

FINANCIAL STATEMENTS AND
INDEPENDENT AUDITOR'S REPORTS
OLUSTEE INDEPENDENT SCHOOL
DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
JUNE 30, 2011

RECEIPT #

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State Auditor & Inspector

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35

JACKSON COUNTY, OKLAHOMA

JUNE 30, 2011

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OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35

JACKSON COUNTY, OKLAHOMA

JUNE 30, 2011

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**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
SCHOOL DISTRICT OFFICIALS
JULY 1, 2009 THROUGH JUNE 30, 2011**

Board of Education

President	Jim Pryor
Vice-President	Don Moody
Clerk	Sarah Garcia
Member	Bryan Walker
Member	Tim Drury

Superintendent of Schools

Gaylene Freeman

School District Treasurer

Tricia Latham

Encumbrance Clerk

Janice Reynolds



BRITTON, KUYKENDALL, & MILLER

CERTIFIED PUBLIC ACCOUNTANTS

JAMES M. KUYKENDALL
RICK D. MILLER

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WEATHERFORD, OK. 73096
580-772-3596
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BRANCH OFFICE
106 N. COLLEGE - P.O. BOX 266
CORDELL, OK. 73632
580-832-5313
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INDEPENDENT AUDITOR'S REPORT ON THE BASIC FINANCIAL STATEMENTS

The Honorable Board of Education
Olustee Independent School District No. 35
Olustee, Jackson County, Oklahoma

We have audited the accompanying fund type and account group financial statements of Olustee Independent School District No. 35, Oklahoma, as listed in the Table of Contents, as of and for the year ended June 30, 2011. These financial statements are the responsibility of Olustee Independent School District No. 35, Oklahoma. 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 includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, Olustee Independent School District No. 35, Oklahoma, prepares its financial statements in conformity with the accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The differences between the regulatory basis of accounting and accounting principles generally accepted in the United States of America are also described in Note 1.

As discussed in Note 1, the financial statements referred to above do not include the general fixed asset account group. The amount that should be recorded in the general fixed asset account group is not known.

In our opinion, because of the School's policy to prepare its financial statements on the basis of accounting discussed in the third paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of Olustee Independent School District No. 35, Oklahoma, as of June 30, 2011, or the results of its operations for the year then ended.

However, in our opinion, except for the omission of the general fixed asset account group as discussed in the fourth 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 Olustee Independent School District No. 35, Oklahoma, as of June 30, 2011, and the revenues it received and expenditures it paid for the year then ended, on the regulatory basis of accounting described in Note 1.

In accordance with Government Auditing Standards, we have also issued our report dated July 28, 2011, on our consideration of Olustee Independent School District No. 35, Oklahoma's, internal control over financial reporting and 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the fund type and account group financial statements of Olustee Independent School District No. 35, Oklahoma, taken as a whole. 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 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 financial statements. Such information has been subjected to the auditing procedures applied in the audit of the fund type and account group financial statements referred to above and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the 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 financial statements taken as a whole.

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL & MILLER
Certified Public Accountants

Weatherford, Oklahoma
July 28, 2011

COMBINED FINANCIAL STATEMENTS
OF
OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS - REGULATORY BASIS
JUNE 30, 2011

