

# HOLLIS SCHOOL DISTRICT

## FINANCIAL REPORT

AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021

**HOLLIS SCHOOL DISTRICT  
FINANCIAL REPORT  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**TABLE OF CONTENTS**

|                                                                                                                                                            | <b><u>PAGES</u></b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>INDEPENDENT AUDITOR'S REPORT</b>                                                                                                                        | <b>1</b>            |
| <b>MANAGEMENT'S DISCUSSION AND ANALYSIS</b>                                                                                                                | <b>3</b>            |
| <b>BASIC FINANCIAL STATEMENTS</b>                                                                                                                          |                     |
| Government-wide Financial Statements:                                                                                                                      |                     |
| Statement of Net Position (Exhibit 1)                                                                                                                      | 11                  |
| Statement of Activities (Exhibit 2)                                                                                                                        | 12                  |
| Fund Financial Statements:                                                                                                                                 |                     |
| Balance Sheet – Governmental Funds (Exhibit 3)                                                                                                             | 13                  |
| Reconciliation of Total Governmental Fund Balances to the Statement of Net Position (Exhibit 4)                                                            | 14                  |
| Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds (Exhibit 5)                                                          | 15                  |
| Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of<br>Governmental Funds to the Statement of Activities (Exhibit 6) | 16                  |
| General Fund - Statement of Revenues, Expenditures and Changes in Unassigned Fund Balance<br>Budget and Actual (Non-GAAP Budgetary Basis) (Exhibit 7)      | 17                  |
| Grants Fund - Statement of Revenues, Expenditures and Changes in Fund Balance<br>Budget and Actual (GAAP Basis) (Exhibit 8)                                | 18                  |
| <b>NOTES TO THE FINANCIAL STATEMENTS</b>                                                                                                                   | <b>19</b>           |
| <b>REQUIRED SUPPLEMENTARY INFORMATION</b>                                                                                                                  |                     |
| Schedule of the School District's Proportionate Share of the Net Pension Liability (Exhibit 9)                                                             | 38                  |
| Schedule of the School District's Pension Contributions (Exhibit 10)                                                                                       | 39                  |
| Schedule of Changes in the School District's Total OPEB Liability and Related Ratios (Exhibit 11)                                                          | 40                  |
| Schedule of the School District's OPEB Contributions (Exhibit 12)                                                                                          | 41                  |
| Note to the Required Supplementary Information                                                                                                             | 42                  |
| <b>COMBINING AND INDIVIDUAL FUND SCHEDULES</b>                                                                                                             |                     |
| Nonmajor Funds                                                                                                                                             |                     |
| Combining Balance Sheet (Exhibit 13)                                                                                                                       | 43                  |
| Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Exhibit 14)                                                                   | 44                  |
| General Fund                                                                                                                                               |                     |
| Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis) (Exhibit 15)                                                                          | 45                  |
| Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis) (Exhibit 16)                                                          | 46                  |
| Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis) (Exhibit 17)                                                                     | 47                  |
| <b>INDEPENDENT AUDITOR'S COMMUNICATION TO MANAGEMENT</b>                                                                                                   | <b>48</b>           |



# Roberts & Greene, PLLC

## INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board  
Hollis School District  
Hollis, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Hollis School District as of and for the year ended June 30, 2021 which collectively comprise the School District's basic financial statements as listed in the table of contents, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America. This includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Hollis School District, as of June 30, 2021, and the respective changes in financial position thereof, and the budgetary comparisons for the General Fund and Grants Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and pension and other postemployment benefits information, on pages 3-10 and 38-41, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational and economic 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 any assurance.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Hollis School District's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic 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 basic financial statements as a whole.

*Roberts & Heene, PLLC*

Concord, New Hampshire  
March 22, 2022

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

This section of the Hollis School District annual financial report presents our discussion and analysis of the district's financial performance during the fiscal year that ended June 30, 2021. Responsibility for the accuracy of the data, and the completeness and fairness of this presentation (including all disclosures) rests with management. To the best of our knowledge and belief, the data contained herein is accurate in all material performance as a whole. With this in mind, please also refer to the district's financial statements, which immediately follow this section. The MDA is an element of required supplementary information specified in the Governmental Accounting Standards Board (GASB) Statement No. 34 – Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments issued in June 1999.

The District administration is responsible for establishing an accounting and internal control structure designed to ensure that the physical, data, informational, intellectual, and human resource assets of the District are protected from loss, theft and misuse, and to ensure that adequate accounting information is maintained and reported in conformity with generally accepted accounting principles (GAAP). Management also strives to ensure these assets are put to good and effective use. The internal control structure is designed to provide reasonable assurance that these objectives are attained.

#### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report consists of three parts: management's discussion and analysis (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the district:

1. The first two basic financial statements provide both short-term and long-term information about the district's overall financial status.
2. The remaining basic financial statements are fund financial statements that focus on individual parts of the district, reporting the district's operations in more detail than the district-wide statements. The basic financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The basic financial statements are followed by a section of required supplementary information that further explains and supports the financial statements with a comparison of the district's budget for the year. The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements

#### **DISTRICT-WIDE STATEMENTS**

The district-wide statements report information about the district as a whole. The statement of net position includes all of the district's assets and liabilities, except for capital assets. All of the current year's revenues and expense are accounted for in the statement of activities regardless of when cash is received or paid. Net position – the difference between the district's assets and liabilities – is one way to measure the district's financial health or position. The district-wide statements present an aggregate view of the finances of the school district by answering the question, "How did the school district do financially during the 2020-21 school year?" These statements report all assets and liabilities using the

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

accrual basis of accounting used by most private-sector enterprises. The accrual basis takes into account all of the district's current-year revenues and expenses regardless of when they were paid or received.

In the district-wide financial statements the district's activities are listed as governmental activities, which includes most of the district's basic service, such as regular and special education, transportation, and administration. Property taxes and state revenue finance most of the activities.

**FUND FINANCIAL STATEMENTS**

The fund financial statements provide more detailed information about the district's most significant funds – not the district as a whole. Funds are accounting devices the district uses to keep track of specific sources of funding and spending on particular programs. Some funds are required by state law and by bond covenants. The district establishes other funds to control and manage money for particular purposes (like repaying long-term debts) or to show that it is properly using certain revenues (like federal grants).

The district has two types of funds:

- Governmental funds – Most of the district's basic services are included in governmental funds, which generally focus on (1) how cash (and other financial assets that can be readily converted to cash) flows in and out and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the district's programs. This information does not encompass the additional long-term focus of the district-wide statements. We provide additional information with the governmental funds statements that explain the relationship (or differences) between them. An annual appropriation budget is adopted for governmental funds. A budgetary comparison has been provided for the General and Grant funds to demonstrate compliance with this budget.
- Fiduciary Funds – The district is the trustee, or fiduciary, for assets that belong to others, such as the student activities funds. The district is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. All of the district's fiduciary activities are reported in a separate statement of fiduciary net position and a statement of changes in the fiduciary net position. These activities are not included in the district-wide financial statements because the district cannot use these assets to finance its operations.

**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 and fund financial statements.

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

**Government-Wide Financial Analysis**

**Hollis School District**

**Statement of Net Position**

Change in net position for fiscal year 2021 compared to fiscal year 2020:

|                                      | <b>2020</b>        | <b>2021</b>        | <b>Increase<br/>(Decrease)</b> | <b>% Increase<br/>(Decrease)</b> |
|--------------------------------------|--------------------|--------------------|--------------------------------|----------------------------------|
| <b>Assets</b>                        |                    |                    |                                |                                  |
| Current and Other Assets             | 4,475,267          | 5,233,530          | 758,263                        | 16.94%                           |
| Capital Assets                       | 3,796,489          | 4,673,215          | 876,726                        | 23.09%                           |
| <b>Total Assets</b>                  | <b>8,271,756</b>   | <b>9,906,745</b>   | <b>1,634,989</b>               | <b>19.77%</b>                    |
|                                      |                    |                    |                                |                                  |
| <b>Deferred Outflow of Resources</b> | <b>2,180,658</b>   | <b>4,455,477</b>   | <b>2,274,819</b>               | <b>104.32%</b>                   |
|                                      |                    |                    |                                |                                  |
| <b>Liabilities</b>                   |                    |                    |                                |                                  |
| Long-term Liabilities Outstanding    | 16,594,982         | 19,850,723         | 3,255,741                      | 19.62%                           |
| Other Liabilities                    | 113,660            | 907,157            | 793,497                        | 698.13%                          |
| <b>Total Liabilities</b>             | <b>16,708,642</b>  | <b>20,757,880</b>  | <b>4,049,238</b>               | <b>24.23%</b>                    |
|                                      |                    |                    |                                |                                  |
| <b>Deferred Inflows of Resources</b> | <b>411,539</b>     | <b>236,813</b>     | <b>(174,726)</b>               | <b>-42.46%</b>                   |
|                                      |                    |                    |                                |                                  |
| <b>Net Position</b>                  |                    |                    |                                |                                  |
| Net Investment in Capital Assets     | 1,746,351          | 2,078,560          | 332,209                        | 19.02%                           |
| Restricted                           | 3,118,945          | 2,013,784          | (1,105,161)                    | -35.43%                          |
| Unrestricted                         | (11,533,063)       | (10,724,815)       | 808,248                        | -7.01%                           |
| <b>Total Net Position</b>            | <b>(6,667,767)</b> | <b>(6,632,471)</b> | <b>35,296</b>                  | <b>-0.53%</b>                    |
|                                      |                    |                    |                                |                                  |

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

**Statement of Activities**

Change in fund revenue and expense for fiscal year 2021 compared to fiscal year 2020:

| <b>Revenues:</b>                        | <b>2020</b>        | <b>2021</b>        | <b>\$ Change</b> | <b>% Change</b> |
|-----------------------------------------|--------------------|--------------------|------------------|-----------------|
| Program Revenues:                       |                    |                    |                  |                 |
| Charges for Services                    | 239,581            | 52,619             | (186,962)        | -78.04%         |
| Operating Grants and Contributions      | 282,808            | 805,565            | 522,757          | 184.85%         |
| General Revenues:                       |                    |                    |                  |                 |
| Assessment                              | 9,920,433          | 10,995,202         | 1,074,769        | 10.83%          |
| Grants and Contributions                | 2,642,672          | 2,578,635          | (64,037)         | -2.42%          |
| Miscellaneous                           | 11,808             | 64,257             | 52,449           | 444.18%         |
| <b>Total Revenues</b>                   | <b>13,097,302</b>  | <b>14,496,278</b>  | <b>1,398,976</b> | <b>10.68%</b>   |
| Program Expenses:                       |                    |                    |                  |                 |
| Instruction                             | 5,633,215          | 5,232,060          | (401,155)        | -7.12%          |
| Student Support                         | 864,237            | 839,225            | (25,012)         | -2.89%          |
| Instructional Staff                     | 298,618            | 405,820            | 107,202          | 35.90%          |
| General Administration                  | 573,569            | 600,792            | 27,223           | 4.75%           |
| School Administration                   | 620,048            | 627,377            | 7,329            | 1.18%           |
| Operation and Maintenance of Plant      | 994,907            | 1,727,431          | 732,524          | 73.63%          |
| Student Transportation                  | 427,385            | 438,047            | 10,662           | 2.49%           |
| Other                                   | 3,356,237          | 4,240,493          | 884,256          | 26.35%          |
| Non-instructional Services              | 206,067            | 234,021            | 27,954           | 13.57%          |
| Facilities Acquisition and Construction | 218,217            | -                  | (218,217)        | -100.00%        |
| Interest on Long-Term Debt              | 62,585             | 110,716            | 48,131           | 76.91%          |
| <b>Total Expenses</b>                   | <b>13,255,085</b>  | <b>14,455,982</b>  | <b>1,200,897</b> | <b>9.06%</b>    |
| <b>Change in Net Position</b>           | <b>(157,783)</b>   | <b>40,296</b>      |                  |                 |
| <b>Net Position - Beginning</b>         | <b>(6,509,984)</b> | <b>(6,672,767)</b> | <b>(162,783)</b> | <b>2.50%</b>    |
| Restatement                             | (5,000)            |                    |                  |                 |
| <b>Net Position - Ending</b>            | <b>(6,672,767)</b> | <b>(6,632,471)</b> | <b>40,296</b>    | <b>-0.60%</b>   |

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

**School District Activities**

Specific areas of variance are evidenced above in the change in net position. Below you will find more detailed explanations to the variances.

