

**FINANCIAL STATEMENTS AND
INDEPENDENT AUDITOR'S REPORTS
OKEENE INDEPENDENT SCHOOL DISTRICT
NO. I-9
BLAINE COUNTY, OKLAHOMA
JUNE 30, 2016**

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
JUNE 30, 2016**

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**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
JUNE 30, 2016**

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**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
SCHOOL DISTRICT OFFICIALS
JULY 1, 2015 THROUGH JUNE 30, 2016**

Board of Education

President	Bennet Peters
Vice-President	Kirk Milligan
Clerk	Rae Dixon
Member	Keith Richardson
Member	Brock Brickman

Superintendent of Schools

Ron Pittman

School District Treasurer

Kerry Westfahl

Encumbrance Clerk

Kristi Kraft



BRITTON, KUYKENDALL, & MILLER
CERTIFIED PUBLIC ACCOUNTANTS

JAMES M. KUYKENDALL
RICK D. MILLER

204 E. FRANKLIN - P.O. BOX 507
WEATHERFORD, OK 73096
580-772-3596
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INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Education
Okeene Independent School District No. I-9
Okeene, Blaine County, Oklahoma

Report on the Financial Statements

We have audited the accompanying combined fund type and account group financial statements-regulatory basis of Okeene Independent School District No. I-9, Oklahoma, as of and for the year ended June 30, 2016, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Oklahoma State Department of Education as described in Note 1. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our modified audit opinions.

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

As described in Note 1, the financial statements are prepared by Okeene Independent School District No. I-9, Oklahoma, on the basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Oklahoma State Department of Education.

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of Okeene Independent School District No. I-9, Oklahoma, as of June 30, 2016, or changes in financial position, or cash flows thereof for the year then ended.

Basis for Qualified Opinion on Regulatory Basis of Accounting

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

Qualified Opinion on Regulatory Basis of Accounting

However, in our opinion, except for the effects of the matter discussed in the "Basis for Qualified Opinion on Regulatory Basis of Accounting" paragraph, the financial statements referred to above present fairly, in all material respects, the cash and unencumbered cash balances arising from regulatory basis transactions of each fund type and account group of Okeene Independent School District No. I-9, Oklahoma, as of June 30, 2016, and the revenues it received and expenditures it paid and encumbered for the year then ended, in accordance with the financial reporting provisions of the Oklahoma State Department of Education as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the fund type and account group financial statements that collectively comprise Okeene Independent School District No. I-9, Oklahoma's basic financial statements. The accompanying Combining Financial Statements and Schedule of Expenditures of Federal Awards as listed in the accompanying Table of Contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Combining Financial Statements and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the fund type and account group financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, except for the financial statements being prepared in compliance with the regulatory basis as prescribed by the Oklahoma State Department of Education as discussed in Note 1, such information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated August 25, 2016, on our consideration of Okeene Independent School District No. I-9, Oklahoma's, internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Okeene Independent School District No. I-9, Oklahoma's internal control over financial reporting and compliance.

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL & MILLER
Certified Public Accountants

Weatherford, Oklahoma
August 25, 2016

COMBINED FINANCIAL STATEMENTS

OF

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. 1-9
BLAINE COUNTY, OKLAHOMA**

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
 BLAINE COUNTY, OKLAHOMA
 COMBINED BALANCE SHEET
 ALL FUND TYPES AND ACCOUNT GROUPS - REGULATORY BASIS
 JUNE 30, 2016

	Governmental Fund Types		
	General	Special Revenue	Debt Service
ASSETS			
Cash and Investments	\$ 324,935.42	\$ 242,886.45	\$ 26,459.73
Amount available in debt service fund	0.00	0.00	0.00
Amount to be provided for retirement of general long-term debt	0.00	0.00	0.00
Total Assets	<u>\$ 324,935.42</u>	<u>\$ 242,886.45</u>	<u>\$ 26,459.73</u>
 LIABILITIES AND FUND BALANCE			
Liabilities:			
Warrants payable	\$ 254,981.89	\$ 0.00	\$ 0.00
Encumbrances	0.00	0.00	0.00
Due to others	0.00	0.00	0.00
General obligation bonds payable	0.00	0.00	0.00
Interest Payable	0.00	0.00	0.00
Judgment Payable	0.00	0.00	0.00
Total Liabilities	<u>254,981.89</u>	<u>0.00</u>	<u>0.00</u>
 Fund Equity:			
Unreserved:			
Designated for capital projects	0.00	0.00	0.00
Designated for debt service	0.00	0.00	26,459.73
Undesignated	69,953.53	242,886.45	0.00
Total fund balances	<u>69,953.53</u>	<u>242,886.45</u>	<u>26,459.73</u>
Total Liabilities and Fund Balances	<u>\$ 324,935.42</u>	<u>\$ 242,886.45</u>	<u>\$ 26,459.73</u>

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

Fiduciary Fund Types Trust and Agency	Account Group General Long- Term Debt	Total (Memorandum Only - Note 1) 2016
\$ 75,435.64	\$ 0.00	\$ 669,717.24
0.00	26,459.73	26,459.73
<u>0.00</u>	<u>893,540.27</u>	<u>893,540.27</u>
<u>\$ 75,435.64</u>	<u>\$ 920,000.00</u>	<u>\$ 1,589,717.24</u>

\$ 0.00	\$ 0.00	\$ 254,981.89
0.00	0.00	0.00
75,435.64	0.00	75,435.64
0.00	920,000.00	920,000.00
0.00	0.00	0.00
<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>75,435.64</u>	<u>920,000.00</u>	<u>1,250,417.53</u>
0.00	0.00	0.00
0.00	0.00	26,459.73
<u>0.00</u>	<u>0.00</u>	<u>312,839.98</u>
<u>0.00</u>	<u>0.00</u>	<u>339,299.71</u>
<u>\$ 75,435.64</u>	<u>\$ 920,000.00</u>	<u>\$ 1,589,717.24</u>

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
BLAINE COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - REGULATORY BASIS -
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2016