	<u>Governmental Fund Types</u>		<u>Fiduciary Fund Types</u>	<u>Total (Memorandum Only - Note 1) 2011</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Trust and Agency</u>	
<u>ASSETS</u>				
Cash and Investments	\$ 339,623.28	\$ 149,234.32	\$ 28,401.27	\$ 517,258.87
Amount available in debt service fund	0.00	0.00	0.00	0.00
Amount to be provided for retirement of general long-term debt	0.00	0.00	0.00	0.00
Total Assets	<u>\$ 339,623.28</u>	<u>\$ 149,234.32</u>	<u>\$ 28,401.27</u>	<u>\$ 517,258.87</u>
<u>LIABILITIES AND FUND BALANCE</u>				
Liabilities:				
Warrants payable	\$ 13,564.64	\$ 1,592.27	\$ 0.00	\$ 15,156.91
Encumbrances	0.00	0.00	0.00	0.00
Due to others	0.00	0.00	28,401.27	28,401.27
General obligation bonds payable	0.00	0.00	0.00	0.00
Interest Payable	0.00	0.00	0.00	0.00
Judgment Payable	0.00	0.00	0.00	0.00
Total Liabilities	<u>13,564.64</u>	<u>1,592.27</u>	<u>28,401.27</u>	<u>43,558.18</u>
Fund Equity:				
Unreserved:				
Designated for capital projects	0.00	0.00	0.00	0.00
Designated for debt service	0.00	0.00	0.00	0.00
Undesignated	326,058.64	147,642.05	0.00	473,700.69
Total fund balances	<u>326,058.64</u>	<u>147,642.05</u>	<u>0.00</u>	<u>473,700.69</u>
Total Liabilities and Fund Balances	<u>\$ 339,623.28</u>	<u>\$ 149,234.32</u>	<u>\$ 28,401.27</u>	<u>\$ 517,258.87</u>

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

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - REGULATORY BASIS -
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2011

	Governmental Fund Types		Total
	General	Special Revenue	(Memorandum Only - Note 1) 2011
Revenues:			
Local sources	\$ 5,136.50	\$ 101,514.22	\$ 106,650.72
Intermediate sources	151,435.38	18,804.64	170,240.02
State sources	979,373.23	1,423.42	980,796.65
Federal Sources	200,774.74	65,349.70	266,124.44
Total Revenues Collected	1,336,719.85	187,091.98	1,523,811.83
Expenditures:			
Instruction	884,576.26	0.00	884,576.26
Support services	356,994.51	84,014.26	441,008.77
Non - Instructional services	59,886.43	72,614.36	132,500.79
Capital outlay	0.00	0.00	0.00
Other outlays	0.00	0.00	0.00
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	1,301,457.20	156,628.62	1,458,085.82
Excess of revenue over (under) expenditures	35,262.65	30,463.36	65,726.01
Adjustments to prior year encumbrances	32.33	0.00	32.33
Other financing sources (uses):			
Bond sale proceeds	0.00	0.00	0.00
Excess of revenues and other sources over (under) expenditures and other uses	35,294.98	30,463.36	65,758.34
Beginning fund balance	290,763.66	117,178.69	407,942.35
Ending fund balance	\$ 326,058.64	\$ 147,642.05	\$ 473,700.69

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

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON 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, 2011

	General Fund			Special Revenue Funds		
	Original Budget	Final Budget	Actual	Original Budget	Final Budget	Actual
Beginning fund balances, budgetary basis	\$ 290,763.66	\$ 290,763.66	\$ 290,763.66	\$ 117,178.69	\$ 117,178.69	\$ 117,178.69
Revenues:						
Local sources	0.00	0.00	5,136.50	14,763.34	14,763.34	101,514.22
Intermediate sources	139,230.42	139,230.42	151,435.38	17,352.69	17,352.69	18,804.64
State sources	968,608.70	968,608.70	979,373.23	1,205.36	1,205.36	1,423.42
Federal sources	150,570.26	150,570.26	200,774.74	55,652.08	55,652.08	65,349.70
Total Revenue, budgetary basis	1,258,409.38	1,258,409.38	1,336,719.85	88,973.47	88,973.47	187,091.98
Expenditures:						
Instruction	997,739.39	997,739.39	884,576.26	0.00	0.00	0.00
Support services	454,465.65	454,465.65	356,994.51	100,925.37	100,925.37	84,014.26
Non - Instructional services	81,968.00	81,968.00	59,886.43	101,226.79	101,226.79	72,614.36
Capital Outlay	0.00	0.00	0.00	4,000.00	4,000.00	0.00
Other Outlays	15,000.00	15,000.00	0.00	0.00	0.00	0.00
Debt Service:						
Principal retirement	0.00	0.00	0.00	0.00	0.00	0.00
Interest and fiscal agent charges	0.00	0.00	0.00	0.00	0.00	0.00
Judgments paid	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures, budgetary basis	1,549,173.04	1,549,173.04	1,301,457.20	206,152.16	206,152.16	156,628.62
Excess of revenue and beginning fund balances over (under) expenditures - budgetary basis	(0.00)	0.00	326,026.31	0.00	0.00	147,642.05
Other financing sources (uses):						
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	326,026.31	0.00	0.00	147,642.05
Adjustments to prior year encumbrances	0.00	0.00	32.33	0.00	0.00	0.00
Ending fund balances	\$ (0.00)	\$ 0.00	\$ 326,058.64	\$ 0.00	\$ 0.00	\$ 147,642.05

