and best estimates of arithmetic expected real rates of return for each major asset class as of June 30, 2014, are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Fixed Income	23.50%	6.60%
Domestic Equity	57.50%	6.80%
Private Equity	5.00%	7.90%
Real Estate	7.00%	5.50%
Limited Partnerships	7.00%	7.90%
	<u>100.00%</u>	

Discount rate – A single discount rate of 8.00% was used to measure the total pension liability as of June 30, 2013 and 2014. This single discount rate was based solely on the expected rate of return on pension plan investments of 8.00%. Based on the stated assumptions and the projection of cash flows, the pension plan's fiduciary net position and future contributions were projected to be available to finance all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The projections of cash flows used to determine this single discount rate assumed that plan member and employer contributions will be made at the current statutory levels and remain a level percentage of payrolls. The projection also assumed the state's contribution plus the matching contributions will remain a constant percent of the projected member payroll based on the past five years of actual contributions.

Sensitivity of the District's proportionate share of the net pension liability to changes in the discount rate – The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 8.00%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.00%) or 1-percentage-point higher (9.00%) than the current rate:

	<u>1% Decrease (7.00%)</u>	<u>Current Discount Rate (8.00%)</u>	<u>1% Increase (9.00%)</u>
District's Proportionate share of the net pension liability	\$ 5,388,719	\$ 3,809,354	\$ 2,524,982

Pension plan fiduciary net position – Detailed information about the pension plan's fiduciary net position is available in the separately issued TRS financial report that can be obtained at <http://www.ok.gov/trs/>.

## NOTES TO FINANCIAL STATEMENTS

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### NOTE 5 – CONTINGENCIES AND COMMITMENTS

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

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

The School also participates in a risk pool for Workers' Compensation coverage in which there is a transfer or pooling risks amount the participants of that pool. In accordance with professional standards, the District 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 District's losses for the last five years. OSAG provides coverage in excess of the Loss Fund so the District's liability for claim loss is limited to the balance of the loss fund. If the District does not use their loss fund in three years, it is returned to them with no interest.

The District is also a member of the Oklahoma Public School Unemployment Compensation Program. In this program, the District is required to make a deposit based on past experience for potential unemployment claims. The funds for each District are kept separate. The money contributed by each District does not earn interest and is fully insured. If the District has claims in excess of the amount of their account, they would be liable for the excess.

### NOTE 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 and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

#### Surety Bonds

D Karen Roach, District Treasurer, is bonded with the Ohio Casualty Insurance Company in the amount of \$100,000.00. The bond number is 5081400, dated July 1, 2014 to July 1, 2015.

Michelle Ketcherside, Financial Aid Director, is bonded with the Ohio Casualty Insurance Company in the amount of \$10,000.00. The bond number is 5091117, dated October 1, 2014 to October 1, 2015.

The District maintains a Position Schedule Bond with the Ohio Casualty Insurance Company. The bond number is 1597071, dated January 3, 2015 to January 3, 2016. The positions covered are as follows:

## NOTES TO FINANCIAL STATEMENTS

Superintendent	\$100,000.00
Assistant Superintendents (2)	100,000.00 each
Business Manager/Encumbrance Clerk	100,000.00
Activity Fund Custodian	10,000.00
Minute Clerk	10,000.00
Receiving (4)	10,000.00 each

