

REPORT OF AUDIT  
HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2012 TO JUNE 30, 2013

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY – OKLAHOMA  
JULY 1, 2012 TO JUNE 30, 2013

OFFICERS

RAY YAUK	PRESIDENT
STEVE BOOGDAN	VICE-PRESIDENT
GARY STOCKING	CLERK
JOHN MEINDERS	MEMBER
CAROL BRADLEY	MEMBER
KAREN ROACH	TREASURER
DWIGHT HUGHES	SUPERINTENDENT
BARCLAY HOLT	ASST. SUPERINTENENT
TAYLOR BURNETT	ASST. SUPERINTENDENT
VICKIE HUNTER	CHIEF FINANCIAL OFFICER

AUDIT BY

PATRICK W. CARROLL  
CERTIFIED PUBLIC ACCOUNTANT

CERTIFICATE #4081

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2012 TO JUNE 30, 2013

TABLE OF CONTENTS

SCHOOL DISTRICT OFFICIALS	PAGE 1
TABLE OF CONTENTS	PAGES 2 & 3
INDEPENDENT AUDITOR'S REPORT	PAGES 4 & 5
MANAGEMENT'S DISCUSSION & ANALYSIS (unaudited)	M-1 - M-8
BASIC FINANCIAL STATEMENTS:	
GOVERNMENT-WIDE FINANCIAL STATEMENTS:	
STATEMENT OF NET ASSETS	EXHIBIT A
STATEMENT OF ACTIVITIES	EXHIBIT B
FUND FINANCIAL STATEMENTS:	
GOVERNMENTAL FUNDS	
BALANCE SHEET AND RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO STATEMENT OF NET ASSETS	EXHIBIT C
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES AND RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES	EXHIBIT D
STATEMENT OF NET ASSETS - FIDUCIARY FUNDS	EXHIBIT E
NOTES TO BASIC FINANCIAL STATEMENTS	PAGES 6-18
REQUIRED SUPPLEMENTARY INFORMATION:	
BUDGETARY COMPARISON SCHEDULE - REGULATORY BASIS – GENERAL FUND	SCHEDULE A-1
BUDGETARY COMPARISON SCHEDULE - REGULATORY BASIS – BUILDING FUND	SCHEDULE A-2
FEDERAL SCHEDULES	
SCHEDULE OF EXPENDITURES AND FEDERAL AWARDS	SCHEDULE 1-00
SCHEDULE OF STUDENT FINANCIAL ASSISTANCE EXPENDITURES FUND FINANCIAL STATEMENTS - REGULATORY BASIS	SCHEDULE 1-01

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2012 TO JUNE 30, 2013

TABLE OF CONTENTS

OTHER SUPPLEMENTARY INFORMATION:

STATEMENT OF REVENUES, EXPENDITURES AND FUND BALANCES – ACTIVITY FUNDS - REGULATORY BASIS	PAGE 19
STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES – ACTIVITY FUNDS - REGULATORY BASIS	PAGE 20
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES – ACTIVITY FUNDS - REGULATORY BASIS	PAGE 21
STATEMENT OF REVENUES, EXPENDITURES AND FUND BALANCES – SPECIAL STATE AND FEDERAL FUNDS - REGULATORY BASIS	PAGE 22
STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES – SPECIAL STATE AND FEDERAL FUNDS - REGULATORY BASIS	PAGE 23
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES – SPECIAL STATE AND FEDERAL FUNDS - REGULATORY BASIS	PAGE 24
MISCELLANEOUS ACCOUNTANT'S PROFESSIONAL LIABILITY INSURANCE	PAGE 25
NOTES TO OTHER SUPPLEMENTARY INFORMATION	PAGES 26 & 27
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	PAGES 28 & 29
DISPOSITION OF PRIOR YEAR FINDINGS	PAGE 30
CURRENT YEAR AUDIT EXCEPTIONS AND RECOMMENDATIONS	PAGE 31
PRIOR YEAR AUDIT EXCEPTIONS AND RECOMMENDATIONS	PAGE 32

# Chas. W. Carroll, P.A.

Hiland Tower – Suite 406  
302 N. Independence

Enid, Oklahoma 73701  
Phone 580-234-5468  
Fax 580-234-5425

## 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, 2013, 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, 2013, 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 and budgetary comparison information on pages 3-10 and 31-33 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 10, 2014 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 and should be considered in assessing the results of my audit.

Sincerely,



Chas. W. Carroll, P.A.  
March 10, 2014

**HIGH PLAINS TECHNOLOGY CENTER SCHOOL DISTRICT 24**  
**WOODWARD, OKLAHOMA**  
**Management's Discussion and Analysis**  
**June 30, 2013**

The Management Discussion and Analysis (MD&A) is an element of the reporting model adopted by the Governmental Accounting Standards Board (GASB) in Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments, issued June 1999. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

**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, Health, Practical Nursing, Marketing, Information Technology, Service Industry, Transportation and Welding. The District has three basic types of instruction:

*Full-Time Programs* – The District offers 10 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 2012-2013, the District served 254 students in full-time programs. There were 3010 people served through industry specific training and 7185 adults in adult and career training classes.

**Financial Highlights**

The High Plains Technology Center district continues to grow in local valuation. Several building projects and the addition of several wind farms to the district, as well as expansion projects have contributed to the increase.

High Plains is in the process of constructing an Energy Training Center. The new building will not only provide additional classroom space but will also house the school's 35' climb and rescue tower.

Local Funding Source -- The fiscal impact of two state questions, which recently passed, remains unknown. Passage of these state questions will most certainly result in a decrease in ad valorem revenues.

State Funding Source – The State's budget remains flat, with no new funding expected.

High Plains Technology Center is pursuing possible ways to accommodate these situations.

High Plains Technology Center is relying on funds from the State Legislature for continued training in the Oil and Gas Training Program. Concerns to make these funds as part of the base funding formula or future training continue to be pursued.

High Plains Technology Center has no plans for bonded indebtedness at this time. The two mill Building Fund is used for capital projects in the High Plains Technology Center district.

### **Overview of the Financial Statements**

The financial statements consist of three parts – Management's Discussion and Analysis, the Basic Financial Statements, and Required Supplementary Information. The three parts together provide a comprehensive overview of the financial condition of High Plains Technology Center. The basic financial statements are comprised of two kinds of statements that present financial information from different perspectives:

#### ***Government-wide Financial Statements***

The government-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Assets includes all of the District's assets and liabilities, with the difference reported as net assets. All of the current year's revenues and expenses are accounted for in the Statement of Activities regardless of when cash is received or paid.

The two government-wide statements report the District's net assets and how they have changed. Net assets, the difference between the assets and the liabilities, are one way to measure the District's financial health or position.

Over time, increases or decreases in the District net assets are an indicator of whether its financial health is improving or deteriorating, respectively.

To assess the overall health of the District, you need to consider additional non-financial factors such as changes in enrollment, changes in the property tax base, changes in funding by the federal and state governments, and the conditions of facilities.