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

NOTES TO COMBINED FINANCIAL STATEMENTS

OF

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA**

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

1. Summary of Significant Accounting Policies

The financial statements of the Olustee Independent School District No.35 (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.

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

Summary of Significant Accounting Policies, (Continued)

Reporting Entity, (Continued)

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

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 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 Funds of the District consist of the Building Fund and the Child Nutrition Fund.

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

Summary of Significant Accounting Policies, (Continued)

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.

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.

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. The District no longer has any long-term debt and therefore no monies are in the Debt Service Fund.

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

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.

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

Summary of Significant Accounting Policies, (Continued)

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 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.

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.

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

Summary of Significant Accounting Policies (Continued)

D. Budgets and Budgetary Accounting

The District is required by state law to prepare an annual budget. A preliminary budget must be submitted to the Board of Education by December 31 for the fiscal year beginning the following July 1. If the preliminary budget requires an additional levy, the

District must hold an election on the first Tuesday in February to approve the levy. If the preliminary budget does not require an additional levy, it becomes the legal budget. If an election is held and the taxes are approved, then the preliminary budget becomes the legal budget. If voters reject the additional taxes, the District must adopt a budget within the approved tax rate.

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.

E. 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 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.

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

Summary of Significant Accounting Policies, (Continued)

Property Tax Revenues, (Continued)

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, 2011 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.

Cash Fund Balance - Cash fund balance represents the funds 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 adjustments are 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.

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

Summary of Significant Accounting Policies, (Continued)

State Revenues, (Continued)

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.

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 no operating transfers or residual equity transfers during fiscal year 2011.

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 2011 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, 2011, are categorized to give an indication of the level of risk assumed by the District at year end as follows:

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

Cash and Investments, (Continued)

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

	Category			Bank
	(A)	(B)	(C)	Balance
Cash	\$ 442,453.87	\$ 0.00	\$ 0.00	\$ 442,453.87
Investments	75,000.00	0.00	0.00	75,000.00
Totals	\$ 517,453.87	\$ 0.00	\$ 0.00	\$ 517,453.87

Investments - Investments consist of certificates of deposit or direct obligations of the United States Government and Agencies at June 30, 2011, 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. Currently, the school has does not have any bonds issued and outstanding.

4. **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 \$1,908.76.

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011

5. 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.

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 actuarial 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 9.50% effective January 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.

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

Employee Retirement System, (Continued)

For the year ended June 30, 2011, the total compensation covered by the Teacher Retirement System was \$859,689.88. The District's contributions to the System for the years ending June 30, 2011, 2010 and 2009 were \$84,818.13, \$92,716.02, and \$49,817.20, 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 nonfunded pension benefit obligation of the System, as determined as part of the latest actuarial valuation dated June 30, 2009, is as follows:

Total Pension Benefit Obligation	\$19,980,640,592
Actuarial Value of Assets	<u>9,566,683,405</u>
Unfunded Actuarial Accrued Liability	<u>\$10,413,957,187</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, 2010. 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.

6. Health Care Coverage

During the year ended June 30, 2011, employees of the Olustee Independent School District No. 35, Oklahoma, were covered by a health insurance plan (the plan). The teachers and support personnel may elect to be covered by the plan. The school contributes 100 percent of the cost of single coverage towards the Plan for all non-certified personnel and 58 percent for certified personnel.

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

Health Care Coverage, (Continued)

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.