**Revenues:** In FY21 the district received \$1,398,976 more in revenue than in FY20. The district's major revenue sources are listed below:

- Tuition: (+ \$5K)
- Miscellaneous: (+ \$45K) Most of this is from the Health Trust Surplus refund
- Adequacy grant/tax: (+ \$1M) Adequacy Aid is a state aid program and is based on the average daily membership (ADM) of resident students
- Medicaid: (+ \$23K) due to changes in funding eligibility on the state level. These are federal funds coming from the state of NH for reimbursable costs to Medicaid approved students
- Food Services: (+ \$71K) which is primarily an effect of Covid-19, and the fact that all breakfast and lunches were provided for free by the State/Government. This includes local sales as well as federal and state funding
- Grants: (+ \$37K) Grant funding includes Title IIA and IDEA federal programs. Title IIA supports effective instruction and IDEA supports special education programs based on the number of special education students

**Expenditures:** Expenditures were higher in FY21 than in FY20 by \$1,200,897. The largest increases come from the following categories:

- Health Insurance – increased rates and new enrollments
- Transportation - both regular and Spec. Ed
- Special Ed Legal services
- Substitutes salaries
- Covid-19 related staff and supplies
- Contracted services
- Replacement and additional computer equipment

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

**General Fund Budgetary Highlights**

| <b><u>Revenue</u></b>                                                    | <b>Budget</b>     | <b>Actual</b>     | <b>Variance</b> |
|--------------------------------------------------------------------------|-------------------|-------------------|-----------------|
| School District Assessment                                               | 10,995,202        | 10,995,202        | -               |
| Other Local                                                              | 58,000            | 103,439           | 45,439          |
| State                                                                    | 2,578,635         | 2,578,635         | -               |
| Federal                                                                  |                   | 37,279            | 37,279          |
| <b>Total Revenues</b>                                                    | <b>13,631,837</b> | <b>13,714,555</b> | <b>82,718</b>   |
|                                                                          |                   |                   |                 |
| Use of Fund Balance to reduce school district assessment & other funding | 297,616           |                   |                 |
| <b>Total Revenues and Use of Fund Balance</b>                            | <b>13,929,453</b> |                   |                 |
|                                                                          |                   |                   |                 |

**Revenues**

Revenue recognized by the Hollis School District's general fund amounted to \$82,718.00 more than was budgeted, as detailed in the chart above. The school district assessment is determined by the town's district meeting vote so actual revenue equals the budget.

- "Other Local" revenue includes interest, rental income, tuition and miscellaneous revenue
- "State" revenue includes the adequacy grant and education tax, Kindergarten aid and special education aid
- "Federal" revenue includes Medicaid funds which were not expected.

| <b><u>Expenditures</u></b>                    | <b>Budget</b>     | <b>Actual</b>     | <b>Variance</b> |
|-----------------------------------------------|-------------------|-------------------|-----------------|
| Instruction                                   | 5,704,156         | 5,107,217         | 596,939         |
| Student & Instructional Support               | 1,479,335         | 1,216,168         | 263,167         |
| General, Executive & School Admin             | 1,377,255         | 1,230,507         | 146,748         |
| Operation & Maintenance of Plant              | 1,049,371         | 1,484,899         | (435,528)       |
| Student Transportation                        | 637,566           | 438,047           | 199,519         |
| Other Support Services                        | 2,991,620         | 2,840,115         | 151,505         |
| Site Improvements                             |                   |                   | -               |
| Debt Service                                  | 690,150           | 649,695           | 40,455          |
| <b>Total Appropriation &amp; Expenditures</b> | <b>13,929,453</b> | <b>12,966,648</b> | <b>962,805</b>  |
|                                               |                   |                   |                 |

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

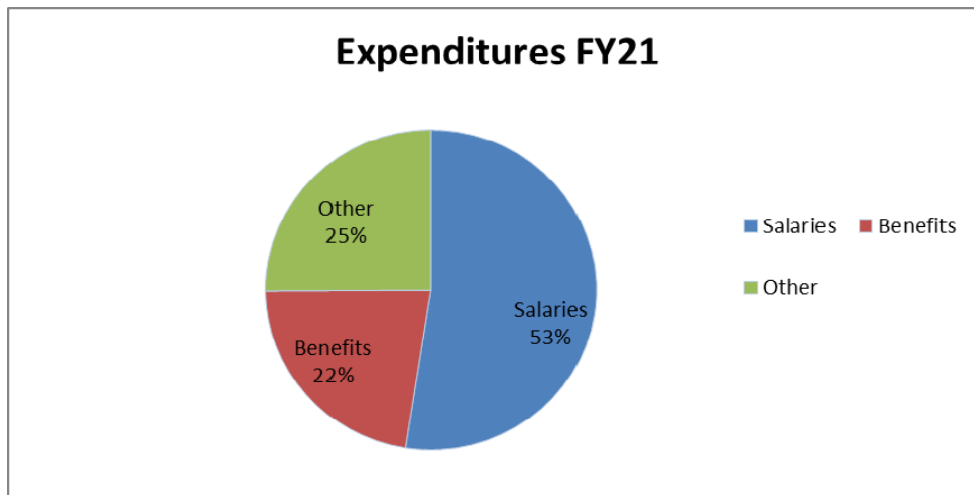
**Expenditures**

Expenditures recognized by the Hollis School District's general fund amounted to \$962,805.00 less than was budgeted, as detailed in the chart above. The general fund surplus can be primarily attributed to the effects of Covid-19 unless otherwise noted:

- Savings in staff positions
- Savings in special ed services
- Savings in professional development
- Savings in regular ed and special ed transportation
- Savings in facilities accounts – primarily snowplowing
- The contingency fund of \$95,000.00 was untouched

**Break-down of Costs**

The district's expenses are predominately salaries and benefits which are illustrated below. "Other" expenses account for contracted services, transportation, operation & maintenance of plant, debt service, and general operational materials. The disbursement of cost has slightly varied from the prior fiscal year (FY20) expenditures (59% salary, 18% other, 23% benefits) with a 6% change in salaries and other.



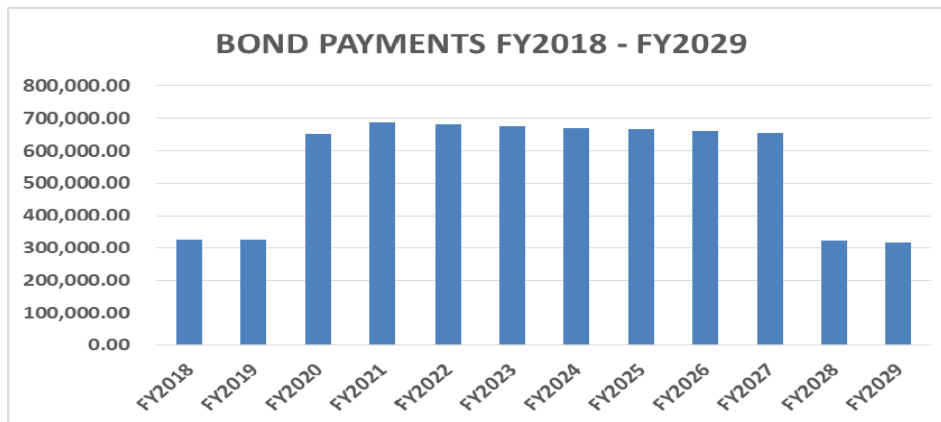
**Capital Assets**

The Hollis School District's investment in capital assets for its governmental activities as of June 30, 2021, totals \$4,673,215.00, net of accumulated depreciation. These assets include land improvements, buildings, machinery, and equipment.

**HOLLIS SCHOOL DISTRICT  
MANAGEMENT DISCUSSION AND ANALYSIS  
FISCAL YEAR ENDING JUNE 30, 2021**

**DEBT ADMINISTRATION**

The Hollis School District has the debt for the HSTEP Program, to make both HPS and HUES more energy efficient. As well as the H-SMART program, Hollis Schools Modernization and Revitalization Tasks, both voted in by the voters. The debt expenditures for both leases are as follows:



**OTHER DISCUSSION**

The district's financial status is sound. Being that the majority of cost is associated to salary and benefits the budget is rather predictable from year to year. The district adopted in the FY15 fiscal year the ability to retain fund balance for emergency expenditures and over-expenditures of \$95,000 approved by the voters each year. This tool has greatly improved the financial position of the district to deal with unexpected costs that may arise during the course of operations. The district also takes advantage of the ability to retain up to 2.5% of available fund balance per RSA 198:5, also for emergency purposes. If the situation were to arise prior to the adoption of these mechanisms, the district would have to rely on excess revenues or additional taxation.

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the district's finances and to demonstrate the district's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Business Administrator at SAU #41, 4 Lund Lane, Hollis, NH 03049, by telephone at 603-324-5999, or via email at [kelly.seeley@sau41.org](mailto:kelly.seeley@sau41.org).

## **BASIC FINANCIAL STATEMENTS**

**EXHIBIT 1**  
**HOLLIS SCHOOL DISTRICT**  
**Statement of Net Position**  
**June 30, 2021**

|                                                  | Governmental<br>Activities |
|--------------------------------------------------|----------------------------|
| <b>ASSETS</b>                                    |                            |
| Cash and cash equivalents                        | \$ 4,675,941               |
| Intergovernmental receivables                    | 548,639                    |
| Other receivables                                | 283                        |
| Inventory                                        | 5,542                      |
| Prepaid items                                    | 3,125                      |
| Capital assets, not being depreciated:           |                            |
| Construction in progress                         | 1,123,445                  |
| Capital assets, net of accumulated depreciation: |                            |
| Land improvements                                | 155,829                    |
| Buildings and building improvements              | 3,213,425                  |
| Machinery, equipment and vehicles                | 180,516                    |
| Total assets                                     | <u>9,906,745</u>           |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>            |                            |
| Deferred amounts related to pensions             | 4,292,778                  |
| Deferred amounts related to OPEB                 | 162,699                    |
| Total deferred outflows of resources             | <u>4,455,477</u>           |
| <b>LIABILITIES</b>                               |                            |
| Accounts payable                                 | 501,561                    |
| Accrued salaries and benefits                    | 349,027                    |
| Intergovernmental payable                        | 18,351                     |
| Accrued interest payable                         | 38,218                     |
| Noncurrent obligations:                          |                            |
| Due within one year:                             |                            |
| Capital leases payable                           | 586,244                    |
| Termination benefits payable                     | 42,677                     |
| Due in more than one year:                       |                            |
| Capital leases payable                           | 3,984,506                  |
| Compensated absences payable                     | 11,599                     |
| Termination benefits payable                     | 436,945                    |
| Net pension liability                            | 13,290,944                 |
| Other postemployment benefits liability          | 1,497,808                  |
| Total liabilities                                | <u>20,757,880</u>          |
| <b>DEFERRED INFLOWS OF RESOURCES</b>             |                            |
| Unearned revenue                                 | 20,609                     |
| Deferred amounts related to pensions             | 142,707                    |
| Deferred amounts related to OPEB                 | 73,497                     |
| Total deferred inflows of resources              | <u>236,813</u>             |
| <b>NET POSITION</b>                              |                            |
| Net investment in capital assets                 | 2,078,560                  |
| Restricted for endowments:                       |                            |
| Nonexpendable                                    | 7,049                      |
| Expendable                                       | 4,239                      |
| Restricted for other purposes                    | 2,002,496                  |
| Unrestricted                                     | (10,724,815)               |
| Total net position                               | <u>\$ (6,632,471)</u>      |