### ***Fund Financial Statements***

The fund financial statements provide more detailed information about the District's *funds*, not the District as a whole. Funds are accounting devices that the District uses to keep track of specific sources of funding and spending for particular purposes. State law requires the use of certain funds.

The District has two kinds of funds:

*Government Funds* -- Most of the District's activities are included in governmental funds, which focus on the determination of financial position and change in financial position, not on income determination. The governmental fund statements provide a detailed short-term view of the District operations and the services it provides. Governmental fund information helps the reader determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. The relationship (or differences) between governmental activities (reported in the State of Net Assets and the Statement of Activities) and governmental funds is reconciled in the financial statements.

*Fiduciary Funds* – The District is the trustee, or fiduciary, for the assets that belong to others. The District is responsible for ensuring that assets reported as these funds are used only for their intended purposes and by those to whom the assets belong. The District excludes these activities from the district-wide financial statements because it cannot use these assets to finance its operation.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data.

### **Financial Analysis of High Plains Tech as a Whole**

#### **Net Assets**

The District's total net assets were \$ 8,721,649.58 at June 30, 2013.

**Net Assets**  
**Fiscal Year Ended June 30, 2013**

Assets:		
Cash	\$	6,020,882.39
Investments	\$	300,000.00
Other		<u>3,875,524.34</u>
Total Assets		<u>10,196,406.73</u>
Total Liabilities		<u>( 1,474,757.15)</u>
<b>Net Assets</b>		<b><u>8,721,649.58</u></b>
Capital Assets		<u>3,701,170.00</u>
Unrestricted Balance		<u>5,020,479.58</u>
<b>Net Assets</b>		<b><u>8,721,649.58</u></b>

Most of the District's net assets are invested in capital assets (buildings, land, and equipment). The restricted assets are reserved for purchase commitments already made. The remaining net assets are unrestricted. These unrestricted funds are used to fund the cash flow needs during the first half of the fiscal year as well as to accumulate funds for future building and improvement projects.

**Changes in Net Assets**

The District's improved financial position is the product of several factors. The most important of these are continued growth in net assessed valuation.

**Changes in Net Assets**  
**Fiscal Year Ended June 30, 2013**

	Governmental Activities
Beginning Net Assets (July 1, 2012)	<u>\$8,439,310.25</u>
Net assets – June 30, 2013	<u>8,721,649.58</u>
Change in Net Assets	<u>282,339.33</u>

**Government 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 State of Revenue, 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 (Expenses)/Revenue. The reason for this kind of format is to highlight the relative financial burden of each of the functions on the 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

Interest:

Interest earning on investments and taxes

Tuition:

Tuition for full-time adult classes, short-term adult classes, safety training, and industry specific training

Local Sources:

Rental of school facilities, sale of surplus equipment, live work revenue and rebates.

State Revenue:

Formula operations, Bid Assistance Program, Existing Industry Initiative, Fire Fighter Training, Safety Training, professional development, Special Projects

Federal Revenue:

Carl Perkins Grant, Student Financial Aid (PELL Grants), HGEI Grant

**THE DISTRICT'S FUNDS**

The following schedule presents a summary of general, special revenue (building fund), and expenditures for the fiscal year ended June 30, 2013 and the amount and percentage of increases and decreases in relation to the prior year.

Revenues	FY2012 Amount*	Percent of Total	FY2013 Amount	Percent of Total
Ad Valorem Taxes	\$3,570,681.54	45.49%	\$4,483,503.11	64.25%
Interest	\$ 10,016.43	00.12%	\$ 11,056.43	00.16%
Tuition & Resale	\$ 274,623.34	03.49%%	\$ 243,620.47	03.49%
State Funds	\$2,124,790.17	27.08%	\$1,803,578.88	25.84%
Federal Funds	\$1,429,521.79	18.20%	\$ 102,254.48	01.47%

Federal – Financial Aid	\$ 240,193.38	03.06%	\$ 136,422.00	01.95%
Miscellaneous	\$ 200,417.53	02.56%	\$ 198,211.63	02.84%
<b>Total Revenue</b>	<b>\$7,850,244.18</b>	<b>100%</b>	<b>\$6,978,647.10</b>	<b>100%</b>

The net cost of all governmental activities this year was \$6,682,118.29. The governmental activities of the District include instruction, support services, operation of non-instructional programs, site improvements, and other uses. Examples of the types of expenses that can be found in these categories include:

*Instruction* – expenditures for direct classroom activities.

*Support Services* – expenditures to provide administrative, technical, and logistical support to facilitate and enhance instruction.

*Non-instructional Services* – Activities concerned with providing non-instructional services to students, staff, and community.

*Facilities Acquisition and Construction* – Expenditures involved with the acquisition of land and buildings, remodeling building, the construction of buildings and additions to buildings, installation or extension of service systems and other built-in equipment, and improvement to sites.

<b>Expenditures</b>	<b>FY2012 Amount*</b>	<b>Percent of Total</b>	<b>FY2013 Amount</b>	<b>Percent of Total</b>
Instruction	\$3,602,517.31	47.75%	\$2,375,309.30	35.55%
Support Services	\$2,821,301.60	37.38%	\$3,839,535.21	57.46%
Non-instructional Services	\$ 194,748.55	02.62%	\$ 103,764.16	01.55%
Other Outlay And Uses	\$ 74,897.79	00.99%	\$ 60,872.99	00.91%
Acquisitions and Constructions	\$ 146,149.56	01.93%	\$ 12,167.74	00.18%
Depreciation: Unallocated	\$ 704,252.82	09.33%	\$ 290,468.89	04.35%
<b>Total Expenditures</b>	<b>\$7,543,867.63</b>	<b>100%</b>	<b>\$6,682,118.29</b>	<b>100%</b>

---

---

\* These totals are presented using the statutory basis of accounting, which are not consistent when compared to the GAAP basis of accounting from which the FY13 totals are presented.

### **Financial Analysis of High Plains Technology Center's Fund**

At June 30, 2013, the District's governmental funds reported a combined fund balance of \$5,199,454.66. 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 balance is \$3,441,534.40 net of encumbrances. These unrestricted funds are required to meet the labor intensive and operating expenses for the first six months of the fiscal year 2013. \$265,714.32 is reserved for compensated leave.

#### **Building Fund**

The Building Fund year-end balance is \$1,757,923.43 net of encumbrances. The remaining unrestricted funds are targeted for remodeling of current facilities, site improvements, new construction projects, equipment for the programs and building furniture needs.

#### **Fiduciary Funds**

The Fiduciary Funds (Activity Funds) reported total net restricted fund balance of \$326,464.02.

#### **Capital Assets**

As of June 30, 2013, the District had \$3,701,170.00 (net of depreciation) in governmental funds invested in a broad range of capital assets, including land, buildings, furniture, and equipment.