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 has a Public Official Position Schedule Bond with American States Insurance Company, Indianapolis, Indiana, bond number E637173. This bond covers the period of July 1, 2010 to July 1, 2011. The bond covers the following positions for the amounts listed: Treasurer - \$75,000.00; Superintendent - \$100,000.00; Lunch and Activity Fund Custodian - \$5,000.00; Encumbrance Clerk \$1,000.00, Minutes Clerk \$1,000.00.

SUPPORTING SCHEDULES
OF
OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA

COMBINING FINANCIAL STATEMENTS
OF
OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
 JACKSON COUNTY, OKLAHOMA
 COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES
 - REGULATORY BASIS - ALL SPECIAL REVENUE FUNDS
 JUNE 30, 2011

	<u>Building Fund</u>	<u>Child Nutrition Fund</u>	<u>Totals 2011</u>
<u>ASSETS</u>			
Cash and Investments	\$ 108,236.56	\$ 40,997.76	\$ 149,234.32
Total Assets	<u>\$ 108,236.56</u>	<u>\$ 40,997.76</u>	<u>\$ 149,234.32</u>
<u>LIABILITIES AND FUND BALANCES</u>			
Liabilities:			
Warrants payable	\$ 0.00	\$ 1,592.27	\$ 1,592.27
Encumbrances	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities	<u>0.00</u>	<u>1,592.27</u>	<u>1,592.27</u>
 Total fund balances	 <u>108,236.56</u>	 <u>39,405.49</u>	 <u>147,642.05</u>
Total Liabilities and Fund Balances	<u>\$ 108,236.56</u>	<u>\$ 40,997.76</u>	<u>\$ 149,234.32</u>

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES - REGULATORY BASIS -
ALL SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2011

	Building Fund	Child Nutrition Fund	Totals 2011
Revenues:			
Local sources	\$ 85,873.50	\$ 15,640.72	\$ 101,514.22
Intermediate sources	18,804.64	0.00	18,804.64
State sources	0.00	1,423.42	1,423.42
Federal Sources	0.00	65,349.70	65,349.70
	<u>104,678.14</u>	<u>82,413.84</u>	<u>187,091.98</u>
Total Revenues Collected			
Expenditures:			
Instruction	0.00	0.00	0.00
Support services	84,014.26	0.00	84,014.26
Non - Instructional services	0.00	72,614.36	72,614.36
Capital Outlay	0.00	0.00	0.00
Other Outlays	0.00	0.00	0.00
	<u>84,014.26</u>	<u>72,614.36</u>	<u>156,628.62</u>
Total Expenditures			
Excess of revenue over (under) expenditures	20,663.88	9,799.48	30,463.36
Adjustments to prior year encumbrances	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess of revenue and other sources over (under) expenditures and other uses	20,663.88	9,799.48	30,463.36
Beginning fund balance	<u>87,572.68</u>	<u>29,606.01</u>	<u>117,178.69</u>
Ending fund balance	<u>\$ 108,236.56</u>	<u>\$ 39,405.49</u>	<u>\$ 147,642.05</u>

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - BUDGET AND ACTUAL - REGULATORY BASIS
ALL SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2011

	Building Fund			Child Nutrition Fund		
	Original Budget	Final Budget	Actual	Original Budget	Final Budget	Actual
Beginning fund balances, budgetary basis	\$ 87,572.68	\$ 87,572.68	\$ 87,572.68	\$ 29,606.01	\$ 29,606.01	\$ 29,606.01
Revenues:						
Local sources	0.00	0.00	85,873.50	14,763.34	14,763.34	15,640.72
Intermediate sources	17,352.69	17,352.69	18,804.64	0.00	0.00	0.00
State sources	0.00	0.00	0.00	1,205.36	1,205.36	1,423.42
Federal sources	0.00	0.00	0.00	55,652.08	55,652.08	65,349.70
Total Revenue, budgetary basis	17,352.69	17,352.69	104,678.14	71,620.78	71,620.78	82,413.84
Expenditures:						
Instruction	0.00	0.00	0.00	0.00	0.00	0.00
Support services	100,925.37	100,925.37	84,014.26	0.00	0.00	0.00
Non - Instructional services	0.00	0.00	0.00	101,226.79	101,226.79	72,614.36
Capital Outlay	4,000.00	4,000.00	0.00	0.00	0.00	0.00
Other Outlays	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures, budgetary basis	104,925.37	104,925.37	84,014.26	101,226.79	101,226.79	72,614.36
Excess of revenue and beginning fund balances over (under) expenditures - budgetary basis	0.00	0.00	108,236.56	0.00	0.00	39,405.49
Other financing sources (uses):						
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	108,236.56	0.00	0.00	39,405.49
Adjustments to prior year encumbrances	0.00	0.00	0.00	0.00	0.00	0.00
Ending fund balances	\$ 0.00	\$ 0.00	\$ 108,236.56	\$ 0.00	\$ 0.00	\$ 39,405.49

