

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**  
Estacada, Oregon

Financial Statements and  
Supplementary Information

Year Ended June 30, 2012

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**OFFICIALS OF THE DISTRICT**

**June 30, 2012**

**BOARD OF DIRECTORS**

<u>Name</u>	<u>Term Expires</u>
Mark Greene, Chair 27770 SE Currin Road Estacada, OR 97023	June 30, 2013
Sonja McCarty 263 NW Wade Street Estacada, OR 97023	June 30, 2013
Rick Mudrow P.O. Box 1833 Estacada, OR 97023	June 30, 2013
Timothy Schultz 20600 Norse Road Estacada, OR 97022	June 30, 2013
Steve Woods 36750 SE Kemp Road Estacada, OR 97023	June 30, 2013
Leslie Andr'e 20576 S Springwater Road Estacada, OR 97023	June 30, 2015
Ralph Branson 931 Edgehill Drive Estacada, OR 97023	June 30, 2015

**District Administration**

Howard Fetz  
Donna Cancio

Superintendent  
Business Manager

**DISTRICT ADDRESS**

255 NE Sixth Avenue  
Estacada, Oregon 97023

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**TABLE OF CONTENTS**

**Page**

**OFFICIALS OF THE DISTRICT**

**FINANCIAL SECTION:**

<b>INDEPENDENT AUDITOR'S REPORT</b>	1-2
<b>MANAGEMENT'S DISCUSSION AND ANALYSIS</b>	4-14
<b>BASIC FINANCIAL STATEMENTS:</b>	
Government-wide Financial Statements:	
Statement of Net Assets	18
Statement of Activities	19
Fund Financial Statements:	
Balance Sheet - Governmental Funds	23
Reconciliation of Governmental Funds Balance Sheet to Statement of Net Assets	24
Statement of Revenues, Expenditures and Change in Fund Balances - Governmental Funds	25
Reconciliation of Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to Statement of Activities	26
Statements of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual:	
General Fund	27
Special Revenue Fund	28
Notes to Basic Financial Statements	30-48
<b>REQUIRED SUPPLEMENTAL INFORMATION:</b>	
Schedule of Funding Progress for Other Post Employment Benefits	50
<b>SUPPLEMENTAL INFORMATION</b>	
Schedules of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual:	
Debt Service Fund	52
Capital Projects Fund	53
Schedule of Property Tax Transactions	54-55
Supplemental Information as Required by the State of Oregon Department of Education	56

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**TABLE OF CONTENTS (Continued)**

	<b><u>Page</u></b>
<b><u>SINGLE AUDIT SECTION</u></b>	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	59-60
Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133	61-62
Schedule of Expenditures of Federal Awards	63
Schedule of Findings and Questioned Costs	64-66
<b><u>AUDIT COMMENTS AND DISCLOSURES REQUIRED BY STATE REGULATIONS</u></b>	69-70

## **FINANCIAL SECTION**

This Page Intentionally Left Blank

**INDEPENDENT AUDITOR'S REPORT**

This Page Intentionally Left Blank



To the School Board  
Clackamas County School District No. 108  
Clackamas County, Oregon

## INDEPENDENT AUDITORS' REPORT

We have audited the accompanying financial statements of the governmental activities and each major fund of Clackamas County School District No. 108, Clackamas County, Oregon, as of and for the year ended June 30, 2012, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Clackamas County School District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the 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 opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Clackamas County School District, Clackamas County, Oregon, as of June 30, 2012, and the respective changes in financial position there of and respective budgetary comparisons for the General Fund and Special Revenue Funds 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 November 21, 2012, on our consideration of Clackamas County School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis and the Schedule of Funding Progress for Other Postemployment Benefits, and Required Supplementary information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Government Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which



consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's financial statements as a whole. The accompanying Required Supplemental Information consisting of the Schedule of Funding Progress for Other Post Employment Benefits and the supplemental information section listed in the table of contents are presented for purpose of additional analysis and is not a required part of the financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the financial statements. The required and supplemental information and the schedule of expenditures of federal awards have been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

*Wilcox Arredondo & Co.*

Certified Public Accountants  
Canby, Oregon  
November 21, 2012

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**Clackamas County School District #108**  
Estacada, Oregon

**Management's Discussion and Analysis**  
**FOR THE YEAR ENDED JUNE 30, 2012**

The discussion and analysis of Clackamas County School District #108 (the District) financial performance provides an overall review of the financial activities for the year ended June 30, 2012. The intent of this discussion and analysis is to look at the District's performance as a whole. Readers should also review the information provided in the basic financial statements and notes to enhance their understanding of the District's financial activities.

**FINANCIAL HIGHLIGHTS**

- In the government-wide statements, the assets of the District exceeded its liabilities at June 30, 2012 by \$5,816,158 which is significantly less than last year's \$6,492,407. This represents a 10.4% drop in Net Assets from FY 10/11 and is the fourth year in a row that net assets decreased. Last year the drop in net assets was about 6%. This sharp decrease furthers the concerns for the overall financial health of the District's financial position. Of that amount \$6,168,330 represents the District's investment in capital assets, \$287,698 is restricted for debt service, leaving a deficit of \$639,870 unrestricted. This number represents a decrease of \$1,467,940 over FY 10/11, where the unrestricted balance was \$828,070. This represents a 177.3% decrease in the unrestricted balance over last year. This is cause for significant concern, which the District needs to address in the current and future years.
- The District's total net assets decreased by \$676,249. This decrease represents a persistent negative trend resulting in a cumulative loss of over 2.5 million in net assets over the last four years. Net assets are a vital statistic indicating the overall financial health of an organization. Over the past 5 years, Net Assets have consistently decreased at varying degrees. The District needs to work towards reversing this trend.
- Although the District continues to spend less revenue has decreased at a greater rate. In FY 11/12 the District spend \$676,249 more than it received. Last year the District spent \$432,680 more than it received thus over a two year period the District has spend approximately 1.1 million more than it received in revenue, which is clearly reflected in the declining beginning fund balance for the General Fund.
- The District's governmental funds reported a combined ending fund balance of \$3,283,045, which represents a decrease over last year of \$939,016. Although the Special Revenue and Debt Service Fund both increased slightly, the General Fund plummeted by \$671,141 and the Capital Projects Fund decreased by \$368,830. This significantly impacts the available resources the District has to support the FY 12/13 and FY 13/14 budgets.

## FINANCIAL HIGHLIGHTS (Continued)

- Of that \$3,283,045 total ending fund balance, \$3,648,045, is either nonspendable, restricted or assigned, leaving a negative \$365,171 undesignated. This is not a position that the District can sustain and needs to be addressed in the current and future fiscal years.
- At the end of the fiscal year, the fund balance for the general fund was \$1,323,180, which represents approximately 6.22% of total General Fund Expenditures. This is down from 9.47% for last year. This represents a three-year trend of a declining beginning fund balance as measured against General Fund Expenditures. The District is now significantly below the suggested range of 10 – 15%.
- The District's total debt decreased by \$1,151,892 this year, exclusive of current year obligations. As the District continues to pay down its long term obligations, this trend should continue.
- The District had \$26,178,385 in expenses related to government activities, which includes depreciation expenses. Of the \$26,178,385 in expenses, \$878,718 were offset by program-specific charges for services provided within the District \$2,484,059 were offset by Operating Grants and Contributions, and \$386,113 were offset by Capital Grants and Contributions. The total offsets from program specific revenue and grants were \$3,748,890. This was significantly down from last years' offsets of \$4,823,446. Unfortunately expenses were almost the same as last year further contributing the erosion of the District's financial position.

## OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements consist of three components: 1) government-wide financial statements, 2) notes to the basic financial statements and 3) fund financial statements. This report also contains supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business. These statements include:

*The Statement of Net Assets.* The statement of net assets presents information on all of the assets and liabilities of the District at year end. Net assets are what remain after the liabilities have been paid or otherwise satisfied. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

*The Statement of Activities.* The statement of activities presents information showing how the net assets of the District changed over the year by tracking revenues, expenses and other transactions that increase or reduce net assets. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

## OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

In the government-wide financial statements, the District's activities are shown in one category.

- **Governmental Activities.** Most of the District's basic functions are shown here, such as regular and special education, support services, enterprise and community services, facilities acquisition and construction and interest on long-term debt.

The government wide financial statements can be found on pages 18 and 19 of this report

**Fund Financial Statements.** The fund financial statements provide more detailed information about the District's funds, focusing on its most significant or "major" funds – not the District as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be found under governmental funds.

**Governmental Funds.** The governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the Governmental Funds Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balances are reconciled to the government-wide Statements of Net Assets and Activities.

The District maintains 4 individual governmental funds. Information is presented separately in the Governmental Funds Balance Sheet and the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances for the General Fund, Special Revenue Fund, Debt Service Fund, and the Capital Projects Fund. These basic governmental fund financial statements can be found on pages 23 and 25 of this report

**Notes to the basic financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide financial statements. The notes to the basic financial statements can be found on pages 30 through 48 of this report.

## **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Changes in net assets may serve, over time, as a useful indicator of a government's financial position. The District, assets exceed liabilities by \$5,816,158 at June 30, 2012. Last year, assets exceeded liabilities by \$6,492,407. This represents a decrease of \$676,249. This loss is significantly more than last years' loss of \$432,680 and should be of great concern to the District. Over a two-year period, the District Net Assets have decreased by over one million dollars.

Capital assets, which consist of the District's land, buildings, building improvements, vehicles, and equipment, represent approximately 66% of total assets, which is up from 63% for FY 10/11. The remaining assets consist mainly of cash, cash equivalents, cash with trustee, property taxes and other receivables, and prepaid pension expenses. Prepaid pension expenses alone accounted for 21% of the District's current assets. These percentages are similar to FY 10/11.

The District's largest liability (96%) is for the repayment of general obligation bonds, obligations under capital leases and the repayment of the PERS UAL bond. Current liabilities, about 4% of the Districts total liabilities, consist mainly of payables on accounts, accrued payroll, taxes and withholdings, and post-employment benefits.

A majority of the District's net assets (66%) reflects its investment in capital assets (e.g., land, buildings, vehicles and equipment), less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to students and other District residents; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources (generally property taxes), since the capital assets themselves cannot be used to liquidate these liabilities.