## **Contacting HIGH PLAINS TECHNOLOGY CENTER'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.

---

Dwight Hughes, Superintendent

---

Vickie Hunter, Business Manager

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD COUNTY, OKLAHOMA  
Statement of Net Assets  
For the Year Ending June 30, 2013

EXHIBIT A

	Governmental Activities
<b>ASSETS</b>	
Current Assets:	
Cash and cash equivalents	\$6,020,882.39
Investments	300,000.00
Property taxes receivable	86,739.07
Due from other governments	72,071.05
Other receivables	15,544.22
Total Current Assets	6,495,236.73
Noncurrent Assets:	
Capital Assets:	
Land	480,000.00
Construction in Progress	806,533.57
Building	6,982,220.00
Furniture and Equipment	2,020,842.47
Vehicles	156,850.82
Less: Accumulated Depreciation	(6,745,276.86)
Capital assets, net of accumulated depreciation	3,701,170.00
Total Assets	10,196,406.73
<b>LIABILITIES</b>	
Accounts Payable and accrued liabilities	1,209,042.83
Compensated Leave	265,714.32
Total Liabilities	1,474,757.15
<b>Net Assets</b>	
Invested in capital assets, net of related debt	3,701,170.00
Unrestricted	5,020,479.58
Total Net Assets	\$8,721,649.58

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

HIGH PLAINS TECHNOLOGY CENTER #24  
WOODWARD COUNTY, OKLAHOMA  
Statements of Activities  
For the Year Ending June 30, 2013

EXHIBIT B

Function/Programs	Expenses	Charges for Services	Program Revenues		Net(Expense) Revenue and Changes in Net Assets
			Operating Grants and Contributions	Capital Grants and Contributions	
<b>Governmental Activities</b>					
Instruction	\$2,375,309.30	\$243,620.47	\$52,487.15		(\$2,079,201.68)
Support Services	3,839,535.21				(\$3,839,535.21)
Non-instructional services	103,764.16		83,934.85		(\$19,829.31)
Facilities acquisition and construction	12,167.74				(\$12,167.74)
Depreciation unallocated	290,468.89				(\$290,468.89)
Other Outlay	400.00				(\$400.00)
Other Uses	60,472.99				(\$60,472.99)
<b>Total governmental activities</b>	<b>6,682,118.29</b>	<b>243,620.47</b>	<b>136,422.00</b>	<b>0.00</b>	<b>(6,302,075.82)</b>
<b>General Revenues:</b>					
Taxes:					
Property Taxes, levied for general purposes					4,483,503.11
Federal Aid					102,254.58
State Aid - foundation and salary incentive					1,803,578.88
Interest from investments					11,056.43
Other general revenues					198,211.63
					296,528.81
Change in net assets from governmental activities					(14,189.48)
Special items:					
Adjustment to Accrued Compensation Liability					282,339.33
Change net assets					8,439,310.25
Net Assets - Beginning					\$8,721,649.58
Net Assets - Ending					

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

HIGH PLAINS TECHNOLOGY CENTER #24  
WOODWARD COUNTY, OKLAHOMA  
Balance Sheet-Governmental Funds  
For the Year Ending June 30, 2013

EXHIBIT C

ASSETS	General Fund	Building Fund	Other Governmental Funds	Total Governmental Funds
Cash and Cash Equivalents	\$3,632,276.17	\$2,388,606.22	\$0.00	\$6,020,882.39
Investments	200,000.00	100,000.00		300,000.00
Property taxes receivable	0.00			0.00
Due from other governments	72,071.05			72,071.05
Other receivables	<u>15,544.22</u>	0.00	0.00	<u>15,544.22</u>
<i>Total Assets</i>	<u>3,919,891.44</u>	<u>2,488,606.22</u>	<u>0.00</u>	<u>6,408,497.66</u>
<b>LIABILITIES AND FUND BALANCE</b>				
Liabilities:				
Accounts payable and accrued liabilities	478,360.04	730,682.79	0.00	1,209,042.83
Interest payable	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<i>Total Liabilities</i>	<u>478,360.04</u>	<u>730,682.79</u>	<u>0.00</u>	<u>1,209,042.83</u>
Fund Balance				
Non-spendable	0.00	0.00	0.00	0.00
Restricted	0.00	1,757,923.43	0.00	1,757,923.43
Committed	182,534.32	0.00	0.00	182,534.32
Assigned	0.00	0.00	0.00	0.00
Unassigned	<u>3,258,997.08</u>	<u>0.00</u>	<u>0.00</u>	<u>3,258,997.08</u>
<i>Total Fund Balances</i>	<u>3,441,531.40</u>	<u>1,757,923.43</u>	<u>0.00</u>	<u>5,199,454.83</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$3,919,891.44</u>	<u>\$2,488,606.22</u>	<u>\$0.00</u>	<u>\$6,408,497.66</u>

Reconciliation to Statement of Net Assets to Fund Balances:

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities of \$9,710,431.70 net of accumulated depreciation of \$6,745,276.86 are not financial resources and, therefore, are not reported in the funds.

Some receivables will be collected this year, but are not available soon enough to pay for current period's expenditures, and therefore are deferred in the funds

Other long-term liabilities, are not due and payable in the current period and therefore are not reported in the funds.  
Accrued compensated absences:

Net assets of governmental activities

	3,701,170.00
	86,739.07
	<u>(265,714.32)</u>
	<u>\$8,721,649.58</u>

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD COUNTY, OKLAHOMA  
Reconciliation of the Statement of Revenues, Expenditures,  
and Changes in Fund Balances of Governmental Activities  
Year Ending June 30, 2013

Net Changes in fund balances-total governmental funds	(\$332,430.49)
Amounts reported for governmental activities in the Statement of Activities are different because:	
-Governmental funds report do not report capital assets in financial statements while governmental activities report them as balance sheet items: Disposal of fixed assets (Net of Depreciation)	0.00
-Property taxes receivable and some program reimbursements will be collected this year, but are not available in time to pay for current period expenditures, and are therefore considered deferred revenues. They are however, considered as revenue in the statement of activities.	86,739.07
-Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets. The amount which capital outlays exceed depreciation for the year is: Capital outlays which were capitalized Depreciation expense	832,689.12 (290,468.89)
Change in Net Assets of Governmental Activities	542,220.23
	\$296,528.81

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD COUNTY, OKLAHOMA  
Statements of Net Assets  
Fiduciary Funds  
June 30, 2013

EXHIBIT E

	<u>Agency Fund Activity Fund</u>
<b>ASSETS</b>	
Cash and cash equivalents	<u>\$326,464.02</u>
Total Assets	<u><u>\$326,464.02</u></u>
<b>LIABILITIES AND NET ASSETS</b>	
Liabilities:	
Accounts payable	\$245,138.31
Due to student accounts	<u>81,325.71</u>
Total Liabilities	326,464.02
Net Assets:	
Reserved	0.00
Unreserved/undesignated	<u>0.00</u>
Total Net Assets	0.00
Total Liabilities and Net Assets	<u><u>\$326,464.02</u></u>

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

## NOTES TO BASIC FINANCIAL STATEMENTS

### 1. Summary of Significant Accounting Policies

The financial statements of High Plains Technology Center #V-24, (the "District") complies with generally accepted accounting principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements and the fund financial statement for the proprietary funds, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless the pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The accounting and framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

#### I.A. Financial Reporting Entity

The District is a corporate body for public purposes created under Title 70 of the Oklahoma Statutes and accordingly is a separate entity for operating and financial reporting purposes. The District is part of the public school system of Oklahoma under the general direction and control of the State Board of Career and Technology Education and is financially dependent on State of Oklahoma support. The general operating authority for the public school system is the Oklahoma School Code contained in Title 70, Oklahoma Statutes.

