

# STATE OF FLORIDA AUDITOR GENERAL

## Financial and Federal Single Audit

Report No. 2022-193  
March 2022

### **BRADFORD COUNTY DISTRICT SCHOOL BOARD**

For the Fiscal Year Ended  
June 30, 2021



Sherrill F. Norman, CPA  
Auditor General

### **Board Members and Superintendent**

During the 2020-21 fiscal year, Will Hartley served as Superintendent of the Bradford County Schools from November 17, 2020, Stacey Shuford Creighton served as Superintendent before that date, and the following individuals served as School Board Members:

	<u>District No.</u>
Sheila Fayson Cummings, Vice Chair from 11-17-20, Chair through 11-16-20	1
Gayle Shuford Nicula	2
Cheryl Godwin Canova	3
Candace Osteen from 11-17-20	4
Vivian O. Chappel through 11-16-20	4
Erica Maines Reddish, Chair from 11-17-20, Vice Chair through 11-16-20	5

The Auditor General conducts audits of governmental entities to provide the Legislature, Florida's citizens, public entity management, and other stakeholders unbiased, timely, and relevant information for use in promoting government accountability and stewardship and improving government operations.

The team leader was John Davisson, CPA, and the audit was supervised by Denita K. Tyre, CPA.

Please address inquiries regarding this report to Edward A. Waller, CPA, Audit Manager, by e-mail at [tedwaller@aud.state.fl.us](mailto:tedwaller@aud.state.fl.us) or by telephone at (850) 412-2887.

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# SUMMARY

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## SUMMARY OF REPORT ON FINANCIAL STATEMENTS

Our audit disclosed that the basic financial statements of the Bradford County District School Board (District) were presented fairly, in all material respects, in accordance with prescribed financial reporting standards.

## SUMMARY OF REPORT ON INTERNAL CONTROL AND COMPLIANCE

We noted certain matters involving the District's internal control over financial reporting and its operation that we consider to be material weaknesses, as summarized below.

The results of our tests disclosed an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* issued by the Comptroller General of the United States, as noted in Finding No. 2021-001 and summarized below.

### Material Weakness and Material Noncompliance

**Finding No. 2021-001:** District controls over the budgetary process were deficient. These deficient controls contributed to the District's General Fund total assigned and unassigned fund balance declining 59 percent from \$1,309,296 to \$541,902, representing a fund balance reduction of \$767,394. As a result, the District has fewer resources for emergencies and unforeseen situations.

### Material Weakness

**Finding No. 2021-002:** District financial reporting procedures need improvement to ensure that financial statement and Schedule of Expenditures of Federal Awards information is properly and timely presented in the annual financial report submitted to the Florida Department of Education.

## SUMMARY OF REPORT ON FEDERAL AWARDS

We audited the District's compliance with applicable Federal awards requirements. The Child Nutrition Cluster, Coronavirus Relief Fund, and Education Stabilization Fund were audited as major Federal programs. The results of our audit indicated that the District materially complied with the requirements that could have a direct and material effect on each of its major Federal programs. However, we did note noncompliance and control deficiency findings as summarized below.

### Noncompliance

**Finding No. 2021-003:** The District charged Federal programs for health insurance premiums for certain employees who did not participate in the District health insurance program, resulting in Federal program questioned costs totaling \$167,463.56.

### Noncompliance and Significant Deficiency

**Finding No. 2021-004:** The District did not always comply with Federal cash management requirements to minimize the time elapsing between the receipt and disbursement of Education Stabilization Fund Program moneys, resulting in Program questioned costs totaling \$994,795.

## AUDIT OBJECTIVES AND SCOPE

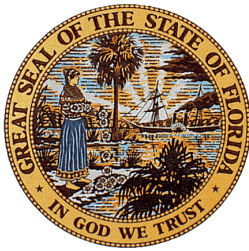
Our audit objectives were to determine whether the School Board and its officers with administrative and stewardship responsibilities for District operations had:

- Presented the District's basic financial statements in accordance with generally accepted accounting principles;
- Established and implemented internal control over financial reporting and compliance with requirements that could have a direct and material effect on the financial statements or on the District's major Federal programs;
- Complied with the various provisions of laws, rules, regulations, contracts, and grant agreements that are material to the financial statements, and those applicable to the District's major Federal programs; and
- Taken corrective actions for the finding included in our report No. 2021-161.

The scope of this audit included an examination of the District's basic financial statements and the accompanying Schedule of Expenditures of Federal Awards, as of and for the fiscal year ended June 30, 2021. We obtained an understanding of the District's environment, including its internal control, and assessed the risk of material misstatement necessary to plan the audit of the basic financial statements and Federal awards. We also examined various transactions to determine whether they were executed, in both manner and substance, in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

## AUDIT METHODOLOGY

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; applicable standards contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.



Sherrill F. Norman, CPA  
Auditor General

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The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

## INDEPENDENT AUDITOR'S REPORT

### Report on the Financial Statements

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

### *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 did not audit the financial statements of the school internal funds, which represent 46 percent, 7 percent, 0 percent, 50 percent, 38 percent, and 43 percent, respectively, of the assets, liabilities, deferred inflows of resources, net position and fund balance, revenues, and deductions and expenditures of the aggregate remaining fund information. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the school internal funds, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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, based on our audit and the report of other auditors, 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 Bradford County District School Board, as of June 30, 2021, and the respective changes in financial position thereof for the fiscal 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 **MANAGEMENT'S DISCUSSION AND ANALYSIS**, the **Budgetary Comparison Schedule – General and Major Special Revenue Funds**, **Schedule of Changes in the District's Total OPEB Liability and Related Ratios**, **Schedule of the District's Proportionate Share of the Net Pension Liability – Florida Retirement System Pension Plan**, **Schedule of District Contributions – Florida Retirement System Pension Plan**, **Schedule of the District's Proportionate Share of the Net Pension Liability – Health Insurance Subsidy Pension Plan**, **Schedule of District Contributions – Health Insurance Subsidy Pension Plan**, and **Notes to Required Supplementary Information**, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by 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, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



### *Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The accompanying **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS** is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such 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 basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying **SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS** is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated March 31, 2022, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
March 31, 2022

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

The management of the Bradford County District School Board has prepared the following discussion and analysis to provide an overview of the District's financial activities for the fiscal year ended June 30, 2021. The information contained in the Management's Discussion and Analysis (MD&A) is intended to highlight significant transactions, events, and conditions and should be considered in conjunction with the District's financial statements and notes to financial statements found immediately following the MD&A.

### **FINANCIAL HIGHLIGHTS**

Key financial highlights for the 2020-21 fiscal year are as follows:

- As of June 30, 2021, the assets and deferred outflows of resources exceed the liabilities and deferred inflows of resources by \$23,554,995.95.
- In total, net position increased \$7,702,094.09, which represents a 48.6 percent increase over the 2019-20 fiscal year primarily due to an increase in capital grants and contributions revenue.
- General revenues total \$33,372,254.32, or 73.4 percent of all revenues. Program specific revenues in the form of charges for services, operating grants and contributions, and capital grants and contributions total \$12,095,176.29, or 26.6 percent of all revenues.
- Expenses total \$37,765,336.52. Only \$12,095,176.29 of these expenses was offset by program specific revenues, with the remainder paid from general revenues.
- At the end of the current fiscal year, the fund balance of the General Fund totals \$3,542,707.82, which is \$280,982.55 less than the prior fiscal year balance. The General Fund unassigned fund balance totals \$541,901.72, or 2 percent of total General Fund revenues.