### NOTE 7 - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2015, was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Capital assets not being depreciated:				
Land	\$ 480,000	\$ -	\$ -	\$ 480,000
Construction in progress	1,749,672	-	1,749,672	-
Total capital assets not being depreciated	<u>2,229,672</u>	<u>-</u>	<u>1,749,672</u>	<u>480,000</u>
Capital assets being depreciated:				
Buildings and improvements	6,436,585	1,749,672	10,000	8,176,257
Furniture, fixtures and equipment	2,824,441	1,028,184	487,832	3,364,793
Autos	136,406	-	14,435	121,971
Total capital assets being depreciated	<u>9,397,432</u>	<u>2,777,856</u>	<u>512,267</u>	<u>11,663,021</u>
Less accumulated depreciation for:				
Buildings and improvements	5,055,239	130,214	10,000	5,175,453
Furniture, fixtures and equipment	1,623,514	218,144	364,053	1,477,605
Autos	84,607	15,842	10,284	90,165
Total accumulated depreciation	<u>6,763,360</u>	<u>364,200</u>	<u>384,337</u>	<u>6,743,223</u>
Total capital assets being depreciated, net	<u>2,634,072</u>	<u>2,413,656</u>	<u>127,930</u>	<u>4,919,798</u>
Governmental activity capital assets, net	<u>\$ 4,863,744</u>	<u>\$ 2,413,656</u>	<u>\$ 1,877,602</u>	<u>\$ 5,399,798</u>

Depreciation expense was not allocated to the various functions because the District believes all functions are supported equally.

### NOTE 8 - New GASB Standards

The District implemented GASB Statement 68, *Accounting and Financial reporting for Pensions* (GASB 68), and GASB Statement 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date - an amendment of GASB Statement 68* (GASB 71). GASB 68 replaces the requirements of Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers*, and Statement No. 50 *Pension Disclosures - an amendment of GASB Statements No. 25 and No. 27* as they related to governments that provide pensions through pension plans administered as trusts or similar arrangements that meet certain criteria. GASB 68 requires governments providing defined benefit pensions to recognize their long-term obligation for pension benefits as a liability for the first time and to more comprehensively and comparably measure the annual costs of pension benefits. GASB 68 also enhances accountability and transparency through revised and new note disclosures and RSI. GASB 71 requires the recognition of a beginning deferred outflow of resources only for any

## NOTES TO FINANCIAL STATEMENTS

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pension contributions made subsequent to the measurement date of the beginning net pension liability but before the start of the government's fiscal year.

As a result of implementing GASB 68 and GASB 71, the District restated previously reported net position by decreasing it \$4,780,465. A beginning net deferred outflow of \$287,502 and net pension liability of \$5,067,967 were recognized. The effect on prior year amounts is not readily determinable because amounts as of June 30, 2013 were provided only as a beginning balance of the net pension liability.

### **NOTE 9 – PRIOR PERIOD RESTATEMENT**

**Governmental Activities:** The Government-Wide statements, has been restated by \$77,841 due to change in fund classification for the activity fund from fiduciary to special revenue. In addition, as described in Note 8, the implementation of GASB 68 resulted in a restatement. These adjustments decreased net position for the prior year by \$4,780,465.

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
 BUDGETARY COMPARISON SCHEDULE – GENERAL FUND (UNAUDITED)  
 FOR THE YEAR ENDED JUNE 30, 2015**

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget Positive(Negative)	
	Original	Final		Original to Final	Final to Actual
Budgetary fund balance, July 1	2,785,053	2,785,053	2,785,053	-	\$ -
Resources (inflows)					
Local sources	3,467,438	3,467,438	4,023,444	-	556,006
State sources	2,073,938	2,073,938	2,200,426	-	126,488
Federal Sources	2,759	2,759	33,593	-	30,834
Other	100,000	100,000	400,990	-	300,990
Total resources	5,644,135	5,644,135	6,658,453	-	1,014,318
Amounts available for appropriation	8,429,188	8,429,188	9,443,506	-	1,014,318
Charges to appropriations (outflows)					
Instruction	4,289,438	4,289,438	2,465,534	-	1,823,904
Support services	4,008,475	4,008,475	3,991,816	-	16,659
Non-instruction services	62,766	62,766	59,046	-	3,720
Capital outlay	539	539	-	-	-
Other outlays	67,970	67,970	43,948	-	24,022
Total charges to appropriations	8,429,188	8,429,188	6,560,883	-	1,868,305
Budgetary fund balance, June 30	\$ -	\$ -	\$ 2,882,623	-	\$ 2,882,623
Accounts receivable not recognized as revenue for budgetary basis			115,026		
Accounts Payable not recognized as expenditures for budgetary basis			(256,761)		
Encumbrances not recognized as expenditures for GAAP basis			386,940		
Fund Balance, End of year GAAP Basis			\$ 3,127,828		