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

The Board constituting an on-going entity is the level of government, which has governance responsibilities over all activities related to public elementary and secondary school education within the jurisdiction of the local Independent School District. The Board receives funding from local, state, and federal government sources and must comply with the requirements of these funding sources entities.

However, the Board is not included in any other governmental "reporting entity" as defined in Section 2100, Codification of Governmental Accounting and Financial Reporting Standards, since Board members are elected by the public and have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

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

The District's financial reporting entity comprises the following:

Primary Government: High Plains Technology Center #V-24

Component Units: There are no component units

In determining the financial reporting entity, the District complies with the provisions of GASB Statement No. 34, "The Financial Reporting Entity," and includes component units of which the District appointed a voting majority of the units' board; the District is either able to impose its will on the unit or a financial benefit or burden relationship exists. Based upon the application of these criteria, there are no potential component units included in the District reporting entity.

**NOTES TO BASIC FINANCIAL STATEMENTS**

Page 2

**I.B. Basis of Presentation**

Government-wide Financial Statements:

The Statement of Net Assets and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. An emphasis is placed on major funds within the governmental proprietary categories. A fund is considered major if it is the primary operating fund of the school or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds or that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expense of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

Governmental Funds

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

Special Revenue Fund - The special revenue funds are the District's Building Fund and Student Financial Aid Fund. The Building Fund consists of monies derived from property taxes levied for the purpose of erecting, remodeling, or repairing buildings and other expenditures permitted by statute. The Student Financial Aid Fund consists of federal and state monies to be used for student aid.

Fiduciary Fund Type (not included in government-wide statements)

Fiduciary Funds are used to account for assets held on behalf of outside parties, including other governments or on behalf of other funds within the District. When these assets are held under the terms of a formal trust agreement, either a non-expendable trust fund or an expendable trust fund is used. The

**NOTES TO BASIC FINANCIAL STATEMENTS**

**I.B. Basis of Presentation (continued)**

Fiduciary Fund Type (not included in government-wide statements) continued

terms "nonexpendable" and "expendable" refer to whether or not the District is under an obligation to maintain the trust principal. Agency funds generally are used to account for assets that the District holds on behalf of others as their agent and do not involve measurement of results of operations.

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

Major and Non-major Funds

The funds are further classified as major or non-major as follows:

<b>Major Funds</b>	<b>Brief Description</b>
General Fund	See above for description
Special Revenue Fund: Building Fund	See above for description
<b>Non-major Funds</b>	
Special Revenue Fund: Student Financial Aid Fund	See above for description

**I.C. Measurement Focus and Basis of Accounting**

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate:

- a. All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balances as their measure of available spendable financial resources at the end of the period.
- b. The proprietary fund utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Propriety fund equity is classified as net assets.
- c. Agency funds are not involved in the measurement of results of operations; therefore, measurement focus is not applicable to them.

**NOTES TO BASIC FINANCIAL STATEMENTS**

Page 4

**I.C. Measurement Focus and Basis of Accounting (continued)**

**Basis of Accounting**

In the government-wide Statement of Net Assets and the Statement of Activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expense, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds and agency funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported when due.

All proprietary funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expense are recorded when the liability is incurred or economic asset used.

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

**Cash and Investments** - For the purpose of the Statement of Net Assets, "cash, including time deposits" includes all demand, savings accounts, and certificates of deposits of the District. For the purpose of the proprietary fund Statement of Cash Flows, "cash and cash equivalents" include all demand and savings accounts, and certificates of deposit or short-term investment with an original maturity of three months or less.

Investments are carried at fair value. Fair value is based on quoted market price. Additional cash investment disclosures are presented in Notes 2.C and 3.A

**Inter-fund Receivables and Payables** - There were not any inter-fund receivables or payables.

**Receivables** - In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. All accounts receivable are considered collectable at year-end. Major receivable balances for the governmental activities include property taxes, grants, and contracts.

In the fund financial statements, material receivables in governmental funds include revenue accruals such as property tax, grants and contracts and other similar intergovernmental revenue since they are usually both measurable and available. Interest and investment earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available.

**Inventories** - The value of consumable inventories at June 30, 2013 is not material to the financial statements. Purchases for inventory items are considered expenditures at the time of purchase.

**Fixed Assets** - The accounting treatment over property, plant, and equipment (fixed assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

**NOTES TO BASIC FINANCIAL STATEMENTS**

**I.D. Assets, Liabilities and Fund Equity (continued)**

Government-wide Statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. All fixed assets are valued at historical cost or estimated historical cost if actual is unavailable, except for donated fixed assets, which are recorded at their estimated fair value at the date of donation. Estimated historical cost was used to report the majority of the buildings and infrastructures. Historical cost was used to report land, furniture, and equipment.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

- Buildings	25-40 years
- Improvements	7-40 years
- Machinery and Equipment	7-40 years

In the government-wide financial statements, all machinery, equipment, furniture, and automobiles costing \$2,500 or more have been capitalized and depreciated over the estimated useful life. Repairs, remodeling and/or construction costing \$25,000 or more has been capitalized and depreciated over the estimated useful life.

Fund Financial Statements

In the fund financial statements, fixed assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Restricted Assets - The District had no restricted assets.

Long-term Debt - The District has no bonded indebtedness.

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. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources.

Fund Equity

Government-Wide Statements

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets - consists of capital assets, net of accumulated depreciation.
- b. Restricted net assets - consists of net assets with constraints on the use either by (1) external groups or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets - All other net assets that do not meet the definition of "restricted" or "invested in capital assets".

**NOTES TO BASIC FINANCIAL STATEMENTS**

Page 6

**I.D. Assets, Liabilities and Fund Equity (continued)**

**Fund 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 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:

- **Non-spendable**: 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.
- **Restricted**: This classification includes amount 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. Debt service resources are to be used for future servicing of the general obligation bonds and are restricted through debt covenants. Capital project revenue from bond proceeds is restricted by State Statute and is legally segregated for funding of voter approved uses.
- **Committed**: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Trustees. 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.
- **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 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.
- **Unassigned**: This classification includes the residual fund balance for the General Fund. The Unassigned classification also includes negative residual fund balance of any other government 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.