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

**EXHIBIT 2**  
**HOLLIS SCHOOL DISTRICT**  
**Statement of Activities**  
**For the Fiscal Year Ended June 30, 2021**

|                                                              |                     | Program Revenues |                   | Net (Expense)               |
|--------------------------------------------------------------|---------------------|------------------|-------------------|-----------------------------|
|                                                              |                     | Charges          | Operating         | Revenue and                 |
|                                                              |                     | for              | Grants and        | Changes In                  |
|                                                              | Expenses            | Services         | Contributions     | Net Position                |
| <b>Governmental activities:</b>                              |                     |                  |                   |                             |
| Instruction                                                  | \$ 5,232,060        | \$ 22,077        | \$ 242,807        | \$(4,967,176)               |
| Support services:                                            |                     |                  |                   |                             |
| Student                                                      | 839,225             | -                | -                 | (839,225)                   |
| Instructional staff                                          | 405,820             | -                | -                 | (405,820)                   |
| General administration                                       | 600,792             | -                | -                 | (600,792)                   |
| School administration                                        | 627,377             | 23,970           | -                 | (603,407)                   |
| Operation and maintenance of plant                           | 1,727,431           | -                | 315,390           | (1,412,041)                 |
| Student transportation                                       | 438,047             | -                | -                 | (438,047)                   |
| Central                                                      | 4,240,493           | -                | -                 | (4,240,493)                 |
| Non-instructional services                                   | 234,021             | 6,572            | 247,368           | 19,919                      |
| Interest on long-term debt                                   | 110,716             | -                | -                 | (110,716)                   |
| Total primary government                                     | <u>\$14,455,982</u> | <u>\$ 52,619</u> | <u>\$ 805,565</u> | <u>\$(13,597,798)</u>       |
|                                                              |                     |                  |                   |                             |
| General revenues:                                            |                     |                  |                   |                             |
| School district assessment                                   |                     |                  |                   | 10,995,202                  |
| Grants and contributions not restricted to specific programs |                     |                  |                   | 2,578,635                   |
| Miscellaneous                                                |                     |                  |                   | 64,257                      |
| Total general revenues                                       |                     |                  |                   | <u>13,638,094</u>           |
| Change in net position                                       |                     |                  |                   | 40,296                      |
| Net position, beginning, as restated, see Note III.E.        |                     |                  |                   | <u>(6,672,767)</u>          |
| Net position, ending                                         |                     |                  |                   | <u><u>\$(6,632,471)</u></u> |

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

**EXHIBIT 3**  
**HOLLIS SCHOOL DISTRICT**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2021**

|                                                                          | General            | Grants           | Other<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|--------------------------------------------------------------------------|--------------------|------------------|--------------------------------|--------------------------------|
| <b>ASSETS</b>                                                            |                    |                  |                                |                                |
| Cash and cash equivalents                                                | \$4,524,588        | \$ -             | \$ 151,353                     | \$ 4,675,941                   |
| Receivables, net of allowance<br>for uncollectibles:                     |                    |                  |                                |                                |
| Accounts                                                                 | 283                | -                | -                              | 283                            |
| Intergovernmental                                                        | 348,688            | 131,929          | 68,022                         | 548,639                        |
| Interfund receivable                                                     | 130,593            | -                | -                              | 130,593                        |
| Inventory                                                                | -                  | -                | 5,542                          | 5,542                          |
| Prepaid items                                                            | 3,125              | -                | -                              | 3,125                          |
| Total assets                                                             | <u>\$5,007,277</u> | <u>\$131,929</u> | <u>\$ 224,917</u>              | <u>\$ 5,364,123</u>            |
| <b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES,<br/>AND FUND BALANCES</b> |                    |                  |                                |                                |
| Liabilities:                                                             |                    |                  |                                |                                |
| Accounts payable                                                         | \$ 500,416         | \$ 1,038         | \$ 107                         | \$ 501,561                     |
| Accrued salaries and benefits                                            | 347,393            | 298              | 1,336                          | 349,027                        |
| Intergovernmental payable                                                | 15,071             | -                | 3,280                          | 18,351                         |
| Interfund payable                                                        | -                  | 130,593          | -                              | 130,593                        |
| Total liabilities                                                        | <u>862,880</u>     | <u>131,929</u>   | <u>4,723</u>                   | <u>999,532</u>                 |
| Deferred inflows of resources:                                           |                    |                  |                                |                                |
| Deferred revenue                                                         | <u>-</u>           | <u>-</u>         | <u>20,609</u>                  | <u>20,609</u>                  |
| Fund balances:                                                           |                    |                  |                                |                                |
| Nonspendable                                                             | 3,125              | -                | 12,592                         | 15,717                         |
| Restricted                                                               | 2,002,496          | -                | 4,238                          | 2,006,734                      |
| Committed                                                                | 488,568            | -                | 182,755                        | 671,323                        |
| Assigned                                                                 | 489,599            | -                | -                              | 489,599                        |
| Unassigned                                                               | 1,160,609          | -                | -                              | 1,160,609                      |
| Total fund balances                                                      | <u>4,144,397</u>   | <u>-</u>         | <u>199,585</u>                 | <u>4,343,982</u>               |
| Total liabilities, deferred inflows<br>of resources, and fund balances   | <u>\$5,007,277</u> | <u>\$131,929</u> | <u>\$ 224,917</u>              | <u>\$ 5,364,123</u>            |

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

**EXHIBIT 4**  
**HOLLIS SCHOOL DISTRICT**  
**Reconciliation of Total Governmental Fund Balances to the Statement of Net Position**  
**June 30, 2021**

|                                                                                                                            |              |                             |              |
|----------------------------------------------------------------------------------------------------------------------------|--------------|-----------------------------|--------------|
| Total fund balances of governmental funds (Exhibit 3)                                                                      |              |                             | \$ 4,343,982 |
| Amounts reported for governmental activities in the statement of net position are different because:                       |              |                             |              |
| Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.  |              |                             |              |
| Cost                                                                                                                       | \$10,955,159 |                             |              |
| Less accumulated depreciation                                                                                              | (6,281,944)  |                             |              |
|                                                                                                                            |              | 4,673,215                   |              |
| Interfund receivables and payables between governmental funds are eliminated on the statement of net position.             |              |                             |              |
| Receivables                                                                                                                | \$ (130,593) |                             |              |
| Payables                                                                                                                   | 130,593      |                             |              |
|                                                                                                                            |              | -                           |              |
| Interest on long-term debt is not accrued in governmental funds.                                                           |              | (38,218)                    |              |
| Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.         |              |                             |              |
| Capital leases outstanding                                                                                                 | \$ 4,570,750 |                             |              |
| Compensated absences payable                                                                                               | 11,599       |                             |              |
| Termination benefits payable                                                                                               | 479,622      |                             |              |
| Net pension liability                                                                                                      | 13,290,944   |                             |              |
| Other postemployment benefits liability                                                                                    | 1,497,808    |                             |              |
|                                                                                                                            |              | (19,850,723)                |              |
| Deferred outflows and inflows of resources are applicable to future periods and, therefore, are not reported in the funds. |              |                             |              |
| Deferred outflows of resources related to pensions                                                                         | \$ 4,292,778 |                             |              |
| Deferred outflows of resources related to OPEB                                                                             | 162,699      |                             |              |
| Deferred inflows of resources related to pensions                                                                          | (142,707)    |                             |              |
| Deferred inflows of resources related to OPEB                                                                              | (73,497)     |                             |              |
|                                                                                                                            |              | 4,239,273                   |              |
| Net position of governmental activities (Exhibit 1)                                                                        |              | <u><u>\$(6,632,471)</u></u> |              |

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

**EXHIBIT 5**  
**HOLLIS SCHOOL DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Fiscal Year Ended June 30, 2021**

|                                                              | General             | Grants         | Other<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|--------------------------------------------------------------|---------------------|----------------|--------------------------------|--------------------------------|
| <b>REVENUES</b>                                              |                     |                |                                |                                |
| School district assessment                                   | \$ 10,995,202       | \$ -           | \$ -                           | \$ 10,995,202                  |
| Other local                                                  | 104,182             | 310,224        | 117,888                        | 532,294                        |
| State                                                        | 2,578,635           | 48,316         | 2,952                          | 2,629,903                      |
| Federal                                                      | 37,279              | 59,625         | 241,975                        | 338,879                        |
| Total revenues                                               | <u>13,715,298</u>   | <u>418,165</u> | <u>362,815</u>                 | <u>14,496,278</u>              |
| <b>EXPENDITURES</b>                                          |                     |                |                                |                                |
| Current:                                                     |                     |                |                                |                                |
| Instruction                                                  | 5,094,570           | 21,235         | 11,527                         | 5,127,332                      |
| Support services:                                            |                     |                |                                |                                |
| Student                                                      | 836,818             | 2,400          | 7                              | 839,225                        |
| Instructional staff                                          | 370,382             | 56,404         | -                              | 426,786                        |
| General administration                                       | 600,212             | 578            | -                              | 600,790                        |
| School administration                                        | 627,795             | -              | -                              | 627,795                        |
| Operation and maintenance of plant                           | 2,354,706           | 337,548        | 271                            | 2,692,525                      |
| Student transportation                                       | 438,047             | -              | -                              | 438,047                        |
| Central                                                      | 2,840,115           | -              | -                              | 2,840,115                      |
| Non-instructional services                                   | -                   | -              | 234,172                        | 234,172                        |
| Debt service:                                                |                     |                |                                |                                |
| Principal                                                    | 576,888             | -              | -                              | 576,888                        |
| Interest                                                     | 72,807              | -              | -                              | 72,807                         |
| Total expenditures                                           | <u>13,812,340</u>   | <u>418,165</u> | <u>245,977</u>                 | <u>14,476,482</u>              |
| Excess (deficiency) of revenues<br>over (under) expenditures | <u>(97,042)</u>     | <u>-</u>       | <u>116,838</u>                 | <u>19,796</u>                  |
| Other financing sources (uses):                              |                     |                |                                |                                |
| Transfers in                                                 | 73                  | -              | -                              | 73                             |
| Transfers out                                                | -                   | -              | (73)                           | (73)                           |
| Total other financing sources and uses                       | <u>73</u>           | <u>-</u>       | <u>(73)</u>                    | <u>-</u>                       |
| Net change in fund balances                                  | (96,969)            | -              | 116,765                        | 19,796                         |
| Fund balances, beginning, as restated, see Note III.F        | 4,241,366           | -              | 82,820                         | 4,324,186                      |
| Fund balances, ending                                        | <u>\$ 4,144,397</u> | <u>\$ -</u>    | <u>\$ 199,585</u>              | <u>\$ 4,343,982</u>            |

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

**EXHIBIT 6**  
**HOLLIS SCHOOL DISTRICT**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund**  
**Balances of Governmental Funds to the Statement of Activities**  
**For the Fiscal Year Ended June 30, 2021**

|                                                                     |           |
|---------------------------------------------------------------------|-----------|
| Net change in fund balances of total governmental funds (Exhibit 5) | \$ 19,796 |
|---------------------------------------------------------------------|-----------|

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capitalized capital outlay exceeded depreciation expense in the current period.

|                            |             |         |
|----------------------------|-------------|---------|
| Capitalized capital outlay | \$1,186,466 |         |
| Depreciation expense       | (309,740)   |         |
|                            |             | 876,726 |

Transfers in and out between governmental funds are eliminated on the operating statement.

|               |         |   |
|---------------|---------|---|
| Transfers in  | \$ (73) |   |
| Transfers out | 73      |   |
|               |         | - |