**GOVERNMENT-WIDE FINANCIAL STATEMENTS ANALYSIS (Continued)**

	Net Assets at Fiscal Year-End		
	Governmental Activities		Increase
	June 30, 2012	June 30, 2011	(Decrease)
Current and other assets	\$ 13,987,104	\$ 15,922,387	\$ (1,935,283)
Capital assets	27,653,660	27,798,281	(144,621)
Total Assets	41,640,764	43,720,668	(2,079,904)
Current Liabilities	2,948,720	3,200,486	(251,766)
Long-Term Debt	32,875,883	34,027,775	(1,151,892)
Total Liabilities	35,824,603	37,228,261	(1,403,658)
Net Assets:			
Invested in capital assets, net of related debt	6,168,330	5,462,938	705,392
Restricted for debt service	287,698	201,399	86,299
Unrestricted	(639,870)	828,070	(1,467,940)
Total Net Assets	\$ 5,816,158	\$ 6,492,407	\$ (676,249)

During the current fiscal year, the District's net assets decreased by \$676,249. Over the past three years, the District's net assets have decreased by 2.2 million. This negative trend in Net Assets of significant concern to the District. Corrective action is certainly recommended in the area of decreasing expenditures and/or increasing revenue.

**Governmental activities.** The key elements of the change in the District's net assets for the year ended June 30, 2012 are as follows:

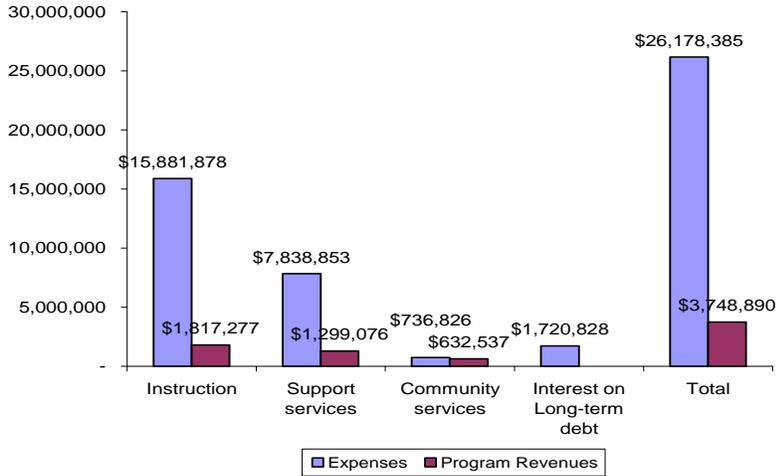
- Total Revenue decreased by \$213,248 and Total Expenses increased by \$30,321. In FY 11/12 the District's governmental activities, expenses exceeded revenue by \$676,249. This trend is having a significant negative impact on the overall financial health of the District, threatening its ability to provide adequate service levels to its students and community in the very near future. This indicates that the district is continuing to spend down its fund balance to dangerously low levels.

**GOVERNMENT-WIDE FINANCIAL STATEMENTS ANALYSIS (Continued)**

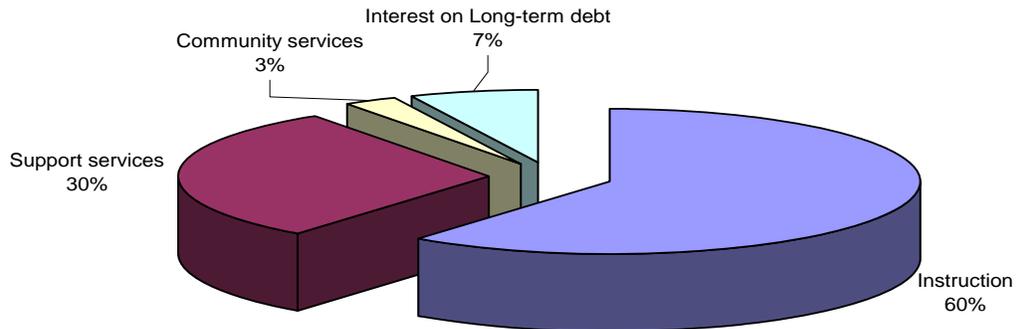
Changes in Net Assets For the Year Ended June 30, 2012 and 2011			
	Governmental Activities		Increase (Decrease)
	June 30, 2012	June 30, 2011	
Revenues:			
Program Revenues:			
Charges for services	\$ 878,718	\$ 776,485	\$ 102,233
Operating grants and contributions	2,484,059	3,740,201	(1,256,142)
Capital grants & contributions	386,113	306,760	79,353
General Revenues:			
Property taxes levied for general purpose	4,557,033	4,360,254	196,779
Property taxes levied for debt service	1,837,792	1,829,298	8,494
State School Fund - General Fund	14,783,392	13,906,249	877,143
Unrestricted state and local sources	454,960	569,923	(114,963)
Earnings on investments	30,245	33,232	(2,987)
Miscellaneous	89,824	192,982	(103,158)
Total Revenues	25,502,136	25,715,384	(213,248)
Expenses:			
Instruction			
Regular programs	7,514,727	8,028,303	(513,576)
Special programs	8,367,151	7,553,308	813,843
Support Services			
Student services	1,291,070	1,286,793	4,277
Instructional staff services	382,027	460,715	(78,688)
General administration	317,705	321,470	(3,765)
School administration	1,232,768	1,352,491	(119,723)
Business services	3,825,851	3,945,859	(120,008)
Central activities	789,432	684,051	105,381
Enterprises and Community Services			
Food services	694,686	696,905	(2,219)
Community services	42,140	70,698	(28,558)
Interest on Long-term debt	1,720,828	1,747,471	(26,643)
Total Expenses	26,178,385	26,148,064	30,321
Change in net assets	(676,249)	(432,680)	(243,569)
Net assets - July 1	6,492,407	6,925,087	(432,680)
Net assets - June 30	\$ 5,816,158	\$ 6,492,407	\$ (676,249)

**GOVERNMENT-WIDE FINANCIAL STATEMENTS ANALYSIS (Continued)**

**Expense and Program Revenue - Government Activities  
 for the Year Ended June 30, 2012**



**Expenses by Function - Governmental Activities  
 Year Ended June 30, 2012**



## FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the District's governmental funds is to provide information on relatively short-term cash flow and funding for future basic services. Such information is useful in assessing the District's financing requirements. In particular, undesignated fund balance may serve as a useful measure of a government's net resources available for spending at the end of a fiscal year.

At June 30, 2012, the District's governmental funds reported a combined fund balance of \$3,283,045. This represents a decrease of \$939,016 over the prior year. The General Fund and the Special Revenue Fund, which are the two major operating funds, decreased by \$656,485.

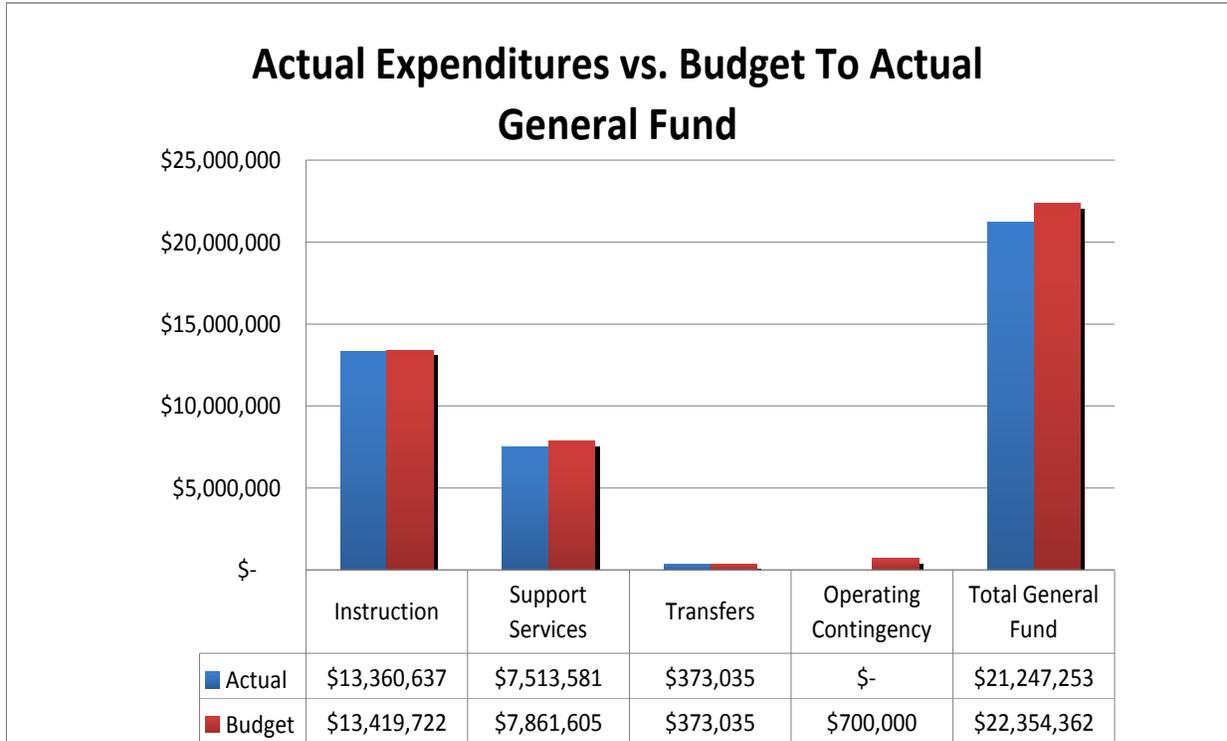
*General Fund.* The general fund is the chief operating fund of the District. As of June 30, 2012, the General Fund ending fund balance was \$1,323,180. This is decrease from FY 10/11 by \$671,141. As a major indicator of the fund's liquidity, it may be useful to compare total fund balance to total fund expenditures. For the General Fund, fund balance represents 6.22% of total General Fund expenditures (including transfers). This percentage decreased from 9.47% last year and should always stay between 10-15% to protect itself from significant unpredictable swings in either revenue or expenses. The District is now significantly below this floor leaving it very vulnerable to any swing in resources or expenses. The District should strive to build up it fund balance to at least achieve a percentage of 10%.

*Capital Projects Fund.* The Capital Funds Project has a total fund balance at June 30, 2012 of \$1,067,241. This is a significant decrease of \$368,830 over last year. Whereby this is mainly due to the completion of the District's energy savings projects, the District has budgeted a \$200,000 transfer from the Capital Projects Fund to the General Fund for FY 12/13. This will significantly erode the District's ability to address deferred maintenance and safety related capital needs.

## GENERAL FUND BUDGETARY HIGHLIGHTS

Overall, the District did spend 94% of its budgeted General Fund. This is up from 85% last year. If you take out the contingency fund, that percentage is 98% exclusive of transfers, which is up from 87% last year. These jumps in percentages clearly indicates that the District is no longer budgeting or spending conservatively and may require mid year adjustments to either reverse or freeze the financial status of the District.