**NOTES TO BASIC FINANCIAL STATEMENTS**

Page 7

**I.E. Revenues, Expenditures and Expenses**

Property Tax Revenue - 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 one-half of taxes are due prior to January 1. The second half is due prior to April 1.

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

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

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

The District receives revenue from the State to administer certain categorical educational programs. State Board of Career and Technology Education rules require that revenue ear-marked for these programs be expended only for the program for which the money is provided and require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical program. The State Board of Career and Technology Education require that categorical educational program revenues be accounted for in the General Fund.

Expenditures/Expenses - In the government-wide financial statements, expenses are classified by function of governmental activities.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - by Character: Current (further classified by function)  
Debt Service  
Capital Outlay

**2. Detail Notes on Transaction Classes/Accounts**

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenditures/expense.

**NOTES TO BASIC FINANCIAL STATEMENTS**

**2.A. Cash Fund Balance**

The District's investments policies are governed by state statute. Permissible investments include direct obligations of the United States Government and Agencies; certificates of deposit of savings and loan associations, and bank and trust companies; and savings accounts or savings certificates of savings and loan associations, and trust companies. Collateral is required for demand deposits and certificates of deposit for all amounts not covered by federal deposit insurance.

Deposits - The District's cash deposits at June 30, 2013 are categorized to give an indication of the level of risk assumed by the District at year end as follows:

Deposit Categories of Credit Risk

- (A) Insured or collateralized with securities held by the District or by its agent in the District's name.
- (B) Collateralized with securities held by the pledging financial institution's trust department or agent in District's name.
- (C) Uncollateralized.

	<u>Category</u>			<u>Bank</u>
	<u>(A)</u>	<u>(B)</u>	<u>(C)</u>	<u>Balance</u>
Cash and cash equivalents	\$500,000.00	\$5,847,230.31	\$ 0.00	\$6,347,230.31
Investments	<u>300,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300,000.00</u>
	<u>\$800,000.00</u>	<u>\$5,847,230.31</u>	<u>\$ 0.00</u>	<u>\$6,647,230.31</u>

Reconciliation to Government-wide Statement of Net Assets:

Unrestricted cash, including time deposits	\$6,320,566.29
Agency fund cash, including time deposits (not included in government-wide statement) (Activity Fund)	<u>326,664.02</u>
	<u>\$6,647,230.31</u>

**2.B. Other Receivables**

Other receivables of the governmental activities consist of tuition and fees and reimbursement. Receivables detail at June 30, 2013 was as follows:

	<u>Governmental</u>
	<u>Activities</u>
Tuition and fees receivable	\$ <u>15,544.22</u>

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2010 TO JUNE 30, 2011

**NOTES TO BASIC FINANCIAL STATEMENTS**

Page 9

**2.C. Capital Assets**

Capital asset activity for the fiscal year ended June 30, 2013 was as follows:

	Balance at <u>7/01/12</u>	<u>Additions</u>	<u>Disposals</u>	Balance at <u>6/30/13</u>
<b><u>Governmental activities:</u></b>				
Land	\$ 480,000.00	\$ 0.00	\$ 0.00	\$ 480,000.00
Construction in progress	0.00	806,533.57	0.00	806,533.57
Buildings	6,982,220.00	0.00	0.00	6,982,220.00
Furniture & Equipment	1,994,686.92	26,155.55	0.00	2,020,842.47
Automobiles	<u>156,850.82</u>	<u>0.00</u>	<u>0.00</u>	<u>156,850.82</u>
Totals at historical cost	<u>9,613,757.74</u>	<u>832,689.12</u>	<u>0.00</u>	<u>\$10,446,446.86</u>
Less accumulated depreciation				
Buildings	(4,535,429.06)	(147,613.70)	0.00	( 4,683,042.76)
Furniture & Equipment	(1,823,787.19)	(125,884.95)	0.00	( 1,949,672.14)
Equipment & Autos	<u>( 95,591.72)</u>	<u>( 16,970.24)</u>	<u>0.00</u>	<u>( 112,561.96)</u>
Total accumulated depreciation	<u>(6,454,807.97)</u>	<u>(290,468.89)</u>	<u>0.00</u>	<u>( 6,745,276.86)</u>
Governmental activities capital assets, net	<u>\$ 3,158,949.77</u>	<u>\$ 542,220.23</u>	<u>\$ 0.00</u>	<u>\$ 3,701,170.00</u>

Depreciation expense was charged to governmental activities as unallocated. Activity types would be as follows:

	<u>Equipment, Furniture, Fixtures and Automobiles</u>	<u>Buildings</u>	<u>Total</u>
<b>General government:</b>			
Instruction	\$ 97,141.52	\$ 103,329.59	\$ 200,471.11
Non-instructional	<u>45,713.67</u>	<u>44,284.11</u>	<u>89,997.78</u>
Total depreciation expense- Governmental activities	<u>\$ 142,855.19</u>	<u>\$ 147,613.70</u>	<u>\$ 290,468.89</u>

**2.D. Accounts Payable**

Accounts payables in the general fund and building fund are composed of payables to vendors. There are no accrued salaries or benefits as of year end.

Inter-fund Receivables and Payables - There were no inter-fund receivables or payables at June 30, 2013.

**2.E. Other Payables**

Other payables in the general fund and building fund are composed of outstanding warrants. These warrants have been released as of June 30, 2013. There were not any "other payables" in the Enterprise Funds.

**NOTES TO BASIC FINANCIAL STATEMENTS**

**2.F. Long-term Debt**

Governmental Activities - As of June 30, 2013 the governmental long-term debt of the financial reporting entity consisted of:

Accrued Compensated Absences	\$ <u>265,714.32</u>
------------------------------	----------------------

**2.G. Capital Leases**

The District has entered into no lease-purchase agreements as lessee for financing the acquisition of equipment.

**2.H. Operating Leases**

The District has elected not to present a liability for operating leases. All operating leases contain a mutual ratification clause for both parties; therefore, the District does not consider the obligation to be for a period extending beyond the current fiscal year.

**3. Other Notes**

**3.A. Inter-fund Transactions**

Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursement to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the fund that is reimbursed.

All other inter-fund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other inter-fund transfers are reported as operating transfers. There were no operating transfers or residual equity transfers during fiscal year 2011.

**3.B. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

**3.C. Other Post Employment Benefits**

The District does not offer any early retirement incentive plans.

NOTES TO BASIC FINANCIAL STATEMENTS

**3.D. Employee Retirement System**

The District participates in the state-administered Oklahoma Teachers' Retirement System (the "System"), which is a cost-sharing, multiple-employer public employee retirement system (PERS). Under the System, contributions are made by the District, the State of Oklahoma, and the participating employees. Participation is required for all teachers and other certified employees and is optional for all other regular employees of public educational institutions who work at least 20 hours per week. A participant's date of membership is the date the first contribution is made to the System. The System is administered by a board of trustees which acts as a fiduciary for investing the funds and governing the administration of the System. The District has no responsibility or authority for the operation and administration of the System nor has it any liability, except for the current contribution requirements.