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
COMBINING STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCES
- REGULATORY BASIS - FIDUCIARY FUNDS
JUNE 30, 2011

	<u>Agency Fund</u> <u>Activity</u> <u>Fund</u>	<u>Totals</u> <u>2011</u>
<u>ASSETS</u>		
Cash and Investments	\$ 28,401.27	\$ 28,401.27
Total Assets	<u>\$ 28,401.27</u>	<u>\$ 28,401.27</u>
<u>LIABILITIES AND FUND BALANCE</u>		
Liabilities:		
Warrants Payable	\$ 0.00	\$ 0.00
Due to Others	<u>28,401.27</u>	<u>28,401.27</u>
Total Liabilities	<u>28,401.27</u>	<u>28,401.27</u>
 Total fund balances	 <u>0.00</u>	 <u>0.00</u>
Total Liabilities and Fund Balances	<u>\$ 28,401.27</u>	<u>\$ 28,401.27</u>

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
- REGULATORY BASIS -
ALL AGENCY FUNDS
July 1, 2010 through June 30, 2011

<u>ASSETS</u>	Beginning Balance As of 7-1-10	Total Receipts	Total Adjustments	Total Disbursements	Ending Balance As of 6-30-11
<u>ACTIVITIES</u>					
General Clearing	\$ 0.00	\$ 2,275.94	\$ 0.00	\$ 2,275.94	\$ 0.00
Petty Cash	0.00	0.00	0.00	0.00	0.00
Annual	8,866.09	7,061.55	109.95	8,111.24	7,926.35
Athletics	4,705.26	33,565.05	526.43	34,374.48	4,422.26
Seniors	635.26	1,655.96	1,972.57	4,016.22	247.57
Juniors	1,712.55	7,081.43	(1,064.46)	7,531.36	198.16
Sophmore	979.48	1,644.69	(463.14)	389.25	1,771.78
Freshmen	516.34	227.23	(334.28)	71.21	338.08
8th Grade	182.06	259.73	(41.56)	0.00	400.23
7th Grade	140.50	229.23	(140.50)	0.00	229.23
Elementary Concession	11.10	3,477.72	(147.00)	2,743.79	598.03
Sr. High Cheerleaders	0.00	0.00	0.00	0.00	0.00
Jr. High Cheerleaders	631.57	6,548.23	533.55	6,545.48	1,167.87
Misc	1,219.23	372.90	(158.08)	1,178.54	255.51
Speech	74.55	0.00	0.00	0.00	74.55
Student Council	1,222.58	7,244.53	(180.00)	6,936.70	1,350.41
Scholarship Fund	7,803.89	1,444.00	0.00	1,300.00	7,947.89
TSA	321.36	3,260.00	(2,759.50)	169.00	652.86
Roger Allen	3,580.00	2,600.00	2,759.50	8,119.01	820.49
TOTAL ASSETS	\$ 32,601.82	\$ 78,948.19	\$ 613.48	\$ 83,762.22	\$ 28,401.27
 <u>LIABILITIES</u>					
Due to Student Groups	\$ 32,601.82	\$ 78,948.19	\$ 613.48	\$ 83,762.22	\$ 28,401.27
TOTAL LIABILITIES	\$ 32,601.82	\$ 78,948.19	\$ 613.48	\$ 83,762.22	\$ 28,401.27