### **OVERVIEW OF FINANCIAL STATEMENTS**

The basic financial statements consist of three components: (1) government-wide financial statements; (2) fund financial statements; and (3) notes to financial statements. This report also includes supplementary information intended to furnish additional details to support the basic financial statements.

#### **Government-Wide Financial Statements**

The government-wide financial statements provide both short-term and long-term information about the District's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of net position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the District presented on the accrual basis of accounting. The statement of net position provides information about the District's financial position, its assets, liabilities, and deferred inflows/outflows of resources, using an economic resources measurement focus. Assets plus deferred outflows of resources, less liabilities and deferred inflows of resources, equals net position, which is a measure of the District's financial health. The statement of activities presents information about the change in the District's net position, the results of operations, during the fiscal year. An increase or decrease in net position is an indication of whether the District's financial health is improving or deteriorating.

All of the District's activities and services are reported in the government-wide financial statements as governmental activities. The District's governmental activities include instruction, student support services, instructional support services, administrative support services, facility maintenance, transportation, and food services. Property taxes and State revenues finance most of these activities. Additionally, all capital and debt financing activities are reported as governmental activities.

### **Fund Financial Statements**

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements and prudent fiscal management. Certain funds are established by law while others are created by legal agreements, such as bond covenants. Fund financial statements provide more detailed information about the District's financial activities, focusing on its most significant or "major" funds rather than fund types. This is in contrast to the entitywide perspective contained in the government-wide statements. All of the District's funds may be classified within one of the broad categories discussed below.

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

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the District's most significant funds. The District's major funds are the General Fund, Special Revenue – Other Fund, Special Revenue – Federal Education Stabilization Fund, and Capital Projects – Public Education Capital Outlay Fund. Data from the other governmental funds are combined into a single, aggregated presentation.

The District adopts an annual appropriated budget for its governmental funds. A budgetary comparison schedule has been provided for the General and major Special Revenue Funds to demonstrate compliance with the budget.

**Fiduciary Funds:** Fiduciary funds are used to report assets held in a trustee or fiduciary capacity for the benefit of external parties. Fiduciary funds are not reflected in the government-wide statements because the resources are not available to support the District's own programs. In its fiduciary capacity, the District

is responsible for ensuring that the assets reported in these funds are used only for their intended purposes.

The District uses private-purpose trust funds to account for scholarship funds established by private donors.

### **Notes to Financial Statements**

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

### **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information concerning the District's total other postemployment benefits (OPEB) and net pension liabilities.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net position over time may serve as a useful indicator of a government's financial health. The following is a summary of the District's net position as of June 30, 2021, compared to net position as of June 30, 2020:

#### **Net Position, End of Year**

	<b>Governmental Activities</b>	
	<b>6-30-21</b>	<b>6-30-20</b>
Current and Other Assets	\$ 19,483,468.76	\$ 5,402,096.77
Capital Assets	29,675,334.45	28,074,111.27
<b>Total Assets</b>	<b>49,158,803.21</b>	<b>33,476,208.04</b>
<b>Deferred Outflows of Resources</b>	<b>7,931,247.00</b>	<b>7,768,079.00</b>
Long-Term Liabilities	30,171,233.15	23,660,067.49
Other Liabilities	1,649,092.11	597,535.69
<b>Total Liabilities</b>	<b>31,820,325.26</b>	<b>24,257,603.18</b>
<b>Deferred Inflows of Resources</b>	<b>1,714,729.00</b>	<b>2,104,574.00</b>
Net Position:		
Net Investment in Capital Assets	24,883,411.73	27,457,908.15
Restricted	17,190,406.17	3,388,899.14
Unrestricted	(18,518,821.95)	(15,964,697.43)
<b>Total Net Position</b>	<b>\$ 23,554,995.95</b>	<b>\$ 14,882,109.86</b>

The largest portion of the District's net position is investment in capital assets (e.g., land; buildings; furniture, fixtures, and equipment), less any related debt still outstanding. The District uses these capital assets to provide services to students; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, the resources used to repay the debt must be provided from other sources, since the capital assets cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The deficit unrestricted net position was the result, in part, of accruing \$1,602,448.43 in compensated absences payable, \$435,814 in total OPEB liability, and \$23,341,048 in net pension liability.

The key elements of the changes in the District's net position for the fiscal years ended June 30, 2021, and June 30, 2020, are as follows:

### Operating Results for the Fiscal Year Ended

	<b>Governmental Activities</b>	
	<b>6-30-21</b>	<b>6-30-20</b>
Program Revenues:		
Charges for Services	\$ 189,489.53	\$ 435,927.52
Operating Grants and Contributions	1,684,845.18	1,846,407.24
Capital Grants and Contributions	10,220,841.58	519,893.40
General Revenues:		
Property Taxes, Levied for Operational Purposes	4,971,884.23	4,819,263.61
Property Taxes, Levied for Capital Projects	1,656,558.49	1,546,771.52
Grants and Contributions Not Restricted to Specific Programs	25,992,513.12	23,677,594.94
Unrestricted Investment Earnings	3,759.53	26,346.04
Miscellaneous	747,538.95	1,425,727.99
<b>Total Revenues</b>	<b>45,467,430.61</b>	<b>34,297,932.26</b>
Functions/Program Expenses:		
Instruction	18,910,904.87	20,817,555.70
Student Support Services	1,566,013.28	1,221,356.28
Instructional Media Services	298,252.05	323,653.12
Instruction and Curriculum Development Services	1,210,511.93	875,640.03
Instructional Staff Training Services	252,347.59	315,851.13
Instruction-Related Technology	78,262.20	469,144.89
Board	427,673.63	361,782.39
General Administration	731,259.41	757,907.28
School Administration	2,103,807.71	2,159,859.87
Facilities Acquisition and Construction	663,681.78	1,703,196.22
Fiscal Services	411,101.60	379,016.60
Food Services	1,760,786.62	1,682,147.92
Central Services	399,647.98	394,236.96
Student Transportation Services	2,115,261.12	2,061,914.65
Operation of Plant	2,729,998.39	2,516,166.43
Maintenance of Plant	770,107.89	591,508.92
Administrative Technology Services	650,832.77	536,682.66
Community Services	1,286,895.33	183,361.11
Unallocated Interest on Long-Term Debt	21,776.48	20,532.34
Unallocated Depreciation Expense	1,376,213.89	1,376,213.89
<b>Total Functions/Program Expenses</b>	<b>37,765,336.52</b>	<b>38,747,728.39</b>
<b>Change in Net Position</b>	<b>7,702,094.09</b>	<b>(4,449,796.13)</b>
Net Position - Beginning	14,882,109.86	19,331,905.99
Adjustment to Beginning Net Position (1)	970,792.00	-
Net Position - Beginning, as Restated	15,852,901.86	19,331,905.99
<b>Net Position - Ending</b>	<b>\$ 23,554,995.95</b>	<b>\$ 14,882,109.86</b>

- (1) In the 2020-21 fiscal year, the adjustment to beginning net position consists of a reclassification of school internal funds from fiduciary funds to governmental funds.