**GENERAL FUND BUDGETARY HIGHLIGHTS (CONTINUED)**



**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets.** The District’s investment in capital assets includes land, buildings and improvements, vehicles and equipment, and construction in progress. As of June 30, 2012 the District had invested over \$27,653,660 in Capital Assets including land and net of depreciation, as shown in the following table:

During the year, the District’s investment in capital assets decreased by \$144,621. Depreciation has now outpaced the addition of the District’s Bio Mass Boiler.

**CAPITAL ASSET AND DEBT ADMINISTRATION (CONTINUED)**

<b>Capital Assets (Net of Depreciation) June 30, 2012 and 2011</b>			
	Governmental Activities		Increase (Decrease)
	June 30, 2012	June 30, 2011	
Land	\$ 216,256	\$ 216,256	\$ -
Construction in Progress	24,770	763,083	(738,313)
Capital Assets Being Depreciated			
Building and improvements	36,749,045	35,299,943	1,449,102
Vehicles/equipment	3,210,568	3,153,573	56,995
Total Assets Being Depreciated	<u>39,959,613</u>	<u>38,453,516</u>	<u>1,506,097</u>
Less Accumulated Depreciation for			
Buildings and improvements	(9,904,448)	(9,150,116)	(754,332)
Vehicles/equipment	(2,642,531)	(2,484,458)	(158,073)
Total Accumulated Depreciation	<u>(12,546,979)</u>	<u>(11,634,574)</u>	<u>(912,405)</u>
Total Capital Assets Being Depreciation, net	<u>27,412,634</u>	<u>26,818,942</u>	<u>593,692</u>
Total Capital Assets, net	<u>\$ 27,653,660</u>	<u>\$ 27,798,281</u>	<u>\$ (144,621)</u>

Additional information regarding the District’s capital assets can be found in Note 4 on page 39 of this report.

**Long Term Debt.** At the end of the current fiscal year, the District had total bonded debt outstanding of \$33,527,775 consisting of General Obligation Bond (refunded and original), PERS UAL bonds, obligations under capital leases and the addition of a QSCB Bond to finance the District Energy Savings Projects.

During the current fiscal year, the District’s long term debt decreased by \$1,050,140 exclusive of current year obligations, but inclusive of long term debt due within one year.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The current state of Oregon's and national economy and the District's enrollment remains the most salient factors impacting the District's financial outlook. Unfortunately, neither is showing signs of significant and/or swift recovery. The District lost a significant number of students over the past three years, averaging 100 ADM per year. The States economic forecast indicates a slow recovery, at best. State officials are indicating that there will be little if any increases to the State School Fund. PERS employer rates are scheduled to increase July 1, 2013 putting further pressure on the District's financial status. The combination of scarce resources, and increasing costs continues to plague the District. Given the current state of the District's finances and this bleak outlook, adjustments to both the current year and planning for the ensuing years will be necessary to sustain the viability of the District.

## **REQUESTS FOR INFORMATION**

This financial report is designed to present the user (citizens, taxpayers, investors, and creditors) with a general overview of the District's finances and to demonstrate the District's accountability. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the District's Business Manager at 255 NE 6<sup>th</sup> Ave., Estacada, OR 97023.

## **BASIC FINANCIAL STATEMENTS**

This Page Intentionally Left Blank

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**STATEMENT OF NET ASSETS**

**JUNE 30, 2012**

	<u>Governmental Activities</u>
<b><u>ASSETS:</u></b>	
Cash, cash equivalents and investments	\$ 3,525,275
Cash with trustee	222
Property taxes and other receivables	1,395,199
Prepays	50,842
Inventory	13,727
Prepaid pension expense	8,715,104
Bond issuance costs	286,732
Land	216,256
Buildings and equipment, net of accumulated depreciation	27,412,634
Construction in Progress	24,770
	<hr/>
<b>TOTAL ASSETS</b>	<b>41,640,761</b>
	<hr/>
<b><u>LIABILITIES:</u></b>	
Accounts payable	152,664
Accrued payroll, taxes and withholdings	1,158,938
Accrued interest payable	44,497
Long-term debt:	
Net pension obligation	96,020
Other postemployment benefits	380,423
Due within one year	1,116,178
Due in more than one year	32,875,883
	<hr/>
<b>TOTAL LIABILITIES</b>	<b>35,824,603</b>
	<hr/>
<b><u>NET ASSETS:</u></b>	
Invested in capital assets, net of related debt	6,168,330
Restricted for Debt Service	287,698
Unrestricted	(639,870)
	<hr/>
<b>TOTAL NET ASSETS</b>	<b>\$ 5,816,158</b>
	<hr/> <hr/>

See notes to basic financial statements.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**  
 Estacada, Oregon

**STATEMENT OF ACTIVITIES**

**YEAR ENDED JUNE 30, 2012**

<b><u>Functions/Programs</u></b>	<b><u>Expenses</u></b>	<b><u>Program Revenues</u></b>		<b><u>Net (Expense) Revenue and Change in Net Assets</u></b>	
		<b><u>Charges for Services</u></b>	<b><u>Operating Grants and Contributions</u></b>		<b><u>Capital Grants and Contributions</u></b>
Instruction:					
Regular programs	\$ 7,514,727	\$ 640,410	\$ 99,129	\$ -	\$ (6,775,188)
Special programs	8,367,151	79,000	998,738	-	(7,289,413)
Support services:					
Student services	1,291,070	-	169,254	-	(1,121,816)
Instructional staff services	382,027	-	73,880	-	(308,147)
General administration	317,705	-	-	-	(317,705)
School administration	1,232,768	-	-	-	(1,232,768)
Business services	3,825,851	29,736	607,925	386,113	(2,802,077)
Central activities	789,432	-	32,168	-	(757,264)
Enterprise and community services:					
Food services	694,686	113,168	498,919	-	(82,599)
Community services	42,140	16,404	4,046	-	(21,690)
Interest on long-term debt	1,720,828	-	-	-	(1,720,828)
<b>Total</b>	<b>\$ 26,178,385</b>	<b>\$ 878,718</b>	<b>\$ 2,484,059</b>	<b>\$ 386,113</b>	<b>(22,429,495)</b>

**GENERAL REVENUES:**

Property taxes levied for general purposes	4,557,033
Property taxes levied for debt service	1,837,792
State school fund - general support	14,783,392
Unrestricted state and local sources	454,960
Earnings on investments	30,245
Miscellaneous	89,824
<b>Total general revenues</b>	<b>21,753,246</b>
<b>CHANGE IN NET ASSETS</b>	<b>(676,249)</b>
<b>NET ASSETS - beginning</b>	<b>6,492,407</b>
<b>NET ASSETS - ending</b>	<b>\$ 5,816,158</b>

See notes to basic financial statements.

This Page Intentionally Left Blank

**FUND FINANCIAL STATEMENTS**

This Page Intentionally Left Blank

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**GOVERNMENTAL FUNDS**

**BALANCE SHEET**

**JUNE 30, 2012**

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total 2012
<b><u>ASSETS</u></b>					
Cash, cash equivalents and investments	\$ 2,200,334	\$ 28,859	\$ 263,186	\$ 1,032,896	\$ 3,525,275
Cash with trustee	-	-	222	-	222
Property taxes and other receivables	635,013	591,758	134,083	34,345	1,395,199
Prepays	50,842	-	-	-	50,842
Inventory	418	13,309	-	-	13,727
<b>TOTAL ASSETS</b>	<b>\$ 2,886,607</b>	<b>\$ 633,926</b>	<b>\$ 397,491</b>	<b>\$ 1,067,241</b>	<b>\$ 4,985,265</b>
<b><u>LIABILITIES AND FUND BALANCES</u></b>					
<b>LIABILITIES:</b>					
Accounts payable	\$ 123,664	\$ 29,000	\$ -	\$ -	\$ 152,664
Accrued payroll, taxes and withholdings	1,158,938	-	-	-	1,158,938
Deferred revenue	280,825	-	109,793	-	390,618
<b>TOTAL LIABILITIES</b>	<b>1,563,427</b>	<b>29,000</b>	<b>109,793</b>	<b>-</b>	<b>1,702,220</b>
<b>FUND BALANCES:</b>					
Nonspendable	51,260	13,309	-	-	64,569
Restricted	-	420,820	287,698	1,067,241	1,775,759
Assigned	1,637,091	170,797	-	-	1,807,888
Unassigned	(365,171)	-	-	-	(365,171)
<b>TOTAL FUND BALANCES</b>	<b>1,323,180</b>	<b>604,926</b>	<b>287,698</b>	<b>1,067,241</b>	<b>3,283,045</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 2,886,607</b>	<b>\$ 633,926</b>	<b>\$ 397,491</b>	<b>\$ 1,067,241</b>	<b>\$ 4,985,265</b>

See notes to basic financial statements.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**  
Estacada, Oregon

**RECONCILIATION OF GOVERNMENTAL FUNDS**  
**BALANCE SHEET TO STATEMENT OF NET ASSETS**

**JUNE 30, 2012**

**TOTAL FUND BALANCES** \$ 3,283,045

Capital assets are not financial resources and therefore are not reported in the governmental funds:

Land	\$ 216,256	
Buildings and equipment	39,959,613	
Construction in Progress	24,770	
Accumulated depreciation	<u>(12,546,979)</u>	27,653,660

Prepaid pension expense 8,715,104

A portion of the District's revenues are collected after year-end but are not available soon enough to pay for the current year's operations, and therefore are not reported in the governmental funds. 390,618

Bond issuance costs are recognized as an expenditure when incurred and as an asset amortized over the life of the bonds in the Statement of Net Assets. 286,732

Long-term liabilities not payable in the current year are not reported as governmental fund liabilities. Interest on long-term debt is not accrued in the governmental funds, but rather is recognized as an expense when due. These liabilities consist of:

Accrued interest payable	(44,497)
Post employment benefits	(96,020)
Other postemployment benefits	(380,423)
Bonds Payable	(33,415,000)
Deferred Gain	(464,286)
Capital lease obligations	<u>(112,775)</u>

**TOTAL NET ASSETS** **\$ 5,816,158**

See notes to basic financial statements.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**

