



**Auditor of State  
Betty Montgomery**



**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

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## **INDEPENDENT ACCOUNTANTS' REPORT**

Northwestern Local School District  
Clark County  
5610 Troy Road  
Springfield, Ohio 45502

Members of the Board of Education:

We have audited the accompanying general-purpose financial statements of Northwestern Local School District, Clark County, (the District), as of and for the year ended June 30, 2002, as listed in the table of contents. These general-purpose financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these general-purpose 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.

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of Northwestern Local School District, Clark County, as of June 30, 2002 and the results of its operations and the cash flows of its proprietary fund type and nonexpendable trust fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 24, 2003 on our consideration of the Government's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

The accompanying schedule of federal awards expenditures is presented for additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the general-purpose financial statements. We subjected this information to the auditing procedures applied in the audit of the general-purpose financial statements. In our opinion, it is fairly stated, in all material respects, in relation to the general-purpose financial statements taken as a whole.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

**Betty D. Montgomery**  
Auditor of State

January 24, 2003

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**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**COMBINED BALANCE SHEET  
ALL FUND TYPES AND ACCOUNT GROUPS  
AS OF JUNE 30, 2002**

<b>Account Description</b>	<b>Governmental Fund Types</b>		
	<b>General Fund</b>	<b>Special Revenue</b>	<b>Capital Projects</b>
<b>Assets and Other Debits:</b>			
Equity in Pooled Cash and Cash Equivalents	\$2,570,591	\$254,481	\$739,362
Receivables:			
Accounts	9,008		
Intergovernmental	19,656	55,908	
Interfund Receivable	17,870		
Property & Other Local Taxes	5,880,573		156,122
Inventory Held for Resale			
Materials and Supplies Inventory	57,650		
Prepaid Items	9,245		
Restricted Assets:			
Equity in Pooled Cash and Cash Equivalents	39,318		
Fixed Assets:			
Fixed Assets			
Other Debits:			
Provided from General Government Resources			
<b>Total Assets and Other Debits</b>	<b>8,603,911</b>	<b>310,389</b>	<b>895,484</b>
<b>Liabilities:</b>			
Accounts Payable	128,446	16,561	
Accrued Wages and Benefits	910,646	21,166	
Compensated Absences Payable	6,701		
Interfund Payable		17,870	
Intergovernmental Payable	261,463	3,809	
Deferred Revenue	5,439,532	15,538	143,959
Due to Students			
Capital Leases Payable			
<b>Total Liabilities</b>	<b>6,746,788</b>	<b>74,944</b>	<b>143,959</b>
<b>Fund Equity and Other Credits:</b>			
Investment in General Fixed Assets			
Retained Earnings:			
Unreserved			
Fund Balances:			
Reserved:			
Reserved for Encumbrances	265,948	38,881	397,377
Reserved for Inventory	57,650		
Reserved for Contributions			
Reserved for Property Taxes	446,800		12,163
Reserved for Property Taxes			
Reserved for Budget Stabilization	39,318		
Unreserved:			
Designated for Budget Stabilization	162,113		
Unreserved, Undesignated	885,294	196,564	341,985
<b>Total Fund Equity and Other Credits</b>	<b>1,857,123</b>	<b>235,445</b>	<b>751,525</b>
<b>Total Liabilities, Fund Equity and Other Credits</b>	<b>\$8,603,911</b>	<b>\$310,389</b>	<b>\$895,484</b>

*See Accompanying Notes to the General Purpose Financial Statements.*



Proprietary Fund Type	Fiduciary	Account Groups		Totals (Memorandum)
		General Fixed Assets	General Long-Term Obligations	
Enterprise	Trust and Agency			
\$38,882	\$30,839			\$3,634,155
357				9,365
				75,564
				17,870
				6,036,695
3,065				3,065
2,861				60,511
				9,245
				39,318
4,617		14,307,447		14,312,064
			1,952,283	1,952,283
<u>49,782</u>	<u>30,839</u>	<u>14,307,447</u>	<u>1,952,283</u>	<u>26,150,135</u>
238				145,245
19,976				951,788
7,560			561,887	576,148
				17,870
30,258			80,396	375,926
				5,599,029
	26,405			26,405
			1,310,000	1,310,000
<u>58,032</u>	<u>26,405</u>		<u>1,952,283</u>	<u>9,002,411</u>
		14,307,447		14,307,447
(8,250)				(8,250)
				702,206
				57,650
	3,940			3,940
				458,963
				39,318
				162,113
	494			1,424,337
<u>(8,250)</u>	<u>4,434</u>	<u>14,307,447</u>		<u>17,147,724</u>
<u>\$49,782</u>	<u>\$30,839</u>	<u>\$14,307,447</u>	<u>\$1,952,283</u>	<u>\$26,150,135</u>

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
ALL GOVERNMENTAL FUND TYPES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

	<b>Governmental Fund Types</b>			<b>Totals (Memorandum)</b>
	<b>General Fund</b>	<b>Special Revenue</b>	<b>Capital Projects</b>	
<b>Revenues (Governmental):</b>				
Intergovernmental	\$6,772,137	\$388,411	\$49,397	\$7,209,945
Interest	120,137			120,137
Tuition and Fees	130,392	10,445		140,837
Rent	9,046			9,046
Extracurricular Activities		166,087		166,087
Gifts and Donations	20,000			20,000
Customer Services		724		724
Property & Other Local Taxes	5,039,014		137,694	5,176,708
Miscellaneous	21,700	45,758	3,974	71,432
<b>Total Revenues</b>	<b>12,112,426</b>	<b>611,425</b>	<b>191,065</b>	<b>12,914,916</b>
<b>Operating Revenues:</b>				
Interest				
<b>Expenditures:</b>				
<b>Current:</b>				
<b>Instruction:</b>				
Regular	5,558,545	276,657	35,546	5,870,748
Special	1,066,969	264,868		1,331,837
Other	92,779			92,779
<b>Support services:</b>				
Pupils	416,970	5,715		422,685
Instructional Staff	570,360	15,105		585,465
Board of Education	76,851			76,851
Administration	951,700		25	951,725
Fiscal	304,629		2,553	307,182
Operation and Maintenance of Plant	1,144,075	1,873		1,145,948
Pupil Transportation	802,050	3,318		805,368
Central	12,350	1,220		13,570
Extracurricular activities	247,128	128,743		375,871
Capital Outlay			28,337	28,337
<b>Debt Service</b>				
Debt Service - Principal	85,000			85,000
Debt Service - Interest	63,935			63,935
<b>Total Expenditures</b>	<b>11,393,341</b>	<b>697,499</b>	<b>66,461</b>	<b>12,157,301</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>719,085</b>	<b>(86,074)</b>	<b>124,604</b>	<b>757,615</b>
<b>Other Financing Sources and Uses</b>				
Operating Transfers In			250,000	250,000
Operating Transfers Out	(250,000)			(250,000)
<b>Total Other Financing Sources (Uses)</b>	<b>(250,000)</b>		<b>250,000</b>	
<b>Excess of Revenues Over/(Under) Expenditures</b>	<b>469,085</b>	<b>(86,074)</b>	<b>374,604</b>	<b>757,615</b>
<b>Fund Balance at Beginning of Year</b>	<b>1,372,955</b>	<b>321,519</b>	<b>376,920</b>	<b>2,071,394</b>
Increase in Reserve for Inventory	15,083			15,083
<b>Fund Balance at End of Year</b>	<b>\$1,857,123</b>	<b>\$235,445</b>	<b>\$751,524</b>	<b>\$2,844,092</b>

See Accompanying Notes to the General Purpose Financial Statements.