	Governmental Fund Types			Total (Memorandum Only - Note 1) 2016
	General	Special Revenue	Debt Service	
Revenues:				
Local sources	\$ 1,062,319.80	\$ 387,937.37	\$ 368,546.59	\$ 1,818,803.76
Intermediate sources	109,605.48	0.00	0.00	109,605.48
State sources	1,336,614.00	18,260.89	16.24	1,354,891.13
Federal Sources	518,962.62	99,374.41	0.00	618,337.03
Total Revenues Collected	3,027,501.90	505,572.67	368,562.83	3,901,637.40
Expenditures:				
Instruction	2,078,837.30	22,170.85	0.00	2,101,008.15
Support services	1,026,816.11	108,723.79	0.00	1,135,539.90
Non - Instructional services	10,198.61	178,982.01	0.00	189,180.62
Capital outlay	18,313.06	18,313.06	0.00	36,626.12
Other outlays	48.08	0.00	0.00	48.08
Debt service:				
Principal retirement	0.00	0.00	345,000.00	345,000.00
Interest and fiscal agent charges	0.00	0.00	31,450.00	31,450.00
Judgments paid	0.00	0.00	0.00	0.00
Total Expenditures	3,134,213.16	328,189.71	376,450.00	3,838,852.87
Excess of revenue over (under) expenditures	(106,711.26)	177,382.96	(7,887.17)	62,784.53
Adjustments to prior year encumbrances	0.00	68.00	0.00	68.00
Other financing sources (uses):				
Transfers	4,980.63	(4,980.63)	0.00	0.00
Bond sale proceeds	0.00	0.00	0.00	0.00
Excess of revenues and other sources over (under) expenditures and other uses	(101,730.63)	172,470.33	(7,887.17)	62,852.53
Beginning fund balance	171,684.16	70,416.12	34,346.90	276,447.18
Ending fund balance	<u>\$ 69,953.53</u>	<u>\$ 242,886.45</u>	<u>\$ 26,459.73</u>	<u>\$ 339,299.71</u>

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

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
 BLAINE COUNTY, OKLAHOMA
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
 BALANCES - BUDGET AND ACTUAL - REGULATORY BASIS
 BUDGETED GOVERNMENTAL FUND TYPES
 FOR THE YEAR ENDED JUNE 30, 2016

	General Fund		
	Original Budget	Final Budget	Actual
Beginning fund balances, budgetary basis	\$ 171,684.16	\$ 171,684.16	\$ 171,684.16
Revenues:			
Local sources	960,948.45	960,948.45	1,062,319.80
Intermediate sources	90,807.45	90,807.45	109,605.48
State sources	1,451,851.38	1,451,851.38	1,336,614.00
Federal sources	516,012.78	516,012.78	518,962.62
Total Revenue, budgetary basis	<u>3,019,620.06</u>	<u>3,019,620.06</u>	<u>3,027,501.90</u>
Expenditures:			
Instruction	2,099,010.95	2,099,010.95	2,078,837.30
Support services	1,063,646.60	1,063,646.60	1,026,816.11
Non - Instructional services	10,333.61	10,333.61	10,198.61
Capital Outlay	18,313.06	18,313.06	18,313.06
Other Outlays	0.00	0.00	48.08
Debt Service:			
Principal retirement	0.00	0.00	0.00
Interest and fiscal agent charges	0.00	0.00	0.00
Judgments paid	0.00	0.00	0.00
Total Expenditures, budgetary basis	<u>3,191,304.22</u>	<u>3,191,304.22</u>	<u>3,134,213.16</u>
Excess of revenue and beginning fund balances over (under) expenditures - budgetary basis	(0.00)	0.00	64,972.90
Other financing sources (uses):			
Transfers	0.00	0.00	4,980.63
Bond sale proceeds	0.00	0.00	0.00
Excess of revenues and other sources over (under) expenditures and other uses	(0.00)	0.00	69,953.53
Adjustments to prior year encumbrances	0.00	0.00	0.00
Ending fund balances	<u>\$ (0.00)</u>	<u>\$ 0.00</u>	<u>\$ 69,953.53</u>

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

Special Revenue Funds			Debt Service Fund		
Original Budget	Final Budget	Actual	Original Budget	Final Budget	Actual
\$ 70,416.12	\$ 70,416.12	\$ 70,416.12	\$ 34,346.90	\$ 34,346.90	\$ 34,346.90
158,706.24	158,706.24	387,937.37	343,353.10	343,353.10	368,546.59
0.00	0.00	0.00	0.00	0.00	0.00
18,613.39	18,613.39	18,260.89	0.00	0.00	16.24
86,111.02	96,684.36	99,374.41	0.00	0.00	0.00
<u>263,430.65</u>	<u>274,003.99</u>	<u>505,572.67</u>	<u>343,353.10</u>	<u>343,353.10</u>	<u>368,562.83</u>
159.54	159.54	22,170.85	0.00	0.00	0.00
135,152.25	135,152.25	108,723.79	0.00	0.00	0.00
180,216.26	190,789.60	178,982.01	0.00	0.00	0.00
18,313.06	18,313.06	18,313.06	0.00	0.00	0.00
5.66	5.66	0.00	0.00	0.00	0.00
0.00	0.00	0.00	346,250.00	346,250.00	345,000.00
0.00	0.00	0.00	31,450.00	31,450.00	31,450.00
0.00	0.00	0.00	0.00	0.00	0.00
<u>333,846.77</u>	<u>344,420.11</u>	<u>328,189.71</u>	<u>377,700.00</u>	<u>377,700.00</u>	<u>376,450.00</u>
0.00	0.00	247,799.08	0.00	0.00	26,459.73
0.00	0.00	(4,980.63)	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	242,818.45	0.00	0.00	26,459.73
0.00	0.00	68.00	0.00	0.00	0.00
<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 242,886.45</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 26,459.73</u>

NOTES TO COMBINED FINANCIAL STATEMENTS

OF

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA**

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

1. **Summary of Significant Accounting Policies**

The basic financial statements of the Okeene Independent School District No. I-9 (the "District") have been prepared in conformity with another comprehensive basis of accounting as prescribed by the Oklahoma State Department of Education. The more significant of the District's accounting policies are described below.

A. Reporting Entity

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

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

In evaluating how to define the District, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria established by the Governmental Accounting Standards Board (GASB). The basic -- but not the only -- criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the District and/or its citizens, or whether the activity is conducted within the geographic boundaries of the District and is generally available to its patrons. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the District is able to exercise oversight responsibilities. Based upon the application of these criteria, there are no potential component units included in the District's reporting entity.

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Summary of Significant Accounting Policies, (Continued)

B. Fund Accounting

The District uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain district functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate "fund types."

Governmental Fund Types

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

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

Special Revenue Fund - The special revenue fund of the District consists of the Building Fund, Child Nutrition Fund, Gift and Endowment Fund and Insurance Fund.

Building Fund - The Building Fund consists of monies derived from property taxes levied for the purpose of erecting, remodeling, or repairing buildings and for purchasing furniture and equipment.

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Summary of Significant Accounting Policies, (Continued)

Fund Accounting, (Continued)

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

Gift and Endowment Fund - The Gift and Endowment Fund receives its assets by way of foundations, individuals, or private organizations for which no repayment or special service to the contributor is expected. This fund is used to promote the general welfare of the District.

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

Debt Service Fund - The Debt Service Fund is the District's Sinking Fund and is used to account for the accumulation of financial resources for the payment of general long-term debt principal, interest and related costs. The primary revenue sources are local property taxes levied specifically for debt service and interest earnings from temporary investments.

Capital Projects Fund - The Capital Projects Fund is the District's Bond Fund which is used to account for the proceeds of bond sales to be used exclusively for acquiring school sites, constructing and equipping new school facilities, renovating existing facilities, and acquiring transportation equipment. The District currently has no bond funds.