The repayment of the principal of long-term debt consumes the current financial resources of governmental funds, but has no effect on net position.

|                                      |  |         |
|--------------------------------------|--|---------|
| Principal repayment of capital lease |  | 576,888 |
|--------------------------------------|--|---------|

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

|                                                     |             |           |
|-----------------------------------------------------|-------------|-----------|
| Increase in accrued interest expense                | \$ (37,909) |           |
| Decrease in compensated absences payable            | 3,452       |           |
| Decrease in termination benefits payable            | 1,721       |           |
| Increase in other postemployment benefits liability | (124,125)   |           |
| Change in OPEB related deferrals                    | 33,293      |           |
|                                                     |             | (123,568) |

Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned, net of employee contributions, is reported as pension expense.

|                                                 |             |             |
|-------------------------------------------------|-------------|-------------|
| School District pension contributions           | \$1,028,910 |             |
| Cost of benefits, net of employee contributions | (2,338,456) |             |
|                                                 |             | (1,309,546) |

|                                                               |           |
|---------------------------------------------------------------|-----------|
| Change in net position of governmental activities (Exhibit 2) | \$ 40,296 |
|---------------------------------------------------------------|-----------|

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

**EXHIBIT 7**  
**HOLLIS SCHOOL DISTRICT**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Unassigned Fund Balance**  
**Budget and Actual (Non-GAAP Budgetary Basis)**  
**For the Fiscal Year Ended June 30, 2021**

|                                                           | Original<br>and Final<br>Budget | Actual              | Variance<br>Positive<br>(Negative) |
|-----------------------------------------------------------|---------------------------------|---------------------|------------------------------------|
| <b>REVENUES</b>                                           |                                 |                     |                                    |
| School district assessment                                | \$ 10,995,202                   | \$10,995,202        | \$ -                               |
| Other local                                               | 58,000                          | 103,439             | 45,439                             |
| State                                                     | 2,578,635                       | 2,578,635           | -                                  |
| Federal                                                   | -                               | 37,279              | 37,279                             |
| Total revenues                                            | <u>13,631,837</u>               | <u>13,714,555</u>   | <u>82,718</u>                      |
| <b>EXPENDITURES</b>                                       |                                 |                     |                                    |
| Current:                                                  |                                 |                     |                                    |
| Instruction                                               | 5,704,156                       | 5,107,217           | 596,939                            |
| Support services:                                         |                                 |                     |                                    |
| Student                                                   | 1,001,498                       | 836,818             | 164,680                            |
| Instructional staff                                       | 477,837                         | 379,350             | 98,487                             |
| General administration                                    | 686,485                         | 602,712             | 83,773                             |
| School administration                                     | 690,770                         | 627,795             | 62,975                             |
| Operation and maintenance of plant                        | 1,049,371                       | 1,484,899           | (435,528)                          |
| Student transportation                                    | 637,566                         | 438,047             | 199,519                            |
| Central                                                   | 2,991,620                       | 2,840,115           | 151,505                            |
| Debt service:                                             |                                 |                     |                                    |
| Principal                                                 | 576,888                         | 576,888             | -                                  |
| Interest                                                  | 113,262                         | 72,807              | 40,455                             |
| Total expenditures                                        | <u>13,929,453</u>               | <u>12,966,648</u>   | <u>962,805</u>                     |
| Excess (deficiency) of revenues over (under) expenditures | <u>(297,616)</u>                | <u>747,907</u>      | <u>1,045,523</u>                   |
| Other financing sources (uses):                           |                                 |                     |                                    |
| Transfers in                                              | -                               | 73                  | 73                                 |
| Transfers out                                             | <u>(168,970)</u>                | <u>(168,970)</u>    | <u>-</u>                           |
| Total other financing sources and uses                    | <u>(168,970)</u>                | <u>(168,897)</u>    | <u>73</u>                          |
| Net change in fund balance                                | <u>\$ (466,586)</u>             | 579,010             | <u>\$1,045,596</u>                 |
| Increase in nonspendable fund balance                     |                                 | (17)                |                                    |
| Unassigned fund balance, beginning                        |                                 | 581,616             |                                    |
| Unassigned fund balance, ending                           |                                 | <u>\$ 1,160,609</u> |                                    |

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

**EXHIBIT 8**  
**HOLLIS SCHOOL DISTRICT**  
**Grants Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual (GAAP Basis)**  
**For the Fiscal Year Ended June 30, 2021**

|                                    | Original<br>and Final<br>Budget | Actual         | Variance<br>Positive<br>(Negative) |
|------------------------------------|---------------------------------|----------------|------------------------------------|
| <b>REVENUES</b>                    |                                 |                |                                    |
| Local                              | \$ -                            | \$ 310,224     | \$ 310,224                         |
| State                              | -                               | 48,316         | 48,316                             |
| Federal                            | 170,000                         | 59,625         | (110,375)                          |
| Total revenues                     | <u>170,000</u>                  | <u>418,165</u> | <u>248,165</u>                     |
| <b>EXPENDITURES</b>                |                                 |                |                                    |
| Current:                           |                                 |                |                                    |
| Instruction                        | -                               | 21,235         | (21,235)                           |
| Support services:                  |                                 |                |                                    |
| Student                            | -                               | 2,400          | (2,400)                            |
| Instructional staff                | -                               | 56,404         | (56,404)                           |
| Operation and maintenance of plant | 170,000                         | 337,548        | (167,548)                          |
| Total expenditures                 | <u>170,000</u>                  | <u>418,165</u> | <u>(248,165)</u>                   |
| Net change in fund balance         | <u>\$ -</u>                     | -              | <u>\$ -</u>                        |
| Fund balance, beginning            |                                 | -              |                                    |
| Fund balance, ending               |                                 | <u>\$ -</u>    |                                    |

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

## **NOTES TO THE FINANCIAL STATEMENTS**

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**I. Summary of Significant Accounting Principles**

**I.A. Introduction**

The accounting and reporting framework and the more significant accounting principles and practices of the Hollis School District (the School District) are discussed in subsequent sections of this note. The remainder of the notes is organized to provide explanations, including required disclosures, of the School District's financial activities for the fiscal year ended June 30, 2021.

**I.B. Financial Reporting Entity – Basis of Presentation**

**I.B.1. *Entity Defined***

The Hollis School District is a municipal corporation governed by a school board consisting of five members elected by the voters. These financial statements present the financial position and activity of the primary government. Component units are organizations for which the primary government is financially accountable, or other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the financial reporting entity's financial statements to be misleading or incomplete. Based on the stated criteria, the School District's financial statements do not include any component units.

**I.B.2. *Government-Wide and Fund Financial Statements***

*Government-Wide Financial Statements*

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the School District as a whole, excluding fiduciary activities. Individual funds are not displayed.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report tuition, fees, and other charges for the School District's services; and (2) operating grants and contributions, which finance annual operating activities including restricted investment income. These revenues are subject to externally imposed restrictions to these program uses. The school district assessment from the town, unrestricted state aid, and revenue from other sources not properly included with program revenues are reported as general revenues.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

*Fund Financial Statements*

Fund financial statements are provided for governmental funds. Major individual, governmental funds are reported in separate columns with composite columns for nonmajor funds.

**I.B.3. *Measurement Focus, Basis of Accounting and Financial Statement Presentation***

The financial statements of the School District are prepared in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). The School District's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting, generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants are recognized when grantor eligibility requirements are met.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The School District considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for general obligation debt principal and interest which are reported as expenditures in the year due.

Major revenues susceptible to accrual are the school district assessment from the town, tuition, investment income and federal and state grants. In general, other revenues are recognized when cash is received.

**I.B.4. *Fund Types and Major Funds***

*Governmental Funds*

The School District reports the following major governmental funds:

*General Fund* – Reports as the primary fund of the School District. This fund is used to account for all financial resources not reported in other funds.

*Grants Fund* – Reports as a special revenue fund and accounts for federal grant programs.

The school district also reports four nonmajor funds: food service, student activities, other special revenue, and the permanent funds.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**I.C. Assets, Liabilities, and Net Position or Fund Equity**

***I.C.1. Cash and Investments***

The laws of the State of New Hampshire require that the School District's treasurer have custody of all monies belonging to the School District and pay out the same only upon orders of the School Board. The treasurer shall deposit all monies in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge or deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations, or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

Investments are stated at fair value based on quoted market prices.

New Hampshire law authorizes the School District to invest in obligations of the United States government; the public deposit investment pool established pursuant to RSA 383:22; savings bank deposits; prime bankers' acceptances; or certificates of deposit and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the state treasurer.

Any person who directly or indirectly receives any such funds or monies for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the School District. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

***I.C.2. Inventory and Prepaid Items***

All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Prepaid items are payments to vendors that benefit future reporting periods and are reported on the consumption basis. Such items are similarly reported in government-wide and fund financial statements.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**I.C.3. Capital Assets and Depreciation**

The School District's capital assets with useful lives of more than one year are stated at historical cost and reported in the government-wide financial statements. Donated assets are stated at acquisition value on the date donated. The School District capitalizes assets with cost of \$10,000 or more and an estimated useful life of one year or more as purchase and construction outlays occur. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed of, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations. Estimated useful lives, in years, for depreciable assets are as follow:

|                                     | <u>Years</u> |
|-------------------------------------|--------------|
| Land improvements                   | 20           |
| Buildings and building improvements | 50-115       |
| Machinery, equipment and vehicles   | 15-20        |

**I.C.4. Deferred Outflows/Inflows of Resources**

Although certain revenues and expenses or expenditures are measurable, they are not available or recognized, because the activity represents a consumption or acquisition of equity that applies to a future period and so will not be recognized as an outflow or inflow of resources until then.

Deferred inflows of resources in the governmental fund financial statements represent donated commodities that are held in inventory to be used in the subsequent year and reimbursements received for repair work not yet completed. In addition to this amount, deferred outflows and inflows of resources in the Statement of Net Position consist of resources related to pensions and other postemployment benefits that will be recognized in subsequent periods.

**I.C.5. Long-Term Debt**

In the government-wide financial statements, outstanding debt is reported as liabilities. The balance of long-term debt is not reported in the governmental funds.

**I.C.6. Compensated Absences**

Full-time, permanent employees are granted vacation benefits in varying amounts to specified maximums. Sick leave accrues to full-time, permanent employees to specified maximums. Support staff employees are entitled to a portion of their sick and vacation leave upon termination.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

Compensated absences are reported as accrued in the government-wide financial statements. Governmental funds report only matured compensated absences payable to currently terminated employees which are included in wages and benefits expenditures.

**I.C.7. *Termination Benefits***

Teachers who are over the age of 55 but not yet at retirement age, and who have taught in the School District for a minimum of fifteen years are eligible for early retirement, which is considered voluntary termination. Teachers who elect to retire early receive an early retirement benefit, consisting of a payment of 25% of the teacher's last annual salary. Termination benefits are reported as accrued in the government-wide financial statements. Governmental funds report only matured termination benefits payable to currently terminated employees which are included in wages and benefits expenditures.

**I.C.8. *Equity***

The government-wide statement of net position reports net position in the following components:

- Net investment in capital assets, which is computed as the total capital assets less accumulated depreciation, net of outstanding debt used to acquire those assets.
- Restricted for special purposes, which consists of the expendable and nonexpendable portions of endowments held by the Town of Hollis Trustees of Trust Funds for School District purposes.
- Restricted for other purposes, which consists of the balance of funds held in escrow for the HSMART energy efficiency capital improvements.
- Unrestricted, which consists of the remaining balance of net position.