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**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - BUDGET (NON-GAAP BASIS) AND ACTUAL  
ALL GOVERNMENT FUND TYPES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

Account Description	General Fund			Special Revenue	
	Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual
<b>Revenues (Governmental):</b>					
Intergovernmental	\$6,772,137	\$6,772,137		\$365,998	\$365,998
Interest	109,210	109,210			
Tuition and Fees	113,144	113,144		10,445	10,445
Rent	9,146	9,146			
Extracurricular Activities				166,310	166,310
Gifts and Donations	20,000	20,000			
Customer Services				724	724
Property & Other Local Taxes	5,119,401	5,119,401			
Miscellaneous	4,379	4,379		45,758	45,758
<b>Total Revenues</b>	<b>12,147,417</b>	<b>12,147,417</b>		<b>589,235</b>	<b>589,235</b>
<b>Expenditures:</b>					
Current:					
Instruction:					
Regular	5,698,475	5,633,091	65,384	428,136	289,352
Special	1,069,236	1,063,389	5,847	286,383	267,479
Vocational	44,113	44,946	(833)		
Other	35,000	87,829	(52,829)		
Support services:					
Pupils	417,782	418,552	(770)	5,621	5,715
Instructional Staff	653,743	589,715	64,028	23,679	20,512
Board of Education	74,430	92,530	(18,100)		
Administration	964,105	957,646	6,459		
Fiscal	325,037	308,740	16,297		
Operation and Maintenance of Plant	1,183,784	1,285,151	(101,367)	100	1,873
Pupil Transportation	838,169	832,140	6,029	3,316	3,318
Central	17,600	12,350	5,250	1,379	1,220
Extracurricular activities	235,430	246,442	(11,012)	155,913	146,155
Capital Outlay	155,620	150,000	5,620		
<b>Total Expenditures</b>	<b>11,712,524</b>	<b>11,722,521</b>	<b>(9,997)</b>	<b>904,527</b>	<b>735,624</b>
Excess of Revenues Over (Under) Expenditures	434,893	424,896	(9,997)	(315,292)	(146,389)
Other Financing Sources and Uses					
Operating Transfers In					
Refund of Prior Year Expenditures	18,547	18,547			
Advances In				17,870	17,870
Operating Transfers Out	(250,000)	(250,000)			
Refund of Prior Year Receipts				(2,689)	(2,909)
Advances Out	(10,000)	(17,870)	(7,870)		
Other Financing Uses	(342,060)		342,060		
<b>Total Other Financing Sources (Uses)</b>	<b>(583,513)</b>	<b>(249,323)</b>	<b>334,190</b>	<b>15,181</b>	<b>14,961</b>
Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses	(148,620)	175,573	324,193	(300,111)	(131,428)
Fund Balances at Beginning of Year	1,732,058	1,732,058		240,981	240,981
Prior Year Encumbrances Appropriated	314,584	314,584		91,872	91,872
<b>Fund Balance at end of Year</b>	<b>\$1,898,022</b>	<b>\$2,222,215</b>	<b>\$324,193</b>	<b>\$32,742</b>	<b>\$201,425</b>

See Accompanying Notes to the General Purpose Financial Statements.

Capital Projects Funds			Totals (Memorandum Only)		
Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
\$64,412	\$64,412		\$7,202,547	\$7,202,547	
			109,210	109,210	
			123,589	123,589	
			9,146	9,146	
			166,310	166,310	
			20,000	20,000	
			724	724	
140,104	140,104		5,259,505	5,259,505	
3,974	3,974		54,111	54,111	
<u>208,490</u>	<u>208,490</u>		<u>12,945,142</u>	<u>12,945,142</u>	
55,359	41,246	14,113	6,181,970	5,963,689	218,281
			1,355,619	1,330,868	24,751
			44,113	44,946	(833)
			35,000	87,829	(52,829)
			423,403	424,267	(864)
			677,422	610,227	67,195
			74,430	92,530	(18,100)
300	25	275	964,405	957,671	6,734
3,000	2,553	447	328,037	311,293	16,744
	8,017	(8,017)	1,183,884	1,295,041	(111,157)
			841,485	835,458	6,027
			18,979	13,570	5,409
			391,343	392,597	(1,254)
425,250	411,997	13,253	580,870	561,997	18,873
<u>483,909</u>	<u>463,838</u>	<u>20,071</u>	<u>13,100,960</u>	<u>12,921,983</u>	<u>178,977</u>
(275,419)	(255,348)	20,071	(155,818)	23,159	178,977
250,000	250,000		250,000	250,000	
			18,547	18,547	
			17,870	17,870	
			(250,000)	(250,000)	
			(2,689)	(2,909)	(220)
			(10,000)	(17,870)	(7,870)
			(342,060)		342,060
<u>250,000</u>	<u>250,000</u>		<u>(318,332)</u>	<u>15,638</u>	<u>333,970</u>
(25,419)	(5,348)	20,071	(474,150)	38,797	512,947
304,220	304,220		2,277,259	2,277,259	
43,113	43,113		449,569	449,569	
<u>\$321,914</u>	<u>\$341,985</u>	<u>\$20,071</u>	<u>\$2,252,678</u>	<u>\$2,765,625</u>	<u>\$512,947</u>

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES  
IN RETAINED EARNINGS/FUND BALANCE  
PROPRIETARY FUND TYPE AND SIMILAR FIDUCIARY FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

<b>Account Description</b>	<b>Proprietary Fund Type</b>	<b>Fiduciary Fund</b>
	<b>Enterprise</b>	<b>Non-Expendable Trust</b>
<b>Operating Revenues:</b>		
Tuition	\$24,132	
Sales	393,609	
Interest		109
<b>Total Operating Revenues</b>	<b>417,741</b>	<b>109</b>
<b>Operating Expenses:</b>		
Salaries	164,942	
Fringe Benefits	73,351	
Purchased Services	19,124	
Materials and Supplies	8,600	
Cost of Sales	254,546	
Depreciation	1,383	
<b>Total Operating Expenses</b>	<b>521,946</b>	
<b>Operating Income (Loss)</b>	<b>(104,205)</b>	<b>109</b>
<b>Non-Operating Revenues and Expenses</b>		
Interest	665	
Federal and State Subsidies	87,346	
<b>Total Non-Operating Revenues and Expenses</b>	<b>88,011</b>	
<b>Net Income (Loss)</b>	<b>(16,194)</b>	<b>109</b>
<b>Retained Earnings at Beginning of Year</b> (As restated - See Note 23)	<b>7,944</b>	<b>4,325</b>
<b>Retained Earnings at End of Year</b>	<b>(\$8,250)</b>	<b>\$4,434</b>

*See Accompanying Notes to the General Purpose Financial Statements.*

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**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**COMBINED STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN FUND EQUITY - BUDGET (NON-GAAP BASIS) AND ACTUAL  
PROPRIETARY FUND TYPE AND SIMILAR FIDUCIARY FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

<b>Account Description</b>	<b>Enterprise Funds</b>		
	<b>Revised Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>Operating Revenues:</b>			
Tuition	\$24,300	\$24,300	
Sales	393,490	393,490	
Interest			
<b>Total Operating Revenues</b>	<u>417,790</u>	<u>417,790</u>	
<b>Operating Expenses</b>			
Salaries	173,870	164,538	9,332
Fringe Benefits	78,715	77,358	1,357
Purchased Services	16,162	21,564	(5,402)
Materials and Supplies	280,137	262,820	17,317
Other	320		320
Capital Outlay	6,789	4,220	2,569
<b>Total Operating Expenses</b>	<u>555,993</u>	<u>530,500</u>	<u>25,493</u>
Operating Income (Loss)	(138,203)	(112,710)	25,493
<b>Non-Operating Revenues and Expenses</b>			
Interest	665	665	
Federal and State Subsidies	92,199	87,346	(4,853)
<b>Total Non-Operating Revenues</b>	<u>92,864</u>	<u>88,011</u>	<u>(4,853)</u>
<b>Excess of Operating and Non-Operating Revenues</b>			
Over (Under) Operating and Non-Operating Expenses	(45,339)	(24,699)	20,640
<b>Fund Equity at Beginning of Year</b>			
(As restated - see Note 23)	50,164	55,017	4,853
<b>Prior Year Encumbrances Appropriated</b>			
	2,318	2,318	
<b>Fund Equity at End of Year</b>	<u>\$7,143</u>	<u>\$32,636</u>	<u>\$25,493</u>

*See Accompanying Notes to the General Purpose Financial Statements.*



Non-Expendable Trust			Totals (Memorandum Only)		
Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
			\$24,300	\$24,300	
			393,490	393,490	
109	109		109	109	
109	109		417,899	417,899	
			173,870	164,538	9,332
			78,715	77,358	1,357
			16,162	21,564	(5,402)
			280,137	262,820	17,317
100		100	420		420
			6,789	4,220	2,569
100		100	556,093	530,500	25,593
9	109	100	(138,194)	(112,601)	25,593
			665	665	
			92,199	87,346	(4,853)
			92,864	88,011	(4,853)
9	109	100	(45,330)	(24,590)	20,740
4,325	4,325		54,489	59,342	4,853
			2,318	2,318	
<u>\$4,334</u>	<u>\$4,434</u>	<u>\$100</u>	<u>\$11,477</u>	<u>\$37,070</u>	<u>\$25,593</u>

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**STATEMENT OF CASH FLOWS  
PROPRIETARY FUND TYPE AND SIMILAR FIDUCIARY FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