Fiduciary Fund Types

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District. When these assets are held under the terms of a trust agreement, trust funds are used for their accounting and reporting. 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. The fiduciary fund of the District consists of the Agency Fund.

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

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Summary of Significant Accounting Policies, (Continued)

Fund Accounting, (Continued)

Account Groups

Account groups are not funds and consist of a self-balancing set of accounts used only to establish accounting control over long-term debt and general fixed assets not accounted for in proprietary funds.

General Long-Term Debt Account Group - This account group was established to account for all long-term debt of the District, which is offset by the amount available in the debt service fund and the amount to be provided in future years to complete retirement of the debt principal. It is also used to account for liabilities for compensated absences and early retirement incentives which are to be paid from funds provided in future years.

General Fixed Asset Account Group - This account group is used to account for property, plant and equipment of the school district. The District has not maintained the cost of fixed assets purchased in previous years. Thus the General Fixed Asset Account Group is not presented.

Memorandum Only - Total Column

The total column on the 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. Interfund eliminations have not been made in the aggregation of this data.

C. Basis of Accounting

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

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Summary of Significant Accounting Policies, (Continued)

Basis of Accounting, (Continued)

The basic financial statements are essentially prepared on a basis of cash receipts and disbursements modified as required by the regulations of the Oklahoma State Department of Education as follows:

- Encumbrances represented by purchase orders, contracts and other commitments for the expenditure of monies are recorded as expenditures when approved.
- Investments are recorded as assets when purchased.
- Warrants payable are recorded as liabilities when issued.
- Long-term debt is recorded when incurred.

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

D. Budgets and Budgetary Accounting

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

The District may upon approval by a majority of the electors of the District voting on the question make the ad valorem levy, emergency levy and local support levy permanent.

Under current Oklahoma Statutes, a formal budget is required for all funds except for agency funds. Budgets are presented for all funds that include the originally approved budgeted appropriations for expenditures and final budgeted appropriations as adjusted for supplemental appropriations and approved transfers between budget categories.

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. 1-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Summary of Significant Accounting Policies, (Continued)

E. Assets, Liabilities and Fund Equity

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

Investments - Investments consist of direct obligations of the United States Government and Agencies or certificates of deposit with maturities greater than three months when purchased. All investments are recorded at cost, which approximates market value.

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

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

Inventories - The value of consumable inventories at June 30, 2016 is not material to the financial statements.

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

Compensated Absences - The school does not calculate a dollar value of compensated absences. Thus, compensated absences have not been presented.

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Summary of Significant Accounting Policies, (Continued)

Assets, Liabilities and Fund Equity, (Continued)

Long-Term Debt - Long-term debt is recognized as a liability of a governmental fund when due, or when resources have been accumulated in the Debt Service Fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the General Long-Term Debt Account group.

Cash Fund Balance - Cash fund balance represents the cash and investments not encumbered by purchase order, legal contracts, and outstanding warrants.

F. Revenue, Expenses and Expenditures

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

After review and verification of reports and supporting documentation, the State Department of Education may adjust subsequent fiscal period allocations of money for prior year errors disclosed by review. Normally, such adjustments are treated as reductions or additions of revenue of the year when the adjustment is made. The District receives revenue from the state to administer certain categorical educational programs. State Board of Education rules require that revenue earmarked for these programs be expended only for the program for which the money is provided and require that the money not expended as of the close of the fiscal year be carried forward into the following year to be expended for the same categorical programs. The State Department of Education requires that categorical, educational program revenues be accounted for in the general fund.

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

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Summary of Significant Accounting Policies, (Continued)

Revenues, Expenses and Expenditures, (Continued)

Interfund Transactions, (Continued)

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers. There were operating transfers or residual equity transfers during the fiscal year ended June 30, 2016. The Child Nutrition Fund transferred \$4,980.63 to the General Fund in accordance with an approved loan agreement.

G. Statement of Cash Flows

Since the District does not currently have any Proprietary Fund Types, the statement of cash flows has not been presented in the fiscal year 2016 accompanying financial statements.

2. **Cash and Investments**

The District's investment policies are governed by state statute. Permissible investments include direct obligations of the United States Government and Agencies; certificates of deposit of savings and loan associations, 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, 2016, are categorized to give an indication of the level of risk assumed by the District at year end as follows:

Deposits 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 the District's name.
- (C) Uncollateralized.

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Cash and Investments, (Continued)

Deposits Categories of Credit Risk, (Continued)

	Category			Bank Balance
	(A)	(B)	(C)	
Cash	\$ 351,895.37	\$ 317,821.87	\$ 0.00	\$ 669,717.24
Investments	0.00	0.00	0.00	0.00
Total	<u>\$ 351,895.37</u>	<u>\$ 317,821.87</u>	<u>\$ 0.00</u>	<u>\$ 669,717.24</u>

Investments - Investments consist of certificates of deposit or direct obligations of the United States Government and Agencies at June 30, 2016, and are categorized to give an indication of the level of risk assumed by the District.

3. **General Long-Term Debt**

State statutes prohibit the District from becoming indebted in an amount exceeding the revenue to be received for any fiscal year without approval by the District's voters. Bond issues have been approved by the voters and issued by the District for various capital improvements. These bonds are required to be fully paid serially within 25 years from the date of issue.

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

The following is a summary of the long-term debt transactions of the District for the year ended June 30, 2016.

	Bonds Payable	Total
Balance 7-1-15	\$ 1,265,000.00	\$ 1,265,000.00
Additions	0.00	0.00
Retirements	(345,000.00)	(345,000.00)
Balance 6-30-16	<u>\$ 920,000.00</u>	<u>\$ 920,000.00</u>

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

General Long-Term Debt, (Continued)

A brief description of the outstanding bond issues at June 30, 2016, is set forth below:

	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount Issued</u>	<u>Amount Outstanding</u>
Building Bond 2012	2.0%	7/1/16	\$ 100,000.00	\$ 0.00
GOCP Bonds of 2014	1.00-1.50%	7/1/19	<u>1,225,000.00</u>	<u>920,000.00</u>
Total			\$ <u>1,325,000.00</u>	\$ <u>920,000.00</u>

The annual debt service requirements for retirement of bond principal and payment of interest are as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 0.00	\$ 6,137.50	\$ 6,137.50
2018	305,000.00	10,750.00	315,750.00
2019	305,000.00	6,937.50	311,937.50
2020	310,000.00	2,325.00	312,325.00
2021	0.00	0.00	0.00
Thereafter	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	\$ <u>920,000.00</u>	\$ <u>26,150.00</u>	\$ <u>946,150.00</u>

Interest expense on general long-term debt incurred during the current year totaled \$31,450.00.

4. 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

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Employee Retirement System, (Continued)

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.