The System issues an independent financial report, financial statements and required supplementary information that can be obtained in writing at the Teachers' Retirement System of Oklahoma, P. O. Box 53524, Oklahoma City, OK 73152 or by calling (405) 521-2387.

A participant with 5 years of creditable service may retire with a normal retirement allowance at the age of sixty-two or with reduced benefits as early as age fifty-five. The normal retirement allowance paid monthly for life and then to beneficiaries, if certain options are exercised, equals two percent of the average of the highest three earning years of contributory service multiplied by the number of years of credited service. A participant leaving employment before attaining retirement age, but completing ten years of service, may elect to vest his accumulated contributions and defer receipt of a retirement annuity until a later date. When a participant dies in active service and has completed ten years of credited service, the beneficiary is entitled to a death benefit of \$18,000.00, and the surviving spouse may, in lieu of the death benefit, elect to receive, subject to the surviving spousal options, the participant's retirement benefits accrued at the time of death.

The 2012-13 contribution rates for the Districts, which are not actuarially determined, and its employees are established by statute and applied to the employee's earnings, plus employer-paid fringe benefits. The District is required by statute to contribute 9.5% of applicable compensation for the year ended June 30, 2013. An additional 8% of compensation is required for federal grants. The District is allowed by the Oklahoma Teachers' Retirement System to make the required contributions on behalf of the participating members. The required contribution for participating member is 7% up to a maximum compensation level.

The total contributions for employees of High Plains Technology Center #V-24 covered by the System for the year 2013, 2012 and 2011 were \$418,608.04, \$388,015.27 and \$372,002.29, respectively.

The pension benefit obligation is a standardized disclosure measure of the present value of pension benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date and is adjusted for the effect of projected salary increases. There are no actuarial valuations performed on individual school districts. The non-funded pension benefit obligation of the System as determined as part of the latest actuarial valuation dated June 30, 2012, is as follows:

Total pension obligation	\$ 18,588,042,438
Net assets available for benefits, at cost	<u>10,190,480,780</u>
Non-funded pension benefit obligation	<u>\$ 8,397,561,658</u>

**NOTES TO BASIC FINANCIAL STATEMENTS**

Page 12

**3.D. Employee Retirement System (continued)**

The System's accounting records are maintained on the cash basis of accounting, except for accruals of interest income.

Ten-year historical trend information is presented in the Teachers Retirement System of Oklahoma Annual Report for the year ended June 30, 2012. This information is useful in assessing the pension plan's accumulation of sufficient assets to pay pension benefits as they come due.

**3.E. Budgets and Budgetary Accounting**

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

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

**3.F. Risk Management**

Insurance Coverage

The District's Commercial Liability Insurance agreements cover claims against municipalities for all government functions and services. These include bodily injury, property damage, wrongful acts, personal injury, and related torts under the State tort claims law and federal civil rights laws.

All government functions and services, public officials and employees are covered unless they are specifically listed.

The title to all assets acquired by the Plan are vested in the Group. In the event of termination of the Group, such property shall belong to the then members of the Group in equal shares. Each participating District pays all cost, premiums, or other fees attributable to its respective participation in the Plan, and is responsible for its obligation under any contract entered into with the Plan.

**NOTES TO BASIC FINANCIAL STATEMENTS**

**3.F. Risk Management (continued)**

Insurance Coverage

Reserves for claim losses include provisions for reported claims on a case basis and an estimate of claims incurred but not reported limited by aggregate and individual loss levels as specified by the Plan's reinsurance contracts. These credits, if any, represent contingent liabilities of the Plan if the reinsurer was unable to meet its obligations under the reinsurance agreement.

The Plan's insurance agreements are reinsured for excess losses based upon the contract year. The significant components of each reinsurance contract can be obtained from the Plan's annual financial report.

Surety Bonds

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, 2012 to July 1, 2013.

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, 2012 to October 1, 2013.

The District maintains a Position Schedule Bond with the Ohio Casualty Insurance Company. The bond number is 1597071, dated January 3, 2013 to January 3, 2014. The positions covered are as follows:

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

**4. Contingencies**

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

**5. Subsequent Events**

Management has evaluated subsequent events through March 10, 2014, which is the date the financial statements were available to be issued.

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD COUNTY, OKLAHOMA  
Budgetary Comparison Schedule-Regulatory Basis  
General Fund  
For the Year Ending June 30, 2013

SCHEDULE A-1

Revenues	General Fund		Actual Amounts	Variance with Final Budget Positive(Negative)
	Budgeted Amounts			
	Original	Final		
Local sources	\$3,442,098.10	\$3,442,098.10	\$3,865,293.78	\$423,195.68
Intermediate Sources	0.00	0.00	0.00	0.00
State Sources	1,865,152.00	1,865,152.00	1,940,408.77	75,256.77
Federal Sources	98,149.24	98,149.24	150,819.75	52,670.51
Other	100,000.00	100,000.00	307,790.72	207,790.72
<b>Total Revenue</b>	<b>\$5,505,399.34</b>	<b>\$5,505,399.34</b>	<b>\$6,264,313.02</b>	<b>\$758,913.68</b>
<b>Expenditures</b>				
Instruction	3,838,842.45	3,838,842.45	2,392,142.24	1,446,700.21
Support Services	4,210,029.00	4,210,029.00	3,907,681.63	302,347.37
Operation of non-instructional services	90,000.00	90,000.00	40,047.98	49,952.02
Facilities acquisition and construction	21,000.00	21,000.00	14,030.90	6,969.10
Other Outlay	1,400.00	1,400.00	400.00	1,000.00
Other Uses	135,424.00	135,424.00	47,972.99	87,451.01
<b>Total Expenditures</b>	<b>\$8,296,695.45</b>	<b>\$8,296,695.45</b>	<b>\$6,402,275.74</b>	<b>\$1,894,419.71</b>
Excess (-deficiency) of revenues over expenditures	-\$2,791,296.11	-\$2,791,296.11	-\$137,962.72	\$2,653,333.39
<b>Other Financing Sources (Uses)</b>				
Transfer In				\$0.00
Transfer Out	0.00	0.00	0.00	\$0.00
<b>Total Other Financing Sources (Uses)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Net change in fund Balances	-2,791,296.11	-2,791,296.11	-137,962.72	2,653,333.39
Fund Balance - Beginning of Year	2,791,296.11	2,791,296.11	2,791,296.11	0.00
Fund Balance - End of Year	\$0.00	\$0.00	\$2,653,333.39	\$2,653,333.39
Amounts reported for budgetary comparison schedule-regulatory basis to the GAAP basis presentation is different because:				
Accounts receivable not recognized as revenue:				
Due from other governments			87,615.27	
Liabilities payable recognized as expenditures				
Encumbrances Payable			700,582.74	
Fund Balance - June 30 - GAAP Basis			<b>\$3,441,531.40</b>	

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD COUNTY, OKLAHOMA  
Budgetary Comparison Schedule-Regulatory Basis  
Building Fund  
For the Year Ending June 30, 2013

