

**OK SA&I COPY**

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

**WISTER SCHOOL DISTRICT NO. 1-49,  
LEFLORE COUNTY, OKLAHOMA**

**JUNE 30, 2011**

**Audited by**

**JACK H. JENKINS  
CERTIFIED PUBLIC ACCOUNTANT  
A PROFESSIONAL CORPORATION  
TULSA, OK**

**INDEPENDENT SCHOOL DISTRICT NO. 1-49  
LEFLORE COUNTY, OKLAHOMA  
JUNE 30, 2011**

**TABLE OF CONTENTS**

	<u>Page No.</u>
<b>Table of Contents</b>	1-2
<b>School District Officials</b>	3
<b>Independent Auditor's Report</b>	4-5
<b><u>COMBINED FINANCIAL STATEMENTS:</u></b>	
Combined Statement of Assets, Liabilities and Fund Equity – Regulatory Basis - All Fund Types and Account Groups	6
Combined Statement of Revenues, Expenditures, and Changes in Cash Fund Balances – Regulatory Basis - All Governmental Fund Types	7
Combined Statement of Revenues, Expenditures and Changes in Cash Fund Balance - Budget and Actual – Regulatory Basis - Budgeted Governmental Fund Types	8-10
Notes to Combined Financial Statements	11-27
<b><u>OTHER SUPPLEMENTARY INFORMATION:</u></b>	
<b><u>COMBINING FINANCIAL STATEMENTS:</u></b>	
Combining Statement of Assets and Liabilities – Regulatory Basis - All Fiduciary Fund Types	28
Combining Statement of Changes in Assets and Liabilities - Regulatory Basis - All Agency Funds	29-30
Schedule of Expenditures of Federal Awards	31-32
Schedule of Surety Bonds	33

**INDEPENDENT SCHOOL DISTRICT NO. I-49  
LEFLORE COUNTY, OKLAHOMA  
JUNE 30, 2011**

TABLE OF CONTENTS

Page No.

**OTHER SUPPLEMENTARY INFORMATION:** – contd.

**Internal Control and Compliance Reports**

Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	34-35
Report on Compliance with Requirements that could have a Direct And Material Effect on each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133	36-37
Schedule of Findings and Questioned Costs	38-40
Disposition of Prior Year's Schedule of Findings	41
Schedule of Accountant's Professional Liability Insurance Affidavit	42
Audit Acknowledgement	43

**INDEPENDENT SCHOOL DISTRICT NO. 1-49  
LEFLORE COUNTY, OKLAHOMA  
SCHOOL DISTRICT OFFICIALS  
JUNE 30, 2011**

BOARD OF EDUCATION

President	Connie Kelley
Vice-President	Ron DeMoss
Clerk	Susan Crane
Deputy Clerk	Casey Covey
Member	Linda Martin

SUPERINTENDENT OF SCHOOLS

Jerry Carpenter

SCHOOL DISTRICT TREASURER

Carol DeWitt



**Jack H. Jenkins, CPA** *A Professional Corporation*

## INDEPENDENT AUDITOR'S REPORT

The Honorable Board of Education  
Wister School District No. I-049  
Wister, Oklahoma 74966-9627

I have audited the accompanying regulatory basis financial statements of Wister School District No. I-049, Wister, 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 the District's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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 combined financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

As discussed in Note 1, these financial statements were prepared in conformity with the accounting and financial reporting regulations prescribed by the Oklahoma State Department of Education that demonstrates compliance with the cash basis and budget laws of Oklahoma, 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.

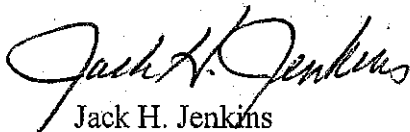
Also, as discussed in Note 1, the regulatory basis financial statements referred to above do not include the general fixed asset account group. The amount that should be recorded in the general fixed assets group is not known. If the general fixed assets account group had been included, the amount of the adjustments to the regulatory basis financial statements is not known.

In my opinion, because of the District'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 all material respects, in conformity with accounting principles generally accepted in the United States of America, the financial position of Wister School District No. I-049, Wister, Oklahoma as of June 30, 2011, and the results of its operations for the year then ended.

However, in my opinion, except for the omission of the general fixed assets account group, which results in an incomplete presentation as explained in the fourth paragraph, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and equity arising from regulatory basis transactions of each fund type and account group, where applicable, of Wister School District No. I-049, Wister, Oklahoma, as of June 30, 2011, and the revenues collected and expenditures paid for the year then ended on the regulatory basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, I have also issued a report dated February 13, 2012, on my consideration of the District's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of my audit.

My audit was conducted for the purpose of forming an opinion on the regulatory basis financial statements that collectively comprise Wister School District No. I-049's basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*, and is not a required part of the combined financial statements. The combining fund statements and supporting schedules listed in the table of contents are presented for purposes of additional analysis. This other supplementary information has been subjected to the auditing procedures applied in the audit of the financial statements and, in my opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.



Jack H. Jenkins  
Certified Public Accountant, P.C.

February 13, 2012

**COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY  
COMBINED STATEMENT OF ASSETS, LIABILITIES AND FUND EQUITY -  
REGULATORY BASIS - ALL FUND TYPES AND ACCOUNT GROUPS  
JUNE 30, 2011**

ASSETS	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES EXPENDABLE TRUST AND AGENCY FUND	ACCOUNT GROUP GENERAL LONG-TERM DEBT	TOTALS (Memorandum Only)	
	GENERAL	SPECIAL REVENUE	DEBT SERVICE			2011	2010
Cash	\$ 126,477	9,989	10,964	69,163		216,593	283,864
Investments	150,199	607	37,865			188,671	198,614
Amounts available in debt service					2,550	2,550	3,568
Amounts to be provided for retirement of general long-term debt					1,411,281	1,411,281	1,437,689
Total Assets	<u>276,676</u>	<u>10,596</u>	<u>48,829</u>	<u>69,163</u>	<u>1,413,831</u>	<u>1,819,095</u>	<u>1,923,735</u>

**LIABILITIES AND FUND EQUITY**

Liabilities							
Warrants payable	251,668	787				252,455	279,235
Encumbrances		5,321				5,321	3,852
Funds held for school organizations				69,163		69,163	64,446
Unmatured obligations			46,279			46,279	56,624
Long-term debt:							
Bonds payable					425,000	425,000	515,000
Capital leases					988,831	988,831	926,257
Total liabilities	<u>251,668</u>	<u>6,108</u>	<u>46,279</u>	<u>69,163</u>	<u>1,413,831</u>	<u>1,787,049</u>	<u>1,845,414</u>
Fund Equity							
Cash fund balances	25,008	4,488	2,550			32,046	78,321
Total Liabilities and Fund Equity	<u>\$ 276,676</u>	<u>10,596</u>	<u>48,829</u>	<u>69,163</u>	<u>1,413,831</u>	<u>1,819,095</u>	<u>1,923,735</u>