The largest revenue source is the State of Florida (64.8 percent). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP funding formula utilizes student enrollment data and is designed to maintain equity in funding across all Florida school districts, taking into consideration the District's funding ability based on the local property tax base.

Capital grants and contributions revenue increased by \$9,700,948.18 due to the new allocation of Public Education Capital Outlay (PECO) Special Facility Construction Account funds for the construction of the New Bradford County Elementary-Middle School.

Grants and contributions not restricted to specific programs revenues increased by \$2,314,918.18, or 9.8 percent, primarily due to new Federal funds awarded in response to the COVID-19 pandemic.

Instruction expenses represent 50.1 percent of total governmental expenses in the 2020-21 fiscal year. Instruction expenses decreased by \$1,906,650.83, or 9.2 percent, primarily due to decreases in salaries expense.

Community services expenses increased by \$1,103,534.22 primarily due to the implementation of GASB Statement No. 84, Fiduciary Activities, whereby school internal accounts are accounted for in a nonmajor special revenue fund versus custodial funds in the prior year.

## FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

### **Governmental Funds**

The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. Specifically, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as it represents the portion of fund balance that has not been limited to a particular purpose by an external party, the District, or a group or individual delegated authority by the Board to assign resources for particular purposes.

The total fund balances of governmental funds increased by \$3,434,967.57 during the fiscal year to \$8,802,829.65 at June 30, 2021. Of the total fund balance, \$541,901.72, or 6.2 percent, is unassigned fund balance, which is available for spending at the District's discretion; \$149,187.52 is nonspendable; and \$8,111,740.41 is restricted.

### **Major Governmental Funds**

The General Fund is the District's chief operating fund. At the end of the current fiscal year, unassigned fund balance is \$541,901.72, while the total fund balance is \$3,542,707.82. As a measure of the General Fund's liquidity, it may be useful to compare the total assigned and unassigned fund balances to General Fund total revenues. The total unassigned fund balance is 2 percent of the total General Fund revenues. Total fund balance decreased by \$280,982.55.

The Special Revenue – Other Fund has total revenues and expenditures of \$2,901,529.48 each and the funding was mainly used for instructional activities. Because grant revenues attributed to the grants accounted for in this fund are not recognized until expenditures are incurred, this fund generally does not accumulate a fund balance.

The Special Revenue – Federal Education Stabilization Fund has total revenues and expenditures of \$2,402,682.33 each and the funding was used for activities in response to the COVID-19 pandemic. Because grant revenues attributed to the grants accounted for in this fund are not recognized until expenditures are incurred, this fund generally does not accumulate a fund balance.

The Capital Projects – Public Education Capital Outlay Fund has a total fund balance of \$2,718,710.51 which is primarily restricted for the construction of the New Bradford County Elementary-Middle School.

### GENERAL FUND BUDGETARY HIGHLIGHTS

Over the course of the year, the District revises its budget and brings amendments to the Board when needed. These amendments are needed to adjust to actual revenues received and direct resources where needed. However, certain budget amounts were not increased during preparation of the budget schedule for the 2020-21 fiscal year annual financial report, and separate budget amendments to cover the over-expended amounts, were not presented to the Board for approval. The District will implement new procedures, including a detailed monthly review of budget-to-actual expenditures, to detect and prevent budgetary overexpenditures going forward.

### CAPITAL ASSETS AND LONG-TERM DEBT

#### **Capital Assets**

The District's investment in capital assets for its governmental activities as of June 30, 2021, is \$29,675,334.45 (net of accumulated depreciation). This investment in capital assets includes land; construction in progress; improvements other than buildings; buildings and fixed equipment; furniture, fixtures, and equipment; motor vehicles; and audio visual materials and computer software. The total increase in capital assets for the current fiscal year was 5.7 percent.

Additional information on the District's capital assets can be found in Notes I.F.4. and III.C. to the financial statements.

#### **Long-Term Debt**

At June 30, 2021, the District's long-term debt outstanding consisted of a note payable of \$591,922.72 and special PECO advance payable of \$4,200,000.

Additional information on the District's long-term debt can be found in Notes I.F.6. and III.H. to the financial statements.

### REQUESTS FOR INFORMATION

This report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning information provided in the MD&A or other required supplementary information, and financial statements and notes thereto, or requests for additional financial information should be addressed to the Finance Director, Bradford County District School Board, 501 West Washington Street, Starke, Florida 32091.

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## **BASIC FINANCIAL STATEMENTS**

### **Bradford County District School Board Statement of Net Position June 30, 2021**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash and Cash Equivalents	\$ 9,529,156.57
Due from Other Agencies	9,805,124.67
Inventories	149,187.52
Capital Assets:	
Nondepreciable Capital Assets	3,256,101.89
Depreciable Capital Assets, Net	<u>26,419,232.56</u>
<b>TOTAL ASSETS</b>	<u>49,158,803.21</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
OPEB	45,320.00
Pensions	<u>7,885,927.00</u>
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<u>7,931,247.00</u>
<b>LIABILITIES</b>	
Payroll Deductions and Withholdings	59,038.09
Accounts Payable	551,812.08
Unearned Revenue	1,038,241.94
Long-Term Liabilities:	
Portion Due Within 1 Year	294,642.54
Portion Due After 1 Year	<u>29,876,590.61</u>
<b>TOTAL LIABILITIES</b>	<u>31,820,325.26</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
OPEB	69,719.00
Pensions	<u>1,645,010.00</u>
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<u>1,714,729.00</u>
<b>NET POSITION</b>	
Net Investment in Capital Assets	24,883,411.73
Restricted for:	
State Required Carryover Programs	2,913,846.34
Food Service	741,103.80
Capital Projects	12,454,314.97
School Internal Accounts	1,081,141.06
Unrestricted	<u>(18,518,821.95)</u>
<b>TOTAL NET POSITION</b>	<u>\$ 23,554,995.95</u>