	<b>Proprietary Fund Type</b>	<b>Fiduciary Fund Type</b>	<b>Total (Memorandum Only)</b>
	<b>Enterprise</b>	<b>Nonexpendable Trust</b>	
<b>Increase (Decrease) in Cash and Cash Equivalents:</b>			
Cash Flows from Operating Activities:			
Cash Received from Customers	\$417,790		\$417,790
Cash Payments for Employee Services and Benefits	(241,896)		(241,896)
Cash Payments to Suppliers for Goods and Services	(282,358)		(282,358)
Net Cash Provided By (Used In) Operating Activities	(106,464)		(106,464)
Cash Flows from Noncapital Financing Activities:			
Federal and State Subsidies	87,346		87,346
Cash Flows from Investing Activities:			
Interest	665	109	774
Net Increase in Cash and Cash Equivalents	(18,453)	109	(18,344)
Cash and Cash Equivalents at Beginning of Year (As restated - See Note 23)	57,335	4,325	61,660
Cash and Cash Equivalents at End of Year	38,882	4,434	43,316
<b>Reconciliation of Operating Income (Loss) to Net Cash Provided By (Used In) Operating Activities:</b>			
Operating Income (Loss)	(104,205)	109	(104,096)
<b>Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided By (Used In) Operating Activities:</b>			
Depreciation	1,383		1,383
Nonexpendable Trust Fund Interest		(109)	(109)
Changes in Assets and Liabilities:			
Decrease in Accounts Receivable	728		728
Increase in Supplies Inventory	(334)		(334)
Increase in Inventory Held for Resale	(572)		(572)
Increase in Accounts Payable	139		139
Decrease in Accrued Salaries Payable	(2,478)		(2,478)
Decrease in Intergovernmental Payable	(1,448)		(1,448)
Increase in Compensated Absences Payable	323		323
Net Cash Provided By (Used In) Operating Activities	(\$106,464)	\$0	(\$106,464)
Reconciliation of Cash and Cash Equivalents of Nonexpendable Trust Fund to Balance Sheet			
Cash and Cash Equivalents-All Fiduciary Funds		\$30,839	
Cash and Cash Equivalents-Agency Fund		(26,405)	
Cash and Cash Equivalents-Nonexpendable Trust Fund		\$4,434	

See Accompanying Notes to the General Purpose Financial Statements.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

**1. DESCRIPTION OF THE SCHOOL DISTRICT AND REPORTING ENTITY**

Northwestern Local School District (the "School District") is organized under Article VI, Sections 2 and 3 of the Constitution of the State of Ohio. The School District operates under a locally elected Board form of government consisting of five members elected at-large for staggered four-year terms. The School District provides educational services as authorized by State statute and/or federal guidelines.

The School District is located in Clark County and is the 285<sup>th</sup> largest in the State of Ohio (among 611 school districts) in terms of enrollment. It is staffed by 76 non-certificated employees, 140 certificated full-time teaching personnel and 11 administrative employees who provide services to 1,965 students and other community members.

The reporting entity is comprised of the primary government, component units, and other organizations that are included to insure that the financial statements of the School District are not misleading. The primary government consists of all funds, departments, boards, and agencies that are not legally separate from the School District. For Northwestern Local School District, this includes general operations, food service, preschool and student related activities of the School District.

Component units are legally separate organizations for which the School District is financially accountable. The School District is financially accountable for an organization if the School District appoints a voting majority of the organization's governing board and (1) the School District is able to significantly influence the programs or services performed or provided by the organization; or (2) the School District is legally entitled to or can otherwise access the organization's resources; the School District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the School District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the School District in that the School District approves the budget, the issuance of debt, or the levying of taxes. The School District has no component units.

The School District is associated with four jointly governed organizations and one insurance purchasing pool. These organizations are discussed in Note 18 to the general purpose financial statements. These organizations are:

Jointly Governed Organizations:

Miami Valley Educational Computer Association  
Southwestern Ohio Educational Purchasing Council  
Southwestern Ohio Instructional Technology Association  
Clark County Family and Children First Council

Insurance Purchasing Pool:

Southwestern Ohio Educational Purchasing Council Workers'  
Compensation Group Rating Plan

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of Northwestern Local School District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The School District also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its proprietary activities provided they do not conflict with or contradict GASB pronouncements. The most significant of the School District's accounting policies are described below.

**A. Basis Of Presentation - Fund Accounting**

The School 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 School District functions or activities.

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special restrictions or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities not recorded in the funds because they do not directly affect net available expendable resources.

For financial statement presentation purposes, the various funds of the School District are grouped into the following generic fund types under the broad fund categories governmental, proprietary, and fiduciary.

**1. Governmental Fund Types:**

Governmental funds are those through which most governmental functions of the School District are financed. The acquisition, use, and balances of the School District's expendable financial resources and the related current liabilities (except those accounted for in proprietary funds and trust funds) are accounted for through governmental funds. The following are the School District's governmental fund types:

**General Fund**

The General Fund is the operating fund of the School District and is used to account for all financial resources except those required to be accounted for in another fund. The General Fund balance is available to the School District for any purpose provided it is expended or transferred according to the general laws of Ohio.

**Special Revenue Funds**

The special revenue funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Capital Projects Funds**

The capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds or trust funds).

**2. Proprietary Fund Type:**

Proprietary funds are used to account for the School District's ongoing activities, which are similar to those found in the private sector. The following is the School District's proprietary fund type:

**Enterprise Funds**

The enterprise funds are used to account for School District activities that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

**3. Fiduciary Fund Types:**

Fiduciary funds are used to account for assets held by the School District in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The School District's fiduciary funds include nonexpendable trust and agency funds. Nonexpendable trust funds are accounted for in essentially the same manner as proprietary funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**4. Account Groups:**

To make a clear distinction between fixed assets related to specific funds and those of general government, and between long-term liabilities related to specific funds and those of a general nature, the following account groups are used:

**General Fixed Assets Account Group**

This account group is established to account for all fixed assets of the School District, other than those accounted for in the proprietary or trust funds.

**General Long-Term Obligations Account Group**

This account group is established to account for all long-term obligations of the School District except those accounted for in the proprietary or trust funds.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**B. Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All proprietary funds and nonexpendable trust funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. The School District does not have any contributed capital. Proprietary fund and nonexpendable trust fund operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net total assets.

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made.

The modified accrual basis of accounting is followed for the governmental and agency funds. The full accrual basis of accounting is followed for the enterprise and non-expendable trust funds.

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, available means expected to be received within sixty days of year-end.

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. (See Note 6) Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the District must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provide to the District on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at fiscal year-end: property taxes available as an advance, interest, tuition, grants and student fees.

Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Property taxes for which there is an enforceable legal claim as of June 30, 2002, but which were levied to finance fiscal year 2002 operations, have been recorded as deferred revenue. Grants and entitlements received before eligibility requirements are met are also recorded as deferred revenue. On the modified accrual basis, receivables that will not be collected within the available period have also been reported as deferred revenue.

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

**C. Budgetary Process**

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified.

All funds, other than agency funds, are legally required to be budgeted and appropriated. The Preschool Special Revenue Fund grant activity is not budgeted because it is not included in the entity for which the "appropriated budget" is adopted and does not maintain separate budgetary information. The primary level of budgetary control is at the fund level. Any budgetary modifications at this level may only be made by resolution of the Board of Education.

**1. Tax Budget:**

Prior to January 15, the Superintendent and Treasurer submit to the Board of Education a proposed operating budget for the fiscal year commencing the following July 1. The budget includes proposed expenditures and the means of financing for all funds. Public hearings are publicized and conducted to obtain taxpayers' comments. The express purpose of this budget document is to reflect the need for existing (or increased) tax rates. By no later than January 20, the Board-adopted budget is filed with the Clark County Budget Commission for rate determination.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**2. Estimated Resources:**

Prior to April 1, the Board of Education accepts, by formal resolution, the tax rates as determined by the County Budget Commission and receives the Commission's certificate of estimated resources which states the projected revenue of each fund. Prior to June 30, the School District must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the appropriation measure. On or about July 1, the certificate is amended to include any unencumbered cash balances from the preceding year. The certificate may be further amended during the year if projected increases or decreases in revenue are identified by the School District Treasurer. The amounts reported in the budgetary statements reflect the amounts in the final amended certificate that was in effect at the time the final appropriations were passed by the Board of Education. Prior to year-end, the School District requested and received an amended certificate of estimated resources that reflected actual revenue for the fiscal year.

**3. Appropriations:**

Upon receipt from the County Auditor of an amended certificate of estimated resources based on final assessed values and tax rates or a certificate saying no new certificate is necessary, the annual appropriation resolution is legally enacted by the Board of Education. The Board of Education determines the District's legal level of control through passage of the appropriation resolution, which was at the fund level. Prior to the passage of the annual appropriation measure, the Board may pass a temporary appropriation measure to meet the ordinary expenses of the School District. The appropriation resolution, by fund, must be within the estimated resources as certified by the County Budget Commission. Some revisions that alter the total of any fund appropriation, or alter total function appropriations within a fund must be approved by the Board of Education. The Board may pass supplemental fund appropriations so long as the total appropriations by fund do not exceed the amounts set forth in the most recent certificate of estimated resources. During the year, four supplemental appropriations were legally enacted; however, none of them were significant. The budget figures that appear in the statements of budgetary comparisons represent the final appropriation amounts, including all supplemental appropriations. The treasurer has been given the authority to further allocate appropriations to objects within each fund and function. Formal budgetary integration is employed as a management control device during the year for all funds other than agency funds and the preschool special revenue fund, consistent with statutory provisions.