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



**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN CASH FUND BALANCES**  
**REGULATORY BASIS - ALL GOVERNMENTAL FUND TYPES**  
**JUNE 30, 2011**

	GOVERNMENTAL FUND TYPES			TOTALS	
	GENERAL	SPECIAL REVENUE	DEBT SERVICE	2011	(Memorandum Only) 2010
Revenues					
Local sources	\$ 383,444	44,392	99,547	527,383	555,730
Intermediate sources	56,227			56,227	58,984
State sources	2,895,552			2,895,552	2,887,863
Federal sources	873,162			873,162	1,073,095
Non-revenue receipts	31,862			31,862	36,134
Total revenues	<u>4,240,247</u>	<u>44,392</u>	<u>99,547</u>	<u>4,384,186</u>	<u>4,611,806</u>
Expenditures					
Instruction	2,626,969			2,626,969	2,814,455
Support services	1,381,287	15,963		1,397,250	1,523,028
Operation of non-instructional services	272,528			272,528	307,280
Facilities, acquisition and const. services	13,250	11,777		25,027	9,880
Repayments	2,709			2,709	104,002
Debt service			100,565	100,565	2,134
Total expenditures	<u>4,296,743</u>	<u>27,740</u>	<u>100,565</u>	<u>4,425,048</u>	<u>4,760,779</u>
Revenues over (under) expenditures	(56,496)	16,652	(1,018)	(40,862)	(148,973)
Other financing sources (uses)					
Operating transfers in (out)	24,404	(24,404)		-	
Estopped warrants	331			331	1,277
Bank charges	(5,708)	(36)		(5,744)	(8,077)
Total other financing sources (uses)	<u>19,027</u>	<u>(24,440)</u>		<u>(5,413)</u>	<u>(6,800)</u>
Revenue and other sources over (under) expenditures and other uses	(37,469)	(7,788)	(1,018)	(46,275)	(155,773)
Cash fund balance, beginning of year	62,477	12,276	3,568	78,321	234,094
Cash fund balance, end of year	\$ 25,008	4,488	2,550	32,046	78,321

The notes to the combined financial statements are an integral part of this statement -7-

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL -  
 REGULATORY BASIS - BUDGETED GENERAL FUND  
 JUNE 30, 2011**

	GENERAL FUND		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
<b>Revenues</b>			
Local sources	\$ 332,870	332,870	383,444
Intermediate sources	53,934	53,934	56,227
State sources	2,924,052	2,924,052	2,895,552
Federal sources	778,383	981,899	873,162
Non-revenue receipts	34,327	34,327	31,862
<b>Total revenues</b>	<b>4,123,566</b>	<b>4,327,082</b>	<b>4,240,247</b>
<b>Expenditures</b>			
Instruction	2,518,975	2,518,975	2,626,969
Support services	1,381,290	1,381,290	1,381,287
Operation of non-instructional services	272,528	272,528	272,528
Facilities Acquisition & Construction Service	13,250	13,250	13,250
Repayments			2,709
Non-categorical		203,516	
<b>Total expenditures</b>	<b>4,186,043</b>	<b>4,389,559</b>	<b>4,296,743</b>
Revenues over (under) expenditures	(62,477)	(62,477)	(56,496)
<b>Other financing sources (uses)</b>			
Operating transfers in (out)			24,404
Estopped warrants			331
Bank charges			(5,708)
<b>Total other financing sources (uses)</b>			<b>19,027</b>
Revenue and other sources over (under) expenditures and other uses	(62,477)	(62,477)	(37,469)
Cash fund balance, beginning of year	62,477	62,477	62,477
Cash fund balance, end of year	\$ -	-	25,008

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

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL -  
 REGULATORY BASIS - ALL BUDGETED SPECIAL REVENUE FUNDS  
 JUNE 30, 2011**

	SPECIAL REVENUE FUNDS		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
Revenues			
Local sources	\$ 35,671	40,721	44,392
Expenditures			
Support services	10,643	10,643	15,963
Facilities acquisitions and construction	11,777	11,777	11,777
Non-categorical	25,527	30,577	
Total expenditures	47,947	52,997	27,740
Revenues over (under) expenditures	(12,276)	(12,276)	16,652
Other financing sources (uses)			
Operating transfers in (out)			(24,404)
Bank charges			(36)
Total other financing sources (uses)			(24,440)
Revenue and other sources over (under) expenditures and other uses	(12,276)	(12,276)	(7,788)
Cash fund balance, beginning of year	12,276	12,276	12,276
Cash fund balance, end of year	\$ -	-	4,488

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

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL -  
 REGULATORY BASIS - DEBT SERVICE FUNDS  
 JUNE 30, 2011**

	DEBT SERVICE FUND		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
Revenues			
Local sources	\$ 95,571	95,571	99,547
Expenditures			
Other outlays			
Debt service	99,139	99,139	100,565
Revenues over (under) expenditures	(3,568)	(3,568)	(1,018)
Cash fund balance, beginning of year	3,568	3,568	3,568
Cash fund balance, end of year	\$ -	-	2,550

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

**NOTES TO COMBINED FINANCIAL STATEMENTS -  
REGULATORY BASIS**

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

**1. Summary of Significant Accounting Policies**

The basic financial statements of the Wister Public Schools Independent District No. I-49 (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 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. The Parent Teacher Association (PTA) is not included in the reporting entity. The District does not appoint any of the board members or exercise any oversight authority over the PTA.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies-** contd.

*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 are the District's building, co-op and child nutrition funds.

Building Fund - The building fund consists of monies derived property taxes levied for the purpose of erecting, remodeling, repairing, or maintaining school buildings and for purchasing furniture, equipment and computer software to be used on or for the school district property, for paying energy and utility costs, for purchasing telecommunications services, for paying fire and casualty insurance premiums for school facilities, for purchasing security systems, and for paying salaries of security personnel.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies- contd.**

*B. Fund Accounting - contd.*

Co-op Fund - The co-op fund is established when the boards of education of two or more school districts enter into cooperative agreements and maintain joint programs. The revenues necessary to operate a cooperative program can come from federal, state, or local sources, including the individual contributions of participating school districts. The expenditures for this fund would consist of those necessary to operate and maintain the joint programs. The District did not maintain this fund during the 2010-11 fiscal year.