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
 BUDGETARY COMPARISON SCHEDULE – BUILDING FUND (UNAUDITED)  
 YEAR ENDED JUNE 30, 2015**

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget Positive(Negative)	
	Original	Final		Original to Final	Final to Actual
Budgetary fund balance, July 1	1,179,619	1,179,619	1,179,619	-	-
Resources (inflows)					
Local sources	693,419	693,419	777,596	-	84,177
State sources	-	-	348	-	348
Other	-	-	15,963	-	15,963
Total resources	693,419	693,419	793,907	-	100,488
Amounts available for appropriation	1,873,038	1,873,038	1,973,526	-	100,488
Charges to appropriations (outflows)					
Instruction	-	-	-	-	-
Support services	-	-	-	-	-
Non-instruction services	-	-	-	-	-
Capital outlay	1,873,038	1,873,038	23,075	-	1,849,963
Other Outlays	-	-	-	-	-
Total charges to appropriations	1,873,038	1,873,038	23,075	-	1,849,963
Budgetary fund balance, June 30	\$ -	\$ -	\$ 1,950,451	\$ -	\$ 1,950,451
Accounts receivable not recognized as revenue for budgetary basis			4,586		
Accounts Payable not recognized as expenditures for budgetary basis			-		
Encumbrances not recognized as expenditures for GAAP basis			-		
Fund Balance, End of year GAAP Basis			\$ 1,955,037		

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
 SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE  
 NET PENSION LIABILITY(UNAUDITED)  
 YEAR ENDED JUNE 30, 2015**

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	<u>2014</u>	<u>2013</u>
District's portion of the net pension liability (asset)	0.07080760%	0.07080760%
District's proportionate share of the net pension liability (asset)	3,809,354	5,067,967
District's covered employee payroll	2,978,200	2,664,179
District's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	127.91%	190.23%
Plan fiduciary net position as a percentage of the total pension liability	72.43%	62.18%

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
SCHEDULE OF DISTRICT'S CONTRIBUTIONS (UNAUDITED)  
YEAR ENDED JUNE 30, 2015**

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	<u>2014</u>	<u>2013</u>
Contractually required contribution	\$ 282,929	\$ 253,097
Contributions in relation to the contractually required contribution	282,929	253,097
Contribution deficiency (excess)	-	-
District's covered payroll	2,978,200	2,664,179
Contributions as a percentage of Covered employee Payroll	9.50%	9.50%

**HIGH PLAINS TECHNOLOGY CENTER #V-14  
NOTE TO REQUIRED SUPPLEMENTARY INFORMATION  
YEAR ENDED JUNE 30, 2015**

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Note 1: Budgeting and Budgetary Control

The District is required by state law to prepare an annual budget. No later than October 1, each board of education shall prepare a financial statement and estimate of needs to be filed with the applicable county clerk and the State Department of Education. Once the county excise board has approved the estimate of needs, the board shall adopt a final budget within 45 days or the second regularly scheduled board meeting. No later than 15 days prior to adoption of a final budget, the board must conduct a public hearing for the purposes of taking public comments. The final budget may be revised upon approval of the board of education in open meeting.

Under current Oklahoma Statutes a formal budget is required for general, building, sinking, child nutrition and coop funds, as applicable to the district. Budgets are presented include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories. Budgets generally assume the expenditure of all available resources. Therefore, when the legal budget is prepared, it is assumed these funds will not have a carryover balance to subsequent year.

A budget is legally adopted by the Board of Education for the General Fund and Building Fund that includes revenues and expenditures.