**4. Encumbrances:**

As part of formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of monies are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. On the GAAP basis, encumbrances outstanding at fiscal year end are reported as a reservation of fund balance for subsequent-year expenditures for governmental funds and reported in the notes to the financial statements for proprietary funds.



**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**5. Lapsing of Appropriations:**

At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriation. Encumbered appropriations are carried forward to the succeeding fiscal year and are not reappropriated.

**D. Cash and Cash Equivalents**

To improve cash management, all cash received by the School District is pooled in a central bank account. Monies for all funds, including proprietary funds, are maintained in this account or temporarily used to purchase short-term investments. Individual fund integrity is maintained through School District records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents" on the balance sheet.

During fiscal year 2002, the School District's investments were limited to funds invested in the State Treasury Assets Reserve of Ohio (STAR Ohio), Federal Home Loan Bank Notes, Federal National Mortgage Association Notes, Federal Home Loan Mortgage Corporation Discount Notes, Federal National Mortgage Association Discount Notes, and first America Treasury Market Fund. STAR Ohio is an investment pool managed by the State Treasurer's Office that allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price that is the price the investment could be sold for on June 30, 2002.

Following Ohio statutes, the Board of Education has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the general fund during fiscal year 2002 amounted to \$120,137. The nonexpendable trust fund received interest revenue of \$109. The Food Service proprietary fund received \$665 interest.

For purposes of the combined statement of cash flows and for presentation on the combined balance sheet, investments of the cash management pool and investments with an original maturity of three months or less at the time they are purchased by the School District are considered to be cash equivalents.

**E. Inventory**

Inventories of governmental funds are stated at cost while inventories of proprietary funds are stated at the lower of cost or market. For all funds, cost is determined on a first-in, first-out basis. Inventory in governmental funds consists of expendable supplies held for consumption. The cost of inventory items is recorded as expenditure in the governmental fund types when purchased. Reported material and supplies inventory is equally offset by a fund balance reserve in the governmental funds which indicates that it does not constitute available expendable resources even though it is a component of net current assets. Inventories of proprietary funds consist of donated food, purchased food, and non-foods supplies and are expensed when used.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**F. Prepaid Items**

Payments made to vendors for services that will benefit periods beyond June 30, 2002, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

**G. Fixed Assets and Depreciation**

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction costs are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. Fixed assets utilized in the proprietary funds are capitalized in the fund. All fixed assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The School District maintains a capitalization threshold of \$500. The School District does not have any infrastructure.

Improvements are capitalized. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized. Interest incurred during the construction of general fixed assets is also not capitalized.

Assets in the general fixed assets account group are not depreciated. Depreciation of furniture and equipment in the enterprise fund is computed using the straight-line method over an estimated useful life of ten years. Improvements to fund fixed assets are depreciated over the remaining useful lives of the related fixed assets.

**H. Compensated Absences**

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the School District will compensate the employees for the benefits through paid time off or some other means. The School District records a liability for accumulated unused vacation time when earned for all employees with more than one year of service.

Sick leave benefits are accrued as a liability using the termination method. An accrual for earned sick leave is made to the extent that it is probable that benefits will result in termination payments. The liability is an estimate based on the School District's past experience of making termination payments.

For governmental funds, the current portion of unpaid compensated absences is the amount expected to be paid using available expendable resources. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated unpaid leave are paid. The remainder is reported in the general long-term obligations account group. In proprietary funds, the entire amount of compensated absences is reported as a fund liability.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**I. Accrued Liabilities and Long-Term Obligations**

In general, governmental fund payables and accrued liabilities are reported as obligations of the funds regardless of whether they will be liquidated with current resources. However, compensated absences and pension contributions that will be paid from governmental funds are reported as a liability in the general long-term obligations account group to the extent that they will not be paid with current available expendable financial resources. Payments made more than sixty days after year-end are considered not to have been paid using current available financial resources. Capital leases are reported as a liability of the general long-term obligations account group until due.

Long-term debt and other obligations financed by proprietary funds are reported as liabilities in the appropriate proprietary funds.

**J. Interfund Transactions**

Quasi-external transactions are accounted for as revenues and expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

**K. Restricted Assets**

Restricted assets in the general fund are cash and cash equivalents whose use is limited by legal requirements. Restricted assets represent resources required by statute to be set-aside by the School District to create a reserve for budget stabilization. See Note 21 for the calculation of the year-end restricted asset balance and the corresponding fund balance reserve.

**L. Fund Balance Reserves**

The School District reserves those portions of fund equity which are legally segregated for a specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund equity that is available for appropriation in future periods. Fund equity reserves have been established for encumbrances, inventories of supplies and materials, property taxes, budget stabilization, and contributions for nonexpendable trust funds.

The reserve for property taxes represents taxes recognized as revenue under generally accepted accounting principles but not available for appropriation under State statute. The reserve for budget stabilization represents money required to be set-aside by statute to protect against cyclical changes in revenues and expenditures. The reserve for donations signifies the legal restrictions on the use of principal.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**M. Fund Designations**

The School District designates fund balance to indicate tentative planned expenditures of financial resources. The designations reflect the school district's intentions, are subject to change and are reported as part of unreserved fund balance. Fund designations are established for budget stabilization.

The designation for budget stabilization represents money set-aside for budget stabilization in excess of statutory requirements.

**N. Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**O. Total Columns on General Purpose Financial Statements**

Total columns on the general purpose financial statements are captioned "Total - (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Data in these columns do 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 elimination has not been made in the aggregation of this data.

**3. ACCOUNTABILITY AND COMPLIANCE**

At June 30, 2002, the Title I special revenue fund and the Lunchroom enterprise fund have deficit fund balance/retained earnings of \$8,845 and \$18,679 respectively. The General Fund is liable for any deficit in the special revenue fund and provides transfers to cover deficit balances; however, this is done when cash is needed rather than when accruals occur. The result of the deficits in the enterprise funds is the result of revenues not covering operational costs. The School District will continue to monitor these deficits and take appropriate actions if necessary.

**4. BUDGETARY BASIS OF ACCOUNTING**

While the School District is reporting financial position, results of operations, and changes in fund balances/retained earnings on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget (Budget Basis) and Actual - All Governmental Fund Types and the Statement of Revenues, Expenses and Changes in Fund Equity - Budget (Budget Basis) and Actual - Proprietary Fund Type and Nonexpendable Trust Fund are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and GAAP basis are that:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**4. BUDGETARY BASIS OF ACCOUNTING (Continued)**

2. Expenditures/expenses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Encumbrances are treated as expenditures/expenses for all funds (budget basis) rather than as a reservation of fund balance for governmental fund types and as note disclosure in the proprietary fund type (GAAP basis).
4. For proprietary funds, the acquisition and construction of capital assets are reported on the operating statement (budget basis) rather than as balance sheet transactions (GAAP basis).
5. The school district does not budget for the activities of various grants administered by the fiscal agent who collects and holds the assets (budget basis). However, the activities of the fiscal agent that pertain to Northwestern Local School District are included in the special revenue funds activity for GAAP reporting purposes (GAAP basis).
6. Advances-in and advances-out are operating transactions (budget basis) as opposed to balance sheet transactions (GAAP basis).

The following tables summarize the adjustments necessary to reconcile the GAAP and budgetary basis statements by fund type:

**Excess of Revenues and Other Financing Sources  
Over (Under) Expenditures and other Financing Uses  
All Governmental Fund Types**

	<b>General</b>	<b>Special Revenue</b>	<b>Capital Projects</b>
GAAP Basis	\$469,085	\$(86,074)	\$374,604
Revenue Accruals	53,538	(22,190)	17,425
Expenditure Accruals	46,362	12,019	
Prepaid Items	812		
Advances in		17,870	
Advances out	(17,870)		
Encumbrances	(376,354)	(53,053)	(397,377)
Budget Basis	\$175,573	\$(131,428)	\$(5,348)

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**4. BUDGETARY BASIS OF ACCOUNTING (Continued)**

**Net Income (Loss)/Excess of Revenues and Operating Transfers Over (Under) Expenses  
Proprietary Fund Type and Nonexpendable Trust Fund**

	<b>Enterprise</b>	<b>Nonexpendable Trust</b>
GAAP Basis	\$(16,194)	\$109
Revenue Accruals	49	
Expense Accruals	(4,597)	
Materials and Supplies	334	
Inventory Held for Resale	572	
Depreciation	1,383	
Encumbrances	(6,246)	
Budget Basis	\$(24,699)	\$109

**5. DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the School District into three categories.

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the School District Treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the Board of Education has identified as not required for use within the current two-year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by, but not limited to, time certificates of deposit maturing not more than one year from the date of deposit, or must evidence interim deposits by savings or deposit accounts including passbook accounts.