SUPPLEMENTARY INFORMATION

OF

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA**

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2011

Federal Grantor/Pass Through Grantor/Program Title	Federal CFDA Number	Project Reporting Number	Program Approved Amount	Beginning Balance at July 1, 2010	Receipts	Expenditures	Ending Balance at June 30, 2011
<i>U.S. Department of Education Direct Programs:</i>							
Title VI, Subpart 1, REAP	84.358A	588	\$ 32,605.00	\$ 0.00	\$ 21,880.96	\$ 21,880.96	\$ 0.00
<i>Passed Through State Department of Education:</i>							
<u>2009-2010 Programs</u>							
Title II - Part A	84.367	541	0.00	(11,605.80)	11,605.80	0.00	0.00
Title IV - Part A Safe & Drug Free	84.186	551	0.00	(475.76)	475.76	0.00	0.00
<u>2010-2011 Programs</u>							
Title I - LEA	84.010	511	56,103.90	0.00	51,007.05	52,707.05	(1,700.00)
Title II - Part A	84.367	541	11,987.00		11,473.34	11,473.34	0.00
Title II - Part D Prof. Dev.	84.318	548	179.97	0.00	179.97	179.97	0.00
Title II - Part D Technology	84.318	546	0.00	0.00	0.00	0.00	0.00
IDEA-B Preschool	84.173	641	0.00	0.00	0.00	0.00	0.00
ARRA Title 1, Part A	84.389	516	20,426.76	0.00	18,827.00	18,827.00	0.00
ARRA IDEA Part B Flow Through	84.391	622	3,148.72	0.00	2,585.16	2,585.16	0.00
ARRA Preschool Aged 3-5	84.393	643	581.62	0.00	580.17	580.17	0.00
ARRA Fund - Foundation & Salary Incentive Aid	84.394	782	45,169.00	0.00	45,169.00	45,169.00	0.00
ARRA Education Jobs Fund	84.410	790	38,556.00	0.00	36,990.53	36,990.53	0.00
Total U.S. and State Department of Education			\$ 208,757.97	\$ (12,081.56)	200,774.74	190,393.18	\$ (1,700.00)
<i>U.S. Department of Agriculture:</i>							
<i>Passed Through State Dept. of Education:</i>							
National School Lunch Programs - Commodities	10.555				4,024.34	4,024.34	
National School Lunch Programs - Cash	10.555				48,475.80	48,475.80	
School Breakfast Program - Cash	10.553				16,873.90	16,873.90	
Total USDA					69,374.04	69,374.04	
TOTAL FEDERAL ASSISTANCE					\$ 270,148.78	\$ 259,767.22	

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.

REPORT ON INTERNAL CONTROL AND ON COMPLIANCE

OF

**OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON 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

BRANCH OFFICE
106 N. COLLEGE - P.O. BOX 266
CORDELL, OK. 73632
580-832-5313
FAX 580-832-5314

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

The Honorable Board of Education
Olustee Independent School District No. 35
Olustee, Jackson County, Oklahoma

We have audited the financial statements of Olustee Independent School District No. 35, Olustee, Oklahoma, as of and for the year ended June 30, 2011, and have issued our report thereon dated July 28, 2011. As stated in our report, the financial statements were prepared in compliance with the cash basis as prescribed by the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. In our report, our opinion was qualified because the omission of the General Fixed Assets Account Group results in an incomplete presentation. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Olustee Independent School District No. 35, Oklahoma's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the entity's internal control over financial reporting.

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Olustee Independent School District No. 35, Olustee, Oklahoma's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance 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 Olustee Independent School District No. 35, Oklahoma, in a separate statement of audit comments included with this report.

This report is intended solely for the information and use of the Board of Education and administrative employees, and all applicable county, state and federal agencies and is not intended to be and should not be used by anyone other than these specified parties.