**GOVERNMENTAL FUNDS**

**YEAR ENDED JUNE 30, 2012**

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Totals
<b>REVENUES:</b>					
Local sources:					
Property taxes	\$ 4,513,062	\$ -	\$ 1,820,562	\$ -	\$ 6,333,624
Charges for services	205,192	996,986	843,085	-	2,045,263
Earnings on investments	16,335	2,233	4,802	6,877	30,247
Miscellaneous	5,471	90,563	87,799	85,265	269,098
Intermediate sources	205,616	-	-	64,198	269,814
State sources	15,606,200	98,966	-	-	15,705,166
Federal sources	24,236	1,363,687	-	242,826	1,630,749
Total revenues	20,576,112	2,552,435	2,756,248	399,166	26,283,961
<b>EXPENDITURES:</b>					
Current:					
Instruction	13,360,637	1,781,075	-	-	15,141,712
Support services	7,513,581	415,074	-	-	7,928,655
Enterprise and community services	-	714,665	-	-	714,665
Facilities acquisition and construction	-	-	-	20,799	20,799
Capital outlay	-	-	-	747,197	747,197
Debt service:					
Principal	-	-	940,000	-	940,000
Interest	-	-	1,729,949	-	1,729,949
Total expenditures	20,874,218	2,910,814	2,669,949	767,996	27,222,977
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	(298,106)	(358,379)	86,299	(368,830)	(939,016)
<b>OTHER FINANCING SOURCES (USES):</b>					
Transfers in	-	373,035	-	-	373,035
Transfers out	(373,035)	-	-	-	(373,035)
Total other financing sources (uses)	(373,035)	373,035	-	-	-
<b>NET CHANGES IN FUND BALANCE</b>	(671,141)	14,656	86,299	(368,830)	(939,016)
<b>FUND BALANCES, July 1, 2011</b>	1,994,321	590,270	201,399	1,436,071	4,222,061
<b>FUND BALANCES, June 30, 2012</b>	\$ 1,323,180	\$ 604,926	\$ 287,698	\$ 1,067,241	\$ 3,283,045

See notes to basic financial statements.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**RECONCILIATION OF GOVERNMENTAL FUNDS STATEMENT OF  
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
TO STATEMENT OF ACTIVITIES**

**YEAR ENDED JUNE 30, 2012**

<b>NET CHANGES IN FUND BALANCES</b>		\$	(939,016)
Amounts reported for governmental activities in the Statement of Activities are different because:			
Governmental funds report capital asset additions as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.			
Capital asset additions	\$	767,785	
Depreciation		<u>(912,405)</u>	(144,620)
Repayment of principal on general obligation bonds payable is an expenditure in the governmental funds but reduces the liability in the Statement of Net Assets.			940,000
Amortization of prepaid pension expense.			(551,957)
Amortization of deferred gain on refunding.			35,714
Amortization of bond issuance costs.			(20,127)
In the Statement of Activities interest is accrued on long-term debt, whereas in the governmental funds it is recorded as an expenditure when due.			1,104
Payments on capital leases and new capital leases are recorded as a change in liabilities on the Statement of Net Assets.			74,426
Net pension obligations are recognized as an expenditure in the governmental funds when they are paid. In the Statement of Activities they are recognized as an expenditure when earned.			(37,817)
Other postemployment benefits are reported in the Statement of Activities but not reported as an expenditure in the governmental funds.			(95,157)
Revenues that do not meet the measurable and available criteria are not recognized as revenue in the current year in the governmental funds.			<u>61,201</u>
<b>CHANGE IN NET ASSETS</b>		\$	<u><u>(676,249)</u></u>

See notes to basic financial statements.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**  
Estacada, Oregon

**GENERAL FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

**YEAR ENDED JUNE 30, 2012**

	Budget		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES:</b>				
Local sources:				
Property taxes	\$ 4,400,000	\$ 4,400,000	\$ 4,513,062	\$ 113,062
Charges for services	165,000	165,000	205,192	40,192
Earnings on investments	25,000	25,000	16,335	(8,665)
Miscellaneous	8,000	8,000	5,471	(2,529)
Intermediate sources	207,808	207,808	205,616	(2,192)
State sources	15,087,845	15,687,845	15,606,200	(81,645)
Federal sources	55,857	55,857	24,236	(31,621)
Total revenues	19,949,510	20,549,510	20,576,112	26,602
<b>EXPENDITURES:</b>				
Current:				
Instruction	12,619,722	13,419,722	13,360,637	59,085
Support services	8,061,605	7,861,605	7,513,581	348,024
Contingency	700,000	700,000	-	700,000
Total expenditures	21,381,327	21,981,327	20,874,218	1,107,109
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	(1,431,817)	(1,431,817)	(298,106)	1,133,711
<b>OTHER FINANCING (USES):</b>				
Transfers out	(373,035)	(373,035)	(373,035)	-
<b>NET CHANGE IN FUND BALANCE</b>	(1,804,852)	(1,804,852)	(671,141)	1,133,711
<b>FUND BALANCE, July 1, 2011</b>	1,804,852	1,804,852	1,994,321	189,469
<b>FUND BALANCE, June 30, 2012</b>	\$ -	\$ -	\$ 1,323,180	\$ 1,323,180

See notes to basic financial statements.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**  
 Estacada, Oregon

**SPECIAL REVENUE FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

**YEAR ENDED JUNE 30, 2012**

	Budget		Actuals	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES:</b>				
Local sources:				
Charges for services	\$ 1,014,370	\$ 1,014,370	\$ 996,986	\$ (17,384)
Earnings on investments	5,700	5,700	2,233	(3,467)
Other	493,802	493,802	90,563	(403,239)
Intermediate sources	350,000	350,000	-	(350,000)
State sources	176,737	176,737	98,966	(77,771)
Federal sources	1,747,610	1,747,610	1,363,687	(383,923)
	<u>3,788,219</u>	<u>3,788,219</u>	<u>2,552,435</u>	<u>(1,235,784)</u>
<b>EXPENDITURES:</b>				
Current:				
Instruction	2,483,707	2,483,707	1,781,075	702,632
Support services	1,136,084	1,136,084	415,074	721,010
Enterprise and community services	965,713	965,713	714,665	251,048
Contingency	70,000	70,000	-	70,000
	<u>4,655,504</u>	<u>4,655,504</u>	<u>2,910,814</u>	<u>1,744,690</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	(867,285)	(867,285)	(358,379)	508,906
<b>OTHER FINANCING SOURCES:</b>				
Transfers in	373,035	373,035	373,035	-
<b>TOTAL OTHER FINANCING SOURCES</b>	<u>373,035</u>	<u>373,035</u>	<u>373,035</u>	<u>-</u>
<b>NET CHANGE IN FUND BALANCE</b>	(494,250)	(494,250)	14,656	508,906
<b>FUND BALANCE, July 1, 2011</b>	<u>494,250</u>	<u>494,250</u>	<u>590,270</u>	<u>96,020</u>
<b>FUND BALANCE, June 30, 2012</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 604,926</u>	<u>\$ 604,926</u>

See notes to basic financial statements.

**NOTES TO THE BASIC FINANCIAL STATEMENTS**

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS**

**YEAR ENDED JUNE 30, 2012**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Clackamas County School District No. 108 (the District) is a municipal corporation governed by an elected seven-member Board of Directors. As required by accounting principles generally accepted in the United States of America, all activities of the District have been included in these financial statements.

There are various governmental entities and special service districts that provide services within the District's boundaries. However, the District is not financially accountable for any of these entities, and therefore, none of them are considered component units nor included in these financial statements.

**Basis of Presentation**

**Government-wide Financial Statements**

The Statement of Net Assets and the Statement of Activities display information about the District. These statements include the governmental financial activities of the overall District. Eliminations have been made to minimize the double counting of internal activities. Governmental activities are financed through property taxes, intergovernmental revenues, and other non-exchange transactions.

The Statement of Activities presents a comparison between direct expenses and program revenues for each of its functions/programs. Direct expenses are those that are specifically associated with an activity and, therefore, are clearly identifiable to that activity. Indirect expense allocations that have been made in the funds have been reversed for the Statement of Activities and eliminations have been made to minimize the double counting of internal activities. Program revenues include: (1) charges to students or others for tuition, fees, rentals, material, supplies or services provided, (2) operating grants and contributions and (3) capital grants and contributions. Revenues that are not classified as program revenues, including property taxes, are presented as general revenues.

Net assets are reported as restricted when constraints placed on net asset use are either externally restricted, imposed by creditors (such as through grantors, contributors, or laws) or through constitutional provisions or enabling resolutions.

**Fund Financial Statements**

The fund financial statements provide information about the District's funds including those of a fiduciary nature. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

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

**Basis of Presentation (Continued)**

**Fund Financial Statements (Continued)**

The District reports the following major governmental funds:

General Fund - This fund accounts for the financial operations of the District not accounted for in any other fund. Principal sources of revenue are state sources, property taxes and earnings on investments. Expenditures are made for instruction and support services.

Special Revenue Fund - This fund accounts for revenues and expenditures for specific purposes and the District's food services program. Principal revenue sources are federal and state grants.

Debt Service Fund - This Fund provides for the payment of principal and interest on general obligation bonded debt. Principal revenue sources are property taxes, District payroll deductions, budgeted transfers and energy savings.

Capital Projects Fund - This Fund accounts for activities related to the acquisition, construction, equipping and furnishing of facilities. Principal revenue sources are bond proceeds, budgeted transfers and interest earnings.

**Measurement Focus and Basis of Accounting**

Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the District receives value without giving equal value in exchange, include property taxes, grants, entitlements and donations. On the accrual basis of accounting, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Under terms of grant agreements, the District funds certain programs by a combination of specific cost-reimbursement grants and general revenues. It is the District's policy to first apply cost-reimbursement grant resources to such programs and then general revenues.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

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

**Measurement Focus and Basis of Accounting (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The District considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year-end. Property taxes and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt and claims and judgments, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as expenditures in the governmental funds and proceeds from general long-term debt and acquisitions under capital leases are reported as other financing sources.

For purposes of the government-wide financial statements the District follows FASB Statements and Interpretations issued on or before November 30, 1989, Accounting Principles Board Opinions, and Accounting Research Bulletins, unless those pronouncements conflict with or contradict the guidance of Governmental Accounting Standards Board pronouncements. Subsequent private-sector guidance has not been followed as allowed under GASB 20.

**Cash, Cash Equivalents and Investments**

The District considers investments with maturities of three months or less when purchased to be cash equivalents.

Investments in the State of Oregon Treasurer's Local Government Investment Pool (LGIP) are stated at cost which approximates fair value. Fair value in the LGIP is the same as the value of its pool shares. Other investments with maturities greater than three months at the time of purchase are stated at cost which approximates fair value.

The Oregon State Treasury administers the LGIP. It is an open-ended no-load diversified portfolio offered to any agency, political subdivision or public corporation of the state that by law is made the custodian of, or has control of, any fund. The LGIP is included in the Oregon Short Term Fund (OSTF), which was established by the State Treasurer. OSTF is not subject to SEC regulation. OSF is subject to requirements established in Oregon Revised Statutes, investment policies adopted by the Oregon Investment Council, and portfolio guidelines established by the Oregon Short Term Fund Board. The Governor appoints the members of the Oregon Investment Council

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

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

**Cash, Cash Equivalents and Investments (continued)**

and the Oregon Short Term Fund Board. The OSTF issues a separate independent financial statement which can be obtained at The Office of the State Treasurer, 350 Winter Street NE, Suite 100, Salem Oregon. The credit quality rating of this pool is unrated.