Protection of School District's deposits is provided by the Federal Deposit Insurance Corporation, by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the Treasurer by the financial institution, or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

State statute permits interim monies to be deposited or invested in the following securities:

1. United States treasury notes, bills, bonds, or any other obligation or security issued by the United States treasury or any other obligation guaranteed as to principal and interest by the United States;

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**5. DEPOSITS AND INVESTMENTS (Continued)**

2. Bonds, notes debentures, or any other obligations or security issued by any federal government agency or instrumentality, including but not limited to, the federal national mortgage association, federal home loan bank, federal farm credit bank, federal home loan mortgage corporation, government national mortgage association, and student loan marketing association. All federal agency securities shall be direct issuance of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool (STAR Ohio); and
7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred eighty days from the date of purchase in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time.

Investments in stripped principal or interest obligation, reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the School District, and must be purchased with the expectation that it will be held to maturity.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the Treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

The following information classifies deposits and investments by categories of risk as defined in GASB Statement No. 3, "Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements."

**Deposits:** At fiscal year end, the carrying amount of the School District's deposits was \$823,715 and the bank balance was \$1,088,135. Of the bank balance, \$236,348 was covered by federal depository insurance and \$851,787 was uninsured and uncollateralized. Although the securities serving as collateral were held by the pledging financial institution's trust department in the School District's name and all State statutory requirements for the deposit of money had been followed, non-compliance with federal requirements would potentially subject the School District to a successful claim by the Federal Deposit Insurance Corporation.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
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**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**5. DEPOSITS AND INVESTMENTS (Continued)**

**Investments:** According to GASB Statement 3, the School District's investments are categorized below to give an indication of the level of risk assumed by the School District at fiscal year end. Category 1 includes investments that are insured or registered or for which the School District or its agent in the School District's name holds the securities. Category 2 includes uninsured and unregistered investments that are held by the counterparty's trust department or agent in the School District's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty, or by its trust department or agent but not in the School District's name. STAR Ohio, an investment pool operated by the Ohio State Treasurer and the First America Treasury Market Fund are unclassified investments since they are not evidenced by securities that exist in physical or book entry form.

The School District's investments at year end included Federal Home Loan Bank (FHBL) Notes, Federal National Mortgage Association Notes, Federal Home Loan Mortgage Corporation Discount Notes, Federal National Mortgage Association Discount Notes, First America Treasury Market Fund, and STAR Ohio.

The FHLB notes have interest rates that vary directly with the Constant Maturity Treasury (CMT), an index of Treasury securities published by the Federal Reserve Board. The notes are issued with a coupon floor and a coupon cap which establish a range of possible interest rates for the security regardless of the change in market rates. The securities were selected for purchase because the minimum interest rate, when coupled with the discount at the time of purchase, yields a rate of return that exceeds what was available from more conventional securities and that yield will increase if market interest rates increase.

	<u>Category 2</u>	<u>Category 3</u>	<u>Unclassified</u>	<u>Carrying/Fair Value</u>
Repurchase Agreements	\$0	\$109,243	\$0	\$109,243
FHLB Notes	378,627	0	0	378,627
FNMA Notes	100,219	0	0	100,219
FHLMC Discount Notes	446,347	0	0	446,347
FNMA Discount Notes	371,186	0	0	371,186
STAR Ohio	0	0	1,444,136	1,444,136
	<u>\$1,296,379</u>	<u>\$109,243</u>	<u>\$1,444,136</u>	<u>\$2,849,758</u>

The classification of cash and cash equivalents and investments on the combined financial statements is based on criteria set forth in GASB Statement No. 9. A reconciliation between the classifications of cash and investments on the combined financial statements and the classification per GASB Statement No. 3 is as follows:

	<u>Cash and Cash Equivalents/Deposits</u>	<u>Investments</u>
GASB Statement 9	\$3,673,473	\$0
Investments:		
Repurchase Agreements	(109,243)	109,243
STAR Ohio	(1,444,136)	1,444,136
Seasongood	(1,296,379)	1,296,379
GASB Statement 3	<u>\$823,715</u>	<u>\$2,849,758</u>



**NORTHWESTERN LOCAL SCHOOL DISTRICT  
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**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**6. PROPERTY TAXES**

Property taxes are levied and assessed on a calendar year basis while the School District fiscal year runs from July through June. First half tax collections are received by the School District in the second half of the fiscal year. Second half tax distributions occur in the first half of the following fiscal year.

Property taxes include amounts levied against all real, public utility and tangible personal property located in the School District. Property tax revenue received during calendar 2002 for real and public utility property taxes represents collections of calendar 2001 taxes. Property tax payments received during calendar 2002 for tangible personal property (other than public utility property) is for calendar 2002 taxes.

2002 real property taxes are levied after April 1, 2002, on the assessed value as of January 1, 2002, the lien date. Assessed values are established by State law at thirty-five percent of appraised market value.

Public utility tangible personal property currently is assessed at varying percentages of true value; public utility real property is assessed at thirty-five percent of true value. 2002 public utility property taxes became a lien December 31, 2001, are levied after April 1, 2002, and are collected in 2002 with real property taxes.

2002 tangible personal property taxes are levied after April 1, 2001, on the value as of December 31, 2001. Collections are made in 2002. Tangible personal property assessments are twenty-five percent of true value.

Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Tangible personal property taxes paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20.

The School District receives property taxes from Clark and Champaign Counties. The Clark County Auditor periodically advances to the School District its portion of the taxes collected. Second-half real property tax payments collected by the County by June 30, 2002, are available to finance fiscal year 2002 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

Accrued property taxes receivable represent delinquent taxes outstanding and real property, personal property and public utility taxes, which became measurable as of June 30, 2002, and for which there is an enforceable claim. Although total property tax collections for the next fiscal year are measurable, only the amounts available as an advance at June 30, were levied to finance current year operations. The receivable is therefore offset by a credit to deferred revenue for that portion not levied to finance current year operations. The total amount available as an advance at June 30, 2002 was \$458,963 and is recognized as revenue. \$446,800 was available to the general fund and \$12,163 was available to the permanent improvement capital projects fund.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**6. PROPERTY TAXES (Continued)**

The assessed values upon which fiscal year 2002 taxes were collected are:

	<b>2001 Second- Half Collections</b>		<b>2002 First- Half Collections</b>	
	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>
Agricultural/Residential and Other Real Estate	\$145,292,120	84.49%	\$163,995,530	85.84%
Public Utility Personal	7,825,030	4.55	6,393,530	3.35
Tangible Personal Property	18,846,110	10.96	20,655,942	10.81
Total Assessed Value	\$171,963,260	100.00%	\$191,045,002	100.00%
Tax rate per \$1,000 of Assessed valuation	\$35.35		\$35.50	

**7. RECEIVABLES**

Receivables at June 30, 2002, consisted of property taxes, accounts (student fees), and intergovernmental grants. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes, the stable condition of State programs, and the current fiscal year guarantee of federal funds.

**8. FIXED ASSETS**

A summary of the enterprise fund's fixed assets at June 30, 2002, follows:

Furniture and Equipment	\$101,421
Less Accumulated Depreciation	(96,804)
Net Fixed Assets	\$4,617

A summary of the change in general fixed assets during fiscal year 2002 follows:

<b>Asset Category</b>	<b>Balance at 6/30/01</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance at 6/30/02</b>
Land and Improvements	\$604,733	\$86,447	\$0	\$691,180
Vehicles	9,806,616	113,548	24,730	9,895,434
Furniture and Equipment	1,231,740	53,307	52,608	1,232,439
Other	2,405,403	187,188	104,197	2,488,394
Total General Fixed Assets	<u>\$14,048,492</u>	<u>\$440,490</u>	<u>\$181,535</u>	<u>\$14,307,447</u>

**9. RISK MANAGEMENT**

**A. Property and Liability**

The School District is exposed to various risks of loss related to torts; theft or damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During fiscal year 2002, the School District contracted with Nationwide for property, general liability, professional and fleet insurance. Coverage provided by Nationwide is as follows:

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
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**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
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(Continued)**

**9. RISK MANAGEMENT (Continued)**

Building and Contents-replacement cost (\$1,000 deductible)	\$24,219,300
Boiler and Machinery (\$250 deductible)	30,000,000
Automobile Liability (\$250 deductible)	1,000,000
Professional Liability (no deductible)	
Single Occurrence	1,000,000
Aggregate	5,000,000
General Liability	
Per occurrence	1,000,000
Total per year	5,000,000

Settled claims have not exceeded this commercial coverage in any of the past three years. There have been no significant reductions in insurance coverage from last year.