Note 2: Changes of Assumptions

The actuarial assumptions used in the 2014 valuation were based upon 2009 Experience Investigation Study Report. The current actuarial assumptions were adopted by the TRS Board of Trustees in September 2010 and first utilized in June 30, 2010 actuarial valuation report. The retirement assumption was modified after the experience investigation study to incorporate the change in retirement eligibility for members hired on or after November 1, 2011.

**HIGH PLAINS TECHNOLOGY CENTER #V-24  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
JUNE 30, 2015**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-through Grantor's Project Number	Deferred Revenue (Accounts Receivable) 6/30/14	Federal Grant Receipts	Total Grant Expenditures	Matching Expenditures	Federal Grant Expenditures	Deferred Revenue (Accounts Receivable) 6/30/15
<u>U.S. Department of Education</u>								
Direct Programs-								
Student Financial Aid								
Federal Pell Grant Program	84.063	474	\$ -	\$ 91,970	\$ 91,970	\$ -	\$ 91,970	\$ -
Pell Admin Fee	84.063	n/a	-	150	150	-	150	-
Total Student Financial Aid Cluster			-	92,120	92,120	-	92,120	-
Carl Perkins Vocational Education Act								
Passed through Oklahoma Department of Career Technology Education								
Federal College Work-Study	84.033	476	-	16,970	16,970	-	16,970	-
F.S.E.O.G	84.007	477	-	5,703	5,703	-	5,703	-
Total Pass Through Programs			-	22,673	22,673	-	22,673	-
Total U.S. Department of Education			-	114,793	114,793	-	114,793	-
<u>U.S. Department of Veterans</u>								
VA Reporting Fee	64.111	468	-	9	9	-	9	-
<u>U.S. Department of Defense</u>								
Passed through Oklahoma Department of Career Technology Education								
Bid Assistance	12.002	436	-	16,464	-	-	16,464	-
Total Expenditures of Federal Awards			\$ -	\$ 131,266	\$ 114,802	\$ -	\$ 131,266	\$ -

Note 1 The above schedule of expenditures of federal awards includes the federal grant activity of High Plains Technology Center (the District). The information is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organization*. The information in this Schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Organization*. Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position or changes in net assets of the District.

Note 2 Expenditures reported on the Schedule are reported on a basis of accounting conforming with the accounting principles prescribed by the Oklahoma Department of Education which is a comprehensive basis other than generally accepted accounting principles. Under this basis, expenditures are recognized when an approved purchase order is issued. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, Cost Principles for State, Local and Tribal Governments, wherein certain types of expenditures are not allowable or are limited as to reimbursements.

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
STUDENT FINANCIAL ASSISTANCE EXPENDITURES  
07/01/14 TO 06/30/15

	<u>DETAIL</u>	<u>TOTALS</u>
<u>PELL GRANT PROGRAMS -</u>		
Beginning Accrued Balance Receivable at 6/30/14		\$0.00
<u>Allocation Received</u>		
Student Grants (15)	91,969.90	
Administrative Allocation (15)	<u>145.00</u>	<u>92,114.90</u>
TOTAL		92,114.90
<u>Expenditures</u>		
Student Grants: Tuition/Fees	53,028.26	
Student	38,941.64	
Administrative Cost Allowance	<u>145.00</u>	
TOTAL		<u>92,114.90</u>
Accrued Balance Receivable at 6/30/15		<u><u>\$0.00</u></u>
<u>FEDERAL WORK STUDY -</u>		
Beginning Accrued Balance Receivable at 6/30/14		\$0.00
<u>Allocation Received</u>		
Student Grants	13,477.47	
America Reads	2,470.73	
Administrative Cost Allowance (3)	1,022.03	
Institutional Match	<u>4,522.49</u>	<u>21,492.72</u>
TOTAL		21,492.72
<u>Expenditures</u>		
Salaries and Fixed Charges	19,021.99	
America Reads	<u>2,470.73</u>	
TOTAL		<u>21,492.72</u>
Accrued Balance Receivable at 6/30/15		<u><u>\$0.00</u></u>