The governmental funds report the following components of fund balance:

- Nonspendable, which consists of the prepaid items; the balance of the School District's inventory, which can not be spent because of its form; and the principal amount of endowment held by the Town of Hollis Trustees of Trust Funds, which is not spendable in accordance with legal requirements.
- Restricted, which represents the expendable portion of the endowment for school purposes, which can only be spent for instruction in accordance with the legal restrictions established by the donors, and the balance of funds held in escrow for the HSMART energy efficiency capital project, which can only be spent for this project.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

- Committed, which represents the balance of the Expendable Trust Funds established by School District Meeting to be used for building maintenance; amounts voted by the 2021 School District Meeting to be transferred to the Expendable Trust Fund; and the balances of Special Revenue Funds.
- Assigned, which represents encumbrances for instruction and support services assigned by a vote of the school board or by management through the use of approved purchase orders.
- Unassigned, which represents the remaining General Fund balance not reported as nonspendable, restricted, committed or assigned.

**I.C.9. *Estimates***

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

**II. Stewardship, Compliance and Accountability**

**II.A. Budgetary Information**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds except the Permanent Fund. Unless encumbered, all appropriations lapse at year-end. The School District is required to use beginning unassigned fund balance to balance the budget. In the fiscal year 2021, \$297,616 of the fund balance from fiscal year 2020 was so used, and another \$168,970 was appropriated from surplus.

Encumbrance accounting is employed by the governmental funds. Encumbrances (e.g., purchase orders, contracts) outstanding at year-end are reported as assigned fund balances and do not constitute expenditures or liabilities because the amounts will be added to the appropriations voted for the subsequent year.

Revenues are budgeted by source. Expenditures are budgeted by functions as follow: instruction, student support, instructional staff, general administration, executive administration, school administration, operation and maintenance of plant, student transportation, other support services, non-instructional services, debt service and facilities acquisition and construction. Management can transfer appropriations among budget line items as necessary, but the total expenditures cannot legally exceed the total appropriations unless permission is received from the Commissioner of Education.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**II.B. Reconciliation of Budgetary Basis to GAAP**

General Fund

|                                               |                     |
|-----------------------------------------------|---------------------|
| Revenues and other financing sources:         |                     |
| Per Exhibit 7 (budgetary basis)               | \$13,714,628        |
| Adjustments:                                  |                     |
| Perspective difference:                       |                     |
| Interest earned on capital lease escrow funds | 473                 |
| Expendable trust fund income                  | 270                 |
| Per Exhibit 5 (GAAP basis)                    | <u>\$13,715,371</u> |
| Expenditures and other financing uses:        |                     |
| Per Exhibit 7 (budgetary basis)               | \$13,135,618        |
| Adjustments:                                  |                     |
| Basis difference:                             |                     |
| Encumbrances, beginning                       | 125,492             |
| Encumbrances, ending                          | (489,599)           |
| Expenditures from capital lease proceeds      | 1,106,877           |
| Perspective difference:                       |                     |
| Expendable trust fund expenditures            | 102,922             |
| Transfer to expendable trust fund             | (168,970)           |
| Per Exhibit 5 (GAAP basis)                    | <u>\$13,812,340</u> |

For the Grants Fund, there is no difference between the budgetary basis and GAAP.

**III. Detailed Notes on Funds and Government-Wide Statements**

**III.A. Assets**

**III.A.1. Receivables**

Significant receivables consist of reimbursements for lease proceeds and insurance, and intergovernmental amounts arising from medicaid, grants, refunds, and reimbursements from other school districts for shared services.

Receivables are recorded on the School District's financial statements to the extent that the amounts are determined to be material and substantiated not only by supporting documentation, but also by a reasonable, systematic method of determining their existence, completeness, valuation and collectability.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**III.A.2. Capital Assets**

*Changes in Capital Assets*

The following provides a summary of changes in capital assets:

|                                                  | Balance,<br>beginning | Additions   | Balance,<br>ending |
|--------------------------------------------------|-----------------------|-------------|--------------------|
| At cost:                                         |                       |             |                    |
| Not being depreciated:                           |                       |             |                    |
| Construction in progress                         | \$ 11,400             | \$1,112,045 | \$ 1,123,445       |
| Being depreciated:                               |                       |             |                    |
| Land improvements                                | 319,769               | -           | 319,769            |
| Buildings and building improvements              | 9,159,914             | 6,622       | 9,166,536          |
| Machinery, equipment and vehicles                | 277,610               | 67,799      | 345,409            |
| Total capital assets being depreciated           | 9,757,293             | 74,421      | 9,831,714          |
| Total all capital assets                         | 9,768,693             | 1,186,466   | 10,955,159         |
| Less accumulated depreciation:                   |                       |             |                    |
| Land improvements                                | (144,630)             | (19,310)    | (163,940)          |
| Buildings and building improvements              | (5,679,424)           | (273,687)   | (5,953,111)        |
| Machinery, equipment and vehicles                | (148,150)             | (16,743)    | (164,893)          |
| Total accumulated depreciation                   | (5,972,204)           | (309,740)   | (6,281,944)        |
| Net book value, capital assets being depreciated | 3,785,089             | (235,319)   | 3,549,770          |
| Net book value, all capital assets               | \$ 3,796,489          | \$ 876,726  | \$ 4,673,215       |

*Depreciation Expense*

Depreciation expense was charged to functions of the School District as follows:

|                                    |           |
|------------------------------------|-----------|
| Instruction                        | \$108,219 |
| Support services:                  |           |
| Instructional staff                | 3,316     |
| Executive administration           | 2         |
| Operation and maintenance of plant | 48,627    |
| Site improvement                   | 516       |
| Building improvements              | 149,060   |
| Total depreciation expense         | \$309,740 |

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**III.B. Long-Term Liabilities**

Long-term liabilities currently outstanding are as follow:

|                                         | Original<br>Amount | Issue<br>Date | Maturity<br>Date | Interest<br>Rate % | Outstanding<br>at<br>June 30, 2021 | Current<br>Portion |
|-----------------------------------------|--------------------|---------------|------------------|--------------------|------------------------------------|--------------------|
| Capital leases payable:                 |                    |               |                  |                    |                                    |                    |
| Energy conservation equipment (HSTEP)   | \$2,800,000        | 2017          | 2027             | 2.769              | \$ 1,772,740                       | \$275,354          |
| Energy conservation equipment (HSMART)  | \$3,108,900        | 2020          | 2030             | 1.82               | 2,798,010                          | 310,890            |
|                                         |                    |               |                  |                    | <u>4,570,750</u>                   | <u>586,244</u>     |
| Compensated absences payable:           |                    |               |                  |                    |                                    |                    |
| Vested sick leave                       |                    |               |                  |                    | 6,769                              | -                  |
| Accrued vacation leave                  |                    |               |                  |                    | 4,830                              | -                  |
|                                         |                    |               |                  |                    | <u>11,599</u>                      | <u>-</u>           |
| Termination benefits payable            |                    |               |                  |                    | 479,622                            | 42,677             |
| Net pension liability                   |                    |               |                  |                    | <u>13,290,944</u>                  | <u>-</u>           |
| Other postemployment benefits liability |                    |               |                  |                    | <u>1,497,808</u>                   | <u>-</u>           |
|                                         |                    |               |                  |                    | <u>\$19,850,723</u>                | <u>\$628,921</u>   |

*Changes in Long-Term Liabilities*

The following is a summary of changes in long-term liabilities for the fiscal year ended June 30, 2021:

|                    | Capital<br>Leases<br>Payable | Compensated<br>Absences<br>Payable | Termination<br>Benefits<br>Payable | Net<br>Pension<br>Liability | Other<br>Postemployment<br>Benefits<br>Liability | Total               |
|--------------------|------------------------------|------------------------------------|------------------------------------|-----------------------------|--------------------------------------------------|---------------------|
| Balance, beginning | \$5,147,638                  | \$ 15,051                          | \$ 481,343                         | \$ 9,577,267                | \$ 1,373,683                                     | \$16,594,982        |
| Additions          | -                            | -                                  | -                                  | 3,713,677                   | 124,125                                          | 3,837,802           |
| Reductions         | (576,888)                    | (3,452)                            | (1,721)                            | -                           | -                                                | (582,061)           |
| Balance, ending    | <u>\$4,570,750</u>           | <u>\$ 11,599</u>                   | <u>\$ 479,622</u>                  | <u>\$13,290,944</u>         | <u>\$ 1,497,808</u>                              | <u>\$19,850,723</u> |

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

*Debt Service Requirements to Maturity*

The annual debt service requirements to maturity for the capital leases outstanding as of year-end are as follow:

| Fiscal Year Ending<br>June 30, | Principal          | Interest         | Total               |
|--------------------------------|--------------------|------------------|---------------------|
| 2022                           | \$ 586,244         | \$ 99,957        | \$ 686,201          |
| 2023                           | 593,869            | 86,674           | 680,543             |
| 2024                           | 601,704            | 73,180           | 674,884             |
| 2025                           | 609,757            | 59,469           | 669,226             |
| 2026                           | 618,032            | 45,536           | 663,568             |
| 2027-2030                      | 1,561,144          | 63,385           | 1,624,529           |
| Totals                         | <u>\$4,570,750</u> | <u>\$428,201</u> | <u>\$ 4,998,951</u> |

**III.C. Balances and Transfers – Payments Within the Reporting Entity**

**III.C.1. *Receivables and Payables***

Generally, outstanding balances between funds reported as “interfund receivables/payables” include outstanding charges by one fund to another for goods or services, subsidy commitments outstanding at year-end, or other miscellaneous amounts. Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is also reported as “interfund receivables/payables.” The interfund amount of \$130,593 due to the General Fund from the Grants Fund represents an overdraft of pooled cash.

**III.C.2. *Transfers***

Transfers within the reporting entity were for the purpose of distributing income earned in the Permanent Fund in the amount of \$73 to the General Fund, and adding \$168,970 to the Expendable Trust Fund from the General Fund. The latter transfer is not reported in the basic financial statements because the Expendable Trust Fund is reported within the General Fund. The government-wide statement of activities eliminates transfers reported within the governmental activities column.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**III.D. Components of Fund Equity**

The components of fund balance, as described in Note I.C.8., are classified for the following purposes:

|                              | General                   | Nonmajor<br>Funds       | Total<br>Governmental<br>Funds |
|------------------------------|---------------------------|-------------------------|--------------------------------|
| Nonspendable:                |                           |                         |                                |
| Endowment                    | \$ -                      | \$ 7,050                | \$ 7,050                       |
| Inventory                    | -                         | 5,542                   | 5,542                          |
| Prepaid items                | 3,125                     | -                       | 3,125                          |
| Total nonspendable           | <u>3,125</u>              | <u>12,592</u>           | <u>15,717</u>                  |
| Restricted for:              |                           |                         |                                |
| Instruction                  | -                         | 4,238                   | 4,238                          |
| Capital outlay               | 2,002,496                 | -                       | 2,002,496                      |
| Total restricted             | <u>2,002,496</u>          | <u>4,238</u>            | <u>2,006,734</u>               |
| Committed for:               |                           |                         |                                |
| Instruction                  | -                         | 4,468                   | 4,468                          |
| Non-instructional services   | -                         | 178,287                 | 178,287                        |
| Capital outlay               | 488,568                   | -                       | 488,568                        |
| Total committed              | <u>488,568</u>            | <u>182,755</u>          | <u>671,323</u>                 |
| Assigned to support services | 489,599                   | -                       | 489,599                        |
| Unassigned                   | 1,160,609                 | -                       | 1,160,609                      |
| Total fund balances          | <u><u>\$4,144,397</u></u> | <u><u>\$199,585</u></u> | <u><u>\$ 4,343,982</u></u>     |

**III.E. Restatement of Beginning Equity Balances**

Equity balances at July 1, 2020 were restated to reflect the following adjustment:

|                                                   | Governmental<br>Activities   | General<br>Fund            |
|---------------------------------------------------|------------------------------|----------------------------|
| To remove receivable                              | \$ (5,000)                   | \$ (5,000)                 |
| Net position/fund balance, as previously reported | (6,667,767)                  | 4,246,366                  |
| Net position/fund balance, as restated            | <u><u>\$ (6,672,767)</u></u> | <u><u>\$ 4,241,366</u></u> |

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

**IV. Other Information**

**IV.A. Risk Management**

The School District's risk management activities are reported with governmental activities and recorded in the general fund. During the fiscal year, the School District was a member of the N.H. Public Risk Management Exchange (Primex), which is considered a public entity risk pool, currently operating as a common risk management and insurance program for member governmental entities.