Child Nutrition Fund - The child nutrition fund consists of monies derived from federal and state financial assistance and food sales. This fund is used to account for the various nutrition programs provided to students. The District did not maintain this fund during the 2010-11 fiscal year.

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 (including judgments) 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 Funds - 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 school sites, constructing and equipping new school facilities, renovating existing facilities, and acquiring transportation equipment.

**Proprietary Fund Types**

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the District (internal service funds). The District has no proprietary fund types.

**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 a trust agreement, either a nonexpendable trust fund or an expendable trust fund is used depending on whether there is an obligation to maintain trust principal. Agency



**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies-** contd.

*B. Fund Accounting - contd.*

funds 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.

Expendable Trust Funds - Expendable trust funds include the gifts fund, medical insurance fund, workers compensation fund and the insurance recovery fund. The District did not maintain any expendable trust funds in the 2010-11 fiscal year.

Gifts Fund - The gifts fund receives its assets by way of philanthropic 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.

Medical Insurance Fund - The medical insurance fund accounts for revenues and expenditures for all types of self-funded medical insurance coverage.

Workers Compensation Fund - The workers compensation fund accounts for revenues and expenditures for workers compensation claims.

Insurance Recovery Fund - The insurance recovery fund accounts for all types of insurance recoveries, major reimbursements and reserves for property repairs and replacements.

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

**Account Group**

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 fixed assets.

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 other liabilities (judgments and lease purchases), which are to be paid from funds provided in future years.

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies- contd.**

B. *Fund Accounting* - contd.

General Fixed Assets Account Group - This account group is used by governments to account for the property, plant and equipment of the school district. The District does not have the information necessary to include this group in its financial statements.

**Memorandum Only - Total Column**

The total column on the combined financial statements - regulatory basis 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 and Presentation*

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

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

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies- contd.**

*C. Basis of Accounting and Presentation – contd.*

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

*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 for emergency levy and local support levy permanent.

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

*E. Assets, Liabilities and Fund Equity*

Cash - Cash consists of cash on hand, demand deposit accounts, and interest bearing checking accounts.

Investments - Investments consist of direct obligations of the United States Government and agencies; certificates of deposit of savings and loan associations, bank and trust companies; savings accounts or savings certificates of savings and loan associations, and trust companies; and warrants, bonds or judgments of the district. All investments are recorded at cost, which approximates market value.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies-** contd.

*E. Assets, Liabilities and Fund Equity – contd.*

Inventories - The value of consumable inventories at June 30, 2011 is not material to the combined financial statements-regulatory basis.

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

Warrants Payable - Warrants are issued to meet the obligations for goods and services provided to the District. The District recognizes a liability for the amount of outstanding warrants that have yet to be redeemed by the District's treasurer.

Encumbrances - Encumbrances represent commitments related to purchase orders, contracts, other commitments for expenditures or resources, and goods or services received by the District for which a warrant has not been issued. An expenditure is recorded and a liability is recognized for outstanding encumbrances at year end in accordance with the regulatory basis of accounting.

Unmatured Obligations - The unmatured obligations represent the total of all annual accruals for both principal and interest, based on the lengths of the bonds and/or judgments, less all principal and interest payments through the balance sheet date in accordance with the regulatory basis of accounting.

Funds Held for School Organizations - Funds held for school organizations represent the funds received or collected from students or other co-curricular and extracurricular activities conducted in the district, control over which is exercised by the board of education. These funds are credited to the account maintained for the benefit of each particular activity within the school activity fund.

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. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

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

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies-** contd.

*F. Revenue and Expenditures*

Local Revenues - Revenue from local sources is the money generated from within the boundaries of the District and available to the District for its use. 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. These property taxes are distributed to the District's general, building and sinking funds based on the levies approved for each fund. 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 are due prior to January 1. The second half is due prior to April 1.

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

Other local sources of revenues include interest earnings, tuition, fees, rentals, disposals, commissions and reimbursements.

Intermediate Revenues - Revenue from intermediate sources is the amount of money from funds collected by an intermediate administrative unit, or a political subdivision between the district and the state, and distributed to districts in amounts that differ in proportion to those which were collected within such systems.

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.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies-** contd.

*F. Revenue and Expenditures-* contd.

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 categorical educational program revenues be accounted for in the general fund.

The aforementioned state revenues are apportioned to the District's general fund.

Federal Revenues - Federal revenues consist of revenues from the federal government in the form of operating grants or entitlements. An operating grant is a contribution to be used for a specific purpose, activity or facility. A grant may be received either directly from the federal government or indirectly as a pass-through from another government, such as the state.

An entitlement is the amount of payment to which the District is entitled pursuant to an allocation formula contained in applicable statutes.

All of the federal revenues received by the District are apportioned to the general fund.

Non-Revenue Receipts - Non-revenue receipts represent receipts deposited into a fund that are not new revenues to the District, but the return of assets.

Instruction Expenditures - Instruction expenditures include the activities dealing directly with the interaction between teachers and students. Teaching may be provided for students in a school classroom, in another location, such as a home or hospital, and in other learning situations, such as those involving co-curricular activities. It may also be provided through some other approved medium, such as television, radio, telephone and correspondence.

Included here are the activities of teacher assistants of any type (clerks, graders, teaching machines, etc.), which assist in the instructional process. The activities of tutors, translators and interpreters would be recorded here. Department chairpersons who teach for any portion of time are included here. Tuition/transfer fees paid to other LEAs would be included here.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

1. **Summary of Significant Accounting Policies- contd.**

*F. Revenue and Expenditures - contd.*

Support Services Expenditures - Support services expenditures provide administrative, technical (such as guidance and health) and logistical support to facilitate and enhance instruction. These services exist as adjuncts for fulfilling the objectives of instruction, community services and enterprise programs, rather than as entities within themselves.

Operation of Non-Instructional Services Expenditures - Activities concerned with providing non-instructional services to students, staff or the community.

Facilities Acquisition and Construction Services Expenditures - Consists of activities involved with the acquisition of land and buildings; remodeling buildings; the construction of buildings and additions to buildings; initial installation or extension of service systems and other built-in equipment; and improvement to sites.

Other Outlays/Uses Expenditures - A number of outlays of governmental funds are not properly classified as expenditures, but still require budgetary or accounting control. These are classified as Other Outlays. These include debt service payments (principal and interest) when applicable. Other uses include scholarships provided by private gifts and endowments; student aid and staff awards supported by outside revenue sources (i.e., foundations). Also, expenditure for self-funded employee benefit programs administered either by the District or a third party administrator.

Repayment Expenditures - Repayment expenditures represent checks/warrants issued to outside agencies for refund or restricted revenue previously received for overpayment, non-qualified expenditures and other refunds to be repaid from District funds.