A participant with five 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. If the beneficiary is a surviving spouse, 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 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 effective July 1, 2010 and thereafter. The District is allowed by the Oklahoma Teacher's Retirement System to make the required contributions on behalf of the participating members. The required contribution for participating members is 7.0% of each member's total compensation.

For the year ended June 30, 2016, the total compensation covered by the Teacher Retirement System was \$1,664,861.83. The District's contributions to the System for the years ending June 30, 2016, 2015 and 2014 were \$160,748.80, \$169,120.79, and \$169,664.01, respectively.

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

Employee Retirement System, (Continued)

The pension benefit obligation is a standardized disclosure measure of the present value of pension benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date and is adjusted for the effect of projected salary increases. There are no actuarial valuations performed on individual school districts. The nonfunded pension benefit obligation of the System, as determined as part of the latest actuarial valuation dated June 30, 2015, is as follows:

Total Pension Benefit Obligation	\$20,692,630,888
Actuarial Value of Assets	<u>13,771,884,292</u>
Unfunded Actuarial Accrued Liability	<u>\$ 6,920,746,596</u>

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 Teacher's Retirement System of Oklahoma Annual Report for the year ended June 30, 2015. This information is useful in assessing the pension plan's accumulation of sufficient assets to pay pension benefits as they become due. The Oklahoma Teachers' Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Oklahoma Teachers' Retirement System, P.O. Box 53524, Oklahoma City, OK 73152 or by calling (405) 521-2387.

5. Health Care Coverage

During the year ended June 30, 2016, employees of the Okeene Independent School District No. I-9, Oklahoma, were covered by a health insurance plan (the Plan). The teachers and support personnel may elect to be covered by the Plan. The Plan was authorized by House Bill 1731, 1988 Oklahoma Legislature (74 O.S. 1988, Supp. Section 1301-1322) with the Oklahoma State and Education Employers Group Insurance Board.

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

6. **Investment Income**

Investment income deposits are receipted as allocated by the Treasurer. School District Funds held by the Treasurer are required to be invested in accordance with Title 70 of the Oklahoma Statutes. Interest income on cash funds totaled \$891.88.

7. **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.

8. **Risk Management**

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, employees' health and life, and natural disasters. The District manages these various risks of loss through the purchase of commercial insurance. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

9. **Surety Bonds**

The District maintains a public official schedule bond number POB2078117 with Old Republic Surety Company, for the term July 1, 2015 to July 1, 2016, which covers the following positions for the amounts specified: Superintendent - \$100,000.00; Superintendent Clerk - \$100,000.00; Treasurer - \$100,000.00; Activity Fund Executor - \$100,000.00; Elementary Secretary - \$10,000.00 and Encumbrance Clerk/Minutes Clerk - \$10,000.00.

10. **Subsequent Events**

Management has evaluated subsequent events through August 25, 2016, which is the date the financial statements were available to be issued and have determined that no additional information needs to be added to the financial statements.

SUPPORTING SCHEDULES

OF

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA**

COMBINING FINANCIAL STATEMENTS

OF

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA**

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
BLAINE COUNTY, OKLAHOMA
COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES
- REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS
JUNE 30, 2016

	<u>Building Fund</u>	<u>Child Nutrition Fund</u>	<u>Gift and Endowment Fund</u>	<u>Insurance Fund</u>	<u>Totals 2016</u>
ASSETS					
Cash and Investments	\$ 39,729.49	\$ 9,045.22	\$ 12,730.66	\$ 181,381.08	\$ 242,886.45
Total Assets	<u>\$ 39,729.49</u>	<u>\$ 9,045.22</u>	<u>\$ 12,730.66</u>	<u>\$ 181,381.08</u>	<u>\$ 242,886.45</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Warrants payable	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Encumbrances	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 Total fund balances	 <u>39,729.49</u>	 <u>9,045.22</u>	 <u>12,730.66</u>	 <u>181,381.08</u>	 <u>242,886.45</u>
Total Liabilities and Fund Balances	<u>\$ 39,729.49</u>	<u>\$ 9,045.22</u>	<u>\$ 12,730.66</u>	<u>\$ 181,381.08</u>	<u>\$ 242,886.45</u>

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
BLAINE COUNTY, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - REGULATORY BASIS -
ALL SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2016

	Building Fund	Child Nutrition Fund	Gift and Endowment Fund	Insurance Fund	Totals 2016
Revenues:					
Local sources	\$ 118,777.79	\$ 52,882.65	\$ 12,725.00	\$ 203,551.93	\$ 387,937.37
Intermediate sources	0.00	0.00	0.00	0.00	0.00
State sources	5.25	18,255.64	0.00	0.00	18,260.89
Federal Sources	0.00	99,374.41	0.00	0.00	99,374.41
Total Revenues Collected	<u>118,783.04</u>	<u>170,512.70</u>	<u>12,725.00</u>	<u>203,551.93</u>	<u>505,572.67</u>
Expenditures:					
Instruction	0.00	0.00	0.00	22,170.85	22,170.85
Support services	108,723.79	0.00	0.00	0.00	108,723.79
Non - Instructional services	0.00	178,982.01	0.00	0.00	178,982.01
Capital Outlay	18,313.06	0.00	0.00	0.00	18,313.06
Other Outlays	0.00	0.00	0.00	0.00	0.00
Total Expenditures	<u>127,036.85</u>	<u>178,982.01</u>	<u>0.00</u>	<u>22,170.85</u>	<u>328,189.71</u>
Excess of revenue over (under) expenditures	(8,253.81)	(8,469.31)	12,725.00	181,381.08	177,382.96
Adjustments to prior year encumbrances	0.00	68.00	0.00	0.00	68.00
Other financing sources (uses):					
Transfers	0.00	(4,980.63)	0.00	0.00	(4,980.63)
Excess of revenue and other sources over (under) expenditures and other uses	(8,253.81)	(13,381.94)	12,725.00	181,381.08	172,470.33
Beginning fund balance	<u>47,983.30</u>	<u>22,427.16</u>	<u>5.66</u>	<u>0.00</u>	<u>70,416.12</u>
Ending fund balance	<u>\$ 39,729.49</u>	<u>\$ 9,045.22</u>	<u>\$ 12,730.66</u>	<u>\$ 181,381.08</u>	<u>\$ 242,886.45</u>

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
 BLAINE COUNTY, OKLAHOMA
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
 BALANCES - BUDGET AND ACTUAL - REGULATORY BASIS
 ALL SPECIAL REVENUE FUNDS
 (EXCLUDING GIFT AND ENDOWMENT FUND AND INSURANCE FUND)
 FOR THE YEAR ENDED JUNE 30, 2016