**B. Workers' Compensation**

For fiscal year 2002, the School District participated in the Southwestern Ohio Educational Purchasing Council Workers' Compensation Group Rating Plan (GRP), a workers' compensation insurance purchasing pool (Note 18). The intent of the GRP is to achieve the benefit of a reduced premium for the School District by virtue of its grouping and representation with other participants in the GRP. The workers' compensation experience of the participating school districts is calculated as one experience and a common premium rate is applied to all school districts in the GRP. Each participant pays its workers' compensation premium to the State based on the rate for the GRP rather than its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings percentage of the GRP. A participant will then either receive money from or be required to contribute to the "Equity Pooling Fund." This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the GRP. Participation in the GRP is limited to school districts that can meet the GRP's selection criteria. The firm of Integrated Comp Inc. provides administrative, cost control, and actuarial services to the GRP.

**10. DEFINED BENEFIT PENSION PLANS**

**A. School Employees Retirement System**

The School District contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple employer defined benefit pension plan. SERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the School Employees Retirement System, 45 N. Fourth Street, Columbus, Ohio 43215-3634.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
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**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**10. DEFINED BENEFIT PENSION PLANS (Continued)**

Plan members are required to contribute 9 percent of their annual covered salary and the School District is required to contribute at an actuarially determined rate. The current rate is 14 percent of annual covered payroll. A portion of the School District's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for fiscal year 2002, 5.46 percent of annual covered salary was the portion used to fund pension obligations. For fiscal year 2001, 4.2 percent was used to fund pension obligations. The contribution requirements of plan members and employers are established and may be amended, up to a statutory maximum amount, by the SERS' Retirement Board. The School District's required contributions for pension obligations to SERS for the fiscal years ended June 30, 2002, 2001, and 2000 were \$96,959, \$47,883, and \$73,220, respectively; 53 percent has been contributed for fiscal year 2002 and 100 percent for fiscal years 2001 and 2000. \$45,841 representing the unpaid contribution for fiscal year 2002, is recorded as a liability within the respective funds and the general long-term obligations account group.

**B. State Teachers Retirement System**

The School District contributes to the State Teachers Retirement System of Ohio (STRS), a cost-sharing multiple employer public employee retirement system. STRS provides retirement and disability benefits, annual cost-of-living adjustments, and death and survivor benefits to members and beneficiaries. Benefits are established by Chapter 3307 of the Ohio Revised Code. STRS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information for STRS. That report may be obtained by writing to the State Teachers Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3371.

For the fiscal year ended June 30, 2002, plan members were required to contribute 9.3 percent of their annual covered salaries. The School District was required to contribute 14 percent; 9.5 percent was the portion used to fund pension obligations. For fiscal year 2001, the portion used to fund pension obligations was 6.0 percent. Contribution rates are established by STRS, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. The School District's required contributions for pension obligations to STRS for the fiscal years ended June 30, 2002, 2001, and 2000 were \$564,094, \$597,622, and \$346,841, respectively; 82.90 percent has been contributed for fiscal year 2002 and 100 percent for fiscal years 2001 and 2000. \$96,436 represents the unpaid contribution for fiscal year 2002 and is recorded as a liability within the respective fund.

**11. POSTEMPLOYMENT BENEFITS**

The School District provides comprehensive health care benefits to retired teachers and their dependents through the State Teachers Retirement System (STRS), and to retired non-certified employees and their dependents through the School Employees Retirement System (SERS). Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare premiums. Benefit provisions and the obligations to contribute are established by the Systems based on authority granted by State statute. Both systems are on a pay-as-you-go basis.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**11. POSTEMPLOYMENT BENEFITS (Continued)**

All STRS benefit recipients and sponsored dependents are eligible for health care coverage. The STRS Board has statutory authority over how much, if any, of the health care costs will be absorbed by STRS. Most benefit recipients pay a portion of the health care cost in the form of a monthly premium. By law, the cost of coverage paid from STRS funds is included in the employer contribution rate, currently 14 percent of covered payroll. For the fiscal year ended June 30, 2002, the STRS Board allocated employer contributions equal to 4.5 percent of covered payroll to the Health Care Reserve Fund. For the School District, this amount equaled \$267,202 for fiscal year 2002.

STRS pays health care benefits from the Health Care Reserve Fund. At June 30, 2002, the balance in the Fund was \$3.256 billion. For the year ended June 30, 2002, net health care costs paid by STRS were \$300,772,000 and STRS had 102,132 eligible benefit recipients.

For SERS, coverage is made available to service retirees with ten or more fiscal years of qualifying service credit, and to disability and survivor benefit recipients. Members retiring on or after August 1, 1989, with less than twenty-five years of service credit must pay a portion of their premium for health care. The portion is based on years of service up to a maximum of 75 percent of the premium.

After the allocation for basic benefits, the remainder of the employer's 14 percent contribution is allocated to providing health care benefits. For the fiscal year ended June 30, 2002, employer contributions to fund health care benefits were 8.54 percent of covered payroll, a decrease from 1.26 percent from fiscal year 2001. In addition, SERS levies a surcharge to fund health care benefits equal to 14 percent of the difference between a minimum pay and the member's pay, pro-rated for partial service credit. For fiscal year 2002, the minimum pay was established at \$12,400. For the School District, the amount contributed to fund health care benefits, including the surcharge, during the 2002 fiscal year equaled \$171,030.

The surcharge, added to the unallocated portion of the 14 percent employer contribution rate, provides for maintenance of the asset target level for the health care fund. The target level for the health care reserve is 150 percent of the annual health care expenses. Expenses for health care for the fiscal year ended June 30, 2002 were \$182,946,777 and the target level was \$274.4 million. At June 30, 2002, SERS had net assets available for payment of health care benefits of \$274.4 million. SERS has approximately 50,000 participants currently receiving health care benefits.

**12. EMPLOYEE BENEFITS**

**A. Compensated Absences**

The criteria for determining vacation and sick leave components are derived from negotiated agreements and State laws. Classified employees earn five to twenty-five days of vacation per fiscal year, depending upon length of service. Accumulated, unused vacation time is paid to classified employees and administrators. Teachers do not earn vacation time.

Teachers, administrators, and classified employees earn sick leave at the rate of one and one-fourth days per month. Sick leave may be accumulated up to a maximum of 240 days for all personnel. Upon retirement, payment is made for 25 percent for teachers and 25 percent for other employees of accrued, but unused sick leave credit to a maximum of 55 days for certified employees.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
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**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**12. EMPLOYEE BENEFITS (Continued)**

**B. Insurance Benefits**

The School District provides life insurance and accidental death and dismemberment insurance to most employees through Horace Mann Insurance. Medical/surgical benefits are provided through Anthem and dental insurance through EPC Benefits Plan Trust.

**13. CAPITAL LEASES - LESSEE DISCLOSURE**

In the past, the District has entered into Capitalized Leases for copiers and an addition to the Elementary School.

The leases meet the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13, "Accounting for Leases," which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. Capital lease payments have been reclassified and are reflected as debt service expenditures in the general purpose financial statements. These expenditures are reported as program/function expenditures on a budgetary basis.

General fixed assets have been capitalized in the general fixed assets account group in the amount \$1,625,000. This amount represents the present value of the minimum lease payments at the time of acquisition.

A corresponding liability was recorded in the general long-term obligations account group. Principal payments in fiscal year 2002 totaled \$85,000 in the governmental funds.

The following is a schedule of the future long-term minimum lease payments required under the capital leases and the present value of the minimum lease payments as of June 30, 2002.

<u>Fiscal Year Ending June 30,</u>	<u>GLTOAG</u>
2003	145,415
2004	146,608
2005	147,466
2006	148,005
2007	148,264
2008 – 2012	734,423
2013 – 2014	245,839
Total	\$1,716,020
Less: Amount Representing Interest	(406,020)
Present Value of Net Minimum Lease Payments	\$1,310,000

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
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**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**14. LONG-TERM OBLIGATIONS**

The changes in the School District's long-term obligations during fiscal year 2002 were as follows:

	<b>Amount Outstanding 6/30/01</b>	<b>Additions</b>	<b>Deductions</b>	<b>Amount Outstanding 6/30/02</b>
Capital Leases	\$1,395,000	\$0	\$85,000	\$1,310,000
Intergovernmental Payable	77,083	80,396	77,083	80,396
Compensated Absences	518,011	43,876	0	561,887
Total General Long-Term Obligations	\$1,990,094	\$124,272	\$162,083	\$1,952,283

Capital leases will be paid from the General Fund. Intergovernmental payable and compensated absences will be paid from the fund from which the employees' salaries are paid. The intergovernmental payable represents contractually required pension contributions paid outside the available period.