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

**Bradford County District School Board  
Statement of Activities  
For the Fiscal Year Ended June 30, 2021**

Functions/Programs	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
<b>Governmental Activities:</b>			
Instruction	\$ 18,910,904.87	\$ -	\$ -
Student Support Services	1,566,013.28	-	-
Instructional Media Services	298,252.05	-	-
Instruction and Curriculum Development Services	1,210,511.93	-	-
Instructional Staff Training Services	252,347.59	-	-
Instruction-Related Technology	78,262.20	-	-
Board	427,673.63	-	-
General Administration	731,259.41	-	-
School Administration	2,103,807.71	-	-
Facilities Acquisition and Construction	663,681.78	-	-
Fiscal Services	411,101.60	-	-
Food Services	1,760,786.62	5,057.31	1,684,845.18
Central Services	399,647.98	-	-
Student Transportation Services	2,115,261.12	-	-
Operation of Plant	2,729,998.39	-	-
Maintenance of Plant	770,107.89	-	-
Administrative Technology Services	650,832.77	-	-
Community Services	1,286,895.33	184,432.22	-
Unallocated Interest on Long-Term Debt	21,776.48	-	-
Unallocated Depreciation Expense*	1,376,213.89	-	-
<b>Total Governmental Activities</b>	<b>\$ 37,765,336.52</b>	<b>\$ 189,489.53</b>	<b>\$ 1,684,845.18</b>

General Revenues:

Taxes:

Property Taxes, Levied for Operational Purposes

Property Taxes, Levied for Capital Projects

Grants and Contributions Not Restricted to Specific Programs

Unrestricted Investment Earnings

Miscellaneous

**Total General Revenues**

**Change in Net Position**

Net Position - Beginning

Adjustment to Beginning Net Position

Net Position - Beginning, as Restated

**Net Position - Ending**

\* This amount excludes the depreciation that is included in the direct expenses of the various functions.

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

		Net (Expense) Revenue and Changes in Net Position
Capital Grants and Contributions	Governmental Activities	
\$ -	\$ (18,910,904.87)	
-	(1,566,013.28)	
-	(298,252.05)	
-	(1,210,511.93)	
-	(252,347.59)	
-	(78,262.20)	
-	(427,673.63)	
-	(731,259.41)	
-	(2,103,807.71)	
10,220,841.58	9,557,159.80	
-	(411,101.60)	
-	(70,884.13)	
-	(399,647.98)	
-	(2,115,261.12)	
-	(2,729,998.39)	
-	(770,107.89)	
-	(650,832.77)	
-	(1,102,463.11)	
-	(21,776.48)	
-	(1,376,213.89)	
<u>\$ 10,220,841.58</u>	<u>(25,670,160.23)</u>	

4,971,884.23
1,656,558.49
25,992,513.12
3,759.53
<u>747,538.95</u>
<u>33,372,254.32</u>
7,702,094.09
14,882,109.86
<u>970,792.00</u>
<u>15,852,901.86</u>
<u>\$ 23,554,995.95</u>

**Bradford County District School Board  
Balance Sheet – Governmental Funds  
June 30, 2021**

	<u>General Fund</u>	<u>Special Revenue - Other Fund</u>	<u>Special Revenue - Federal Education Stabilization Fund</u>
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 3,430,236.18	\$ 59,553.27	\$ 764,495.94
Due from Other Funds	289,205.18	-	-
Due from Other Agencies	184,432.22	93,638.04	362,280.92
Inventories	86,959.76	-	-
<b>TOTAL ASSETS</b>	<u>\$ 3,990,833.34</u>	<u>\$ 153,191.31</u>	<u>\$ 1,126,776.86</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>			
Liabilities:			
Payroll Deductions and Withholdings	\$ -	\$ 19,876.09	\$ 6,693.78
Accounts Payable	382,402.47	39,677.18	-
Due to Other Funds	65,723.05	93,638.04	125,289.14
Unearned Revenue	-	-	994,793.94
<b>Total Liabilities</b>	<u>448,125.52</u>	<u>153,191.31</u>	<u>1,126,776.86</u>
Deferred Inflows of Resources:			
Unavailable Revenue - State Capital Outlay Funding	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances:			
Nonspendable:			
Inventories	86,959.76	-	-
Restricted for:			
State Required Carryover Programs	2,913,846.34	-	-
Food Service	-	-	-
Capital Projects	-	-	-
School Internal Accounts	-	-	-
Total Restricted Fund Balance	<u>2,913,846.34</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	<u>541,901.72</u>	<u>-</u>	<u>-</u>
<b>Total Fund Balances</b>	<u>3,542,707.82</u>	<u>-</u>	<u>-</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<u>\$ 3,990,833.34</u>	<u>\$ 153,191.31</u>	<u>\$ 1,126,776.86</u>

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

<b>Capital Projects - Public Education Capital Outlay</b>	<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ 2,772,028.51	\$ 2,502,842.67	\$ 9,529,156.57
-	65,723.05	354,928.23
8,978,063.00	186,710.49	9,805,124.67
-	62,227.76	149,187.52
<u>\$ 11,750,091.51</u>	<u>\$ 2,817,503.97</u>	<u>\$ 19,838,396.99</u>
\$ -	\$ 32,468.22	\$ 59,038.09
53,318.00	76,414.43	551,812.08
-	70,278.00	354,928.23
-	43,448.00	1,038,241.94
<u>53,318.00</u>	<u>222,608.65</u>	<u>2,004,020.34</u>
<u>8,978,063.00</u>	<u>53,484.00</u>	<u>9,031,547.00</u>
<u>-</u>	<u>62,227.76</u>	<u>149,187.52</u>
-	-	2,913,846.34
-	693,985.04	693,985.04
2,718,710.51	704,057.46	3,422,767.97
-	1,081,141.06	1,081,141.06
<u>2,718,710.51</u>	<u>2,479,183.56</u>	<u>8,111,740.41</u>
<u>-</u>	<u>-</u>	<u>541,901.72</u>
<u>2,718,710.51</u>	<u>2,541,411.32</u>	<u>8,802,829.65</u>
<u>\$ 11,750,091.51</u>	<u>\$ 2,817,503.97</u>	<u>\$ 19,838,396.99</u>

**Bradford County District School Board  
Reconciliation of the Governmental Funds Balance Sheet  
to the Statement of Net Position  
June 30, 2021**

<b>Total Fund Balances - Governmental Funds</b>	<b>\$ 8,802,829.65</b>
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds.	29,675,334.45
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A portion of State capital outlay funding is not available to pay for current period expenditures and, therefore, is reported as unavailable revenue in the governmental funds.	9,031,547.00
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The deferred outflows of resources and deferred inflows of resources related to pensions and other postemployment benefits (OPEB) are applicable to future periods and, therefore, are not reported in the governmental funds.

Deferred Outflows Related to OPEB	\$ 45,320.00	
Deferred Outflows Related to Pensions	7,885,927.00	
Deferred Inflows Related to OPEB	(69,719.00)	
Deferred Inflows Related to Pensions	(1,645,010.00)	6,216,518.00

Long-term liabilities are not due and payable in the fiscal year and, therefore, are not reported as liabilities in the governmental funds. Long-term liabilities at year end consist of:

Note Payable	\$ (591,922.72)	
Compensated Absences Payable	(1,602,448.43)	
Special PECO Advance Payable	(4,200,000.00)	
Net Pension Liability	(23,341,048.00)	
Total OPEB Liability	(435,814.00)	(30,171,233.15)

<b>Net Position - Governmental Activities</b>	<b>\$ <u>23,554,995.95</u></b>
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The accompanying notes to financial statements are an integral part of this statement.