CONTINUED ON PAGE 2

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
STUDENT FINANCIAL ASSISTANCE EXPENDITURES  
07/01/14 TO 06/30/15

	<u>DETAIL</u>	<u>TOTALS</u>
<u>FEDERAL SUPPLEMENTAL EDUCATION</u>		
<u>OPPORTUNITY GRANT -</u>		
Beginning Accrued Balance Receivable at 6/30/14		\$0.00
<u>Allocation Received</u>		
Student Grants	5,703.00	
Institutional Match	<u>1,901.00</u>	<u>7,604.00</u>
TOTAL		7,604.00
<u>Expenditures</u>		
Student Grants	<u>7,604.00</u>	
TOTAL		<u>7,604.00</u>
Accrued Balance Receivable at 6/30/15		<u><u>\$0.00</u></u>

- (1) The program allows a carry-over of 10% of the FWS allocation to be spent in the following school year.
- (2) The programs allow transfers between the Federal Work-Study, Pell Grant and Federal Supplemental Education Opportunity Grant programs limited to the transferring program's current year allocation. (FWS)
- (3) Administrative Allowance allowed up to the 5% of total expenditures.

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## 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

Honorable Board of Education  
High Plains Technology Center #V-24  
Woodward County, Oklahoma

I 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 financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the High Plains Technology Center #V-24, Woodward County, Oklahoma, as listed in the Table of Contents, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued my report thereon dated March 30, 2016.

### **Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, I do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified. I did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as items 15-01 and 15-02, that I consider to be a significant a deficiency.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, I 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 my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Response to Findings**

The District's response to the findings identified in my audit is described in the accompanying school's corrective action plan. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, I express no opinion on it.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Chas. W. Carroll, P.A.

March 30, 2016

DISPOSITION OF PRIOR YEAR FINDINGS  
JUNE 30, 2015

**14-01 Finding**

**Statement of Condition** - During my audit of the District's inventory procedures I found that inventories were available but not all had been maintained on a perpetual basis.

**Criteria** -- Inventories should be maintained for each area of the District and be documented when new items are received and old items are removed.

**Cause/Effect of Condition** - School personnel did not follow school procedures and, therefore, assets of the District were at risk to be misplaced or stolen.

**Recommendation** - I recommend that complete and updated inventory lists be prepared and maintained in the District's inventory file each year, which would include model, serial number and cost. Also, I recommend that the District have all personnel review the procedures of asset acquisition and disposal.

**Current Status** - This finding was corrected during the current fiscal year.

SCHEDULE OF FINDINGS  
JUNE 30, 2015

Section 1 - Summary of Auditor's Results

**15-01 Finding**

**Statement of Condition** – In reviewing District expenditures I found one (1) instance where an expenditure was approved in a prior fiscal year, but the payment was made from the 2014-15 appropriations.

**Criteria** - Obligations made by the District are to be paid from appropriations of the fiscal year in which they are incurred.

**Cause/Effect of Condition** – The expenditure was not encumbered when the services were authorized and no reserve was established to pay for services from prior fiscal period. Since the expenditures were made from the incorrect fiscal year, the funds ending balance and beginning balance would have been decreased by the same amount. Also, the prior year expenditures would have been increased and 2014-15 expenditures would have decreased by the same amount. At June 30 2015 the fund balance was correct.

**Recommendation** – I recommend that cut-off dates be established and purchase order procedures be followed to reserve encumbrances for year-end obligations. Also, a school district may issue a blanket purchase order for recurring purchases of goods or services if a maximum authorized amount for all purchases, pursuant to a blanket purchase order, is specified in the order and approved by the governing board.

**15-02 Finding**

**Statement of Condition** - During my testing of Activity Fund receipts, I noted several sponsors were not turning in money for deposit in a timely manner. I noted some instances receipts did not match the deposit.

**Criteria** – Oklahoma State statutes require that money be deposited anytime amount exceeds \$100.00 but never less than once a week.