The School District's overall legal debt margin was \$17,194,050 with an unvoted debt margin of \$191,045 and an energy conservation debt margin of \$1,719,405 at June 30, 2002.

**15. INTERFUND RECEIVABLES/PAYABLES**

At June 30, 2002, the following fund had an Interfund Payable:

Special Revenue	Title VI-B (516)	\$17,870
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The General fund had an Interfund Receivable of \$17,870.

**16. CONTRACTUAL COMMITMENTS**

As of June 30, 2002, the School District had contractual purchase commitments as follows:

<u>Company</u>	<u>Project</u>	<u>Amount Remaining</u>
PDQ Electric	Elementary Addition	\$18,969

**17. SEGMENT INFORMATION**

The School District maintains three enterprise funds to account for the operations of food service, adult education, and latchkey. The table below reflects in a summarized format the more significant financial data relating to the enterprise funds of the School District as of and for the fiscal year ended June 30, 2002:

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**17. SEGMENT INFORMATION (Continued)**

	<u>Food Service</u>	<u>Adult Education</u>	<u>Latchkey</u>	<u>Total Enterprise</u>
Operating Revenues	\$393,609	\$4,180	\$19,952	\$417,741
Operating Expenses before Depreciation	500,925	3,698	15,940	520,563
Depreciation	1,091	0	292	1,383
Operating Income (Loss)	(108,407)	482	3,720	(104,205)
Federal and State Subsidies	87,346	0	0	87,346
Other Non-Operating Revenue (Expenses)	665	0	0	665
Net Income (Loss)	(20,396)	482	3,720	(16,194)
Net Working Capital (Deficit)	(15,749)	443	9,986	(5,320)
Long-Term Liabilities Payable from Revenue	7,547	0	0	7,547
Total Assets	37,638	501	11,643	49,782
Total Equity (Deficit)	(18,679)	443	9,986	(8,250)
Encumbrances Outstanding at June 30	5,234	0	1,012	6,246

**18. JOINTLY GOVERNED ORGANIZATIONS AND INSURANCE PURCHASING POOL**

**A. Jointly Governed Organizations**

**Miami Valley Educational Computer Association** - The School District is a participant in the Miami Valley Educational Computer System (MVECA) which is a computer consortium. MVECA is an association of public schools within the boundaries of Clark, Clinton, Fayette, Greene and Highland Counties and Cities of Springfield, Wilmington, Washington Court House, Xenia and Hillsboro. The organization was formed for the purpose of applying modern technology with the aid of computers and other electronic equipment to administrative and instructional functions among member districts.

The governing board of MVECA consists of five Superintendents and two Treasurers of member school districts, with four of the five Superintendents and both Treasurers elected by a majority vote of all member school districts except the Greene County Career Center. The fifth Superintendent is from the Greene County Career Center. The School District paid MVECA \$40,365 for services provided during the year.

Financial information can be obtained from Norma Stewart, who serves as Executive Director, at 330 East Enon Road, Yellow Springs, Ohio 45387.

**Southwestern Ohio Educational Purchasing Council** -The Southwestern Ohio Educational Purchasing Council (SOEPC) is a purchasing cooperative made up of nearly 100 school districts in 12 counties. The purpose of the cooperative is to obtain prices for quality merchandise and services commonly used by schools. All member districts are obligated to pay all fees, charges, or other assessments as established by the SOEPC.

One year prior notice is necessary for withdrawal from the group. During this time, the withdrawing member is liable for all member obligations. Payments to SOEPC are made from the General Fund. During fiscal year 2002, the School District paid its medical insurance through the SOEPC. To obtain financial information, write to the Southwestern Ohio Educational Purchasing Cooperative, Robert Brown, who serves as Director, at 1831 Harshman Road, Dayton, Ohio 45424.



**NORTHWESTERN LOCAL SCHOOL DISTRICT  
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**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**18. JOINTLY GOVERNED ORGANIZATIONS AND INSURANCE PURCHASING POOL (Continued)**

**Southwestern Ohio Instructional Technology Association** - The Southwestern Ohio Instructional Technology Association (SOITA) is a not-for-profit corporation formed under Section 1702.01 of the Ohio Revised Code. The purpose of the corporation is to serve the educational needs of the area through television programming for the advancement of educational programs.

The Board of Trustees is comprised of twenty-one representatives of SOITA member schools or institutions. The qualified members within the counties, i.e. Auglaize, Butler, Champaign, Clark, Clinton, Darke, Fayette, Greene, Hamilton, Logan, Mercer, Miami, Montgomery, Preble, Shelby, and Warren. Montgomery, Greene and Butler Counties elect two representatives per area. One at-large non-public representative is elected by the non-public school SOITA members as the state-assigned SOITA service area representative. One at-large higher education representative is elected by higher education SOITA members from within state-assigned SOITA service area.

All member districts are obligated to pay all fees, charges, or other assessments as established by the SOITA. Upon dissolution, the net assets shall be distributed to the federal government, or to a state or local government, for a public purpose. Payments to SOITA are made from the General Fund. During fiscal year 2002, the School District paid \$12,155 to SOITA. To obtain financial information, write to the Southwestern Ohio Instructional Technology Association, Steve Strouse, who serves as Director, at 150 East Sixth Street, Franklin, Ohio 45005.

**Clark County Family and Children First Council** – The Clark County Family and Children First Council (the Council) is a voluntary association established with the purpose to coordinate and integrate services within Clark County which are available for families and children and to establish a comprehensive, coordinated, multi-disciplinary, interagency system for the delivery of such services in order to more effectively meet the needs of families and children.

The Board of Trustees is comprised of eighteen representatives of each of the members of the Council, including the Superintendent of the Clark County Educational Service Center, who was appointed by the Superintendents of the Clark County schools. All members are obligated to pay all dues as established by the Council to aid the financing of the operations and programs of the Council. The Northwestern Local School District does not pay any dues since the Clark County Educational Service Center represents the District. Any member withdrawing from the Council must give one hundred eighty days written notice to the Council after formal action of the member's governing board. To obtain financial information, write to the Clark County Family and Children First Council, Marilyn Demma, who serves as Treasurer, at 6 West High Street, Suite 500, Springfield, Ohio 45502.

**B. Insurance Purchasing Pool**

**Southwestern Ohio Educational Purchasing Council Workers' Compensation Group Rating Plan** - The School District participates in the Southwestern Ohio Educational Purchasing Council Workers' Compensation Group Rating Plan (GRP), an insurance purchasing pool. The GRP's business and affairs are conducted by an eleven member Executive Committee consisting of the Chairperson, the Vice-Chairperson, a representative from the Montgomery County Educational Service Center and eight other members elected by majority vote of all member school districts. The Chief Administrator of GRP serves as the coordinator of the program. Each year, the participating school districts pay an enrollment fee to the GRP to cover the costs of administering the program.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**19. CONTINGENCIES**

The School District received financial assistance from federal and state agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the School District at June 30, 2002.

**20. SET-ASIDE CALCULATIONS AND FUND RESERVES**

The School District is required by State statute to annually set aside in the general fund an amount based on a statutory formula for the purchase of textbooks and other instructional materials and an equal amount for the acquisition and construction of capital improvements. Amounts not spent by year-end or offset by similarly restricted resources received during the year must be held in cash at year-end and carried forward to be used for the same purposes in future years. The School District is also required to set aside money for budget stabilization to the extent of Workers' Compensation refunds.

The following cash basis information describes the change in the year-end set-aside amounts for textbooks, capital acquisition, school bus purchase, and budget stabilization. Disclosure of this information is required by State statute.

	<u>Textbooks</u>	<u>Capital Acquisition</u>	<u>Budget Stabilization</u>
Set-aside Cash Balance as of June 30, 2002	\$0	\$0	\$201,431
Current Year Set-aside Requirement	379,480	379,480	0
Reduction in Requirement Based on Revised Legislation	0	0	(162,113)
Current Year Offsets	(162,839)	(410,973)	0
Qualifying Disbursements	(419,008)	(403,373)	0
Totals	<u>\$(202,367)</u>	<u>(\$434,866)</u>	<u>\$39,318</u>
Reserve Balance Carried Forward to FY 2002	\$(202,367)	\$0	\$0
Set-aside Reserve Balance as of June 30, 2002	<u>\$0</u>	<u>\$0</u>	<u>\$39,318</u>

Amounts of offsets and qualifying disbursements for textbooks in the table reduced the year end amount of the set aside to below zero. This extra amount may be used to reduce the set-aside requirements in future years.

**22. STATE SCHOOL FUNDING DECISION**

On December 11, 2002, the Ohio Supreme Court issued its latest opinion regarding the State's school funding plan. The decision reaffirmed earlier decisions that Ohio's current school-funding plan is unconstitutional.