	Building Fund			Child Nutrition Fund		
	Original Budget	Final Budget	Actual	Original Budget	Final Budget	Actual
Beginning fund balances, budgetary basis	\$ 47,983.30	\$ 47,983.30	\$ 47,983.30	\$ 22,427.16	\$ 22,427.16	\$ 22,427.16
Revenues:						
Local sources	106,641.55	106,641.55	118,777.79	52,064.69	52,064.69	52,882.65
Intermediate sources	0.00	0.00	0.00	0.00	0.00	0.00
State sources	0.00	0.00	5.25	18,613.39	18,613.39	18,255.64
Federal sources	0.00	0.00	0.00	86,111.02	96,684.36	99,374.41
Total Revenue, budgetary basis	106,641.55	106,641.55	118,783.04	156,789.10	167,362.44	170,512.70
Expenditures:						
Instruction	159.54	159.54	0.00	0.00	0.00	0.00
Support services	135,152.25	135,152.25	108,723.79	0.00	0.00	0.00
Non - Instructional services	1,000.00	1,000.00	0.00	179,216.26	189,789.60	178,982.01
Capital Outlay	18,313.06	18,313.06	18,313.06	0.00	0.00	0.00
Other Outlays	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures, budgetary basis	154,624.85	154,624.85	127,036.85	179,216.26	189,789.60	178,982.01
Excess of revenue and beginning fund balances over (under) expenditures - budgetary basis	0.00	0.00	39,729.49	0.00	0.00	13,957.85
Other financing sources (uses):						
Transfers	0.00	0.00	0.00	0.00	0.00	(4,980.63)
Bond sale proceeds	0.00	0.00	0.00	0.00	0.00	0.00
Excess of revenues and other sources over (under) expenditures and other uses	0.00	0.00	39,729.49	0.00	0.00	8,977.22
Adjustments to prior year encumbrances	0.00	0.00	0.00	0.00	0.00	68.00
Ending fund balances	\$ 0.00	\$ 0.00	\$ 39,729.49	\$ 0.00	\$ 0.00	\$ 9,045.22

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
 BLAINE COUNTY, OKLAHOMA
 COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES
 - REGULATORY BASIS - FIDUCIARY FUNDS
 JUNE 30, 2016

	<u>Agency Fund</u> <u>Activity</u> <u>Fund</u>	<u>Totals</u> <u>2016</u>
<u>ASSETS</u>		
Cash and Investments	\$ 75,435.64	\$ 75,435.64
Total Assets	<u>\$ 75,435.64</u>	<u>\$ 75,435.64</u>
<u>LIABILITIES AND FUND BALANCE</u>		
Liabilities:		
Warrants Payable	\$ 0.00	\$ 0.00
Due to Others	<u>75,435.64</u>	<u>75,435.64</u>
Total Liabilities	<u>75,435.64</u>	<u>75,435.64</u>
Total fund balances	<u>0.00</u>	<u>0.00</u>
Total Liabilities and Fund Balances	<u>\$ 75,435.64</u>	<u>\$ 75,435.64</u>

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
BLAINE COUNTY, OKLAHOMA
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
- REGULATORY BASIS -
ALL AGENCY FUNDS
July 1, 2015 through June 30, 2016

ASSETS	Beginning	Total	Total	Total	Ending
ACTIVITIES	Balance	Receipts	Adjustments	Disbursements	Balance
	As of 7-1-15				As of 6-30-16
Band	\$ 564.75	\$ 15,226.01	\$ 12.99	\$ 15,549.29	\$ 254.46
Future Farmers of America	3,469.78	52,936.30	(191.87)	49,323.36	6,890.85
Class of 2017	1,263.03	8,863.00	900.00	8,010.53	3,015.50
Family & Consumer Science	6,706.06	24,243.05	(230.02)	21,993.20	8,725.89
Cheerleaders	371.26	13,884.00	3,878.73	15,146.97	2,987.02
Yearbook	1,249.91	3,310.30	(540.00)	3,118.65	901.56
Miscellaneous Account	1,383.24	5,691.55	1,946.87	8,086.59	935.07
HS Teachers' Coke Fund	75.22	0.00	0.00	0.00	75.22
Special Olympics	189.14	0.00	0.00	189.08	0.06
Student Council	408.60	2,600.00	51.98	2,590.02	470.56
Speech	1,291.69	14,064.03	1,704.42	14,208.29	2,851.85
Employees Flower Fund	1,291.63	535.00	0.00	175.00	1,651.63
Elementary Library	265.21	5,156.26	0.00	5,265.26	156.21
High School Library	722.49	2,707.36	0.00	2,986.30	443.55
Elementary Coke Fund	5,110.52	13,039.01	2,280.85	16,234.98	4,195.40
Class of 2008	24.33	0.00	0.00	0.00	24.33
Playground Equipment	4,741.91	3,858.51	0.00	0.00	8,600.42
Boys' Athletic Coke Fund	3,064.13	0.00	0.00	0.00	3,064.13
Fuel Up Fund	2,247.89	693.00	(218.00)	1,165.48	1,557.41
Athletic Account	14,092.04	88,800.87	1,884.81	93,320.38	11,457.34
Class of 2015	1,811.19	0.00	0.00	0.00	1,811.19
Class of 2020	191.87	900.00	0.00	486.36	605.51
National Honor Society	91.30	1,450.48	0.00	1,034.40	507.38
Alumni	0.00	500.00	0.00	0.00	500.00
FCA	0.00	0.00	0.00	0.00	0.00
Class of 2012	0.00	0.00	0.00	0.00	0.00
Technology Students Association	874.12	0.00	0.00	28.35	845.77
Student Center Coke Fund	380.40	0.00	0.00	190.32	190.08
Ice Cream Machine	8.95	0.00	0.00	0.00	8.95
Class of 2018	963.47	900.00	0.00	134.64	1,728.83
Elem Box Tops for Education	2,117.19	3,275.98	0.00	1,484.34	3,908.83
Class of 2014	37.93	0.00	0.00	0.00	37.93
Science Club	351.27	0.00	0.00	0.00	351.27
JH Cheerleaders	2,480.48	4,651.50	0.00	6,645.10	486.88
Americorp Summer Program	24.05	2,022.39	1.34	284.72	1,763.06
Class of 2021	0.00	405.00	0.00	45.12	359.88
Class of 2013	44.49	0.00	0.00	0.00	44.49
Lori Geis Scholarship	0.00	500.00	0.00	0.00	500.00
AR store	40.94	0.00	0.00	0.00	40.94
Class of 2016	2,952.55	33.75	390.00	2,996.00	380.30
Class of 2019	615.60	750.00	0.00	36.66	1,328.94
Academic Team	302.00	0.00	540.00	492.00	350.00
Employee Scholarship Fund	956.95	470.00	0.00	0.00	1,426.95
Donna Nigh	4,736.61	0.00	0.00	4,736.61	0.00
TOTAL ASSETS	\$ 67,514.19	\$ 271,467.35	\$ 12,412.10	\$ 275,958.00	\$ 75,435.64
LIABILITIES					
Due to Student Groups	\$ 67,514.19	\$ 271,467.35	\$ 12,412.10	\$ 275,958.00	\$ 75,435.64
TOTAL LIABILITIES	\$ 67,514.19	\$ 271,467.35	\$ 12,412.10	\$ 275,958.00	\$ 75,435.64