**Cause/Effect of Condition** - Sponsor did not follow school procedures and, therefore, money was at risk to be misplaced or stolen.

**Recommendation** – I recommend sponsors turn in money for deposits daily.

PRIOR YEAR AUDIT EXCEPTIONS AND RECOMMENDATIONS

All prior year audit exceptions have since been resolved unless they are presented in the current year audit exceptions and recommendations followed by "A similar exception was presented in the previous year audit report".

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
SCHOOL ACTIVITY FUND  
REVENUES, EXPENDITURES AND BALANCES  
07/01/14 TO 06/30/15

<u>ACCOUNT</u>	<u>07/01/14</u>	<u>REVENUES</u>	<u>ADJUSTMENTS</u>	<u>TRANSFERS</u>	<u>EXPENDITURES</u>	<u>06/30/15</u>
PETTY CASH	\$0.00	\$298.00	\$0.00	\$0.00	\$298.00	\$0.00
BENEVOLENCE FUND	622.11	575.00			1,028.88	168.23
STUDENT LOAN (LOCAL)	7,528.42	0.00			0.00	7,528.42
HOSA (LPN)	7,273.69	6,621.41			5,007.00	8,888.10
RESALE	0.00	26,073.59	(2.05)	(264.79)	25,806.75	0.00
BITS TUITION	0.00	143,199.72		130.00	143,329.72	0.00
AT&D TUITION	0.00	29,070.00		(130.00)	28,940.00	0.00
TUITION	0.00	150,337.28		(5.00)	150,332.28	0.00
SKILLS USA (AUTO)	1,428.71	1,485.00			1,397.44	1,516.27
SKILLS USA (CONSTRUCTION)	3,095.80	4,014.00			2,887.60	4,222.20
SKILLS USA (DIESEL)	1,801.47	1,885.00			158.50	3,527.97
SKILLS USA (SERVICE CAREERS)	6,609.51	23,619.88		195.00	11,448.99	18,975.40
SKILLS USA (WELDING)	664.26	665.00			1,192.83	136.43
HOSA (HEALTH CAREER CERT.)	1,248.00	6,014.02			5,278.87	1,983.15
DECA-MKTG/MGMT	829.00	2,855.00		3,614.76	6,136.11	1,162.65
BPA	9,123.84	4,683.72		104.60	7,916.24	5,995.92
BPA-IT	70.15	0.00			0.00	70.15
FBM-DUES	266.86	0.00			0.00	266.86
GENERAL OPERATIONS	7,493.04	11,255.89		69.79	12,928.86	5,889.86
STUDENT STORE	1,605.63	17,648.96		(2,200.00)	12,960.88	4,093.71
CLOTHING STORE	77.48	1.00			0.00	78.48
DECA STORE	740.36	1,030.00		(1,514.36)	0.00	256.00
OIL & GAS DONATIONS	22,024.56	2,000.00			3,774.80	20,249.76
KATHERINE URBAN FUND	310.00	0.00			300.00	10.00
TED KYLE FUND	1,040.00	0.00			500.00	540.00
TROY & MILISSA STURGILL FUND	300.00	0.00			0.00	300.00
RENEWABLE ENERGY DONATIONS	3,688.39	2,250.00			0.00	5,938.39
<b>TOTALS</b>	<b>\$77,841.28</b>	<b>\$435,582.47</b>	<b>(\$2.05)</b>	<b>\$0.00</b>	<b>\$421,623.75</b>	<b>\$91,797.95</b>

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
SCHOOL ACTIVITY FUND  
RECONCILIATION STATEMENT  
07/01/14 TO 06/30/15

<u>DEPOSITORY</u>	<u>DETAIL</u>	<u>TOTALS</u>
CASH	<u>424,325.46</u>	
TOTAL DEPOSITORY		<u>\$424,325.46</u>
<u>FUND</u>		
LEDGER BALANCE	91,797.95	
ADD: 2014-15 OUTSTANDING	<u>332,527.51</u>	
TOTAL DEPOSITORY		<u>\$424,325.46</u>