Interfund Transactions - Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund or expenditure/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 was an operating transfer of \$24,404 made during the 2011-11 fiscal year from the Building Fund to the General Fund.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

2. **Deposits and Investments**

Custodial Credit Risk

At June 30, 2011, the District held deposits of approximately \$405,264 at financial institutions. The District's cash deposits, including interest-bearing certificates of deposit, are entirely covered by Federal Depository Insurance (FDIC) or direct obligation of the U.S. government insured or collateralized with securities held by the District or by its agent in the District's name.

*Investment Interest Rate Risk*

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Investment Credit Risk*

The District has no policy that limits its investment choices other than the limitation of state law as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposits or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposits or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers acceptances, prime commercial paper and repurchase agreements with certain limitations.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipations notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs (a.-d.).



**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
 NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
 FOR THE YEAR ENDED JUNE 30, 2011**

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

The investments held at June 30, 2011 are as follows:

Type	Weighted Average Maturity (Months)	Market Value	Cost
<b>Investments</b>			
Money Market		\$ 0	\$ 0
Municipal tax-supported money judgments		0	0
Certificate of Deposit		<u>188,671</u>	<u>188,671</u>
<b>Total investments</b>		<u><b>\$ 188,671</b></u>	<u><b>\$ 188,671</b></u>

*Concentration of Investment Credit Risk*

The District places no limit on the amount it may invest in any one issuer. The District has the following of credit risk: 0% in Money Market funds, 0% in Municipal tax-supported money judgments and 100% in CDs (\$188,671).

**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 can be 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 of the date of issue.

General long-term debt of the District consists of bonds payable and capital leases. Debt service requirements for bonds are payable solely from the fund balance and the future revenues of the debt service fund.

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY  
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2011**

**3. General Long-term Debt – contd.**

The following is a summary of the long-term debt transactions of the District for the year ended June 30, 2011:

	<u>Bonds Payable</u>	<u>Capital Leases</u>	<u>Totals</u>
Balance, July 1, 2010	\$ 515,000	926,257	1,441,257
Additions		245,770	245,770
Retirements	90,000	183,196	273,196
Balance, June 30, 2011	<u>\$ 425,000</u>	<u>988,831</u>	<u>1,413,831</u>

A brief description of the outstanding long-term debt at June 30, 2011 is set forth below:

	<u>Amount outstanding</u>
<u>General Obligation Bonds</u>	
Building Bonds, Series 2002, original issue \$175,000, interest rate of 3.20-4.70%, initial payment of \$15,000, due June 1, 2004, annual installments thereafter of \$20,000 final payment due June 1, 2012;	\$ 20,000
Building Bonds, Series 2004, original issue \$100,000, interest rate of 3.10-5.25%, initial payment of \$10,000, due June 1, 2006, annual installments thereafter of \$15,000 final payment due June 1, 2012;	15,000
Building Bonds, Series 2008, original issue \$500,000, interest rate of 3.1-6.0%, annual payments of \$55,000 beginning June 1, 2011, final payment of \$60,000 due June 1, 2018;	390,000
<u>Capital Leases</u>	
Lease purchase for various equipment, dated August 28, 2006, totaling \$754,910, interest rate of 5.90%, five (5) payments of \$73,549 beginning July 30, 2007, five (5) payments of \$133,027 beginning July 30, 2012, final payment due July 30, 2016;	\$ 599,950

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2011**

3. **General Long-term Debt – contd**

	<u>Amount outstanding</u>
<u>Capital Leases – contd.</u>	
Lease agreement for two buses, dated 4-23-07, totaling \$136,800, interest rate of 6.75%, due in annual principal and interest installments of \$28,479, beginning 2-01-08, final payment due 2-01-13;	\$ 51,670
Lease agreement for various improvements, dated 3-19-09, totaling \$112,801, interest rate of 4.5%, due in annual principal and interest installments of \$31,395, beginning 3-19-10, final payment due 3-19-17;	59,192
Lease agreement for equipment, dated 8-1-09, totaling \$135,000, interest rate of 5.50%, due in annual principal and interest installments of \$31,614, beginning 8-1-10, final payment due 8-1-14;	110,811
Lease agreement for Land, dated 8-1-09, totaling \$85,000 interest rate of 5.50%, due in annual principal and interest installments of \$11,277, beginning 8-1-10, final payment due 8-1-19;	78,398
Lease agreement for a vehicle, dated 7-16-10, totaling \$25,770 interest rate of 4.5%, due in annual principal and interest installments of \$5,862, beginning 6-30-11, final payment due 6-30-15	25,770
Lease agreement for Canon copier system and 2009 Chevrolet Impala, dated 4-15-09, totaling \$100,000, interest rate of 5.25%, due in annual principal and interest installments of \$23,257, beginning 4-15-10, final payment due 4-15-14;	<u>63,040</u>
Totals	<u>\$ 1,413,831</u>

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2011**

**3. General Long-term Debt -- contd**

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

Year ending June 30	Principal	Interest	Total
2012	\$ 90,000	15,343	105,343
2013	55,000	11,910	66,910
2014	55,000	10,123	65,123
2015	55,000	8,280	63,280
2016	55,000	6,382	61,382
Thereafter	115,000	6,742	121,742
Total	<u>\$ 425,000</u>	<u>58,780</u>	<u>483,780</u>

There was \$24,413 interest paid on general long-term debt incurred during the current year.

The annual debt service requirements for capital lease principal, and interest are as follows:

Year End June 30	Principal	Interest	Total
2012	\$ 153,936	57,356	211,292
2013	217,184	47,949	265,133
2014	169,374	35,663	205,037
2015	155,750	26,030	181,780
2016	127,237	17,067	144,304
Thereafter	165,350	13,006	178,356
Total	<u>\$ 988,831</u>	<u>197,071</u>	<u>1,185,902</u>

**4. Employee Retirement System**

Plan Description

The District participates in the state-administered Oklahoma Teachers' Retirement Plan, a cost-sharing, multiple-employer defined benefit public employee retirement system (PERS), which is administered by the board of trustees of the Oklahoma Teachers' Retirement System (the "System"). The System provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Title 70 Section 17 of the Oklahoma Statutes establishes benefit provisions and may be

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2011**

4. **Employee Retirement System – contd.**

amended only through legislative action. The Oklahoma Teachers' Retirement System issues a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to Teachers' Retirement System of Oklahoma, P.O. Box 53524, Oklahoma City, OK 73152 or by calling (405) 521-2387.