SUPPLEMENTARY INFORMATION
OF
OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA

OKEENE INDEPENDENT SCHOOL DISTRICT NO. 9
BLAINE COUNTY, OKLAHOMA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2016

Federal Grantor/Pass Through Grantor/Program Title	Federal CFDA Number	Project Reporting Number	Program Approved Amount	Beginning Balance at July 1, 2015	Receipts	Expenditures	Ending Balance at June 30, 2016
<i>U.S. Department of Education Direct Programs:</i>							
<i>2015-2016 Programs</i>							
Small Rural School Achievement Prog.	84.358A	588	\$ 26,572.00	0.00	\$ 26,572.00	\$ 26,572.00	0.00
Flood Control	12.106	772	43.87	0.00	43.87	43.87	0.00
<i>2014-2015 Programs</i>							
Serve for Success	94.006	775	0.00	(18,758.47)	27,435.56	8,677.09	0.00
<i>2015-2016 Programs</i>							
Title I - LEA	84.010	511	42,865.85	0.00	42,249.24	42,249.24	0.00
Title II - Part A	84.367	586	10,050.55	0.00	2,500.00	2,500.00	0.00
IDEA-B Preschool	84.173	641	3,356.88	0.00	2,002.16	2,002.16	0.00
IDEA-B Flowthrough	84.027	621	77,339.28	0.00	77,339.28	77,339.28	0.00
Serve for Success	94.006	776	363,749.00	0.00	340,820.51	342,179.79	(1,359.28)
Total U.S. & State Department of Education			523,977.43	(18,758.47)	518,962.62	501,563.43	(1,359.28)
<i>U.S. Department of Agriculture:</i>							
<i>Passed Through State Dept. of Education:</i>							
Cash Assistance:							
National School Lunch Program	10.555	763	80,335.38	0.00	80,335.38	77,071.05	3,264.33
School Breakfast Program	10.553	764	18,839.03	0.00	18,839.03	18,839.03	0.00
Professional Standards for School Nutrition Employees	10.547	767	200.00	0.00	200.00	200.00	0.00
Non-Cash Assistance (Commodities):							
National School Lunch Program	10.555	n/a	7,326.86	0.00	7,326.86	7,326.86	0.00
Total USDA			106,701.27	0.00	106,701.27	103,436.94	3,264.33
TOTAL FEDERAL ASSISTANCE			\$ 630,678.70	\$ (18,758.47)	\$ 625,663.89	\$ 605,000.37	\$ 1,905.05

Note - 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 Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements. Nonmonetary assistance in the form of commodities is reported in the schedule at the fair market value of the commodities received and disbursed.

REPORTS ON INTERNAL CONTROL AND ON COMPLIANCE

OF

**OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA**



BRITTON, KUYKENDALL, & MILLER
CERTIFIED PUBLIC ACCOUNTANTS

JAMES M. KUYKENDALL
RICK D. MILLER

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

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

To the Honorable Board of Education
Okeene Independent School District No. I-9
Okeene, Blaine County, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the fund type and account group financial statements-regulatory basis of Okeene Independent School District No. I-9, Oklahoma, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise Okeene Independent School District No. I-9, Oklahoma's basic financial statements, and have issued our report thereon dated August 25, 2016. As stated in our report, our opinion was adverse with respect to the financial statements not being prepared in conformity with accounting principles generally accepted in the United States of America because the presentation followed the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education. In addition, our opinion was qualified because the omission of the General Fixed Assets Account Group results in an incomplete presentation with respect to the financial statements being prepared following the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Okeene Independent School District No. I-9, Oklahoma's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the entity's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented,

or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Okeene Independent School District No. I-9, Oklahoma's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* in the United States of America.

However, we noted certain matters that we have reported to the Board of Education and administrative employees of Okeene Independent School District No. I-9, Oklahoma, in a separate statement of audit comments included with this report.

Purpose of this Report

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

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL AND MILLER
Certified Public Accountants

Weatherford, Oklahoma
August 25, 2016

OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
AUDIT COMMENTS
JUNE 30, 2016

CURRENT YEAR

- 2016-001 During our audit of the financial records, we noted that the estimated revenues on the estimate of needs were not properly entered into the Oklahoma Cost Accounting System (OCAS). These items should be entered into the accounting system so the School can monitor collections compared to budget.
- 2016-002 During our audit of the Activity Fund, we noted instances where invoices were dated before the actual purchase order was approved. All purchase orders must be approved by the purchasing agent to allow any purchase to be made or any order placed. Funds are not to be obligated without authorization by the purchasing agent.
- 2016-003 During our audit of the Activity Fund, we noted instances where invoices were not signed to verify receipt of goods or services. The person receiving goods or services should sign the invoice, statement, or delivery ticket to indicate that the goods or services were received and in good condition.
- 2016-004 During our audit of the Activity Fund, we noted instances where amounts were paid without having sufficient documentation for the expenditure. Some purchase orders had no invoices attached and some purchase orders had no original invoice and only a statement or quote attached. No payment should be made to vendors until all supporting documentation is obtained, which must include an original itemized invoice.
- 2016-005 During our audit of the Activity Fund, we noted instances where money being receipted by sponsors was not being forwarded to the Activity fund custodian on a timely basis. Per Title 70, Section 5-129 of the Oklahoma Statutes, state law requires that sponsors forward their money daily to the Activity fund custodian. If money is collected after hours on Friday or the weekend the money collected should be stored in a secure location and turned in the following business day.
- 2016-006 During our audit of the Activity Fund, we noted instances where individual receipts should have been present but were not. Fundraisers, donations, etc. should have individual receipts written to students or others turning in monies when possible. When not feasible, gates, raffles, carnivals, etc. should have a dated cash count sheet signed by two individuals to account for all monies received. When applicable, tickets with beginning and ending numbers should be noted on the cash count sheet and retained. When possible, documentation such as a cash register printout receipt or other supporting documentation such as a fundraiser reconciliation should be attached where applicable.

OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
AUDIT COMMENTS
JUNE 30, 2016

CURRENT YEAR, CONTINUED

- 2016-007 During our audit of the Child Nutrition Fund, we noted the school exceeded the prior year appropriations for a transfer that was made, but not entered into the Oklahoma Cost Accounting System, to reimburse the General Fund due to a loan agreement that was in place. Total expenditures should not exceed approved appropriations until a properly executed approved supplemental is in place as required by law. A supplemental was prepared and approved after the fact.
- 2016-008 During our audit of the federal programs, we noted that one laptop purchased with IDEA-B funds could not be located. Federal program guidelines require that all equipment remain on site as stated in the inventory system so that federally purchased equipment can be identified and located at all times.
- 2016-009 During our audit of the financial records, we noted that there were various errors in the District's financial statements. The District had improperly recorded some current year ad-valorem tax collections as prior year. Also, one receipt for the CNP for the Professional Standards for School Nutrition Employees had to be moved between the General Fund and the Child Nutrition Fund to match where the expenditures were paid. The District should put controls in place to ensure that the financial statements are properly stated. The District corrected the errors prior to submitting the final OCAS data to the Oklahoma State Department of Education.