**Cash with Trustee**

Cash with trustee represents amounts for future debt service payment on outstanding bonded indebtedness.

**Property Taxes Receivable**

Property taxes are levied and become a lien on all taxable property as of July 1. Property taxes are payable on November 15, February 15 and May 15. Discounts are allowed if the amount due is received by November 15 or February 15. Taxes unpaid and outstanding on May 16 are considered delinquent.

Uncollected taxes are deemed to be substantially collectible or recoverable through liens; therefore, no allowance for uncollectible taxes has been established. All property taxes receivable are due from property owners within the District.

**Accounts and Other Receivables**

Accounts and other receivables are comprised primarily of State school support and claims for reimbursement of costs under various federal and state grants.

**Grants**

Unreimbursed expenditures due from grantor agencies are reflected in the basic financial statements as receivables and revenues. Grant revenues are recorded at the time eligible expenditures are incurred. Grant funds received prior to the occurrence of qualifying expenditures are recorded as deferred revenue.

**Inventory**

Inventory is valued at cost, using the first-in, first-out (FIFO) method. Donated commodities are valued at their estimated fair market value. Inventory is charged as an expenditure when used.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

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

**Prepaid Pension Expense**

Prepaid pension expense is amortized and charged to expense over twenty-three years on the straight-line method.

**Capital Assets**

Capital assets are recorded at original or estimated original cost. Donated capital assets are recorded at their estimated fair market value. The District defines capital assets as assets with an initial cost of more than \$5,000 and an estimated life in excess of three years. Maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	15 to 50 years
Vehicles and equipment	6 to 20 years

**Capital Leases**

In the government-wide financial statements capital leases are reported as liabilities in the Statement of Net Assets.

In the fund financial statements, at the inception of a capital lease an expenditure and other financing source are recognized in an amount equal to the net present value of future minimum lease payments. Subsequent lease payments are recorded as expenditures on the due date.

**Retirement Plans**

Substantially all of the District's employees are participants in the State of Oregon Public Employees Retirement System (OPERS). Contributions to OPERS are made on a current basis as required by the plan and are charged as expense/expenditures.

The District offers its employees a tax deferred annuity plan established pursuant to Section 403(b) of the Internal Revenue Code.

**Post Employment Benefits**

Certificated employees and eligible administrative supervisors at age fifty-eight with 15 years of regular service qualify for early retirement benefits which are funded and charged to expenditures on a pay-as-you-go basis.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

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

**Compensated Absences**

It is the District's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Unused vacation must be used by September 6 of each year. There is no liability for unpaid accumulated sick leave since the District does not have a policy to pay any amounts when employees separate from service with the District.

All unused vacation pay is accrued when earned in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignation and retirements. These benefits are generally paid out of the District's General Funds.

**Long-term Debt**

In the government-wide financial statements long-term debt is reported as liabilities in the Statement of Net Assets. Gains or losses on refunding are deferred and amortized over the life of the bonds using the straight-line method, which approximates the effective interest method.

In the fund financial statements the face amount of the debt issued is reported as other financing sources. Premiums or discounts received on debt issuance are not material to the basic financial statements.

**Fund Equity**

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned, or unassigned. Nonspendable fund balance cannot be spent because of its form. Restricted fund balance has limitations imposed by creditors, grantors, or contributors or by enabling legislation or constitutional provisions. Committed fund balance is a limitation imposed by the District Board through approval of resolutions. Assigned fund balance is a limitation imposed by a designee of the District's Board. Unassigned fund balance in the General Fund is the net resources in excess of what can be properly classified in one of the above four categories.

When both restricted and unrestricted fund balances are available for use, it is the District's policy to use restricted fund balance first, then unrestricted fund balance. Furthermore, committed fund balances are reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

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

**Budget**

A budget is prepared and legally adopted for each fund on the modified accrual basis of accounting. The budgetary basis of accounting is the same basis as accounting principles generally accepted in the United States of America except capital outlay expenditures are budgeted by function and capital leases at their inception are not budgeted.

The District begins its budgeting process by appointing budget committee members in early fall of each year. Budget recommendations are developed through early spring and the Budget Committee approves the budget in late spring. Public notices of the budget hearing are generally published in June and a public hearing is held in late June. The budget is adopted, appropriations are made, and the tax levy is declared no later than June 30.

Expenditures are appropriated at the major function level (instruction, support services, enterprise and community services, facilities acquisition and construction, debt service, operating contingency and transfers) for each fund. Expenditures generally cannot legally exceed these function level appropriations. Unexpected additional resources may be added to the budget through the use of a supplemental budget and appropriations resolution. Supplemental budgets less than 10% of the fund's original budget may be adopted by the Board of Directors at a regular meeting. A supplemental budget greater than 10% of the fund's original budget requires hearings before the public, publication in newspapers and approval by the Board of Directors. Original and supplemental budgets may be modified by the use of appropriation transfers between the levels of control. Such transfers require approval by the Board of Directors. The District had one Supplemental budget and one appropriation transfer this year. Appropriations lapse at year-end.

**Use of Estimates**

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of certain assets, liabilities, revenues, expenditures/expenses and other disclosures. Accordingly, actual results could differ from those estimates.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**2. CASH, CASH EQUIVALENTS AND INVESTMENTS**

The District maintains a common cash, cash equivalents and investment pool for all District funds. The types of investments in which the District may invest are restricted by State of Oregon statutes. Authorized investments include general obligations of the United States Government and its agencies, obligations of the States of Oregon, California, Washington and Idaho that have a rating of AA or better, A-1 commercial paper and bankers acceptances, AA rated corporate bonds, time deposits, repurchase agreements and the State of Oregon Treasurer's Local Government Investment Pool.

At June 30, 2012, the District's cash, cash equivalents and investments is comprised of the following:

Cash on hand	\$	5,351
Deposits with financial institutions:		
Demand deposits, non-interest bearing		(12,704)
Demand deposits, interest bearing		172,551
State of Oregon Treasurer's Local Government Investment Pool		<u>3,360,077</u>
	\$	<u><u>3,525,275</u></u>

**Deposits with Financial Institutions**

Deposits with financial institutions are comprised of bank demand deposits. The combined total bank balance is \$367,574. Of these deposits, \$ 500,000 was covered by federal depository insurance. As required by Oregon Revised Statutes, deposits in excess of federal depository insurance were held at a qualified depository for public funds. All qualified depositories for public funds are included in the multiple financial institution collateral pool that is maintained by and in the name of the Office of the State Treasurer. As a result the District has no exposure to custodial credit risk for deposits with financial institutions.

**Interest Rate Risk**

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

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**2. CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)**

**Credit Risk**

As mentioned above, Oregon Revised Statutes limits the investments that the District may have. The District is in compliance with these statutes at June 30, 2012. The District has no investment policy that would further limit its investment choices.

**Custodial Credit Risk**

Custodial risk is the risk that, in the event of failure of a counterparty, the District will not be able to recover the value of its investments that are in the possession of an outside party. At June 30, 2012, the District does not have investments exposed to custodial credit risk.

**3. RECEIVABLES**

Receivables at June 30, 2012 are comprised of the following:

Property Taxes	\$	425,969
Undistributed Tax Collections		29,868
Grants		610,104
Other		<u>329,258</u>
	\$	<u><u>1,395,199</u></u>

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**4. CAPITAL ASSETS**

Capital assets activity for the year was as follows:

	Balance July 1, 2011	Additions	Deletions	Balance June 30, 2012
Capital assets not being depreciated:				
Land	\$ 216,256	\$ -	\$ -	\$ 216,256
Construction in Progress	763,083	24,770	(763,083)	24,770
Total capital assets not being depreciated	979,339	24,770	(763,083)	241,026
Capital Assets being depreciated:				
Buildings and improvements	35,299,942	1,449,103	-	36,749,045
Vehicles and equipment	3,153,573	56,995	-	3,210,568
Total capital assets being depreciated	38,453,515	1,506,098	-	39,959,613
Less accumulated depreciation for:				
Buildings and improvements	(9,150,116)	(754,332)	-	(9,904,448)
Vehicles and equipment	(2,484,458)	(158,073)	-	(2,642,531)
Total accumulated depreciation	(11,634,574)	(912,405)	-	(12,546,979)
Total capital assets being depreciated, net	26,818,941	593,693	-	27,412,634
Total capital assets, net	\$ 27,798,280	\$ 618,463	\$ (763,083)	\$ 27,653,660

Equipment with a cost of approximately \$376,239. is financed under capital leases.

Depreciation expense for the year was charged to the following programs:

Program:

Instruction:

Regular programs \$ 278,716

Special programs 312,814

Support Services:

Student services 48,180

Instructional staff services 14,223

General administration 11,899

School administration 45,938

Business services 142,758

Central activities 29,537

Enterprise and community services:

Food services 25,930

Community services 1,580

Facilities acquisition 830

Total \$ 912,405

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**5. LONG-TERM DEBT**

Changes in long-term debt for the year ended June 30, 2012 are as follows:

	Outstanding July 1, 2011	Issued	Redeemed and Matured	Outstanding June 30, 2012
Obligations under capital leases	\$ 187,201	\$ -	\$ 74,426	\$ 112,775
2005 general obligation refunding bonds; original issue \$21,300,000; interest from 3.00% to 5.50%	20,920,000	-	700,000	20,220,000
2005 pension bonds; original issue \$12,695,000; interest from 4.052% to 4.759%	12,400,000	-	180,000	12,220,000
2011 QBSCB Bonds original issue \$1,100,000; interest 5.050%	1,035,000	-	60,000	975,000
	<u>34,542,201</u>	<u>-</u>	<u>1,014,426</u>	<u>33,527,775</u>
Gain on advance refunding	500,000	-	35,714	464,286
	<u>35,042,201</u>	<u>\$ -</u>	<u>\$ 1,050,140</u>	<u>33,992,061</u>
Less: current portion	<u>(1,014,426)</u>			<u>(1,116,178)</u>
	<u>\$ 34,027,775</u>			<u>\$ 32,875,883</u>

Annual debt service requirements to maturity are as follows:

Year Ended June 30,	Obligations Under Capital Leases	General Obligation Bonds	Pension Bonds	Pension Bonds	Total	Bond Interest
2013	\$ 36,178	\$ 785,000	\$ 230,000	\$ 65,000	\$ 1,116,178	\$ 1,692,677
2014	37,574	940,000	285,000	65,000	1,327,574	1,644,471
2015	39,023	1,000,000	345,000	65,000	1,449,023	1,590,991
2016	-	1,085,000	405,000	65,000	1,555,000	1,522,322
2017	-	1,205,000	475,000	65,000	1,745,000	1,443,771
2018-2022	-	8,205,000	3,585,000	325,000	12,115,000	5,667,473
2023-2027	-	7,000,000	6,240,000	325,000	13,565,000	1,947,467
2028	-	-	655,000	-	655,000	31,171
	<u>\$ 112,775</u>	<u>\$ 20,220,000</u>	<u>\$ 12,220,000</u>	<u>\$ 975,000</u>	<u>\$ 33,527,775</u>	<u>\$ 15,540,343</u>

The District issued general obligation bonds for the improvement and construction of education facilities, limited tax pension bonds for the payment of a portion of its estimated PERS unfunded actuarial liability, and QSCB bonds for construction of a Bio-mass boiler and upgrades to the District's digital control systems. All bonds are

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**5. LONG-TERM DEBT (continued)**

paid by the Debt Service Fund and obligations under capital lease by the Special Revenue Fund.