Basis of Accounting

The System's financial statements are prepared using the cash basis of accounting, except for accruals of interest income. Plan member contributions are recognized in the period in which the contributions are made. Benefits and refunds are recognized when paid. The pension benefit obligation is a standardized disclosure measure of the present value of pension benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date and is adjusted for the effect of projected salary increases. There are no actuarial valuations performed on individual school districts. The System has an under-funded pension benefit obligation as determined as part of the latest actuarial valuation.

Funding Policy

The District, the State of Oklahoma, and the participating employee make contributions. The contribution rates for the District and its employees are established by and may be amended by Oklahoma Statutes. The rates are not actuarially determined. The rates are applied to the employee's earnings plus employer-paid fringe benefits. The required contribution for the participating members is 7.0% of compensation. Beginning, July 1, 2010, the District and State were required to contribute 14.5% of applicable compensation. Contributions received by the System are from a percentage of its revenues from sales taxes, use taxes, corporate income taxes and individual income taxes. The District contributed 9.5% beginning January 1, 2010 and the State of Oklahoma contributed the remaining 5.0% during the year. The District is allowed by the Oklahoma Teacher's Retirement System to make the required contributions on behalf of the participating members. In addition, the District is required to match the retirement paid on salaries that are funded with federal funds.

Annual Pension Cost

The District's portion of the total contributions for 2011, 2010 and 2009 were \$212,599, \$222,557, and \$213,163 respectively.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
NOTES TO COMBINED FINANCIAL STATEMENTS - REGULATORY BASIS  
FOR THE YEAR ENDED JUNE 30, 2011**

**4. Employee Retirement System – contd.**

Schedule of Funding Progress (dollars in millions) (unaudited)

Actuarial Valuation Date	Actuarial Value of Assets (AVA) (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded Actuarial Accrued Liability (UAAL) (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as % of Covered Payroll (b-a)/(c)
June 30, 2005	\$ 6,952.7	14,052.4	7,099.7	49.5%	3,175.2	223.6%
June 30, 2006	7,470.4	15,143.4	7,672.9	49.3%	3,354.9	228.7%
June 30, 2007	8,421.9	16,024.4	7,602.5	52.6%	3,598.9	211.2%
June 30, 2008	9,256.8	18,346.9	9,090.1	50.5%	3,751.4	242.3%
June 30, 2009	9,439.0	18,950.9	9,512.0	49.8%	3,807.9	249.8%
June 30, 2010	\$ 9,566.7	19,980.6	10,414.0	47.9%	3,854.8	270.2%

The employer contribution rates are established by the Oklahoma Legislature and are less than the annual required contribution, which is performed to determine the adequacy of such contribution rates.

**5. 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.

**6. Risk Management**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District continues to carry commercial insurance for these risks, including general and auto liability, property damage, and public officials liability. Settled claims resulting from these risks have not exceeded the commercial insurance coverage in any of the past three fiscal years.

**OTHER SUPPLEMENTARY INFORMATION – REGULATORY  
BASIS - COMBINING FINANCIAL STATEMENTS**

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
 COMBINING STATEMENT OF ASSETS, LIABILITIES AND  
 FUND EQUITY - REGULATORY BASIS - ALL FIDUCIARY FUND TYPES  
 JUNE 30, 2011**

	AGENCY FUNDS	
	ACTIVITY FUNDS	
	2011	2010
<u>ASSETS</u>		
Cash	\$ 69,163	64,446
	69,163	64,446
<u>LIABILITIES AND FUND EQUITY</u>		
Liabilities		
Funds held for school organizations	\$ 69,163	64,446
	69,163	64,446



**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES**  
**REGULATORY BASIS - ALL AGENCY FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

<u>Activities</u>	<u>Balance</u> <u>July 1, 2010</u>	<u>Additions</u>	<u>Net</u> <u>Transfers</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2011</u>
Fine Arts	\$ 464	25		405	84
Athletics-Boys	644	13,029		7,760	5,913
Athletics-Girls	1,269	4,712		3,369	2,612
Cheerleaders/Dance Team	360	16,634		13,424	3,570
Elementary	3,070	15,724		16,164	2,630
Elementary CO-OP	319	52		297	74
FFA & FFA Metal	1,472	44,101		43,894	1,679
FCCLA	1,310	8,712		9,408	614
High School	339	3,585		3,343	581
Special Education	443	-		-	443
Class of 2012	7,244	3,732		6,524	4,452
Class of 2015	2,875	4,097		3,505	3,467
Class of 2013	9,553	3,951		3,072	10,432
Class of 2016	1,455	3,421		2,377	2,499
Library	618	4,925		4,954	589
Student Council	3,763	2,931		3,452	3,242
Yearbook	1,960	4,013		3,942	2,031
Video Production	1,331	3,407		1,786	2,952
Class of 2023	99	1,723		1,467	355
Child Nutrition	-	31,785		31,785	-
Class of 2024	-	1,563		805	758
Class of 2011	6,271	7,365		12,186	1,450
Elementary Quiz Bowl	210	-		-	210
FACS	19	-		-	19
Class of 2014	3,368	659		52	3,975
Wister School	788	51,938		52,078	648
Class of 2017	1,060	1,698		361	2,397
Support	3,375	6,132		5,568	3,939
Class of 2018	549	2,596		2,363	782
4-H	413	7,519		7,886	46
Class of 2019	1,413	1,275		826	1,862
Special Projects	2,424	20,023		21,918	529
Class of 2020	660	1,838		1,522	976
WSHO	-	324		324	-
CO-OP	805	3		231	577
Class of 2021	845	1,798		1,964	679
Class of 2022	395	2,015		1,648	762
Cloverbuds	\$ 55	838		864	29

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
 REGULATORY BASIS - ALL AGENCY FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2011**

<u>Activities</u>	<u>Balance July 1, 2010</u>	<u>Additions</u>	<u>Net Transfers</u>	<u>Deletions</u>	<u>Balance June 30, 2011</u>
Spanish Club	\$ 798	2,627		2,578	847
Archery	2,410	542		2,493	459
<b>TOTAL ASSETS - AGENCY FUNDS</b>	<b><u>64,446</u></b>	<b><u>281,312</u></b>	<b><u>-</u></b>	<b><u>276,595</u></b>	<b><u>69,163</u></b>
<b>LIABILITIES AND FUND EQUITY</b>					
Funds held for school organizations	<b><u>\$ 64,446</u></b>	<b><u>281,312</u></b>	<b><u>-</u></b>	<b><u>276,595</u></b>	<b><u>69,163</u></b>