PRIOR YEAR

- 15-1 During our audit, we noted instances where money was transferred from the General Fund in the amount of \$2,482.00 and from the Building Fund in the amount of \$641.18 to cover expenses paid out of the Building Bond Fund. Monies should not be transferred from the General Fund or Building Fund to cover expenses paid through other funds. Monies can be spent by each fund for those items proposed in a bond issue which are the types of expenditures that can be legally made from each fund.
- 15-2 During our audit of the financial records, we noted that the estimated revenues on the estimate of needs were not properly entered into the Oklahoma Cost Accounting System (OCAS). These items should be entered into the accounting system so the School can monitor collections compared to budget and to ensure that approved appropriations are not exceeded.

OKEENE INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
AUDIT COMMENTS
JUNE 30, 2016

PRIOR YEAR, CONTINUED

- 15-3 During our audit of the Activity Fund, we noted instances where invoices were dated before the actual purchase order was approved. All purchase orders must be approved by the purchasing agent to allow any purchase to be made or any order placed. Funds are not to be obligated without authorization by the purchasing agent.
- 15-4 During our audit of the Activity Fund, we noted instances where invoices were not signed to verify receipt of goods or services. The person receiving goods or services should sign the invoice, statement, or delivery ticket to indicate that the goods or services were received and in good condition.
- 15-5 During our audit of the Activity Fund, we noted instances where amounts were paid without having sufficient documentation for the expenditure. Some purchase orders had no invoices attached and some purchase orders had no original invoice and only a statement attached. No payment should be made to vendors until all supporting documentation is obtained, which must include an original itemized invoice.

The District implemented controls to correct prior year comment 15-1. However, prior year comments 15-2, 15-3, 15-4, and 15-5 had instances of reoccurrence in the current fiscal year.



Okeene Public Schools

P.O. Box 409 • Okeene, OK 73763-0409
Phone: (580) 822-3268 • Fax: (580) 822-4123
Ron Pittman, Superintendent

AUDIT FINDINGS

CORRECTIVE ACTION PLAN

FINDING: 20016-001: During our audit of the financial records, we noted that the estimated revenues on the estimate of needs were not properly entered into the Oklahoma Cost Accounting System (OCAS). These items should be entered into the accounting system so the School can monitor collections compared to budget.

CONTACT PERSON: Ron Pittman

STEPS IMPLEMENTED: I will make sure that I put the estimate of needs appropriated amounts in at the beginning of the school year after we receive the Estimate of Needs from our auditor. I will enter the numbers into the Treasurer's ADPC program.

FINDING: 2016-002: During our audit of the Activity Fund, we noted instances where invoices were dated before the actual purchase order was approved. All purchase orders must be approved by the purchasing agent to allow any purchase to be made or any order placed. Funds are not to be obligated without authorization by the purchasing agent.

Contact Person: Kara Mitch

STEPS IMPLEMENTED: Each custodian of the individual accounts have been given strict orders on the proper steps in obtaining a purchase order before the purchase. The sponsors have again been made aware of the error. They have also been made aware that if the purchase of goods were made before a proper purchase order was obtained that the payment responsibility will be the obligation of the sponsor and this step will be implemented immediately. I feel that having this type of policy in place will alleviate anymore instances.

FINDING: 2016-003: During our audit of the Activity Fund, we noted instances where invoices were not signed to verify receipt of goods or services. The person receiving should sign the invoice, statement, delivery tickets to indicate that the goods or services were received and in good condition.

CONTACT PERSON: Kara Mitch

STEPS IMPLEMENTED: All sponsors were given explicit directions at the beginning of the year regarding the steps taken when receiving goods. They have been instructed to sign the packing slip and also the invoice when received to verify that the information is correct. This action helps the sponsors acknowledge that everything was shipped in a good condition. Every effort is being made immediately to improve/correct this problem.

FINDING: 2016-004: During our audit of the Activity Fund, we noted instances where amounts were paid without having sufficient documentation for the expenditure. Some purchase orders had no invoices attached and some purchase orders had no original invoice and only a statement attached. No payment should be made to vendors until all supporting documentation is obtained, which must include an original itemized invoice.

CONTACT PERSON: Kara Mitch

STEPS IMPLEMENTED: All sponsors were given explicit instruction on the proper procedures when receiving orders. They have been instructed in collecting all statements, invoices and packing slips for their purchases. All information then will be given to the activity custodian in a timely manner. Every effort is being made immediately to improve/correct this problem.

FINDING: 2016-005: During our audit of the Activity Fund, we noted instances where money being receipted by sponsors was not being forwarded to the activity fund custodian on a timely basis. Per Title 70, Section 5-129 of the Oklahoma Statutes, state law requires that sponsors forward their money daily to the Activity fund custodian. If money is collected after hours on Friday or the weekend the money collected should be stored in a secure location and turned in the following business day.

CONTACT PERSON: Kara Mitch

STEPS IMPLEMENTED: Each sponsor has been made aware of the proper procedures in collecting money and turning it in to the custodian in a timely manner. Each sponsor has been given a copy of Section 87. School Activity Fund and has been instructed to follow these guidelines. Educating the sponsors in the proper procedures should improve this problem.

FINDINGS: 2016-006: During our audit of the Activity Fund, we noted instances where individual receipts should have been present but were not. Fundraisers, donations, etc. should have individual receipts written to students or others turning in monies when possible. When not feasible, gates, raffles, carnivals, etc. should have a dated cash count sheet signed by two individuals to account for all monies received. When applicable, tickets with beginning and ending numbers should be noted on the cash count sheet and retained. When possible, documentation such as fundraiser reconciliation should be attached where applicable.

CONTACT PERSON: Kara Mitch

STEPS IMPLEMENTED: During the beginning of the year in-service, sponsors were given the proper procedures for receipting money. Each sponsor is given a receipt book and sponsor receipts. They are told to turn in money and receipts immediately when collected. There is a dated money start up sheet available when there is a play, dinner, or gate that is being held. It not only has spaces for all money to be tallied but it also includes spaces for two sponsors to sign. When available, there register receipts will be included with monies turned in to the custodian. Every effort is being made to education the sponsors in this procedure.

FINDING: 2016-007: During our audit of the Child Nutrition Fund, we noted the school exceeded the prior year appropriations for a transfer that was made, but not entered into the Oklahoma Cost Accounting System, to reimburse the General Fund due to a loan agreement that was in place. Total expenditures should not exceed approved appropriations until a properly executed approved supplemental is in place as required by law. A supplemental was prepared and approved after the fact.