Obligations under capital leases consist of the lease of several vehicles with an original cost of \$ 376,239. Interest rates range from 3.76% to 4.73% for these leases.

**6. INTERFUND TRANSFERS**

The General Fund transferred \$373,035 of resources to the Special Revenue Fund for matching as required by grant award.

**7. RETIREMENT PLANS**

Plan Description - The District contributes to two pension plans administered by the State of Oregon Public Employees Retirement System (PERS). The Oregon Public Employees Retirement Fund (OPERF) applies to the District's contribution for qualifying employees who were hired before August 29, 2003, and is a cost-sharing multiple-employer defined benefit pension plan. The Oregon Public Service Retirement Plan (OPSRP) is a hybrid successor plan to the OPERF and consists of two programs: the Pension Program, the defined benefit portion of the plan, applies to qualifying District employees hired after August 29, 2003. Benefits are calculated by a formula for members who attain normal retirement age. The formula takes into account final average salary and years of service. Beginning January 1, 2004, all PERS member contributions go into the Individual Account Program (IAP), the defined contribution portion of the plan. PERS members retain their existing PERS accounts, but any future member contributions are deposited into the members' IAP, not the members PERS account.

Both Oregon PERS plans provide retirement and disability benefits, postemployment healthcare benefits, annual cost-of-living adjustment, and death benefits to plan members and beneficiaries. PERS is administered under Oregon Revised Statute (ORS) Chapter 238 which establishes the Public Employees Retirement Board as the governing body of PERS. PERS issues a publicly available financial report which may be obtained by writing to Oregon Public Employees Retirement System, P.O. Box 23700, Tigard, Oregon 97281-3700, by calling 1-888-320-7377, or by accessing their website at: [http://www.oregon.gov/PERS/section/financial\\_reports/financials.shtml](http://www.oregon.gov/PERS/section/financial_reports/financials.shtml)

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**7. RETIREMENT PLANS (Continued)**

**Oregon Public Employees Retirement System (continued)**

Funding Policy and Annual Pension Cost – Members of PERS are required to contribute 6.00% of their salary covered under the plan, which is invested in the OPSRP Individual Account Program. The District is required to contribute at an actuarially determined rate for the qualifying employees under the OPSRP plan. The OPERF and OPSRP rates in effect for the year ending June 30, 2012, were 11.12% and 9.70%, respectively. The contribution requirements for plan members are established by ORS Chapter 238 and may be amended by an act of the Oregon Legislature.

Contributions for 2012 were approximately \$1,566,271 for OPERF and OPSRP. Total contributions for 2011 and 2010 were approximately \$1,459,831 and \$1,377,502 respectively, which is equal to the required annual contributions.

**Early Retirement Plan**

The District currently operates a multi-component postemployment program for its Licensed, Administrative, Supervisory and Confidential Staff. The following language describes this plan.

A. RETIREMENT STIPEND- This stipend will be phased out for teachers and administrative MOE group with fewer than 10 years employment with the District as of July 1, 2006.

1. Teachers, including the Superintendent and Business Manager, who have completed at least fifteen (15) years with the District and qualify for retirement benefits from the Public Employees Retirement System (PERS) shall qualify for a District retirement stipend.
2. For employees who meet the qualification criteria and wish to retire, the District will pay a monthly stipend of \$425 per month for a maximum of four (4) years.
3. Payment shall be terminated if any of the following occur:
  - a. Death of the employee;
  - b. Employment with a PERS entity which voids or reduces the individual's PERS retirement benefits;
  - c. Qualification for social security benefits, even though the individual may not apply for benefits.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**7. RETIREMENT PLANS (Continued)**

**Early Retirement Plan (Continued)**

4. Employees exercising this option must give notice in writing to the Personnel Office at least sixty (60) calendar days prior to the retirement date.
5. Employees electing to take part in this retirement program may continue group medical and dental insurance coverage at their own expense subject to the approval of the insurance carrier.
6. Any teacher on this program who files for unemployment benefits shall forfeit any and all benefits.

**B. INCENTIVE BASED STIPEND**

1. Employees who have been employed with the District a minimum of ten years and have accrued a minimum of 720 hours of sick leave in the District may qualify for this stipend. Only sick leave hours earned in the District may be used to determine benefit levels and qualification.
2. Employees who are at least fifty-two (52) years old and wish to retire or resign, may qualify for the following stipend:  
  
720 sick leave hours = \$500.00 for a maximum of 48 months  
900 sick leave hours = \$600.00 for a maximum of 48 months  
1,200 sick leave hours = \$750.00 for a maximum of 48 months
3. Employees who qualify for both the Retirement Stipend and the Incentive Based Stipend may only select one from which to participate. Employees who elect to use the PERS formula that includes the transfer of accrued sick leave, will forfeit any hours transferred for PERS calculations.
4. Payment shall be terminated upon death of the employee.
5. It is the responsibility of the employee to notify the District no less than sixty (60) calendar days prior to their intent to receive the Incentive Based Stipend.
6. Employees electing to take part in this Stipend may continue group medical and dental insurance coverage at their own expense subject to the approval of the insurance carrier.
7. Employees who files for unemployment benefits shall forfeit any and all benefits.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

7. **RETIREMENT PLANS (Continued)**

**Early Retirement Plan (Continued)**

Contributions and Funding Policy - The benefits from this program are fully paid in accordance with the plan by the District and, consequently, no contributions by employees are required. In accordance with the terms of the plan, benefit payments are recognized when due and payable in governmental funds and on an actuarial basis in the entity-wide financial statements. There are no administrative costs attributable to the plan.

Annual Pension Cost and Net Pension Cost - The District's annual pension cost and actuarial net pension asset for the year ended June 30, 2012, 2011, and 2010 are summarized as follows:

	Year Ended June 30,		
	2012	2011	2010
Annual required contribution	\$ 151,388	\$ 151,236	\$ 137,015
Interest on net pension obligation	2,183	1,343	664
Annual pension cost	153,571	152,579	137,679
Contributions made	(115,754)	(130,199)	(119,548)
Increase in net pension obligation	37,817	22,380	18,131
Net pension obligation - beginning of year	58,203	35,823	17,692
Net pension obligation - end of year	<u>\$ 96,020</u>	<u>\$ 58,203</u>	<u>\$ 35,823</u>

The annual required contribution (ARC) for the year ended June 30, 2012 was determined as part of a July 1, 2010 actuarial valuation using the Projected Unit Credit Actuarial Cost Method. The actuarial assumptions included: (a) a rate of return on investment of present and future assets of 3.75% compounded annually; (b) 2% in benefits payable from this program; and (c) no post retirement benefit increases.

The net pension obligation is amortized as a level percentage of payroll over eight years.

The District does not issue a stakeholder report for their plan.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**8. OTHER POSTEMPLOYMENT BENEFITS (OPEB)**

**Postemployment Health Insurance Subsidy**

Plan Description – The District operates a single-employer defined benefit retiree benefit plan that provides postemployment health, dental, vision and life insurance benefits to eligible employees and their spouses. Plan benefits and eligibility for members are established through collective bargaining agreements.

The District's post-retirement healthcare plan was established in accordance with ORS 243.33. ORS stipulate that for the purpose of establishing healthcare premiums, the rate must be based on all plan members, including both active employees and retirees.

The difference between retiree claims costs, which because of the effect of age are generally higher in comparison to all plan members, and the amount of retiree healthcare premiums represents the District's implicit employer contribution.

Funding Policy – The benefits from this program are paid by the retired employees on a self-pay basis and the required contribution is based on projected pay-as-you-go financing requirements. There is no obligation on the part of the District to fund these benefits in advance.

Annual OPEB Cost and Net OPEB Obligation – The District's annual other postemployment benefit cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the guidelines of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years. The following table shows the District's annual OPEB obligation at the end of the years ended June 30, 2012, 2011 and 2010.

	Year Ended June 30,		
	2012	2011	2010
Annual required contribution	\$ 138,343	\$ 135,630	\$ 123,180
Interest on net OPEB obligation	10,697	7,153	3,856
Adjustments to annual required contribution	(12,037)	(8,049)	(4,453)
Annual OPEB cost	137,003	134,734	122,583
Contributions made	(41,846)	(40,230)	(48,474)
Increase in net OPEB obligation	95,157	94,504	74,109
Net OPEB obligation - beginning of year	285,266	190,762	116,653
Net OPEB obligation - end of year	\$ 380,423	\$ 285,266	\$ 190,762

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**8. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

**Postemployment Health Insurance Subsidy (continued)**

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation for 2012 were as follows:

<u>Fiscal Year</u>	<u>Annual OPEB Cost</u>	<u>Contributions</u>	<u>Percentage of annual OPEB cost contributed</u>	<u>Net OPEB obligation</u>
2009	\$ 147,746	\$ 31,093	21%	\$ 116,653
2010	123,180	48,474	39%	190,762
2011	135,630	40,230	30%	285,266
2012	138,343	41,846	30%	380,423

Funding Status and Funding Progress – As of July 1, 2010, the most recent actuarial valuation date, for the period ending July 1, 2009 through June 30, 2011; the Districts actuarial accrued liability (AAL) for benefits was \$1,061,515, and the actuarial value of assets was \$0, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,061,515. The schedule of funding progress, presented as required supplementary information following the Notes to Basic Financial Statements, will eventually present multi-year trend information whether the actuarial value of plan assets is increasing or decreasing over time, relative to the actuarial accrued liabilities for benefits

**Retirement Health Insurance Account**

Plan Description – As a member of Oregon Public Employees Retirement System (OPERS) the District contributes to the Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing multiple-employer defined benefit other postemployment benefit plan administered by OPERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. Oregon Revised Statute (ORS) 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. The plan is closed to new entrants after January 1, 2004. OPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained in writing to Oregon Public Employees Retirement System, P O Box 23700, Tigard Oregon 97281-3700.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**8. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

**Retirement Health Insurance Account (continued)**

Funding Policy - Because RHIA was created by enabling legislation (ORS 238.420) contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 dollars or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the Retirement Health Insurance Account established by the employer, and any monthly cost in excess of \$60 dollars shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in PERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in PERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in a PERS-sponsored health plan. A surviving spouse or dependent of a deceased PERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from PERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Participating school districts are contractually required to contribute to RHIA at a rate assessed each year by OPERS, and the District currently contributes approximately 0.59% of annual covered payroll. The OPERS Board of Trustees sets the employer contribution rates based on the annual required contribution of the employers (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) of the plan over a period not to exceed thirty years. The District's contributions to RHIA for the years ended June 30, 2010, 2011 and 2012 were approximately \$30,275, \$33,323, and \$54,400 respectively, which equaled the required contributions each year.