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2011**

Federal Grantor/Pass Through Grantor/Program Title	Federal CFDA Number	Federal Grantor's Pass-through Grantor's Number	Program or Award Amount	Beginning Balance 7/01/2010	Revenue Collected	Total Expenditures	Ending Balance 6/30/2011
<u>U.S. Department of Education</u>							
<u>Direct Programs:</u>							
Title VIII Impact Aid - 2011	84.041	S041B114285	\$ 15,377		15,377	15,377	
Title VIII Impact Aid - 2008	84.041	S041B084285	4,229		4,229	4,229	
Title VIII Impact Aid - 2008	84.041	S041A084286	1,978		1,978	1,978	
Title VIII Impact Aid - 2007	84.041	S041B074285	4,400		4,400	4,400	
Title VIII Impact Aid - 2007	84.041	S041A074286	1,266		1,266	1,266	
Title VII-Part A, Indian Education	84.060	S060A100783	36,186		36,186	36,186	(36,186)
Small, Rural Schools Ach. Program	84.358	S358A100242	23,691		23,691	23,691	(23,691)
Subtotal			87,127	-	27,250	87,127	(59,877)
<u>Passed Through State Department of Education:</u>							
* Title I-Part A, Improving Basic Programs	84.010		159,734		149,893	149,893	
* ARRA Title I-Part A	84.389		20,655		20,655	20,655	
Title II-Part A, REAP	84.367		32,065		32,065	32,065	
Title II-Part D, REAP	84.318		514		514	514	
Special Education, Flowthrough, P.L. 105-17	84.027		127,435		127,435	127,435	
ARRA Special Education, Flowthrough, P.L. 105-17	84.391		38,092		38,092	38,092	
Special Education, Preschool, Ages 3-5, P.L. 105-17	84.173		6,183		6,183	6,183	
* ARRA Education Stabilization Funds	84.394		128,101		128,101	128,101	
* Education Jobs Fund	84.410		108,516		105,367	105,367	
Subtotal			621,295	-	608,305	608,305	
<u>Passed Through State Department of Career and Technology Education:</u>							
Carl Perkins Grant	84.048		17,214		16,353	16,353	(16,353)
Subtotal			\$ 17,214	-	-	16,353	(16,353)
<u>U.S. Department of Agriculture:</u>							
<u>Passed Through State Department of Education:</u>							
* Child Nutrition Cluster:							
Non-Cash Assistance (Commodities):							
National School Lunch Program	10.555				12,694	12,694	
Non-Cash Assistance Subtotal					12,694	12,694	

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2011**

Federal Grantor/Pass Through Grantor/Program Title	Federal CFDA Number	Federal Grantor's/Pass-through Grantor's Number	Program or Award Amount	Beginning Balance 7/01/2010	Revenue Collected	Total Expenditures	Ending Balance 6/30/2011
<b>Cash Assistance:</b>							
National School Lunch Program	10.555				161,181	161,181	
School Breakfast Program	10.553				60,131	60,131	
Summer Food Service Program	10.559				1,196	1,196	(1,196)
<i>Cash Assistance Subtotal</i>					<u>221,312</u>	<u>222,508</u>	<u>(1,196)</u>
<i>Total For Program (Cluster)</i>					<u>234,006</u>	<u>235,202</u>	<u>(1,196)</u>
<b>Other Federal Assistance:</b>							
Johnson O'Malley	15.130		\$ 8,775		8,418	8,418	
Flood Control	12.112		289		289	289	
Medicaid	93.778		7,588		7,588	7,588	
<i>Subtotal</i>			<u>16,652</u>		<u>16,295</u>	<u>16,295</u>	
<b>Total Federal Assistance</b>			<u>\$ 742,288</u>		<u>885,856</u>	<u>963,282</u>	<u>(77,426)</u>

\* Major federal programs

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

Note 2 - Commodities received by the District in the amount of \$12,694 were of a non-monetary nature and therefore the total revenue does not agree with the financial statements by this amount.

Note 3 - This schedule was prepared on a regulatory basis of accounting consistent with the preparation of the combined financial statements.

**INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY**  
**SCHEDULE OF SURETY BONDS**  
**FOR THE YEAR ENDED JUNE 30, 2011**

<u>BONDING COMPANY</u>	<u>POSITION COVERED</u>	<u>BOND NUMBER</u>	<u>COVERAGE AMOUNT</u>	<u>EFFECTIVE DATES</u>
Western Surety	Superintendent	68381638	\$100,000	8/11/10-8/11/11
	Treasurer	18295791	\$100,000	7/1/10-7/1/11
	Encumbrance Clerk	18211832	\$5,000	8/15/10-8/15/11
	Minutes Clerk	18211832	\$5,000	8/15/10-8/15/11
	Activity Fund Custodian	18211832	\$5,000	8/15/10-8/15/11



**Jack H. Jenkins, CPA** *A Professional Corporation*

**REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS – REGULATORY BASIS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

The Honorable Board of Education  
Wister School District No. I-049  
Wister, Oklahoma 74966-9627

I have audited the regulatory basis financial statements of Wister School District No. I-049, Wister, Oklahoma, as of and for the year ended June 30, 2011, and have issued my report thereon dated February 13, 2012. The audit opinion was adverse to generally accepted accounting principles because the District prepares its financial statements on a basis of accounting prescribed by the Oklahoma State Department of Education that complies with the cash and budget laws of Oklahoma, which is a comprehensive basis of accounting other than generally accepted accounting principles and unqualified as to the preparation of financial statements prepared on that basis. I conducted my audit in accordance with generally accepted auditing standards 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 my audit, I considered the District's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the combined financial statements - regulatory basis, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the District'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 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.

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. There can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. I did not identify any deficiencies in internal control over financial reporting that I consider to be material weaknesses, as defined above.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed three (3) instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying Schedule of Findings and Questioned Costs. I also reported these matters to the District's management in a separate letter dated February 13, 2012.

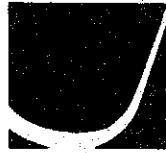
The District's responses to the findings identified in my audit are described in the letter following the Schedule of Findings. I did not audit the District's responses and, accordingly, I express no opinion on it.

This report is intended solely for the information of the school board, management, Oklahoma State Auditor and Inspector's Office and the Oklahoma State Department of Education, and is not intended to be and should not be used by anyone other than these specified parties.



Jack H. Jenkins  
Certified Public Accountant, P.C.

February 13, 2012



**Jack H. Jenkins, CPA** *A Professional Corporation*

**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR  
PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE  
WITH OMB CIRCULAR A-133**

The Honorable Board of Education  
Wister School District No. I-049  
Wister, Oklahoma 74966-9627

**Compliance**

I have audited the compliance of Wister School District No. I-049, Wister, Oklahoma, with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2011. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the District's management. My responsibility is to express an opinion on the District's compliance based on my audit.

I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on the District's compliance with those requirements.