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL AND MILLER
Certified Public Accountants

Weatherford, Oklahoma
July 28, 2011

OLUSTEE INDEPENDENT SCHOOL DISTRICT NO. 35
JACKSON COUNTY, OKLAHOMA
AUDIT COMMENTS
JUNE 30, 2011

CURRENT YEAR

- 11-1. During our audit of the General Fund, there were instances in which the invoices were not signed (for purchases made) indicating receipt of goods or services. School personnel should always sign invoices indicating receipt of goods or services.
- 11-2. In the General Fund, there is an instance of overpayment of wages to a certified personnel employee. The District should enforce procedures to make sure overpayments do not occur and if they do, they will be corrected promptly.

PRIOR YEAR

- 10-1. During our audit, we noted that some of the equipment purchased with federal funds was not properly labeled in regard to program funds used and year purchased as required by the federal program guidelines.
- 10-2. During our audit of the payroll records, we noted that the new hire reporting form was not being completed as required by state law.
- 10-3. During our audit of the General Fund, we noted that a laptop was purchased with general fund monies to give away at prom. State statutes do not allow the use of tax generated funds to be used for the purchase of awards for individuals. Any such awards should be purchased out of the Activity Fund with board approval.
- 10-4. During our audit of both the General Fund and the Activity Fund, there was an instance in each that individuals made purchases and were reimbursed sales tax by the district. School districts should not reimburse individuals for sales tax as required by state law.
- 10-5. During our audit of the payroll records, we noted some extra duty pay during the summer where remunerations for services exceeding \$500.00 did not have a written extra duty contract as required by Title 70 Section 5-123 of the Oklahoma Statutes.

The District implemented procedures to correct the prior year audit comments.

BRENT DRURY
HIGH SCHOOL PRINCIPAL

MELVIN HAZEL
ELEMENTARY PRINCIPAL

OLUSTEE PUBLIC SCHOOLS

DIST. 1-035
GAYLENE FREEMAN, SUPERINTENDENT
P.O. BOX 70
OLUSTEE, OKLAHOMA 73560

PHONE: 580-648-2243
FAX: 580-648-2501

TO: BRITTON, KUYKENDALL, AND MILLER
RE: 2010-2011 AUDIT COMMENTS

8-9-11

- 11-1. ALL INVOICES FOR GOODS AND SERVICES WILL BE SIGNED TO INDICATE RECEIPT OF GOODS AND SERVICES. THOSE INVOICES NOT SIGNED WERE GENERALLY ON ITEMS DELIVERED TO SCHOOL. THIS INFRACTION WILL BE CORRECTED IMMEDIATELY.
- 11-2. THE OVERPAYMENT OF WAGES TO A CERTIFIED STAFF MEMBER WAS AN OVERSIGHT BY THE EMPLOYEE, PAYROLL OFFICER, AND MYSELF. THE MONEY WILL BE RECOVERED THIS YEAR. PAYROLL WILL BE ROUTINELY MONITORED TO PREVENT THIS FROM HAPPENING IN THE FUTURE.

THANK YOU FOR YOUR ASSISTANCE,



GAYLENE FREEMAN, SUPT.

OLUSTEE PUBLIC SCHOOLS

DIST. 1-035
GAYLENE FREEMAN, SUPERINTENDENT
P.O. BOX 70
OLUSTEE, OKLAHOMA 73560

PHONE: 580-648-2243
FAX: 580-648-2501

To: Britton, Kuykendall, and Miller

8-9-10

Subject: Audit Responses

Current Year

- 10-1. The equipment purchased with the federal stimulus money was not labeled properly according to guidelines. Immediate action will be taken to label each piece of equipment with program fund used and year purchased.
- 10.2 A new hire audit form was not done on a newly hired teacher. Steps will be taken to get the form completed and sent to the reporting center. In addition, new hire forms will be completed for all new hires in the future.
- 10.3 Awards and gifts will not be purchased from the general fund. Such items will be purchased from activity funds.
- 10.4 Reimbursement of sales taxes to individuals will not be allowed by the district. This information will be disseminated to all employees.
- 10.5 All extra duty pay exceeding \$500.00 will have a contract as required by law.

Sincerely,



Gaylene Freeman