**9. RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft or damage to and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. The District does not engage in risk financing activities where the risk is retained (self-insurance), except for insurance deductibles. For the past three years insurance coverage was sufficient to cover all losses.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**10. COMMITMENTS AND CONTINGENCIES**

The District, in the regular course of business, is named as a defendant in various lawsuits. The likely outcome of these lawsuits is not presently determinable. It is the opinion of management that the ultimate resolution of these matters will not have a material adverse effect on the financial condition of the District.

Amounts received or receivable from grantor agencies are subject to audit and adjustment by those agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the District. District management expects such amounts, if any, to be immaterial.

The District is dependent on the State of Oregon for a substantial portion of its operating funds. Due to funding uncertainties at the State level, future funding for school districts may be reduced. The ultimate effect of this possible reduction in funding on the District's future operations is not yet determinable.

**11. Fund Balances**

Details of fund balance classifications displayed in the aggregate are as follows:

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	June 30, 2012
<b>Nonspendable:</b>					
Inventory	\$ 418	\$ 13,309	\$ -	\$ -	\$ 13,727
Prepaid items	50,842	-	-	-	50,842
<b>Restricted for:</b>					
Capital projects	-	-	-	1,067,241	1,067,241
College Scholarships	-	83,868	-	-	83,868
Debt Service	-	-	287,698	-	287,698
Federal, State and private grants	-	2,121	-	-	2,121
High School Building	-	48,655	-	-	48,655
Student Activities	-	266,161	-	-	266,161
Technology	-	20,015	-	-	20,015
<b>Assigned to:</b>					
Appropriated ending fund balance	1,637,091	-	-	-	1,637,091
Athletics	-	70,357	-	-	70,357
Estacada Alternative School	-	65,499	-	-	65,499
Insurance reserve	-	32,730	-	-	32,730
Maintenance equipment replacement	-	141	-	-	141
Transportation Bus Replacement	-	2,070	-	-	2,070
<b>Unassigned</b>	<b>(365,171)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(365,171)</b>
	<u>\$ 1,323,180</u>	<u>\$ 604,926</u>	<u>\$ 287,698</u>	<u>\$ 1,067,241</u>	<u>\$ 3,283,045</u>

**REQUIRED SUPPLEMENTAL INFORMATION**

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**SUPPLMENTAL INFORMATION**

**SCHEDULE OF FUNDING PROGRESS FOR  
OTHER POSTEMPLOYMENT BENEFITS**

**YEAR ENDED JUNE 30, 2012**

<u>Valuation Date</u>	<u>Actuarial Values of Assets</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Unfunded AAL (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a Percentage of Covered Payroll</u>
6/30/2009	\$ -	\$ 998,760	\$ 998,760	-	N/A	N/A
6/30/2010	-	\$ 972,754	972,751	-	N/A	N/A
6/30/2011	-	\$ 1,061,515	1,061,515	-	N/A	N/A
6/30/2012	-	1,061,515	1,061,515	-	N/A	N/A

**SUPPLEMENTAL INFORMATION**

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**  
 Estacada, Oregon

**DEBT SERVICE FUND**

**SCHEDULE OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

**YEAR ENDED JUNE 30, 2012**

	<u>Budget</u>		<u>Actuals</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES:</b>				
Local sources:				
Taxes - current year's levy	\$ 1,713,425	\$ 1,713,425	\$ 1,763,191	\$ 49,766
Taxes - prior years' levies	55,000	55,000	57,371	2,371
Earnings on investments	1,500	1,500	4,802	3,302
Services provided to other funds	823,345	823,345	843,085	19,740
Miscellaneous	-	-	87,799	87,799
Federal Source	49,680	49,680	-	(49,680)
	<u>2,642,950</u>	<u>2,642,950</u>	<u>2,756,248</u>	<u>113,298</u>
Total revenues				
<b>EXPENDITURES:</b>				
Debt service:				
Principal	940,000	940,000	940,000	-
Interest	1,729,950	1,729,950	1,729,949	1
	<u>2,669,950</u>	<u>2,669,950</u>	<u>2,669,949</u>	<u>1</u>
Total expenditures				
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND NET CHANGE IN FUND BALANCE</b>	(27,000)	(27,000)	86,299	113,299
<b>FUND BALANCE, July 1, 2011</b>	<u>27,000</u>	<u>27,000</u>	<u>201,399</u>	<u>174,399</u>
<b>FUND BALANCE, June 30, 2012</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 287,698</u>	<u>\$ 287,698</u>

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**  
Estacada, Oregon

**CAPITAL PROJECTS FUND**

**SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE- BUDGET AND ACTUAL**

**YEAR ENDED JUNE 30, 2012**

	Budget		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES:</b>				
Local sources:				
Earnings on investments	\$ 5,000	\$ 5,000	\$ 6,877	\$ 1,877
Contributions & Donations	310,000	310,000	85,265	(224,735)
Intermediate Source	-	-	64,198	64,198
Federal Sources	500,000	500,000	242,826	(257,174)
Total Local Revenue	<u>815,000</u>	<u>815,000</u>	<u>399,166</u>	<u>(415,834)</u>
<b>EXPENDITURES:</b>				
Facilities acquisition and construction:				
Building acquisition, construction and improvement services:				
Purchased services	450,000	450,000	12,604	437,396
Supplies and materials	625,000	625,000	8,195	616,805
Capital outlay	1,350,000	1,350,000	747,197	602,803
Total facilities acquisition and construction	<u>2,425,000</u>	<u>2,425,000</u>	<u>767,996</u>	<u>1,657,004</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND NET CHANGE IN FUND BALANCE</b>	(1,610,000)	(1,610,000)	(368,830)	1,241,170
<b>FUND BALANCE, July 1, 2011</b>	<u>1,610,000</u>	<u>1,610,000</u>	<u>1,436,071</u>	<u>(173,929)</u>
<b>FUND BALANCE, June 30, 2012</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,067,241</u>	<u>\$ 1,067,241</u>

**CLACKAMAS SCHOOL DISTRICT NO. 108**  
Estacada, Oregon

**SCHEDULE OF PROPERTY TAX TRANSACTIONS**

**YEAR ENDED JUNE 30, 2012**

	<u>Tax Year</u>	<u>Uncollected July 1, 2011</u>	<u>Levy as Extended by Assessor</u>	<u>Discounts Allowed</u>
<b><u>GENERAL FUND:</u></b>				
Current		\$ -	\$ 4,653,765	\$ (114,142)
Prior	2010-11	144,458	-	549
	2009-10	64,346	-	501
	2008-09	34,179	-	2
	2007-08	9,737	-	1
	2006-07	2,747	-	-
	2005-06	1,170	-	-
	2004-05	823	-	-
	2003-04	649	-	-
	2002-03	532	-	-
	2001-02	417	-	-
	and prior	1,608	-	-
Total Prior		260,666	-	1,053
Total General Fund		260,666	4,653,765	(113,089)
<b><u>DEBT SERVICE FUND:</u></b>				
Current		-	1,876,742	(46,030)
Prior	2010-11	60,614	-	230
	2009-10	26,111	-	203
	2008-09	13,465	-	1
	2007-08	3,391	-	-
	2006-07	1,107	-	-
	2005-06	558	-	-
	2004-05	310	-	-
	2003-04	246	-	-
	2002-03	164	-	-
	2001-02	338	-	-
Total Debt Service Fund		106,304	1,876,742	(45,596)
<b>TOTAL ALL FUNDS</b>		<b>\$ 366,970</b>	<b>\$ 6,530,507</b>	<b>\$ (158,685)</b>

Interest	Adjustments	Collections	Uncollected June 30, 2012
\$ 2,178	\$ (15,167)	\$ 4,374,474	\$ 152,160
6,553	10,007	84,970	76,597
5,685	(1,442)	18,696	50,394
6,250	(613)	24,382	15,436
2,738	(250)	9,369	2,857
576	(125)	1,643	1,555
210	(91)	538	751
119	(29)	270	643
136	(25)	284	476
114	(19)	223	404
45	(7)	82	373
(670)	(62)	(586)	1,462
21,756	7,344	139,871	150,948
23,934	(7,823)	4,514,345	303,108
878	(6,116)	1,764,112	61,362
2,750	4,199	35,653	32,140
2,307	(584)	7,587	20,450
2,462	(242)	9,605	6,081
954	(86)	3,264	995
232	(50)	662	627
100	(45)	256	357
45	(11)	102	242
51	(8)	108	181
35	(7)	68	124
36	(5)	67	302
9,850	(2,955)	1,821,484	122,861
\$ 33,784	\$ (10,778)	\$ 6,335,829	\$ 425,969

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**SUPPLEMENTAL INFORMATION AS REQUIRED  
BY THE STATE OF OREGON DEPARTMENT OF EDUCATION**

**YEAR ENDED JUNE 30, 2012**

SUPPLEMENTAL INFORMATION, 2011-2012

School District Business Managers and Auditors:

This page is a required part of your annual audited financial statements. Please make sure it is included.

Parts A is needed for computing Oregon's full allocation for ESEA, Title I & other Federal Funds for Education.

A. Energy Bill for Heating - **All Funds**:

Please enter your expenditures for electricity & heating fuel for these Functions & Objects.