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**Bradford County District School Board**  
**Statement of Revenues, Expenditures, and Changes in**  
**Fund Balances – Governmental Funds**  
**For the Fiscal Year Ended June 30, 2021**

	General Fund	Special Revenue - Other Fund	Special Revenue - Federal Education Stabilization Fund
<b>Revenues</b>			
Intergovernmental:			
Federal Direct	\$ 77,490.71	\$ 251,466.30	\$ 196,116.47
Federal Through State and Local	158,840.20	2,650,063.18	2,206,565.86
State	20,344,073.83	-	-
Local:			
Property Taxes	4,971,884.23	-	-
Charges for Services	184,432.22	-	-
Miscellaneous	751,298.48	-	-
Total Local Revenues	5,907,614.93	-	-
<b>Total Revenues</b>	26,488,019.67	2,901,529.48	2,402,682.33
<b>Expenditures</b>			
Current - Education:			
Instruction	14,527,714.61	2,321,019.28	746,963.78
Student Support Services	1,187,180.09	137,839.16	143,391.03
Instructional Media Services	277,795.05	-	-
Instruction and Curriculum Development Services	610,961.28	255,219.94	260,422.71
Instructional Staff Training Services	89,551.02	143,417.56	6,550.01
Instruction-Related Technology	78,089.20	-	-
Board	414,325.63	-	-
General Administration	708,968.66	-	446.75
School Administration	1,954,790.85	-	4,777.86
Facilities Acquisition and Construction	82,248.47	-	31,743.00
Fiscal Services	385,963.60	-	-
Food Services	-	-	-
Central Services	343,090.33	11,794.65	25,000.00
Student Transportation Services	1,697,607.70	15,644.75	17,444.31
Operation of Plant	2,542,054.00	-	142,870.39
Maintenance of Plant	742,021.89	-	-
Administrative Technology Services	627,774.77	-	-
Community Services	395,709.97	-	-
Fixed Capital Outlay:			
Facilities Acquisition and Construction	-	-	162,547.49
Other Capital Outlay	103,155.10	16,594.14	860,525.00
Debt Service:			
Principal	-	-	-
Interest and Fiscal Charges	-	-	-
<b>Total Expenditures</b>	26,769,002.22	2,901,529.48	2,402,682.33
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	(280,982.55)	-	-
<b>Other Financing Sources (Uses)</b>			
Transfers In	185,199.00	-	-
Proceeds from Special Facility Construction Account	-	-	-
Transfers Out	(185,199.00)	-	-
<b>Total Other Financing Sources (Uses)</b>	-	-	-
<b>Net Change in Fund Balances</b>	(280,982.55)	-	-
Fund Balances, Beginning	3,823,690.37	-	-
Adjustment to Fund Balances	-	-	-
Fund Balances, Beginning, as Restated	3,823,690.37	-	-
<b>Fund Balances, Ending</b>	\$ 3,542,707.82	\$ 0.00	\$ 0.00

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



<b>Capital Projects - Public Education Capital Outlay Fund</b>	<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ -	\$ -	\$ 525,073.48
-	1,657,410.18	6,672,879.42
246,686.00	246,200.59	20,836,960.42
-	1,656,558.49	6,628,442.72
-	5,057.31	189,489.53
-	1,239,230.56	1,990,529.04
-	2,900,846.36	8,808,461.29
246,686.00	4,804,457.13	36,843,374.61
-	249,285.14	17,844,982.81
-	-	1,468,410.28
-	-	277,795.05
-	-	1,126,603.93
-	-	239,518.59
-	-	78,089.20
-	-	414,325.63
-	-	709,415.41
-	-	1,959,568.71
-	549,690.31	663,681.78
-	-	385,963.60
-	1,696,816.62	1,696,816.62
-	-	379,884.98
-	-	1,730,696.76
-	-	2,684,924.39
-	-	742,021.89
-	-	627,774.77
-	864,487.36	1,260,197.33
2,015,590.14	-	2,178,137.63
-	113,266.56	1,093,540.80
-	24,280.40	24,280.40
2,110.00	19,666.48	21,776.48
2,017,700.14	3,517,492.87	37,608,407.04
(1,771,014.14)	1,286,964.26	(765,032.43)
615,000.00	752,402.56	1,552,601.56
4,200,000.00	-	4,200,000.00
(161,138.56)	(1,206,264.00)	(1,552,601.56)
4,653,861.44	(453,861.44)	4,200,000.00
2,882,847.30	833,102.82	3,434,967.57
(164,136.79)	737,516.50	4,397,070.08
-	970,792.00	970,792.00
(164,136.79)	1,708,308.50	5,367,862.08
\$ 2,718,710.51	\$ 2,541,411.32	\$ 8,802,829.65

**Bradford County District School Board**  
**Reconciliation of the Governmental Funds Statement of Revenues, Expenditures,**  
**and Changes in Fund Balances to the Statement of Activities**  
**For the Fiscal Year Ended June 30, 2021**

**Net Change in Fund Balances - Governmental Funds** **\$ 3,434,967.57**

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

Capital outlays are reported in the governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of capital outlays in excess of depreciation expense in the current fiscal year. 1,601,223.18

A portion of State capital outlay funding was not available to pay for current period expenditures and, therefore, not recognized as revenue in the governmental funds. However, these funds are recognized as revenue under the full accrual basis of accounting in the statement of activities. This is the net increase in unavailable revenue in the governmental funds for the current fiscal year. 8,624,056.00

Special facility construction advances provide current financial resources to the governmental funds, but increase long-term liabilities in the statement of net position. (4,200,000.00)

Repayment of note principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. This is the amount of the repayments in the current period. 24,280.40

In the statement of activities, the cost of compensated absences is measured by the amounts earned during the year, while in the governmental funds, expenditures are recognized based on the amounts actually paid for compensated absences. This is the net amount of compensated absences used in excess of the amount earned in the current fiscal year. 168,906.94

Governmental funds report District OPEB contributions as expenditures. However, in the statement of activities, the cost of OPEB benefits earned net of employee contributions, as determined through an actuarial valuation, is reported as an OPEB expense.

Decrease in Total OPEB Liability	\$ 251,235.00	
Decrease in Deferred Outflows of Resources - OPEB	(198,808.00)	
Increase in Deferred Inflows of Resources - OPEB	(69,719.00)	(17,292.00)

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

FRS Pension Contribution	\$ 1,467,311.00	
HIS Pension Contribution	296,296.00	
FRS Pension Expense	(3,224,643.00)	
HIS Pension Expense	(473,012.00)	(1,934,048.00)

**Change in Net Position - Governmental Activities** **\$ 7,702,094.09**

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

**Bradford County District School Board  
Statement of Fiduciary Net Position – Fiduciary Funds  
June 30, 2021**

	<u>Private Purpose Trust Funds</u>
<b>ASSETS</b>	
Cash and Cash Equivalents	\$ 29,521.13
<b>NET POSITION</b>	
Restricted for Scholarships	\$ 29,521.13

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

**Bradford County District School Board  
Statement of Changes in Fiduciary Net Position – Fiduciary Funds  
For the Fiscal Year Ended June 30, 2021**

	<u>Private-Purpose Trust Funds</u>
<b>DEDUCTIONS</b>	
Scholarship Payments	\$ 1,000.00
<b>Change in Net Position</b>	(1,000.00)
Net Position - Beginning	<u>30,521.13</u>
<b>Net Position - Ending</b>	<u>\$ 29,521.13</u>

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

# ***NOTES TO FINANCIAL STATEMENTS***

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## **I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **A. Description of Government-Wide Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Bradford County School District (District). All fiduciary activities are reported only in the fund financial statements. Governmental activities are normally supported by taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function. Depreciation expense associated with the District's transportation department is allocated to the student transportation services function, while remaining depreciation expense is not readily associated with a particular function and is reported as unallocated.