SCHEDULE A-2

Revenues	Building Fund		Actual Amounts	Variance with Final Budget Positive(Negative)
	Budgeted Amounts			
	Original	Final		
Local sources	\$688,448.45	\$688,448.45	\$735,513.67	\$47,065.22
Intermediate Sources	0.00	0.00	0.00	0.00
State Sources	0.00	0.00	332.77	332.77
Federal Sources	0.00	0.00	0.00	0.00
Other	0.00	0.00	65,350.00	65350.00
<b>Total Revenue</b>	<b>688,448.45</b>	<b>688,448.45</b>	<b>801,196.44</b>	<b>112,747.99</b>
<b>Expenditures</b>				
Instruction	0.00	0.00	0.00	0.00
Support Services	0.00	0.00	0.00	0.00
Operation of non-instructional services	0.00	0.00	0.00	0.00
Facilities acquisition and construction	2,451,709.01	2,451,709.01	1,717,884.47	733,824.54
Other Outlay	0.00	0.00	0.00	0.00
Other Uses	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>2,451,709.01</b>	<b>2,451,709.01</b>	<b>1,717,884.47</b>	<b>733,824.54</b>
<b>Excess (-deficiency) of revenues over expenditures</b>	<b>(1,763,260.56)</b>	<b>(1,763,260.56)</b>	<b>(916,688.03)</b>	<b>846,572.53</b>
<b>Other Financing Sources (Uses)</b>				
Transfer In	0.00	0.00	0.00	0.00
Transfer Out	0.00	0.00	0.00	0.00
<b>Total Other Financing Sources (Uses)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net change in fund Balances</b>	<b>(1,763,260.56)</b>	<b>(1,763,260.56)</b>	<b>(916,688.03)</b>	<b>846,572.53</b>
Fund Balance - Beginning of Year	1,763,260.56	1,763,260.56	1,763,260.56	0.00
<b>Fund Balance - End of Year</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$846,572.53</b>	<b>\$846,572.53</b>
	=====	=====	=====	=====
Amounts reported for budgetary comparison schedule-regulatory basis to the GAAP basis presentation is different because:				
Accounts receivable not recognized as revenue:				
Property tax			0.00	
Liabilities payable recognized as expenditures				
Encumbrances Payable			911,350.90	
<b>Fund Balance - June 30 - GAAP Basis</b>			<b>\$1,757,923.43</b>	
			=====	

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD COUNTY - OKLAHOMA  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
ALLOCATIONS & EXPENDITURES  
07/01/12 TO 06/30/13

SCHEDULE 1-00

FEDERAL CFDA NUMBER	PASS- THROUGH GRANTOR'S NUMBER	PROGRAM OR AWARD AMOUNT	CASH/ACCRUED OR (DEFERRED) REVENUE AT JULY 1, 2012	RECEIPTS OR REVENUE RECOGNIZED	DISBURSEMENTS/ EXPENDITURES	CASH/ACCRUED OR (DEFERRED) REVENUE AT JUNE 30, 2013
<b><u>U.S Department of Education -</u></b>						
<b><u>Direct Programs</u></b>						
PELL Grant						
84.063	474	\$106,197.89	\$0.00	\$106,197.89	\$106,197.89	\$0.00
PELL Grant Administrative Fee						
84.063	474	155.00	20.00	175.00	155.00	0.00
Total Student Financial Assistance Cluster			20.00	106,372.89	106,352.89	0.00
Federal College Work-Study						
84.033	476	24,346.11	0.00	24,346.11	24,346.11	0.00
F.S.E.O.G						
84.007	477	5,703.00	0.00	5,703.00	5,703.00	0.00
Veterans Administration Fee						
64.111	468	12.00	0.00	12.00	12.00	0.00
<b><u>Oklahoma Department of Career and</u></b>						
<b><u>Technology Education -</u></b>						
Carl Perkins Secondary						
84.048	421	38,099.00	0.00	28,580.00	38,099.00	9,519.00
Bid Assistance						
12.002	436	16,362.00	0.00	16,362.00	16,362.00	0.00
<b><u>Department of Labor -</u></b>						
Employment & Training Administration						
17.275	765	59,569.24	33,563.06	81,344.64	47,781.58	0.00
<b>TOTAL FEDERAL FINANCIAL ASSISTANCE</b>			<b>\$33,583.06</b>	<b>\$262,720.64</b>	<b>\$238,656.58</b>	<b>\$9,519.00</b>

NOTE A: Basis of Presentation - The Schedule of Expenditures of Federal Awards includes the federal grant activity of High Plains Technology Center and is presented on a regulatory basis of accounting conforming with the accounting practices prescribed by the Oklahoma Department of Education and budget laws of the State of Oklahoma which is a comprehensive basis of accounting other than generally accepted accounting principles. Under this method expenditures are recognized when an approved purchase order is issued.

NOTE B: The were no amounts passed to subrecipients.

NOTE C: Grantor provides adequate insurance coverage against loss on assets purchased with Federal Awards.

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

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
STUDENT FINANCIAL ASSISTANCE EXPENDITURES  
07/01/12 TO 06/30/13

SCHEDULE 1-01

	<u>DETAIL</u>	<u>TOTALS</u>
<u>PELL GRANT PROGRAMS -</u>		
Beginning Accrued Balance Receivable at 6/30/12		(\$20.00)
<u>Allocation Received</u>		
Student Grants (12)	0.00	
Student Grants (13)	106,197.89	
Administrative Allocation (12)	20.00	
Administrative Allocation (13)	<u>155.00</u>	<u>106,372.89</u>
TOTAL		106,352.89
<u>Expenditures</u>		
Student Grants	106,197.89	
Administrative Cost Allowance	<u>155.00</u>	
TOTAL		<u>106,352.89</u>
Accrued Balance Receivable at 6/30/13		<u>\$0.00</u>
<u>FEDERAL WORK STUDY -</u>		
Beginning Accrued Balance Receivable at 6/30/12		\$0.00
<u>Allocation Received</u>		
Student Grants	18,577.88	
America Reads	4,314.00	
Administrative Cost Allowance (3)	1,454.23	
Institutional Match	<u>6,192.62</u>	<u>30,538.73</u>
TOTAL		30,538.73
<u>Expenditures</u>		
Salaries and Fixed Charges	26,224.73	
America Reads	<u>4,314.00</u>	
TOTAL		<u>30,538.73</u>
Accrued Balance Receivable at 6/30/13		<u>\$0.00</u>

CONTINUED ON PAGE 2

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
STUDENT FINANCIAL ASSISTANCE EXPENDITURES  
07/01/12 TO 06/30/13

	<u>DETAIL</u>	<u>TOTALS</u>
FEDERAL SUPPLEMENTAL EDUCATION <u>OPPORTUNITY GRANT -</u>		
Beginning Accrued Balance Receivable at 6/30/12		\$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 6/30/13		<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.