CONTACT PERSON: Ron Pittman

STEPS IMPLEMENTED: We will correct this error by applying for supplemental appropriations prior to exceeding the appropriation. We will not transfer money from Child Nutrition Fund to the General Fund. In the event that there is a deficiency in the Child Nutrition Fund the General Fund will be reimbursed by writing a warrant and will not exceed the final appropriation.

FINDING: 2016-008: During the audit of the federal programs, we noted that one laptop purchased with IDEA-B funds could not be located. Federal program guidelines require that all equipment remain on site as stated in the inventory system so that federally purchased equipment can be identified and located at all time.

CONTACT PERSON: Ron Pittman

STEPS IMPLEMENTED: The staff has been instructed to the proper procedures to check out technology such as I-pads, notebooks and laptops. They will sign off resuming responsibility for the use, care and liability for these items. Each person with such technology will be assigned a check out form to be posted in their room as suggested by the auditors.

FINDING 2016-009: During our audit of the financial records, we noted that there were various errors in the District's financial statements. The District had improperly recorded some current year ad-valorem tax collections as prior year. Also, one receipt for the CNF for the Professional Standards for School Nutrition Employees had to be moved between the General Fund and the Child Nutrition Fund to match where the expenditures were paid. The District should put controls in place to ensure that the financial statements are properly stated. The District corrected the errors prior to submitting the final OCAS data to the Oklahoma State Department of Education.

CONTACT PERSON: Kerry Westfahl

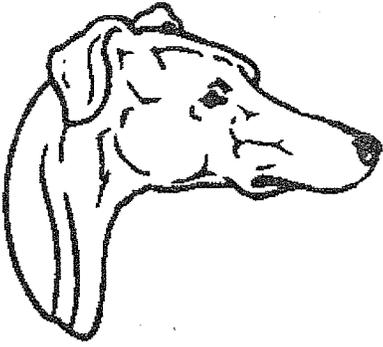
STEPS IMPLEMENTED: The coding of county taxes can be a little tricky at times. Every effort is being made to improve/correct this problem. The problem has been corrected this year and I will work hard not to have the same problem next year.

There was an error in depositing money for the Professional Standards for School Nutrition Employees. There will be a conscious effort made to be sure that receipts are deposited in the same fund as the expenses are recorded. The error was corrected this year. The Treasurer and the Encumbrance Clerk will work together to make sure this does not happen again.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Ron Pittman". The signature is written in black ink and is positioned above the printed name.

Ron Pittman,
Superintendent



Okeene Public School

Ron Pittman, Superintendent

P. O. Box 409

Okeene, OK 73763

AUDIT FINDINGS CORRECTIVE ACTION PLAN

FINDING: 15-1 – During our audit, we noted instances where money was transferred from the General Fund in the amount of \$2,482.00 and from Building Fund in the amount of \$641.18 to cover expenses paid out of the Building Bond Fund. Monies should not be transferred from the General Fund or Building Fund to cover expenses paid through other funds. Monies can be spent by each fund for those items proposed in a bond issue which are the types of expenditures that can be legally made from each fund.

CONTACT PERSON: Ron Pittman

STEPS IMPLEMENTED: The expenses that were paid out of Building Bond Fund occurred because of miscommunications between the Encumbrance Clerk and the Superintendent. The expenses were to be paid out of the School's Lease. If the expenditure had been paid from the correct account the transfers would not have been necessary. The Encumbrance Clerk and Superintendent now know that monies should not be transferred out of any fund to cover expenses paid through other funds. This will not happen again.

FINDING: 15-2 – During our audit of the financial records, we noted that the estimated revenues on the estimate of needs were not properly entered into Oklahoma Cost Accounting System (OCAS). These items should be entered into the accounting system so the School can monitor collections compared to budget and to ensure that approved appropriations are not exceeded.

CONTACT PERSON: Ron Pittman

STEPS IMPLEMENTED: The Superintendent will make the necessary change in monitoring the Treasure's Oklahoma Cost Accounting entries for the estimated revenues. This action will begin immediately following the presentation of the Estimate of Needs for the 2016 fiscal year.

FINDING: 15-3 – During our audit of Activity Fund, we noted instances where invoices were dated before the actual purchase order was approved. All purchase orders must be approved by the purchasing agent to allow any purchase to be made or any order placed. Funds are not to be obligated without authorization by the purchasing agent.

CONTACT PERSON: Kara Mitch

STEPS IMPLEMENTED: Each custodian of the individual accounts have been given strict orders on the proper steps in obtaining a purchase order before the purchase. The sponsors have again been made aware of the error. They have also been made aware that if the purchase of goods were made before a proper purchase order was obtained that the payment responsibility will be the obligation of the sponsor. I feel that having this type of policy in place will alleviate anymore instances.

FINDING: 15-4: During our audit of the Activity Fund, we noted instances where invoices were not signed to verify receipt of goods or services. The person receiving should sign the invoice, statement, delivery tickets to indicate that the goods or services were received and in good condition.

CONTACT PERSON: Kara Mitch

STEPS IMPLEMENTED: All sponsors were given explicit directions at the beginning of the year regarding the steps taken when receiving goods. They have been instructed to sign the packing slip and also the invoice when received to verify that the information is correct. This action helps the sponsors acknowledge that everything was shipped in a good condition. Every effort is being made immediately to improve/correct this problem.

FINDING: 15-5: During our audit of the Activity Fund, we noted instances where amounts were paid without having sufficient documentation for the expenditure. Some purchase orders had no invoices attached and some purchase orders had no original invoice and only a statement attached. No payment should be made to vendors until all supporting documentation is obtained, which must included an original itemized invoice.

CONTACT PERSON: Kara Mitch

STEPS IMPLEMENTED: All sponsors were given explicit instruction on the proper procedures when receiving orders. They have been instructed in collecting all statements, invoices and packing slips for their purchases. All information then will be given to the activity custodian in a timely manner. Every effort is being made immediately to improve/correct this problem.

Ron Pittner
Superintendent

**INDEPENDENT SCHOOL DISTRICT NO. I-9
BLAINE COUNTY, OKLAHOMA
SCHEDULE OF ACCOUNTANTS' PROFESSIONAL
LIABILITY INSURANCE AFFIDAVIT
JULY 1, 2015 THROUGH JUNE 30, 2016**

State of Oklahoma)
) ss
County of Custer)

The undersigned auditing firm of lawful age, being first duly sworn on oath, says that said firm had in full force and effect Accountants' Professional Liability Insurance in accordance with the "Oklahoma Public School Audit Law" at the time of audit contract and during the entire audit engagement with Okeene Independent School District No. I-9 for the audit year 2015-2016.

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL & MILLER
Certified Public Accountants

Rich Miller
by

Subscribed and sworn to before me this 25th day of August, 2016.

Patty Klein
NOTARY PUBLIC