		Objects 325 & 326
Function 2540	\$	517,997
Function 2550	\$	15,532

B. Replacement of Equipment – **General Fund**:

Include all General Fund expenditures in object 542, except for the following exclusions:

Exclude these functions:

1113, 1122 & 1132      Co-curricular Activities  
1140                      Pre-Kindergarten  
1300                      Continuing Education  
1400                      Summer School

Exclude these functions:

4150      Construction  
2550      Pupil Transportation  
3100      Food Service  
3300      Community Services

\$	-0-
----	-----

**SINGLE AUDIT SECTION**

This Page Intentionally Left Blank



To the School Board  
Clackamas County School District No. 108  
Clackamas County, Oregon

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

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Clackamas County School District No. 108 as of and for the year ended June 30, 2012, which collectively comprise Clackamas County School District's basic financial statements and have issued our report thereon dated November 21, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Clackamas County School District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purposes of expressing an opinion on the effectiveness of Clackamas County School District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Clackamas County School District's internal control over financial reporting.

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

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

Compliance and Other Matters

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



We noted certain matters that we reported to management of Clackamas County School District No. 108, in a separate letter dated November 21, 2012.

This report is intended solely for the information and use of the board, management, others within the entity, 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.

*Wilcox Arredondo & Co.*

Certified Public Accountants  
November 21, 2012



To the School Board  
Clackamas County School District No. 108  
Clackamas County, Oregon

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE  
WITH REQUIREMENTS THAT COULD HAVE A DIRECT  
AND MATERIAL EFFECT ON EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE IN  
ACCORDANCE WITH OMB CIRCULAR A-133

Compliance

We have audited Clackamas County School District's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Clackamas County School District's major federal programs for the year ended June 30, 2012. Clackamas County School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Clackamas County School District's management. Our responsibility is to express an opinion on Clackamas County School 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-Profits Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Clackamas County School 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 Clackamas County School District's compliance with those requirements.

In our opinion, Clackamas County School District No. 108 complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2012.

Internal Control Over Compliance

Management of Clackamas County School District No. 108, is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Clackamas County School District's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the 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, but not for the purpose of expressing an opinion on the effectiveness internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Clackamas County School District's internal control over compliance.



*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, we identified certain deficiencies in internal control over compliance that we consider to be significant deficiencies as described in the accompanying schedule of findings and questioned costs as item 12-01. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Clackamas County School District's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit the District's response and, accordingly, we express no opinion on the responses.

This report is intended solely for the information and use of the school board, management, others within the entity, 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.

*Wilcox Arredondo & Co.*

Certified Public Accountants  
November 21, 2012

**Clackamas County School District No. 108**  
 Estacada Oregon  
**Schedule of Expenditures of Federal Awards**  
**Year Ended June 30, 2012**

	Grant Period	CFDA Number	Pass-Through Grant Number	Grant Amount	Expenditures
<b>U.S. Department of Education</b>					
<b>Passed through Oregon State Department of Education:</b>					
<b>Title I, Part A Cluster</b>					
<b>Title I ESEA</b>					
	2011-2012	84.010	22611	\$ 290,701	\$ 279,663
Applied Academic R & D Project	2011-2012	84.048	23430	3,400	2,022
Title IIA Improving Teacher Quality	2010-2011	84.367	19607	90,453	3,144
	2011-2012	84.367	22795	75,873	59,653
	Total			<u>166,326</u>	<u>62,797</u>
Speech Language Pathologist Cohort II Scholarship	2010-2011	84.323	22220	500	500
Title III Language Instr	2010-2011	84.365	20165	28,540	14,255
	2011-2012	84.365	20165	32,873	9,376
	Total			<u>61,413</u>	<u>23,631</u>
Ed Jobs Fund	2011-2012	84.410	20775	8,170	8,170
<b>Special Education Cluster</b>					
<b>IDEA Part B</b>					
	2010-2011	84.027	20284	464,916	18,186
	2011-2012	84.027	23569	441,748	427,434
	Total			<u>906,664</u>	<u>445,620</u>
SPR & I Grant	2011-2012	84.027	23569	3,168	907
	Total			<u>909,832</u>	<u>446,527</u>
<b>Passed through Clackamas Education Service District</b>					
<b>Title 1C Migrant Education</b>					
	2010-2011	84.011	N/A	2,686	43
	2011-2012	84.011	N/A	2,622	1,232
	Total			<u>5,308</u>	<u>1,275</u>
Career Technical Education	2011-2012	84.048	N/A	9,426	9,308
<b>Passed through Oregon Department of Human Services</b>					
<b>Vocational Rehabilitation Grants To States</b>					
	2011-2012	84.126A	N/A	56,248	41,405
<b>Total U.S. Department of Education</b>				<u>1,511,324</u>	<u>875,298</u>
<b>U.S. Department of Agriculture</b>					
<b>Passed through Oregon State Department of Education:</b>					
<b>Child Nutrition Cluster</b>					
<b>Commodities</b>					
	2011-2012	10.555	N/A	41,440	41,440
National School Breakfast	2011-2012	10.553	N/A	90,884	90,884
National School Lunch	2011-2012	10.555	N/A	321,957	321,957
Summer Food - Food	2011-2012	10.559	N/A	34,867	34,867
	Total			<u>489,148</u>	<u>489,148</u>
<b>Passed through Oregon State Department of Forestry</b>					
<b>Forest Stewardship Program</b>					
	2011-2012	10.678	N/A	1,500	1,500
<b>Total U.S. Department of Agriculture</b>				<u>490,648</u>	<u>490,648</u>
<b>U.S. Department of Energy</b>					
<b>Passed through Oregon Department of Energy:</b>					
<b>State Energy Program</b>					
	2011-2012	84.041	N/A	230,376	230,376
<b>Total U.S. Department of Energy</b>				<u>230,376</u>	<u>230,376</u>
<b>U.S. Department of Health and Human Services</b>					
<b>Affordable Care Act Grants for School-Based Health Centers Capital Program</b>					
	2011-2013	93.501	C12CS23439	392,104	12,450
<b>Total US Department of Health and Human Services</b>				<u>392,104</u>	<u>12,450</u>
<b>U.S. Department of Labor, Employment &amp; Training Administration</b>					
<b>Passed through Clackamas Education Service District</b>					
<b>WIA Youth Services</b>					
	2011-2012	17.259	N/A	11,000	5,911
<b>Total U.S. Department of Labor, Employment &amp; Training Administration</b>				<u>11,000</u>	<u>5,911</u>
<b>Federal Grants</b>					
<b>Passed through Clackamas County:</b>					
<b>Federal Forest Fees</b>					
	2011-2012	10.665	N/A	16,066	16,066
<b>Total Federal Financial Assistance</b>				<u>\$ 2,651,518</u>	<u>\$ 1,630,749</u>

**Notes:**

1. This schedule is prepared on the modified accrual basis of accounting.
2. Donated commodities are valued at their estimated fair market value.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**YEAR ENDED JUNE 30, 2012**

**SECTION I - SUMMARY OF AUDITOR'S RESULTS**

**Financial Statements:**

Type of auditor's report issued: Unqualified

Internal control over financial reporting:

Material weakness(es) identified? Yes\_\_\_ No

Significant deficiency(ies) identified that are not considered to be material weakness(es) Yes\_\_\_ None reported

Noncompliance material to financial statements noted? Yes\_\_\_ No

**Federal Awards:**

Internal control over major programs:

Material weakness(es) identified? Yes\_\_\_ No

Significant deficiency(ies) identified not considered to be material weakness(es)? Yes  None reported \_\_\_

Type of auditor's report issued on compliance for major programs Unqualified

Any audit findings disclosed that are required to be reported in accordance with Section 510 (a) of *Circular A-133*? Yes  No \_\_\_

**Identification of major programs:**

CFDA NUMBER

10.555, 10.553, 10.559  
84.027

NAME OF PROGRAM OR CLUSTER

Child Nutrition Cluster  
IDEA Cluster

Dollar threshold used to distinguish between type A and B programs \$ 300,000

Auditee qualified as low-risk auditee? Yes  No \_\_\_

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)**

**YEAR ENDED JUNE 30, 2012**

**SECTION II - FINANCIAL STATEMENT FINDINGS**

REPORTABLE CONDITION: None

**SECTION III - FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS**

**Finding 12-01:**

Federal Program: Child Nutrition Cluster (CFDA # 10.553, 10.555, 10.559)

Federal Agencies: Department of Agriculture

Award Year: 2011-12

Pass Through Entity: State of Oregon, Department of Education

Criteria: The District is required to ensure that the Verification Summary Report is submitted to the Oregon Department of Education in a timely manner by the deadline.

Condition: The Verification Summary Report was not submitted to the Oregon Department of Education by February 17, 2012 deadline

Question Costs: None noted.

Context: The Verification Summary Report was not submitted to the Oregon Department of Education by February 17, 2012 because District personnel overlooked the required deadline.

Effect: The District's Nutrition Services reimbursement request for January 2012 was delayed.

Corrective Action Plan: The District has implemented a procedure to ensure the Verification Summary Report is submitted to the Oregon Department of Education in a timely matter by placing reminders on the grant manager's calendar well in advance of the deadline to ensure the timely submission.

**CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108**

Estacada, Oregon

**SCHEDULE OF PRIOR AUDIT FINDINGS**

**YEAR ENDED JUNE 30, 2012**

**SECTION IV - SUMMARY OF PRIOR AUDIT FINDING**

**Finding 11-01**

Audit Finding: Time and efforts documentation for payroll charges to the IDEA Cluster was not properly documented by management using semi-annual certifications or certified monthly time records.

Corrective Action: The district communicated the need for timesheets for split funded employees. Based on the current year audit this finding has been corrected.

**AUDIT COMMENTS AND DISCLOSURES  
REQUIRED BY STATE REGULATION**

This Page Intentionally Left Blank



CLACKAMAS COUNTY SCHOOL DISTRICT NO. 108  
REQUIRED BY OREGON STATE REGULATIONS

We have audited the basic financial statements of the Clackamas County School District No. 108 as of and for the year ended June 30, 2012, and have issued our report thereon dated November 21, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the Clackamas County School District No. 108's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements 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.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- Deposit of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions and repayment.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Programs funded from outside sources.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).
- State school fund factors and calculation

In connection with our testing nothing came to our attention that caused us to believe the Clackamas County School District No. 108 was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-10-0230 Internal Control

In planning and performing our audit, we considered the Clackamas County School District No. 108's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Clackamas County School District No. 108's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Clackamas County School District No. 108's internal control over financial reporting.

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



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

We noted certain matters that we reported to management of Clackamas County School District No. 108, in a separate letter dated November 21, 2012.

This report is intended solely for the information and use of the board of directors and management of Clackamas County School District No. 108 and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

*Wilcox Arredondo & Co.*

Certified Public Accountants  
Canby, Oregon  
November 21, 2012