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
SCHOOL ACTIVITY FUND  
REVENUES, EXPENDITURES AND BALANCES  
07/01/12 TO 06/30/13

<u>ACCOUNT</u>	<u>07/01/12</u>	<u>REVENUES</u>	<u>ADJUSTMENTS</u>	<u>TRANSFERS</u>	<u>EXPENDITURES</u>	<u>06/30/13</u>
PETTY CASH	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00
BENEVOLENCE FUND	680.25	560.00			425.47	814.78
STUDENT LOAN (LOCAL)	7,528.42	0.00			0.00	7,528.42
HOSA (LPN)	17,330.92	0.00				7,046.41
RESALE	0.00	22,163.01		700.00	10,984.51	0.00
BITS TUITION	0.00	50,680.19		75.00	22,238.01	0.00
AT&D TUITION	0.00	29,594.50		(75.00)	50,680.19	0.00
TUITION	0.00	155,499.05		(700.00)	29,519.50	0.00
SKILLS USA (AUTO)	1,348.61	1,100.00			154,799.05	0.00
SKILLS USA (CONSTRUCTION)	7,516.20	6,222.26			1,111.73	1,336.88
SKILLS USA (DIESEL)	1,194.28	160.00			10,020.90	3,717.56
SKILLS USA (SERVICE CAREERS)	3,166.31	9,620.51			443.18	911.10
SKILLS USA (WELDING)	483.73	2,432.00			8,799.09	3,987.73
HOSA (HEALTH CAREER CERT.)	3,195.56	8,762.25			2,494.37	421.36
DECA-MKTG/MGMT	1,615.84	1,545.71		(200.00)	9,795.83	1,961.98
BPA	6,285.85	5,972.34		2,927.00	5,407.28	681.27
BPA-IT	24.31	175.00			3,523.05	8,735.14
FBM-DUES	467.15	0.00			158.16	41.15
GENERAL OPERATIONS	13,829.40	6,432.10	(1.55)		200.29	266.86
STUDENT STORE	1,826.76	12,662.33			10,060.96	10,198.99
CLOTHING STORE	45.76	110.95		(1,852.00)	11,274.48	1,362.61
DECA STORE	590.87	892.00		(150.00)	0.00	6.71
OIL & GAS DONATIONS	20,283.83	10,550.12		(725.00)	497.17	260.70
KATHERINE URBAN FUND	610.00	0.00			3,274.21	27,559.74
TED KYLE FUND	2,040.00	0.00			300.00	310.00
TROY & MILISSA STURGILL FUND	600.00	0.00			500.00	1,540.00
RENEWABLE ENERGY DONATIONS	1,338.39	1,000.00			300.00	300.00
TOTALS	\$92,002.44	\$326,334.32	(\$1.55)	\$0.00	\$337,007.43	\$81,327.78

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  
07/01/12 TO 06/30/13

<u>DEPOSITORY</u>	<u>DETAIL</u>	<u>TOTALS</u>
CASH	<u>326,464.02</u>	
TOTAL DEPOSITORY		<u>\$326,464.02</u>
<u>FUND</u>		
LEDGER BALANCE	81,327.78	
ADD: 2012-13 OUTSTANDING	245,138.31	
ADJ: CREDIT CARD FEES NOT POSTED	<u>(2.07)</u>	
TOTAL DEPOSITORY		<u>\$326,464.02</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  
07/01/12 TO 06/30/13

	<u>TOTAL</u>	<u>2012-13</u>	<u>2011-12</u>	<u>2010-11</u>	<u>PRIOR</u>	<u>INVESTMENTS</u>
BEGINNING CASH AND INVESTMENTS	\$199,566.08	\$91,800.89	\$107,765.19	\$0.00	\$0.00	\$0.00
<u>REVENUES</u>						
DEPOSITS	326,221.22	326,221.22				
INTEREST	113.10	113.10				
PR YR DEPOSIT IN TRANSIT	200.00	200.00				
CHECKS STOPPED	0.00	0.00				
TOTAL REVENUES	326,534.32	326,534.32	0.00	0.00	0.00	0.00
<u>EXPENDITURES</u>						
CHECKS PAID	199,339.73	91,574.54	107,765.19			
CREDIT CARD FEES	296.65	296.65				
CHECK PRNT CHGS	0.00	0.00				
RETURNED CHECKS/FEES	0.00	0.00				
TOTAL EXPENDITURES	199,636.38	91,871.19	107,765.19	0.00	0.00	0.00
ENDING BALANCES	\$326,464.02	\$326,464.02	\$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  
07/01/12 TO 06/30/13

<u>ACCOUNT</u>	<u>07/01/12</u>	<u>REVENUES</u>	<u>ADJUSTMENTS</u>	<u>TRANSFERS</u>	<u>EXPENDITURES</u>	<u>06/30/13</u>
PETTY CASH TITLE IV	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00
PELL GRANT	0.00	107,770.50			107,770.50	0.00
FWS	0.00	24,890.11			24,890.11	0.00
FSEOG	0.00	5,703.00			5,703.00	0.00
OTAG	0.00	3,376.00			3,376.00	0.00
TOTALS	\$0.00	\$141,939.61	\$0.00	\$0.00	\$141,939.61	\$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  
07/01/12 TO 06/30/13

<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: 2012-13 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  
07/01/12 TO 06/30/13

	<u>TOTAL</u>	<u>2012-13</u>	<u>2011-12</u>	<u>2010-11</u>	<u>PRIOR</u>	<u>INVESTMENTS</u>
BEGINNING CASH AND INVESTMENTS	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00
<u>REVENUES</u>						
DEPOSITS	141,939.61	141,939.61	0.00			
CHECKS STOPPED	0.00	0.00			0.00	0.00
TOTAL REVENUES	141,939.61	141,939.61	0.00	0.00	0.00	0.00
<u>EXPENDITURES</u>						
CHECKS PAID	141,939.61	141,739.61	200.00			
TOTAL EXPENDITURES	141,939.61	141,739.61	200.00	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, 2013 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.

# Chas. W. Carroll, P.A.

Hiland Tower – Suite 406  
302 N. Independence

Enid, Oklahoma 73701  
Phone 580-234-5468  
Fax 580-234-5425

## 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, 2013, 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 10, 2014.

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

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, 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.

**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.

Sincerely,



Chas. W. Carroll, P.A.  
March 10, 2014

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2012 TO JUNE 30, 2013

DISPOSITION OF PRIOR YEAR FINDINGS  
JUNE 30, 2013

No reportable conditions were noted during the 2011-12 fiscal.

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2012 TO JUNE 30, 2013

SCHEDULE OF FINDINGS  
JUNE 30, 2013

Section 1 - Summary of Auditor's Results

- A) No reportable conditions, either material or immaterial, were noted or brought to my attention during 2012-13 fiscal year.

HIGH PLAINS TECHNOLOGY CENTER #V-24  
WOODWARD - WOODWARD COUNTY - OKLAHOMA  
JULY 1, 2012 TO JUNE 30, 2013

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 years audit report".