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
SCHOOL ACTIVITY FUND  
CASH STATEMENT  
07/01/14 TO 06/30/15

	<u>TOTAL</u>	<u>2014-15</u>	<u>2013-14</u>	<u>2012-13</u>	<u>PRIOR</u>	<u>INVESTMENTS</u>
BEGINNING CASH AND INVESTMENTS	\$401,166.34	\$77,839.23	\$323,327.11	\$0.00	\$0.00	\$0.00
<u>REVENUES</u>						
DEPOSITS	435,440.29	435,440.29				
INTEREST	142.18	142.18				
PR YR DEPOSIT IN TRANSIT	0.00	0.00				
CHECKS STOPPED	0.00	0.00	0.00			
TOTAL REVENUES	435,582.47	435,582.47	0.00	0.00	0.00	0.00
<u>EXPENDITURES</u>						
CHECKS PAID	411,598.06	88,270.95	323,327.11			
CREDIT CARD FEES	825.29	825.29				
CHECK PRNT CHGS	0.00	0.00				
RETURNED CHECKS/FEES	0.00	0.00				
TOTAL EXPENDITURES	412,423.35	89,096.24	323,327.11	0.00	0.00	0.00
ENDING BALANCES	\$424,325.46	\$424,325.46	\$0.00	\$0.00	\$0.00	\$0.00

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
SPECIAL STATE AND FEDERAL FUNDS  
REVENUES, EXPENDITURES AND BALANCES  
07/01/14 TO 06/30/15

<u>ACCOUNT</u>	<u>07/01/14</u>	<u>REVENUES</u>	<u>ADJUSTMENTS</u>	<u>TRANSFERS</u>	<u>EXPENDITURES</u>	<u>06/30/15</u>
PETTY CASH TITLE IV	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00
PELL GRANT	0.00	92,823.97			92,823.97	0.00
FWS	0.00	16,970.24			16,970.24	0.00
FSEOG	0.00	5,703.00			5,703.00	0.00
OTAG	0.00	2,095.00			2,095.00	0.00
TOTALS	\$200.00	\$117,592.21	\$0.00	\$0.00	\$117,792.21	\$0.00

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
SPECIAL STATE AND FEDERAL FUNDS  
RECONCILIATION STATEMENT  
07/01/14 TO 06/30/15

<u>DEPOSITORY</u>	<u>DETAIL</u>	<u>TOTALS</u>
CASH	<u>200.00</u>	
TOTAL DEPOSITORY		<u>\$200.00</u>
<u>FUND</u>		
LEDGER BALANCE	0.00	
ADD: 2014-15 OUTSTANDING	<u>200.00</u>	
TOTAL DEPOSITORY		<u>\$200.00</u>

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
SPECIAL STATE AND FEDERAL FUNDS  
CASH STATEMENT  
07/01/14 TO 06/30/15

	<u>TOTAL</u>	<u>2014-15</u>	<u>2013-14</u>	<u>2012-13</u>	<u>PRIOR</u>	<u>INVESTMENTS</u>
BEGINNING CASH AND INVESTMENTS	\$601.39	\$200.00	\$401.39	\$0.00	\$0.00	\$0.00
<u>REVENUES</u>						
DEPOSITS	117,592.21	117,592.21				
CHECKS STOPPED	0.00	0.00			0.00	0.00
TOTAL REVENUES	117,592.21	117,592.21	0.00	0.00	0.00	0.00
<u>EXPENDITURES</u>						
CHECKS PAID	117,993.60	117,592.21	401.39			
TOTAL EXPENDITURES	117,993.60	117,592.21	401.39	0.00	0.00	0.00
ENDING BALANCES	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00

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

**NOTES FOR OTHER SUPPLEMENTARY INFORMATION**

The other supplemental schedules of High Plains Technology Center #V-24 have been prepared on a statutory basis of accounting. Accordingly, the accompanying financial statements are not intended to present financial position and results of operations in conformity with generally accepted accounting principles. The accounting policies are prescribed by the State Board of Career and Technology Education and conform to the system of accounting authorized by the State of Oklahoma. The following is a summary of the more significant accounting policies:

**A. Fund Accounting**

The Schedules use funds and account groups to present the District's 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".