In my opinion, Wister School District No. I-049, Wister, Oklahoma complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2011. The results of my auditing procedures disclosed no instances of noncompliance with those requirements that are required to be reported in accordance with OMB Circular A-133.

**Internal Control Over Compliance**

The management of Wister School District No. I-049, Wister, Oklahoma is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my



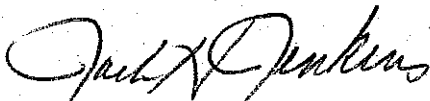
audit, I considered the District's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the District's internal control over compliance.

A control deficiency in an entity's internal control over compliance 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 noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses, as defined above.

This report is intended solely for the information of the board of education and management, all applicable federal and state agencies, and those other Governments from which federal financial assistance was received and is not intended to be, and should not be, used by anyone other than these specified parties.



Jack H. Jenkins  
Certified Public Accountant, P.C.

February 13, 2012

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**JULY 1, 2010 TO JUNE 30, 2011**

**Summary of Auditor's Results**

1. A qualified opinion was issued on the financial statements with respect to the regulatory basis of accounting prescribed.
2. The audit disclosed no deficiencies in the internal controls of the financial statements that were considered material weaknesses, however, three (3) instances of noncompliance that are required to be reported under *Government Auditing Standards* are listed on the following two (2) pages.
3. The audit disclosed no deficiencies in the internal controls over major programs that were considered material weaknesses.
4. An unqualified opinion report was issued on the compliance of major programs.
5. The audit disclosed no audit findings and questioned costs, which are required to be reported under OMB Circular A-133 § 510(a).
6. The programs tested as major federal programs were: Title I-Part A, Improving Basic Program, Child Nutrition programs and ARRA Stabilization Fund programs, which were each clustered in the determination and the Education Jobs Fund program, which was not clustered.
7. The dollar threshold used to determine between Type A and Type B programs was \$300,000.
8. The auditee was not determined to be a low-risk auditee.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
JULY 1, 2010 TO JUNE 30, 2011**

**Findings – Financial Statement Audit**

2011-01 – Activity Fund Deposits

Condition: We observed receipts for the activity fund were not always deposited in a timely manner. This finding also occurred in the prior fiscal year.

Criteria: Receipts should be deposited on a daily basis once the accumulated balance equals or exceeds one hundred dollars (\$100.00) or at least once a week regardless of how much is on hand.

Effect: Cash or checks relating to receipts that are not deposited timely could get lost or stolen.

Recommendation: The Activity Fund custodian should deposit receipts for cash and checks on a daily basis unless the daily total does not exceed one hundred dollars (\$100.00), but at least once a week regardless as required by the State Department of Education.

2011-02 – Activity Fund Expenditures

Condition: We observed several instances of activity fund payments that did not have documentation in the files to adequately support the expenditures. This finding also occurred in the prior fiscal year.

Criteria: Checks observed in the activity fund should have some kind of supporting documentation that explains the purpose of the expenditure, when it was purchased, and a detailed list of the items purchased on the invoice(s) that can be correlated back to the amount of the payment.

Effect: Lack of documentation of expenditures in the activity fund could result in double payments for expenditures, approval of illegal expenditures, and/or coding to the wrong sub-account if the supporting documentation does not properly explain what exactly was purchased.

Recommendation: The Activity Fund custodian maintain adequate supporting documentation for all expenditures made out of the activity fund.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
JULY 1, 2010 TO JUNE 30, 2011**

**Findings – Financial Statement Audit**

11-03 – Signed as Received

Condition: Several purchase orders and activity funds expenditures had supporting documentation that were not signed as received.

Criteria: Supporting documentation should be signed or initialed and dated by a receiving agent of the District to signify that the goods or services have been received and payment can be made.

Effect: Invoices could be paid without goods or services being received.

Recommendation: That all invoices and/or delivery tickets be initialed and dated when merchandise is received or services are performed, as required by Oklahoma Statutes. (Reference: 62 O.S. 1981 § 310.1a and 70 O.S. 1981 § 5-135C)

**Findings and Questioned Costs – Major Federal Award Programs Audit**

None

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY  
DISPOSITION OF PRIOR YEAR'S SCHEDULE OF FINDINGS  
JULY 1, 2010 TO JUNE 30, 2011**

Activity Fund Not Reconciled

The Activity Fund was reconciled to the bank statement as of June 30, 2011.

Untimely Deposits in the Activity Fund

The discrepancy regarding cash deposits not being deposited on a timely basis appeared to improve over the previous year, but continued in the current year.

Activity Fund Expenditures

The discrepancy regarding several Activity Fund expenditures not having adequate supporting documentation continued in the current year.

INDEPENDENT SCHOOL DISTRICT NO. 1-49, LEFLORE COUNTY  
SCHEDULE OF ACCOUNTANT'S PROFESSIONAL  
LIABILITY INSURANCE AFFIDAVIT  
JULY 1, 2010 TO JUNE 30, 2011

State of Oklahoma )  
County of Tulsa )

The undersigned auditing firm representative of lawful age, being first duly sworn on oath, says that said firm had in full force and effect Accountant's Professional Liability Insurance in accordance with the "Oklahoma Public School Audit Law" at the time of audit contract and during the entire audit engagement with Wister School District for the audit year 2010-11.

Jack H. Jenkins, CPA, P.C.  
AUDITING FIRM

BY *Jack H. Jenkins*  
AUTHORIZED AGENT

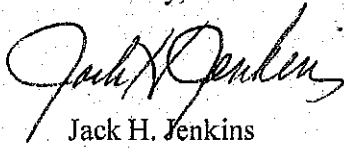
Subscribed and sworn to before me on this  
13 day of, Feb, 2012

*Karla Jenkins*  
NOTARY PUBLIC



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

Sincerely,



Jack H. Jenkins  
Certified Public Accountant, P.C.

**INDEPENDENT SCHOOL DISTRICT NO. I-49, LEFLORE COUNTY**  
**AUDIT ACKNOWLEDGEMENT**  
**JULY 1, 2010 TO JUNE 30, 2011**

The annual independent audit for Wister School District was presented to the Board of Education in an Open Board Meeting as indicated below, by Jack H. Jenkins, CPA, P.C.

The School Board acknowledges that as the governing body of the district, responsible for the districts financial and compliance operations, the audit findings and exceptions have been presented to them.

A copy of the audit, including this acknowledgement form, will be sent to the Oklahoma State Department of Education within 30 days from it's presentation, as stated in 70 O.S. § 22-108:

"The local board of education shall forward a copy of the audit report to the State Board of Education within thirty (30) days after receipt of said audit."