The Supreme Court relinquished jurisdiction over the case and directed "...the Ohio General Assembly to enact a school-funding scheme that is thorough and efficient...". The School District is currently unable to determine what effect, if any, this decision will have on its future State funding and its financial operations.

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2002  
(Continued)**

**23. PRIOR PERIOD ADJUSTMENT**

The amount recorded for State and Federal Subsidies at June 30, 2001 in the Food Service Enterprise Fund was adjusted to reflect a correction to receipts erroneously reported in the Agency Fund in the prior period resulting in an understatement of retained earnings in the Enterprise Fund Type. Retained Earnings in the Enterprise Fund Type was restated at June 30, 2001 by \$4,853, from \$3,091 to \$7,944.

**NORTHWESTERN LOCAL SCHOOL DISTRICT**

**CLARK COUNTY**

**SCHEDULE OF FEDERAL AWARDS EXPENDITURES  
FOR THE YEAR ENDED June 30, 2002**

<b>Federal Grantor/ Pass Through Grantor Program Title</b>	<b>Pass Through Entity Number</b>	<b>Federal CFDA Number</b>	<b>Receipts</b>	<b>Disbursements</b>
<b>U.S. DEPARTMENT OF AGRICULTURE</b>				
<i>Passed Through Ohio Department of Education:</i>				
Nutrition Cluster:				
Cash In-Lieu of Commodities	N/A	10.550	\$13,038	\$13,038
National School Lunch Program	LL-P4-2001	10.555	8,791	8,791
	LL-P4-2002		59,483	59,483
Total National School Lunch Program			<u>68,274</u>	<u>68,274</u>
Special Milk Program	02-PU-2001	10.556	622	622
	02-PU-2002	10.556	2,547	2,547
Total Special Milk Program			<u>3,169</u>	<u>3,169</u>
Total U.S. Department of Agriculture - Nutrition Cluster			<u>84,481</u>	<u>84,481</u>
<b>U.S. DEPARTMENT OF EDUCATION</b>				
<i>Passed Through Ohio Department of Education:</i>				
Grants to Local Education Agencies (ESEA Title I)	C1-S1-2001	84.010	16,699	20,845
	C1-S1-2001C		1,258	1,258
	C1-S1-2002		124,745	114,898
Total Grants to Local Education Agencies			<u>142,702</u>	<u>137,001</u>
Innovative Educational Program Strategies	C2-S1-2001	84.298	3,267	4,661
	C2-S1-2002		2,920	
Total Innovative Educational Program Strategies			<u>6,187</u>	<u>4,661</u>
Class Size Reduction	CR-S1-2002	84.340	38,440	2,810
	CR-S1-2001		5,054	34,210
Total Class Size Reduction			<u>43,494</u>	<u>37,020</u>
Drug-Free Schools Grant	DR-S1-2002	84.186	7,640	7,640
Eisenhower Professional Development	MS-S1-2001	84.281		2,778
	MS-S1-2002		7,763	2,510
Total Eisenhower Professional Development			<u>7,763</u>	<u>5,288</u>
Special Education Cluster:				
<i>Passed through Clark County Educational Service Center:</i>				
Preschool Grant	PG-S1-2002	84.173	8,871	8,871
<i>Passed through Ohio Department of Education</i>				
Special Education Grants to States (IDEA Part B)	6B-SF-2002	84.027	107,944	125,815
Total Special Education Cluster			<u>116,815</u>	<u>134,686</u>
Total U.S. Department of Education			<u>324,601</u>	<u>326,296</u>
<b>Total Federal Financial Assistance</b>			<u>\$409,082</u>	<u>\$410,777</u>

*The accompanying notes to this schedule are an integral part of this schedule.*

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**FISCAL YEAR ENDED JUNE 30, 2002  
NOTES TO SCHEDULE OF FEDERAL AWARDS EXPENDITURES**

**NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

The accompanying Schedule of Federal Awards Expenditures (the Schedule) summarizes activity of the District's federal award programs. The schedule has been prepared on the cash basis of accounting.

**NOTE B - NUTRITION CLUSTER**

The Nutrition Cluster (CFDA #'s 10.550, 10.555 and 10.556) program federal grant receipts from the U. S. Department of Agriculture were commingled with state and local revenues. It was assumed that federal monies were expended first.

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**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE AND ON  
INTERNAL CONTROL REQUIRED BY *GOVERNMENT AUDITING STANDARDS***

Northwestern Local School District  
Clark County  
5610 Troy Road  
Springfield, Ohio 45502

To the Board of Education:

We have audited the financial statements of the Northwestern Local School District, Clark County, (the District), as of and for the year ended June 30, 2002, and have issued our report thereon dated January 24, 2003. 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.

**Compliance**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 an instance of noncompliance that is required to be reported under *Government Auditing Standards*, which is described in the accompanying Schedule of Findings as item number 2002-10312-001. We also noted certain immaterial items that do not require inclusion in this report that we have reported to management in a separate letter dated January 24, 2003.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the District in a separate letter dated January 24, 2003.

Northwestern Local School District  
Clark County  
Independent Accountants' Report On Compliance And On  
Internal Control Required By *Government Auditing Standards*  
Page 2

This report is intended for the information and use of the audit committee, management, Board of Education, and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

**Betty D. Montgomery**  
Auditor of State

January 24, 2003





**Auditor of State  
Betty D. Montgomery**

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**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REQUIREMENTS  
APPLICABLE TO MAJOR FEDERAL PROGRAMS AND INTERNAL CONTROL OVER  
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

Northwestern Local School District  
Clark County  
5610 Troy Road  
Springfield, Ohio 45502

**Compliance**

We have audited the compliance of the Northwestern Local School District, Clark County, (the District), 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 its major federal program for the year ended June 30, 2002. The District's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal program is the responsibility of the District's management. Our responsibility is to express an opinion on the District's compliance based on our audit.

We conducted our 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 we plan and perform the audit to obtain reasonable assurance about whether noncompliance occurred with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the District's compliance with those requirements.

In our opinion, the District complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended June 30, 2002.

**Internal Control Over Compliance**

The management of the District 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 our audit, we 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 our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

**Internal Control Over Compliance  
(Continued)**

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the audit committee, management, Board of Education, and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.



**Betty D. Montgomery**  
Auditor of State

January 24, 2003

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**SCHEDULE OF FINDINGS  
OMB CIRCULAR A -133 §.505  
FISCAL YEAR ENDED JUNE 30, 2002**

**1. SUMMARY OF AUDITOR'S RESULTS**

<i>(d)(1)(i)</i>	Type of Financial Statement Opinion	Unqualified
<i>(d)(1)(ii)</i>	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(ii)</i>	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No
<i>(d)(1)(iii)</i>	Was there any reported material non-compliance at the financial statement level (GAGAS)?	Yes
<i>(d)(1)(iv)</i>	Were there any material internal control weakness conditions reported for major federal programs?	No
<i>(d)(1)(iv)</i>	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
<i>(d)(1)(v)</i>	Type of Major Programs' Compliance Opinion	Unqualified
<i>(d)(1)(vi)</i>	Are there any reportable findings under § .510?	No
<i>(d)(1)(vii)</i>	Major Programs (list):	Title I: CFDA #84.010
<i>(d)(1)(viii)</i>	Dollar Threshold: Type A/B Programs	Type A: > \$ 300,000 Type B: all others
<i>(d)(1)(ix)</i>	Low Risk Auditee?	Yes

**2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS**

<b>Finding Number</b>	2002-10312-001
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**Destruction of Public Records**

**Ohio Rev. Code Section 149.351** states that “[a]ll records are the property of the public office concerned and shall not be removed, destroyed, mutilated, transferred, or otherwise damaged or disposed of, in whole or in part, except as provided by law or under the rules adopted by the records commission provided for under sections 149.38 to 149.42 of the Revised Code.” The District was unable to locate student activity and student fee records for the High School FCCLA account.

Failure to maintain supporting documentation for student activity revenues and deposits resulted in the District’s inability to properly monitor all activity and may allow for the misappropriation of funds. The District should develop and implement a policy to provide that all records are maintained in accordance with its policy and are available for review.

**3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS**

None

**NORTHWESTERN LOCAL SCHOOL DISTRICT  
CLARK COUNTY**

**CORRECTIVE ACTION PLAN  
OMB CIRCULAR A -133 §.315 (c)  
JUNE 30, 2002**

Finding Number	Planned Corrective Action	Anticipated Completion Date	Responsible Contact Person
2002-10312-001	Board Policy 8310E "Records Retention and Disposal", will be followed.	February 10, 2003	William Northrup, Principal





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**NORTHWESTERN LOCAL SCHOOL DISTRICT**

**CLARK COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
MARCH 4, 2003**