The Primex programs are pooled risk management programs under N.H. RSA 5-B and RSA 281-A. The plan year runs from July 1 through June 30. Primex maintains statutory amounts for workers' compensation and unemployment compensation coverage, and property and liability coverages in various amounts. Workers' compensation contributions paid in fiscal year 2021 to be recorded as an insurance expenditure/expense totaled \$32,095, property/liability contributions totaled \$67,097, and unemployment compensation contributions totaled \$1,390. There were no unpaid contributions for the year.

**IV.B. Retirement Pensions**

*General Information about the Pension Plan*

The New Hampshire Retirement System (NHRS) is a multiple-employer, cost-sharing, contributory public employee defined benefit plan qualified under section 401(a) of the Internal Revenue Code, and funded through a trust which is exempt from tax under Internal Revenue Code section 501(a). The NHRS provides service, disability, death and vested retirement benefits for employees and their beneficiaries. The New Hampshire Legislature establishes the provisions for benefits and contributions. The NHRS issues a separate financial report that is available at [www.nhrs.org](http://www.nhrs.org) or by contacting the NHRS at 54 Regional Drive, Concord, NH 03301.

Both the members and the School District make contributions to the NHRS. Member rates of contribution are set by the Legislature. Employer rates are determined by the NHRS trustees based on an actuarial valuation. The rate of contribution is 7% of gross earnings for all employees. The rates of contribution from the School District were 17.80% for teachers and 11.38% for other employees, which are actuarially determined to generate an amount, that when combined with employee contributions, is expected to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Employer contributions from the School District during the fiscal years 2019, 2020, and 2021 were \$955,639, \$927,865, and \$1,028,910 respectively. The amounts were paid on a monthly basis as due.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

*Pension Liabilities, Pension Expense, and Deferred Outflows and Inflows of Resources Related to Pensions*

At June 30, 2021, the School District reported a liability of \$13,290,944 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2019 rolled forward to the measurement date of June 30, 2020. The School District's proportion of the net pension liability was based on a projection of the School District's long-term share of contributions to the pension plan relative to the projected contributions of all participating municipalities and school districts, actuarially determined. As of June 30, 2020, the School District's proportion was 0.2078%, which was an increase of 0.0088% from its proportion measured as of June 30, 2019.

For the year ended June 30, 2021, the School District recognized pension expense of \$2,338,456. At June 30, 2021, the School District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

|                                                                                                               | Deferred<br>Outflows<br>of<br>Resources | Deferred<br>Inflows<br>of<br>Resources |
|---------------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------------------------------|
| Changes in proportion and differences between employer contributions and proportionate share of contributions | \$ 761,933                              | \$ -                                   |
| Net differences between projected and actual earnings on pension plan investments                             | 822,059                                 | -                                      |
| Changes in assumptions                                                                                        | 1,314,738                               | -                                      |
| Differences between expected and actual experience                                                            | 358,920                                 | 142,707                                |
| School District contributions subsequent to the measurement date                                              | 1,035,128                               | -                                      |
|                                                                                                               | <u>\$4,292,778</u>                      | <u>\$142,707</u>                       |

The School District reported \$1,035,128 as deferred outflows of resources related to pensions resulting from School District contributions subsequent to the measurement date, which will be recognized as a reduction of the net pension liability in the year ending June 30, 2022.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follow:

| Year<br>Ended<br>June 30, |                    |
|---------------------------|--------------------|
| 2022                      | \$ 763,924         |
| 2023                      | 852,448            |
| 2024                      | 803,996            |
| 2025                      | 694,575            |
|                           | <u>\$3,114,943</u> |

*Actuarial Assumptions*

The total pension liability in the June 30, 2020 actuarial valuation was determined using the actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement:

|                               |                                                                   |
|-------------------------------|-------------------------------------------------------------------|
| Actuarial Cost Method         | Entry Age Normal                                                  |
| Amortization Method           | Level Percentage-of-Payroll, Closed                               |
| Remaining Amortization Period | 19 years, beginning July 1, 2020                                  |
| Asset Valuation Method        | 5-year smoothed market for funding purposes, 20% corridor         |
| Price Inflation               | 2.5% per year                                                     |
| Wage Inflation                | 3.25% per year                                                    |
| Municipal Bond Rate           | 2.45% per year                                                    |
| Salary Increases              | 5.6% average, including inflation                                 |
| Investment Rate of Return     | 7.25% net of pension plan investment expense, including inflation |

The actuarial assumptions used in the June 30, 2019 valuations were based on the results of the most recent actuarial experience study, which was for the period of July 1, 2010 to June 30, 2015.

Mortality rates were based on the RP-2014 Healthy Annuitant and Employee Generational Mortality Tables for males and females with credibility adjustments, adjusted for fully generational mortality improvements using Scale MP-2015, based on the last experience study.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

*Sensitivity of the School District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*

The following presents the School District's proportionate share of the net pension liability calculated using the discount rate of 6.75%, as well as what the School District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (5.75%) or one percentage point higher (7.75%) than the current rate.

|                                                                | 1%<br>Decrease<br>(5.75%) | Current<br>Discount<br>Rate<br>(6.75%) | 1%<br>Increase<br>(7.75%) |
|----------------------------------------------------------------|---------------------------|----------------------------------------|---------------------------|
| School District's proportionate share of net pension liability | \$17,206,364              | \$13,290,944                           | \$10,091,528              |

Other actuarial assumptions, as well as detailed information about the pension plan's fiduciary net position, is available in the separately issued NHRS report.

**IV.C. Contingent Liabilities**

The School District has received federal and state grants for specific purposes that are subject to review and possible audit by the grantor or pass-through agencies. Any such audit may result in a requirement to reimburse the grantor agency for costs disallowed. The School District feels that the chance of disallowance is unlikely, and if it should occur, that the amount would not be material.

**IV.D. Other Postemployment Benefits**

*Plan Description*

The School District is part of two different OPEB plans, one that is a retiree health care benefits program operating as a single-employer plan that is used to provide OPEB for all permanent full-time employees (implicit rate subsidy); and the other that consists of benefits to its retired employees and their beneficiaries as required by RSA 100-A:50, *New Hampshire Retirement System: Medical Benefits*. The latter are provided through the New Hampshire Retirement System (NHRS) operating as a cost-sharing, multiple-employer OPEB medical subsidy healthcare plan (medical insurance subsidy). Further information on this plan can be found in the audited report on the NHRS Cost-Sharing Multiple-Employer Other Postemployment Benefit (OPEB) Plan which is available on the NHRS website at [www.nhrs.org](http://www.nhrs.org).

Benefits provided to retirees follow New Hampshire Revised Statutes Annotated 100-A:50 (Medical Insurance Coverage). This statute states that the School District "shall permit its employees upon retirement to continue to participate in the same medical insurance or health care group or plan as its active employees. Retired employees shall be deemed to be part of the same group as active

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

employees of the same employer for purposes of determining medical insurance premiums. Coverage for spouses, other family members and beneficiaries of retirees shall also be permitted to the extent that coverage is provided for the spouses, other family members and beneficiaries of active employees . . .” In addition, the statute states “Each political subdivision, as employer, may elect to pay the full cost of group medical insurance or health care coverage for its retirees, or may require each retiree to pay any part or all of the cost of the retiree’s participation.”

The Hollis School District offers postemployment medical benefits to District retirees and their covered dependents. The District offers coverage as follows:

- Employees hired before July 1, 2011: retire after (1) attaining age 60 or (2) attaining age 50 with 10 or more years of service or (3) age plus service is at least 70 with 20 or more years of service
- Employees hired on or after July 1, 2011: retire after (1) attaining age 65 or (2) attaining age 60 with 30 or more years of service

Medical coverage continues to the spouse after the death of the retiree, provided the spouse makes the required contributions. Dental and life insurance benefits are not offered to retirees. The current medical premium rates are as follow:

| <u>Non-Medicare Plans</u>       | <u>Individual</u> | <u>2-Person</u> | <u>Family</u> |
|---------------------------------|-------------------|-----------------|---------------|
| AB10IPED(07)-RX10/20/45         | \$ 969.09         | \$1,938.18      | \$2,513.50    |
| ABSOS20/40/1KDED(07)-RX10/20/45 | \$ 753.79         | \$1,507.59      | \$1,955.08    |

Currently, there are 136 active and retired employees that receive health benefits from the School District. The School District recognizes the cost of providing health insurance annually as expenditures in the General Fund as payments are made. For the year ended June 30, 2021, the School District recognized nothing for its share of insurance premiums for currently enrolled retirees.

With the medical insurance subsidy plan, there is a payment made by the NHRS to the former employer or its insurance administrator toward the cost of health insurance for the qualified retiree, his/her qualified spouse, and dependent children with disability who are living in the retiree’s household and being cared for by the retiree. If the health insurance premium is less than the medical subsidy amount, then only the premium amount is paid by the NHRS. If the insurance premium is more than the medical subsidy amount, then the retiree or other qualified person is responsible for paying the balance of the premium. Benefits are based on age, creditable service, and retirement or hire dates. This plan is closed to new entrants.

*Total OPEB Liability*

The School District’s total OPEB liability of \$1,497,808 consists of \$567,842 for the implicit rate subsidy, determined by an actuarial valuation as of July 1, 2020, and \$929,966 for the medical insurance

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

subsidy, determined by an actuarial valuation as of June 30, 2020, rolled forward to the measurement date using actuarial assumptions, applied to all periods included in the measurement.

*Actuarial Assumptions*

The OPEB liability for the implicit rate subsidy was determined using the following actuarial assumptions and inputs:

|                              |                                                                                                                                                                                    |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Discount Rate:               | 2.16%, net of investment expenses, including inflation                                                                                                                             |
| Actuarial Cost Method:       | Entry Age Normal. The costs of each employee's postemployment benefits are allocated as a level basis over the earnings of the employee between date of hire and assumed exit age. |
| Amortization Method:         | Level dollar amount over thirty (30) years on an open amortization period for pay-as-you-go funding.                                                                               |
| Healthcare Cost Trend Rates: |                                                                                                                                                                                    |
| Year 1                       | 6.55%                                                                                                                                                                              |
| Year 2                       | 6.10%                                                                                                                                                                              |
| Year 3                       | 5.65%                                                                                                                                                                              |
| Year 4                       | 5.20%                                                                                                                                                                              |
| Ultimate                     | 4.00%                                                                                                                                                                              |
| Mortality Rates:             |                                                                                                                                                                                    |
| Pre-Retirement:              | RP-2014 Employees Mortality Tables for males and females projected with generational mortality improvement using Scale MP-2015                                                     |
| Post-Retirement:             | RP-2014 Healthy Annuitants Mortality Tables for males and females projected with generational mortality improvement using Scale MP-2015                                            |
| Inflation:                   | 2.40%                                                                                                                                                                              |

The assumptions used for the medical insurance subsidy were the same as those used to calculate the pension liability, as previously noted, in Note IV.B.

*Discount Rate*

The discount rate was based on the *Bond Buyer 20-Bond General Obligation Index* based on a tax-exempt, high quality municipal bond rate.