Jerry Carpenter  
Superintendent of Schools

2-27-2012  
Date of Board Meeting

Connie Kelley  
Board of Education President

Susan Crane  
Board of Education Clerk

[Signature]  
Board of Education Vice President

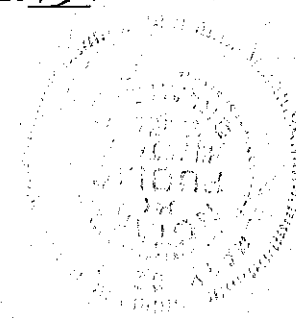
[Signature]  
Board of Education Member

\_\_\_\_\_  
Board of Education Member

Subscribed and sworn to before me on this 27<sup>th</sup> day of February, 2012  
My commission expires on 25<sup>th</sup> day of February, 2013.

Mary Gibson  
Notary Public 20892

Affix Notary Seal







**Jack H. Jenkins, CPA** *A Professional Corporation*

February 13, 2012

Wister Public Schools  
Attn: Mr. Jerry Carpenter  
201 Logan Street  
Wister, OK 74966-9627

Dear Mr. Carpenter:

Listed below are the audit exceptions and recommendations from the final audit work we performed for you. Please review them carefully along with the copy of your audit report. We will mail out a copy of the audit report to the State Department of Education, Oklahoma State Auditor and Inspector's Office and the Federal Clearinghouse within 30 days after the presentation of your audit. If you have questions or desire additional information, please call us so that any discrepancies may be resolved.

The following are exceptions relayed to management that are immaterial instances of noncompliance with laws and regulations and which are included, and referred to, in the audit report. These comments require a written response from your office to be included in the copy of the audit report that we send to the State Department of Education.

2011-01 – Activity Fund Deposits

Condition: We observed receipts for the activity fund were not always deposited in a timely manner. For example we observed the following:

- Receipts dated 2/8/11 totaling \$5,351 were deposited on 2/11/11
- Receipts dated 2/15/11 totaling \$2,532 were deposited on 2/18/11

Criteria: Receipts should be deposited on a daily basis once the accumulated balance equals or exceeds one hundred dollars (\$100.00) or at least once a week regardless of how much is on hand.

Effect: Cash or checks relating to receipts that are not deposited timely could get lost or stolen.

Recommendation: The Activity Fund custodian should deposit receipts for cash and checks on a daily basis unless the daily total does not exceed one hundred dollars (\$100.00), but at least once a week regardless as required by the State Department of Education.

2011-02 – Activity Fund Expenditures

Condition: We observed several instances of activity fund payments that did not have documentation in the files to adequately support the expenditures.

Discrepancies observed were as follows:

- Check numbers 2657, 2663, 2713, 2723, 2768, 2877, 2922, 3039, 3150 and 3206 had no supporting documentation.
- Check numbers 2592, 3142, 3021 and 3306 were paid from a statement with no itemized invoices attached.
- Check numbers 2645, 2931 and 3132 were paid to persons as "Bereavement Gifts" because of family members in the hospital or due to death. These funds are supposedly donated to this specific activity fund subaccount by teachers and students. I recommend discontinuing this practice since the District is not a charitable organization and there is no approved schedule of amounts of payments for each type of "Bereavement". It appeared highly subjective.

Criteria: Checks observed in the activity fund should have some kind of supporting documentation that explains the purpose of the expenditure, when it was purchased, and a detailed list of the items purchased on the invoice(s) that can be correlated back to the amount of the payment.

Effect: Lack of documentation of expenditures in the activity fund could result in double payments for expenditures, approval of illegal expenditures, and/or coding to the wrong sub-account if the supporting documentation does not properly explain what exactly was purchased.

Recommendation: The Activity Fund custodian maintain adequate supporting documentation for all expenditures made out of the activity fund.

11-03 – Signed as Received

Condition: Several purchase orders and activity funds expenditures had supporting documentation that were not signed as received. Discrepancies were as follows:

General fund purchase order numbers 150, 223, 237, 258, 280, 335 and 405  
Activity fund check numbers 2592, 2645, 2682, 2713, 2723, 2768, 2826, 2877, 2887, 2922, 2931, 2940, 2964, 3021, 3039, 3132, 3142, 3150, 3172, 3187, 3206, 3288, 3291 and 3306

Criteria: Supporting documentation should be signed or initialed and dated by a receiving agent of the District to signify that the goods or services have been received and payment can be made.

Effect: Invoices could be paid without goods or services being received.

Recommendation: That all invoices and/or delivery tickets be initialed and dated when merchandise is received or services are performed, as required by Oklahoma Statutes. (Reference: 62 O.S. 1981 § 310.1a and 70 O.S. 1981 § 5-135C)

Jerry F. Carpenter  
Superintendent  
(918) 655-7381  
Fax (918) 655-7402



**Board Members**  
Connie Kelley, President  
Ron DeMoss, Vice-President  
Linda Martin, Member  
Casey Covey, Deputy Clerk  
Susan Crane, Clerk

Albert Cole  
High School Principal  
(918) 655-7276

Kay Garrett  
Elementary Principal  
(918) 655-7481

**Wister Public Schools**  
201 Logan Street  
Wister, Oklahoma 74966

---

---

**CORRECTIVE ACTION PLAN  
FOR 2010-2011 AUDIT  
WISTER PUBLIC SCHOOLS**

**To: Jack H. Jenkins, CPA  
10026 - A South Mingo Road #309  
Tulsa, OK 74133-5700**

**From: Jerry F. Carpenter, Superintendent of Schools**

**2011-01 Activity Fund Deposits**


Effective immediately, the activity fund custodian shall deposit cash and checks on a daily basis unless the daily total does not exceed one hundred dollars (\$100.00), but at least once a week regardless of the total received. All teachers and sponsors have been notified that all cash and checks turned into them must be turned in to the activity fund custodian daily by noon, regardless of the amount. This should allow sufficient time for the necessary deposits to be made daily by the activity fund custodian.

**2011-02 Activity Fund Expenditures**

Effective immediately, the activity fund custodian shall not cut any checks out of the activity fund until a verification process has been completed that shows that all required supporting documents are on file. A checklist has been developed for the activity fund custodian to go through before cutting any checks.

**2011-03 Signed as Received**

Beginning immediately, all invoices and/or tickets will be checked by the encumbrance clerk or activity fund clerk prior to payment to ensure that they have been initialed/signed and dated indicating when merchandise was received or services were performed as required by Oklahoma Statutes. Payment will not be made unless appropriate signature/initials and dates are present on invoices and/or tickets. All employees have been informed that they must sign supportive documentation to show that the goods have been received before payment can be made.

  
Jerry F. Carpenter  
Superintendent of Schools