### **B. Reporting Entity**

The Bradford County District School Board (Board) has direct responsibility for operation, control, and supervision of District schools and is considered a primary government for financial reporting. The District is considered part of the Florida system of public education, operates under the general direction of the Florida Department of Education (FDOE), and is governed by State law and State Board of Education (SBE) rules. The governing body of the District is the Board, which is composed of five elected members. The elected Superintendent of Schools is the executive officer of the Board. Geographic boundaries of the District correspond with those of Bradford County.

Criteria for determining if other entities are potential component units that should be reported within the District's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any legally separate entities for which the Board is financially accountable and other organizations for which the nature and significance of their relationship with the Board are such that exclusion would cause the District's basic financial statements to be misleading. Based on these criteria, no component units are included within the District's reporting entity.

### **C. Basis of Presentation: Government-Wide Financial Statements**

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds. Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

The effects of interfund activity have been eliminated from the government-wide financial statements except for interfund services provided and used.

## **D. Basis of Presentation: Fund Financial Statements**

The fund financial statements provide information about the District's funds, including the fiduciary funds. Separate statements for each fund category – governmental and fiduciary – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds.

The District reports the following major governmental funds:

- General Fund – to account for all financial resources not required to be accounted for in another fund and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.
- Special Revenue – Other Fund – to account for certain Federal grant program resources.
- Special Revenue – Federal Education Stabilization Fund – to account for Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding provided as emergency relief to address the impact of COVID-19 on elementary and secondary schools.
- Capital Projects – Public Education Capital Outlay Fund – to account for the Special Facility Construction Account appropriations to be used to construct the New Bradford County Elementary-Middle School.

Additionally, the District reports the following fiduciary fund:

- Private-Purpose Trust Funds – to account for resources of the Foster Shi – Mary Anne Smith and Marissa Sellars Scholarship Trust Fund.

During the course of operations, the District has activity between funds for various purposes. Any residual balances outstanding at fiscal year end are reported as due from/to other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in and out. While reported in fund financial statements, transfers between funds are eliminated in the preparation of the government-wide financial statements.

## **E. Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized in the year for which they are levied. Revenues from grants, entitlements, and donations are recognized as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized as soon as they are both measurable and available. Revenues are

considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditures are generally recognized when the related fund liability is incurred, as under accrual accounting. However, debt service expenditures, claims and judgments, pension benefits, other postemployment benefits, and compensated absences, are only recorded when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources. Allocations of cost, such as depreciation, are not recognized in governmental funds.

The fiduciary funds are reported using the economic resources measurement focus and the accrual basis of accounting.

## **F. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance**

### **1. Cash and Cash Equivalents**

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term liquid investments with original maturities of 3 months or less from the date of acquisition. Investments classified as cash equivalents include amounts placed with the State Board of Administration (SBA) in Florida PRIME.

Cash deposits are held by banks qualified as public depositories under Florida. All deposits are insured by Federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

### **2. Investments**

Investments consist of amounts placed with the SBA for participation in the Florida PRIME investment pool created by Section 218.405, Florida Statutes. The investment pool operates under investment guidelines established by Section 215.47, Florida Statutes.

The District's investment in Florida PRIME, which the SBA indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. This investment is reported at fair value, which is amortized cost.

Types and amounts of investments held at fiscal year end are described in a subsequent note.

### 3. Inventories

Inventories consist of expendable supplies held for consumption in the course of District operations. Inventories are stated at last invoice, which approximates the first-in, first-out basis, except that United States Department of Agriculture donated foods are stated at their fair value as determined at the time of donation to the District's food service program by the Florida Department of Agriculture and Consumer Services, Bureau of Food Distribution. The costs of inventories are recorded as expenditures when used rather than purchased.

### 4. Capital Assets

Expenditures for capital assets acquired or constructed for general District purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of net position but are not reported in the governmental fund financial statements. Capital assets are defined by the District as those costing more than \$750. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at acquisition value at the date of donation.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Useful Lives</u>
Improvements Other Than Buildings	10 - 25 years
Buildings and Fixed Equipment	40 years
Furniture, Fixtures, and Equipment	7 years
Motor Vehicles	10 years
Audio Visual Materials and Computer Software	7 years

Current year information relative to changes in capital assets is described in a subsequent note.

### 5. Pensions

In the government-wide statement of net position, liabilities are recognized for the District's proportionate share of each pension plan's net pension liability. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Florida Retirement System (FRS) defined benefit plan and the Health Insurance Subsidy (HIS) defined benefit plan and additions to/deductions from the FRS and the HIS fiduciary net position have been determined on the same basis as they are reported by the FRS and the HIS plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The District's retirement plans and related amounts are described in a subsequent note.

### 6. Long-Term Liabilities

Long-term obligations that will be financed from resources to be received in the future by governmental funds are reported as liabilities in the government-wide statement of net position.



In the governmental fund financial statements, notes and other long-term obligations are not recognized as liabilities until due.

Changes in long-term liabilities for the current year are reported in a subsequent note.

## **7. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense) until then. The District has two items that qualify for reporting in this category. The deferred outflows of resources related to pensions and OPEB are discussed in subsequent notes.

In addition to liabilities, the statement of net position and the governmental funds balance sheet report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The District has three items that qualify for reporting in this category. The first two items, deferred inflows of resources related to pensions and OPEB, are reported in the statement of net position and discussed in subsequent notes. The remaining item is reported in the governmental funds balance sheet as unavailable revenue related to State capital outlay funding and will be recognized as an inflow of resources in the period that it becomes available.

## **8. Net Position Flow Assumption**

The District occasionally funds outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. To calculate the amounts to report as restricted net position and unrestricted net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. Consequently, it is the District's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

## **9. Fund Balance Flow Assumptions**

The District may fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). To calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

## **10. Fund Balance Policies**

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The District itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the District's highest level of decision-making authority. The Board is the highest level of decision-making authority for the District that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation. The District reported no committed fund balances at June 30, 2021.

Amounts in the assigned fund balance classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as committed. The Board has by resolution authorized the finance director to assign fund balance. The Board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

In addition, the District has adopted Board Policy 7.01 which provides for a minimum fund balance of at least 4 percent of the current year's annual General Fund recurring expenditure budget to be reserved for contingency purposes, if feasible.