The following funds are utilized by the High Plains Technology Center #V-24.

Governmental Fund Types -

Fiduciary Fund Types -

General Fund

Trust and Agency Fund

Special Revenue Fund

**Governmental Fund Types**

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

General Fixed Asset Account Group - This account group is used to account for property, plant and equipment of the District. Land, buildings, nonstructural improvements, and all other physical assets in all funds are considered expenditures in the year of acquisition and are not recorded as assets for financial statements purposes. The District does not present the General Fixed Asset Account Group.

**Memorandum Only - Total Column**

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

**NOTES FOR OTHER SUPPLEMENTARY INFORMATION**

Page 2

**B. Basis of Presentation**

Basis of accounting refers to when revenues and expenditures 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 and expendable trust funds are accounted for using the statutory basis of accounting. Revenues, except for certain grant revenues, are recognized when they are received rather than earned. Under the Statutory basis of accounting, expenditures are generally recognized when encumbered/reserved rather than at the time the related fund liability is incurred. Fiduciary type funds are accounted for using the cash basis of accounting. These practices differ from generally accepted accounting principles.

**C. Encumbrances**

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. Appropriations not used or encumbered lapse at the end of the year.

**D. Assets, Liabilities and Fund Equity**

Cash and Cash Equivalents - The District considers all cash on hand, demand deposits and highly liquid investments, with an original maturity of three months or less when purchased, to be cash and cash equivalents.

Investments - Investments consist of certificates of deposits issued by banks with maturities greater than three months when purchased. All investments are recorded at cost, which approximates market value.

Inventories - The value of consumable inventories at June 30, 2015 are not presented in accordance with the statutory basis of accounting.

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD COUNTY – OKLAHOMA  
SCHEDULE OF ACCOUNTANT'S PROFESSIONAL  
LIABILITY INSURANCE AFFIDAVIT  
JULY 1, 2014 TO JUNE 30, 2015

STATE OF OKLAHOMA )  
                                  )  
COUNTY OF GARFIELD )

The undersigned auditing firm of lawful age, being first duly sworn on oath says that said firm had in full force and effect Accountant' Professional Liability Insurance in accordance with the "Oklahoma Public School Audit Law" at the time of the audit contract and during the entire audit engagement with the High Plains Technology Center #V-24, Woodward County, Oklahoma, for the audit year 2014-15.

Chas. W. Garroll, P.A.  
Auditing Firm

By: *Chas. W. Garroll*

Subscribed and sworn to before me this 30<sup>th</sup> day of March, 2016.

*Pam S. Melvin*  
Notary Public

My Commission expires January 29, 2020



March 30, 2016

Patrick W. Carroll  
Chas W. Carroll, PA  
Hiland Tower – Suite 406  
302 N. Independence  
Enid, OK 73701

RE: High Plains Technology Center #V-24  
Response to Schedule of Findings, 6/30/15

Dear Mr. Carroll:

Please accept this as our formal response to the Report of Audit, Schedule of Findings 15-01 of June 30, 2015 and Schedule of Findings 15-02 of June 30, 2015

We are taking the following appropriate measures to correct the noted deficiencies:

- 15-01: All school personnel will be reapprised of school purchasing procedures.
- 15-02: All Activity Fund sponsors and other appropriate school personnel will be reapprised of procedures for turning in monies collected in a timely manner so it may be deposited according to state statues.

Thank you for your assistance in resolving this matter.

Sincerely yours,

HIGH PLAINS TECHNOLOGY CENTER



Dwight R. Hughes,  
Superintendent

cc: Oklahoma Department of Career and Technology Education