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

*Healthcare Cost Trend Rates*

Healthcare cost trend rate assumptions begin at current levels and grade down over a period of years to a lower level equal to some real rate plus inflation. Trend rates after Year 5 grade down to the ultimate rate utilizing the *Society of Actuaries Getzen Medical Trend Model*. The ultimate trend rate is reached in 2075. The principal components of healthcare cost trends are medical inflation, deductible erosion, cost shifting, utilization, technology and catastrophic claims. The overall effect of these components are expected to decline year by year.

*Sensitivity of Total OPEB Liability*

Assumptions and methods used to determine the total OPEB liability are sensitive to changes in the discount rate and healthcare cost trend rates. The following presents the total OPEB liability calculated using the current discount rates, as well as what the total OPEB liability would be if it were calculated using a discount rate 1-percentage point lower or higher:

|                                        |                           |                                        |                           |
|----------------------------------------|---------------------------|----------------------------------------|---------------------------|
| Implicit Rate Subsidy:                 |                           |                                        |                           |
|                                        | 1%<br>Decrease<br>(1.16%) | Current<br>Discount<br>Rate<br>(2.16%) | 1%<br>Increase<br>(3.16%) |
| School District's total OPEB liability | \$ 604,013                | \$567,842                              | \$533,285                 |
| Medical Insurance Subsidy:             |                           |                                        |                           |
|                                        | 1%<br>Decrease<br>(5.75%) | Current<br>Discount<br>Rate<br>(6.75%) | 1%<br>Increase<br>(7.75%) |
| School District's total OPEB liability | \$1,009,846               | \$929,966                              | \$860,614                 |

The following presents the total OPEB liability for the implicit rate subsidy calculated using the current healthcare cost trend rate of 6.55%, as well as what the total OPEB liability would be if it were calculated using a healthcare cost trend rate 1-percentage point lower (5.55%) or 1-percentage point higher (7.55%):

|                                        |                           |                                                           |                           |
|----------------------------------------|---------------------------|-----------------------------------------------------------|---------------------------|
|                                        |                           | Current<br>Healthcare<br>Cost<br>Trend<br>Rate<br>(6.55%) |                           |
|                                        | 1%<br>Decrease<br>(5.55%) |                                                           | 1%<br>Increase<br>(7.55%) |
| School District's total OPEB liability | \$504,724                 | \$567,842                                                 | \$642,157                 |

**HOLLIS SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

*OPEB Expense and Deferred Outflows and Inflows of Resources Related to OPEB*

For the year ended June 30, 2021, the School District recognized OPEB expense of \$210,344. At year-end, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

|                                                                                                               | Deferred<br>Outflows<br>of<br>Resources | Deferred<br>Inflows<br>of<br>Resources |
|---------------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------------------------------|
| Changes in proportion and differences between employer contributions and proportionate share of contributions | \$ 11,588                               | \$ -                                   |
| Net differences between projected and actual earnings on OPEB plan investments                                | 3,480                                   | -                                      |
| Changes in assumptions                                                                                        | 48,366                                  | 2,675                                  |
| Differences between expected and actual experience                                                            | -                                       | 70,822                                 |
| School District contributions subsequent to the measurement date                                              | 99,265                                  | -                                      |
|                                                                                                               | <u>\$ 162,699</u>                       | <u>\$ 73,497</u>                       |

The School District reported \$99,265 as deferred outflows of resources related to OPEB resulting from School District contributions subsequent to the measurement date, which will be recognized as a reduction of the net OPEB liability in fiscal year 2022. The other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follow:

| Year<br>Ending<br>June 30, |                   |
|----------------------------|-------------------|
| 2022                       | \$ 6,716          |
| 2023                       | (6,589)           |
| 2024                       | (6,501)           |
| 2025                       | (4,524)           |
| 2026                       | 835               |
|                            | <u>\$(10,063)</u> |

## **REQUIRED SUPPLEMENTARY INFORMATION**

**EXHIBIT 9**  
**HOLLIS SCHOOL DISTRICT**  
*Schedule of the School District's Proportionate Share of the Net Pension Liability*  
*New Hampshire Retirement System*

| For the Year<br>Ended<br>June 30, | School District's<br>Proportion of<br>Net Pension<br>Liability | School District's<br>Proportionate<br>Share of the<br>Net Pension<br>Liability | School District's<br>Covered-<br>Employee<br>Payroll | School District's<br>Proportionate<br>Share of the Net<br>Pension Liability as<br>a Percentage of<br>Covered-Employee<br>Payroll | Plan Fiduciary<br>Net Position<br>as a<br>Percentage of<br>the Total<br>Pension<br>Liability |
|-----------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| 2014                              | 0.1616%                                                        | \$ 6,953,868                                                                   | \$ 4,617,915                                         | 150.58%                                                                                                                          | 59.82%                                                                                       |
| 2015                              | 0.1681%                                                        | \$ 6,309,847                                                                   | \$ 4,746,986                                         | 132.92%                                                                                                                          | 66.32%                                                                                       |
| 2016                              | 0.1671%                                                        | \$ 6,619,026                                                                   | \$ 5,007,750                                         | 132.18%                                                                                                                          | 65.47%                                                                                       |
| 2017                              | 0.1755%                                                        | \$ 9,331,863                                                                   | \$ 5,264,473                                         | 177.26%                                                                                                                          | 58.30%                                                                                       |
| 2018                              | 0.1806%                                                        | \$ 8,883,787                                                                   | \$ 5,304,525                                         | 164.48%                                                                                                                          | 62.66%                                                                                       |
| 2019                              | 0.1920%                                                        | \$ 9,243,721                                                                   | \$ 5,675,459                                         | 162.87%                                                                                                                          | 64.77%                                                                                       |
| 2020                              | 0.1990%                                                        | \$ 9,577,267                                                                   | \$ 5,926,735                                         | 161.59%                                                                                                                          | 65.59%                                                                                       |
| 2021                              | 0.2078%                                                        | \$ 13,290,944                                                                  | \$ 6,032,466                                         | 220.32%                                                                                                                          | 58.72%                                                                                       |

The note to the required supplementary information is an integral part of this schedule.

**EXHIBIT 10**  
**HOLLIS SCHOOL DISTRICT**  
**Schedule of the School District's Pension Contributions**  
**New Hampshire Retirement System**

| For the Year<br>Ended<br>June 30, | Contractually<br>Required<br>Contribution | Contribution in<br>Relation to the<br>Contractually<br>Required<br>Contribution | Contribution<br>Deficiency | School District's<br>Covered-Employee<br>Payroll | Contributions<br>as a<br>Percentage of<br>Covered-Employee<br>Payroll |
|-----------------------------------|-------------------------------------------|---------------------------------------------------------------------------------|----------------------------|--------------------------------------------------|-----------------------------------------------------------------------|
| 2014                              | \$ 638,417                                | \$ (638,417)                                                                    | \$ -                       | \$ 4,617,915                                     | 13.82%                                                                |
| 2015                              | \$ 661,569                                | \$ (661,569)                                                                    | \$ -                       | \$ 4,746,986                                     | 13.94%                                                                |
| 2016                              | \$ 763,928                                | \$ (763,928)                                                                    | \$ -                       | \$ 5,007,750                                     | 15.25%                                                                |
| 2017                              | \$ 805,251                                | \$ (805,251)                                                                    | \$ -                       | \$ 5,264,473                                     | 15.30%                                                                |
| 2018                              | \$ 904,724                                | \$ (904,724)                                                                    | \$ -                       | \$ 5,304,525                                     | 17.06%                                                                |
| 2019                              | \$ 955,639                                | \$ (955,639)                                                                    | \$ -                       | \$ 5,675,459                                     | 16.84%                                                                |
| 2020                              | \$ 927,865                                | \$ (927,865)                                                                    | \$ -                       | \$ 5,926,735                                     | 15.66%                                                                |
| 2021                              | \$ 1,028,910                              | \$ (1,028,910)                                                                  | \$ -                       | \$ 6,032,466                                     | 17.06%                                                                |

The note to the required supplementary information is an integral part of this schedule.

**EXHIBIT 11**  
**HOLLIS SCHOOL DISTRICT**  
**Schedule of Changes in the School District's Total OPEB Liability and Related Ratios**

|                                                                                  | Fiscal<br>Year<br>2021 | Fiscal<br>Year<br>2020 | Fiscal<br>Year<br>2019 | Fiscal<br>Year<br>2018 | Fiscal<br>Year<br>2017 |
|----------------------------------------------------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Total OPEB liability:                                                            |                        |                        |                        |                        |                        |
| Service cost                                                                     | \$ 34,780              | \$ 33,902              | \$ 28,121              | \$ 29,803              | \$ 73,913              |
| Interest                                                                         | 82,002                 | 85,358                 | 20,228                 | 16,792                 | 10,696                 |
| Net investment income                                                            | 845                    | (3,788)                | -                      | -                      | -                      |
| Administrative expense                                                           | (359)                  | (290)                  | -                      | -                      | -                      |
| Changes of assumptions<br>and differences between expected and actual experience | (14,928)               | (63,924)               | 12,087                 | (9,306)                | (15,466)               |
| Benefit payments                                                                 | (119,286)              | (100,999)              | (24,028)               | (16,341)               | (23,559)               |
| Change in proportion of medical subsidy                                          | 141,071                | 34,366                 | (260,840)              | 1,106,964              | -                      |
| Net change in total OPEB liability                                               | 124,125                | (15,375)               | (224,432)              | 1,127,912              | 45,584                 |
| Total OPEB liability, beginning                                                  | 1,373,683              | 1,389,058              | 1,613,490              | 485,578                | 439,994                |
| Total OPEB liability, ending                                                     | <u>\$1,497,808</u>     | <u>\$1,373,683</u>     | <u>\$1,389,058</u>     | <u>\$1,613,490</u>     | <u>\$ 485,578</u>      |
| Covered payroll                                                                  | \$6,712,369            | \$6,712,369            | \$5,675,459            | \$5,995,655            | \$5,860,009            |
| Total OPEB liability as a percentage of covered payroll                          | 22.31%                 | 20.46%                 | 24.47%                 | 26.91%                 | 8.29%                  |
| School District's proportion of OPEB liability<br>for the medical subsidy        | 0.2125%                | 0.1912%                | 0.1848%                | 0.2421%                | n/a                    |

The note to the required supplementary information is an integral part of this schedule.

**EXHIBIT 12**  
**HOLLIS SCHOOL DISTRICT**  
**Schedule of Changes in the School District's Total OPEB Liability and Related Ratios**

|                                                                      | Fiscal<br>Year<br>2021 | Fiscal<br>Year<br>2020 | Fiscal<br>Year<br>2019 | Fiscal<br>Year<br>2018 | Fiscal<br>Year<br>2017 |
|----------------------------------------------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Actuarially determined contribution                                  | \$ 119,084             | \$ 108,594             | \$ 48,714              | \$ 60,393              | \$ 73,913              |
| Contributions in relation to the actuarially determined contribution | (99,265)               | (98,997)               | (24,028)               | (25,110)               | (23,559)               |
| Contribution deficiency                                              | <u>\$ 19,819</u>       | <u>\$ 9,597</u>        | <u>\$ 24,686</u>       | <u>\$ 35,283</u>       | <u>\$ 50,354</u>       |
| Covered-employee payroll                                             | \$6,712,369            | \$6,712,369            | \$5,675,459            | \$5,995,655            | \$5,860,009            |
| Contributions as a percentage of covered-employee payroll            | 1.77%                  | 1.62%                  | 0.86%                  | 1.01%                  | 1.26%                  |

The note to the required supplementary information is an integral part of this schedule.

**HOLLIS SCHOOL DISTRICT  
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION  
AS OF AND FOR THE FISCAL YEAR ENDED  
JUNE 30, 2021**

The Pension and OPEB schedules are meant to present information for ten years. Because this is the seventh year that the School District has presented the pension information, and the fourth year for the OPEB information under the current measurement standard, only eight years and five years, respectively, are presented. An additional year's information will be added each year until there are ten years shown.