## **G. Revenues and Expenditures/Expenses**

### **1. Program Revenues**

Amounts reported as program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than program revenues. Revenues that are not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

### **2. State Revenue Sources**

Significant revenues from State sources for current operations include the Florida Education Finance Program administered by the FDOE under the provisions of Section 1011.62, Florida Statutes. In accordance with this law, the District determines and reports the number of full-time equivalent (FTE) students and related data to the FDOE. The FDOE performs certain edit checks on the reported number of FTE and related data and calculates the allocation of funds to the

District. The District is permitted to amend its original reporting during specified time periods following the date of the original reporting. The FDOE may also adjust subsequent fiscal period allocations based upon an audit of the District's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the fiscal year when the adjustments are made.

The State provides financial assistance to administer certain educational programs. SBE rules require that revenue earmarked for certain programs be expended only for the program for which the money is provided, and require that the money not expended as of the close of the fiscal year be carried forward into the following fiscal year to be expended for the same educational programs. The FDOE generally requires that these educational program revenues be accounted for in the General Fund. A portion of the fund balance of the General Fund is restricted in the governmental fund financial statements for the balance of categorical and earmarked educational program resources.

The District received an allocation from the State under the Educational Facilities Security Grant program. The District is authorized to expend these funds only upon applying for and receiving an encumbrance authorization from the FDOE. Accordingly, the District recognizes the allocation of these funds as unearned revenue until such time as an encumbrance authorization is received.

Pursuant to Section 1013.64, Florida Statutes, the District received a special allocation in the 2020-21 fiscal year for specific construction needs through the Public Education Capital Outlay and Debt Service Trust Fund – Special Facility Construction Account. As a condition for receiving these funds, other construction funding must be pledged for the project, including the capital outlay millage levied pursuant to Section 1011.71(2), Florida Statutes, for the total amount of 3 fiscal years' maximum millage. The District is required to budget no more than the value of 1 mill per year to the project until the District's participation requirement is satisfied. Collections of the pledged revenues that are subsequently paid to the State will be reported as expenditures in the governmental funds and reduce the liability in the statement of net position.

A schedule of revenue from State sources for the current year is presented in a subsequent note.

### **3. District Property Taxes**

The Board is authorized by State law to levy property taxes for district school operations, capital improvements, and debt service.

Property taxes consist of ad valorem taxes on real and personal property within the District. Property values are determined by the Bradford County Property Appraiser, and property taxes are collected by the Bradford County Tax Collector.

The Board adopted the 2020 tax levy on September 7, 2020. Tax bills are mailed in October and taxes are payable between November 1 of the year assessed and March 31 of the following year at discounts of up to 4 percent for early payment.

Taxes become a lien on the property on January 1 and are delinquent on April 1 of the year following the year of assessment. State law provides for enforcement of collection of personal property taxes by seizure of the property to satisfy unpaid taxes and for enforcement of collection

of real property taxes by the sale of interest-bearing tax certificates to satisfy unpaid taxes. The procedures result in the collection of essentially all taxes prior to June 30 of the year following the year of assessment.

Property tax revenues are recognized in the government-wide financial statements when the Board adopts the tax levy. Property tax revenues are recognized in the governmental fund financial statements when taxes are received by the District, except that revenue is accrued for taxes collected by the Bradford County Tax Collector at fiscal year end but not yet remitted to the District.

Millages and taxes levied for the current year are presented in a subsequent note.

#### **4. Federal Revenue Sources**

The District receives Federal awards for the enhancement of various educational programs. Federal awards are generally received based on applications submitted to, and approved by, various granting agencies. For Federal awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred. The FDOE may require adjustments to subsequent fiscal period expenditures and related revenues based upon an audit of the District's compliance with applicable Federal awards requirements. Normally, such adjustments are treated as reductions of expenditures and related revenues in the fiscal year when the adjustments are made.

#### **5. Compensated Absences**

In the government-wide financial statements, compensated absences (i.e., paid absences for employee vacation leave and sick leave) are accrued as liabilities to the extent that it is probable that the benefits will result in termination payments. A liability for these amounts is reported in the governmental fund financial statements only if it has matured, such as for occurrences of employee resignations and retirements. The liability for compensated absences includes salary-related benefits, where applicable.

## **II. PRIOR PERIOD ADJUSTMENT**

In the prior year, the District implemented GASB Statement No. 84, *Fiduciary Activities*, and accounted for resources of the school internal funds, which are used to administer monies collected at several schools in connection with school, student athletic, class, and club activities as custodial funds. During the 2020-21 fiscal year, the District determined that school principals retain administrative control of these funds. As a result, the District no longer considers the school internal funds to meet the criteria for reporting as fiduciary activities in the custodial funds and reclassified them to a special revenue fund. This correction increases the beginning net position and fund balance of the District's governmental activities and other governmental funds, respectively, by \$970,792 each.

### III. DETAILED NOTES ON ALL ACTIVITIES AND FUNDS

#### A. Cash Deposits with Financial Institutions

**Custodial Credit Risk.** In the case of deposits, this is the risk that, in the event of the failure of a depository financial institution, the District will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The District does not have a policy for custodial credit risk. All bank balances of the District are fully insured or collateralized as required by Chapter 280, Florida Statutes.

#### B. Investments

The District's investments at June 30, 2021, are reported as follows:

<u>Investments</u>	<u>Maturities</u>	<u>Fair Value</u>
SBA:		
Florida PRIME (1)	50 Days	\$ 100,548.23

(1) This investment is reported as a cash equivalent for financial statement reporting purposes.

#### **Interest Rate Risk**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses from increasing interest rates.

Florida PRIME uses a weighted average days to maturity (WAM). A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating rate instruments. WAM measures the sensitivity of the portfolio to interest rate changes.

For Florida PRIME, with regard to redemption gates, Section 218.409(8)(a), Florida Statutes, states, "The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the executive director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the board [State Board of Administration] can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the trustees, the Joint Legislative Auditing Committee, and the Investment Advisory Council. The trustees shall convene an emergency meeting as soon as practicable from the time the executive director has instituted such measures and review the necessity of those measures. If the trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the executive director until the trustees are able to meet to review the necessity for the moratorium. If the trustees agree with such measures, the trustees shall vote to continue the measures for up to an additional 15 days. The trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the trustees exceed 15 days." As of June 30, 2021, there were no redemption fees, maximum transaction amounts, or any other requirements that serve to limit a participant's daily access to 100 percent of their account value.

## **Credit Risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Section 218.415(17), Florida Statutes, limits investments to the Local Government Surplus Funds Trust Fund [Florida PRIME], or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act as provided in Section 163.01, Florida Statutes; Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency; interest-bearing time deposits or savings accounts in qualified public depositories, as defined in Section 280.02, Florida Statutes; and direct obligations of the United States Treasury. The District's investment policy 7.20 limits investments to bids from qualified public depositories, as defined in Section 280.02, Florida Statutes; financial deposit instruments insured by the Federal Deposit Insurance Corporation (FDIC); time deposits; securities of the United States Government; State managed cooperative plans; and other forms of investments as authorized by Section 218.415, Florida Statutes.