## **COMBINING AND INDIVIDUAL FUND SCHEDULES**

**EXHIBIT 13**  
**HOLLIS SCHOOL DISTRICT**  
**Nonmajor Governmental Funds**  
**Combining Balance Sheet**  
**June 30, 2021**

|                                                                          | Special Revenue Funds |                       |                  | Permanent        |                  |
|--------------------------------------------------------------------------|-----------------------|-----------------------|------------------|------------------|------------------|
|                                                                          | Food<br>Service       | Student<br>Activities | Other            | Fund             | Total            |
| <b>ASSETS</b>                                                            |                       |                       |                  |                  |                  |
| Cash and cash equivalents                                                | \$35,264              | \$ 4,468              | \$111,621        | \$ -             | \$151,353        |
| Intergovernmental receivables                                            | 56,734                | -                     | -                | 11,288           | 68,022           |
| Inventory                                                                | 5,542                 | -                     | -                | -                | 5,542            |
| Total assets                                                             | <u>\$97,540</u>       | <u>\$ 4,468</u>       | <u>\$111,621</u> | <u>\$ 11,288</u> | <u>\$224,917</u> |
| <b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES,<br/>AND FUND BALANCES</b> |                       |                       |                  |                  |                  |
| Liabilities:                                                             |                       |                       |                  |                  |                  |
| Intergovernmental payable                                                | <u>\$ 3,280</u>       | <u>\$ -</u>           | <u>\$ -</u>      | <u>\$ -</u>      | <u>\$ 3,280</u>  |
| Deferred inflows of resources:                                           |                       |                       |                  |                  |                  |
| Deferred revenue                                                         | <u>20,609</u>         | <u>-</u>              | <u>-</u>         | <u>-</u>         | <u>20,609</u>    |
| Fund balances:                                                           |                       |                       |                  |                  |                  |
| Nonspendable                                                             | 5,542                 | -                     | -                | 7,050            | 12,592           |
| Restricted                                                               | -                     | -                     | -                | 4,238            | 4,238            |
| Committed                                                                | <u>66,666</u>         | <u>4,468</u>          | <u>111,621</u>   | <u>-</u>         | <u>182,755</u>   |
| Total fund balances                                                      | <u>72,208</u>         | <u>4,468</u>          | <u>111,621</u>   | <u>11,288</u>    | <u>199,585</u>   |
| Total liabilities, deferred inflows<br>of resources, and fund balances   | <u>\$97,540</u>       | <u>\$ 4,468</u>       | <u>\$111,621</u> | <u>\$ 11,288</u> | <u>\$224,917</u> |

**EXHIBIT 14**  
**HOLLIS SCHOOL DISTRICT**  
**Nonmajor Governmental Funds**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Fiscal Year Ended June 30, 2021**

|                                                              | Special Revenue Funds |                 |                  | Permanent        |                  |
|--------------------------------------------------------------|-----------------------|-----------------|------------------|------------------|------------------|
|                                                              | Food                  | Student         |                  | Fund             | Total            |
|                                                              | Service               | Activities      | Other            |                  |                  |
| <b>REVENUES</b>                                              |                       |                 |                  |                  |                  |
| Local                                                        | \$ 6,572              | \$ 4,865        | \$ 105,194       | \$ 1,257         | \$117,888        |
| State                                                        | 2,952                 | -               | -                | -                | 2,952            |
| Federal                                                      | 241,975               | -               | -                | -                | 241,975          |
| Total revenues                                               | <u>251,499</u>        | <u>4,865</u>    | <u>105,194</u>   | <u>1,257</u>     | <u>362,815</u>   |
| <b>EXPENDITURES</b>                                          |                       |                 |                  |                  |                  |
| Current:                                                     |                       |                 |                  |                  |                  |
| Instruction                                                  | -                     | 5,853           | 5,674            | -                | 11,527           |
| Support services:                                            |                       |                 |                  |                  |                  |
| Student                                                      | -                     | -               | 7                | -                | 7                |
| Operation and maintenance of plant                           | 16                    | -               | 255              | -                | 271              |
| Non-instructional services                                   | <u>234,172</u>        | <u>-</u>        | <u>-</u>         | <u>-</u>         | <u>234,172</u>   |
| Total expenditures                                           | <u>234,188</u>        | <u>5,853</u>    | <u>5,936</u>     | <u>-</u>         | <u>245,977</u>   |
| Excess (deficiency) of revenues<br>over (under) expenditures | 17,311                | (988)           | 99,258           | 1,257            | 116,838          |
| Other financing uses:                                        |                       |                 |                  |                  |                  |
| Transfers out                                                | <u>-</u>              | <u>-</u>        | <u>-</u>         | <u>(73)</u>      | <u>(73)</u>      |
| Net change in fund balances                                  | 17,311                | (988)           | 99,258           | 1,184            | 116,765          |
| Fund balances, beginning                                     | <u>54,897</u>         | <u>5,456</u>    | <u>12,363</u>    | <u>10,104</u>    | <u>82,820</u>    |
| Fund balances, ending                                        | <u>\$72,208</u>       | <u>\$ 4,468</u> | <u>\$111,621</u> | <u>\$ 11,288</u> | <u>\$199,585</u> |

**EXHIBIT 15**  
**HOLLIS SCHOOL DISTRICT**  
**General Fund**  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended June 30, 2021*

|                                                                 | Estimated    | Actual        | Variance<br>Positive<br>(Negative) |
|-----------------------------------------------------------------|--------------|---------------|------------------------------------|
| School district assessment:                                     |              |               |                                    |
| Current appropriation                                           | \$10,995,202 | \$ 10,995,202 | \$ -                               |
| Other local sources:                                            |              |               |                                    |
| Tuition                                                         | 28,000       | 14,343        | (13,657)                           |
| Investment earnings                                             | 5,000        | 7,155         | 2,155                              |
| Rentals                                                         | 25,000       | 23,970        | (1,030)                            |
| Miscellaneous                                                   | -            | 57,971        | 57,971                             |
| Total from other local sources                                  | 58,000       | 103,439       | 45,439                             |
| State sources:                                                  |              |               |                                    |
| Adequacy aid (grant)                                            | 1,208,569    | 1,208,569     | -                                  |
| Adequacy aid (tax)                                              | 1,370,066    | 1,370,066     | -                                  |
| Total from state sources                                        | 2,578,635    | 2,578,635     | -                                  |
| Federal sources:                                                |              |               |                                    |
| Medicaid                                                        | -            | 37,279        | 37,279                             |
| Other financing sources:                                        |              |               |                                    |
| Transfers in                                                    | -            | 73            | 73                                 |
| Total revenues and other financing sources                      | 13,631,837   | \$ 13,714,628 | \$ 82,791                          |
| Use of fund balance                                             | 466,586      |               |                                    |
| Total revenues, other financing sources and use of fund balance | \$14,098,423 |               |                                    |

**EXHIBIT 16**  
**HOLLIS SCHOOL DISTRICT**  
**General Fund**  
**Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)**  
**For the Fiscal Year Ended June 30, 2021**

|                                                                              | Encumbered<br>from<br>Prior<br>Year | Appropriations | Expenditures | Encumbered<br>to<br>Subsequent<br>Year | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------------------------------|-------------------------------------|----------------|--------------|----------------------------------------|------------------------------------|
| Current:                                                                     |                                     |                |              |                                        |                                    |
| Instruction:                                                                 |                                     |                |              |                                        |                                    |
| Regular programs                                                             | \$ -                                | \$ 4,141,438   | \$ 3,752,438 | \$ -                                   | \$ 389,000                         |
| Special programs                                                             | -                                   | 1,562,718      | 1,342,132    | 12,647                                 | 207,939                            |
| Total instruction                                                            | -                                   | 5,704,156      | 5,094,570    | 12,647                                 | 596,939                            |
| Support services:                                                            |                                     |                |              |                                        |                                    |
| Student                                                                      | -                                   | 1,001,498      | 836,818      | -                                      | 164,680                            |
| Instructional staff                                                          | 1,450                               | 477,837        | 370,382      | 10,418                                 | 98,487                             |
| General administration                                                       | -                                   | 686,485        | 600,212      | 2,500                                  | 83,773                             |
| School administration                                                        | -                                   | 690,770        | 627,795      | -                                      | 62,975                             |
| Operation and maintenance of plant                                           | 124,042                             | 1,049,371      | 1,144,907    | 464,034                                | (435,528)                          |
| Student transportation                                                       | -                                   | 637,566        | 438,047      | -                                      | 199,519                            |
| Central                                                                      | -                                   | 2,991,620      | 2,840,115    | -                                      | 151,505                            |
| Total support services                                                       | 125,492                             | 7,535,147      | 6,858,276    | 476,952                                | 325,411                            |
| Debt service:                                                                |                                     |                |              |                                        |                                    |
| Principal                                                                    | -                                   | 576,888        | 576,888      | -                                      | -                                  |
| Interest                                                                     | -                                   | 113,262        | 72,807       | -                                      | 40,455                             |
| Total debt service                                                           | -                                   | 690,150        | 649,695      | -                                      | 40,455                             |
| Other financing uses:                                                        |                                     |                |              |                                        |                                    |
| Transfers out                                                                | -                                   | 168,970        | 168,970      | -                                      | -                                  |
| Total encumbrances, appropriations,<br>expenditures and other financing uses | \$ 125,492                          | \$ 14,098,423  | \$12,771,511 | \$ 489,599                             | \$ 962,805                         |

**EXHIBIT 17**  
**HOLLIS SCHOOL DISTRICT**  
**General Fund**  
***Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)***  
***For the Fiscal Year Ended June 30, 2021***

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|                                                        |           |                     |
|--------------------------------------------------------|-----------|---------------------|
| Unassigned fund balance, beginning                     |           | \$ 581,616          |
| Changes:                                               |           |                     |
| Fund balance used to reduce school district assessment |           | (297,616)           |
| Fund balance appropriated                              |           | (168,970)           |
| Budget summary:                                        |           |                     |
| Revenue surplus (Exhibit 15)                           | \$ 82,791 |                     |
| Unexpended balance of appropriations (Exhibit 16)      | 962,805   |                     |
| Budget surplus                                         |           | 1,045,596           |
| Increase in nonspendable fund balance                  |           | (17)                |
| Unassigned fund balance, ending                        |           | <u>\$ 1,160,609</u> |



# Roberts & Greene, PLLC

## INDEPENDENT AUDITOR'S COMMUNICATION TO MANAGEMENT

To the Members of the School Board  
Hollis School District  
Hollis, New Hampshire

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Hollis School District as of and for the fiscal year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the School District's internal control.

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

Our consideration of internal control was for the limited purpose described above and was not designed to identify all instances in internal control over financial reporting that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

We do wish to discuss the following matter:

### *Budgeting*

Under RSA 32:9, a school board may not expend funds where no appropriation has been made. The District has in the past, encumbered funds in the Site Improvement function, and then properly expended those funds in the following year. However, in subsequent years, in order to expend or encumber funds from any line, there must be an appropriation in that year's budget. The School Board is authorized to transfer appropriations from one line item to another, but only if School District Meeting has appropriated at least \$1 in any line receiving an appropriation transfer. Unless an amount is appropriated in a special nonlapsing warrant article, it can only be encumbered for one year so it is not appropriate to transfer funds to a line that did not have an appropriation in order to encumber those funds to the next year. Instead, those funds should be appropriated in the year in which they are expected to be expended.

This communication is intended for the information of the School Board, management, and others within the Hollis School District, and is not intended to be, and should not be, used by anyone other than these specified parties.

March 22, 2022

*Roberts & Greene, PLLC*

47 Hall Street ■ Concord, NH 03301  
603-856-8005 ■ 603-856-8431 (fax)  
[info@roberts-greene.com](mailto:info@roberts-greene.com)