The District's investment in Florida PRIME is rated AAAM by Standard & Poor's.

## **C. Changes in Capital Assets**

Changes in capital assets are presented in the following table:

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Deletions</b>	<b>Ending Balance</b>
GOVERNMENTAL ACTIVITIES				
Capital Assets Not Being Depreciated:				
Land	\$ 1,295,625.36	\$ -	\$ -	\$ 1,295,625.36
Construction in Progress	-	1,960,476.53	-	1,960,476.53
Total Capital Assets Not Being Depreciated	1,295,625.36	1,960,476.53	-	3,256,101.89
Capital Assets Being Depreciated:				
Improvements Other Than Buildings	4,690,218.58	19,028.00	-	4,709,246.58
Buildings and Fixed Equipment	51,456,265.93	65,258.00	-	51,521,523.93
Furniture, Fixtures, and Equipment	2,852,494.66	934,661.90	-	3,787,156.56
Motor Vehicles	4,965,614.68	292,254.00	-	5,257,868.68
Audio Visual Materials and Computer Software	293,345.78	-	-	293,345.78
Total Capital Assets Being Depreciated	64,257,939.63	1,311,201.90	-	65,569,141.53
Less Accumulated Depreciation for:				
Improvements Other Than Buildings	2,886,353.31	154,301.30	-	3,040,654.61
Buildings and Fixed Equipment	29,470,073.96	1,016,839.29	-	30,486,913.25
Furniture, Fixtures, and Equipment	1,961,831.52	188,148.39	-	2,149,979.91
Motor Vehicles	3,091,186.20	294,241.36	-	3,385,427.56
Audio Visual Materials and Computer Software	70,008.73	16,924.91	-	86,933.64
Total Accumulated Depreciation	37,479,453.72	1,670,455.25	-	39,149,908.97
Total Capital Assets Being Depreciated, Net	26,778,485.91	(359,253.35)	-	26,419,232.56
Governmental Activities Capital Assets, Net	\$ 28,074,111.27	\$ 1,601,223.18	\$ 0.00	\$ 29,675,334.45

Depreciation expense was charged to functions as follows:

<u>Function</u>	<u>Amount</u>
GOVERNMENTAL ACTIVITIES	
Student Transportation Services	\$ 294,241.36
Unallocated	<u>1,376,213.89</u>
Total Depreciation Expense – Governmental Activities	<u>\$ 1,670,455.25</u>

## **D. Retirement Plans**

### **1. FRS – Defined Benefit Pension Plans**

#### **General Information about the FRS**

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program (DROP) under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree HIS Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the District are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two cost-sharing multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services Web site ([www.dms.myflorida.com](http://www.dms.myflorida.com)).

The District's FRS and HIS pension expense totaled \$3,697,655 for the fiscal year ended June 30, 2021.

#### **FRS Pension Plan**

Plan Description. The FRS Pension Plan (Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a DROP for eligible employees. The general classes of membership are:

- *Regular* – Members of the FRS who do not qualify for membership in the other classes.
- *Elected County Officers* – Members who hold specified elective offices in local government.

Employees enrolled in the Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. Employees enrolled in the Plan may include up to 4 years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

The DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

**Benefits Provided.** Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following table shows the percentage value for each year of service credit earned:

<b><u>Class, Initial Enrollment, and Retirement Age/Years of Service</u></b>	<b><u>Percent Value</u></b>
<b>Regular Members Initially Enrolled Before July 1, 2011</b>	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 or more years of service	1.68
<b>Regular Members Initially Enrolled On or After July 1, 2011</b>	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 or more years of service	1.68
<b>Elected County Officers</b>	3.00



As provided in Section 121.101, Florida Statutes, if the member was initially enrolled in the Plan before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member was initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

**Contributions.** The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2020-21 fiscal year were as follows:

<b><u>Class</u></b>	<b><u>Percent of Gross Salary</u></b>	
	<b><u>Employee</u></b>	<b><u>Employer (1)</u></b>
FRS, Regular	3.00	10.00
FRS, Elected County Officers	3.00	49.18
DROP – Applicable to Members from All of the Above Classes	0.00	16.98
FRS, Reemployed Retiree	(2)	(2)

(1) Employer rates include 1.66 percent for the postemployment health insurance subsidy. Also, employer rates, other than for DROP participants, include 0.06 percent for administrative costs of the Investment Plan.

(2) Contribution rates are dependent upon retirement class in which reemployed.

The District's contributions to the Plan totaled \$1,467,311 for the fiscal year ended June 30, 2021.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.** At June 30, 2021, the District reported a liability of \$16,700,638 for its proportionate share of the Plan's 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 as of July 1, 2020. The District's proportionate share of the net pension liability was based on the District's 2019-20 fiscal year contributions relative to the total 2019-20 fiscal year contributions of all participating members. At June 30, 2020, the District's proportionate share was 0.038532696 percent, which was a decrease of 0.002889134 from its proportionate share measured as of June 30, 2019.

For the fiscal year ended June 30, 2021, the District recognized the Plan pension expense of \$3,224,643. In addition, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences Between Expected and Actual Experience	\$ 639,167	\$ -
Change of Assumptions	3,023,347	-
Net Difference Between Projected and Actual Earnings on FRS Pension Plan Investments	994,372	-
Changes in Proportion and Differences Between District FRS Contributions and Proportionate Share of Contributions	186,846	850,786
District FRS Contributions Subsequent to the Measurement Date	1,467,311	-
<b>Total</b>	<b>\$ 6,311,043</b>	<b>\$ 850,786</b>

The deferred outflows of resources related to pensions resulting from District contributions to the Plan subsequent to the measurement date, totaling \$1,467,311, will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2022	\$ 719,368
2023	1,355,711
2024	1,175,251
2025	667,328
2026	75,288
<b>Total</b>	<b>\$ 3,992,946</b>

**Actuarial Assumptions.** The total pension liability in the July 1, 2020, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40 percent
Salary Increases	3.25 percent, average, including inflation
Investment Rate of Return	6.80 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2018.

The actuarial assumptions used in the July 1, 2020, valuation were based on the results of an actuarial experience study for the period July 1, 2013, through June 30, 2018.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions and includes an adjustment for the inflation assumption. The target allocation and

best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

<b><u>Asset Class</u></b>	<b><u>Target Allocation (1)</u></b>	<b><u>Annual Arithmetic Return</u></b>	<b><u>Compound Annual (Geometric) Return</u></b>	<b><u>Standard Deviation</u></b>
Cash	1.0%	2.2%	2.2%	1.2%
Fixed Income	19.0%	3.0%	2.9%	3.5%
Global Equity	54.2%	8.0%	6.7%	17.1%
Real Estate (Property)	10.3%	6.4%	5.8%	11.7%
Private Equity	11.1%	10.8%	8.1%	25.7%
Strategic Investments	4.4%	5.5%	5.3%	6.9%
<b>Total</b>	<b>100%</b>			
Assumed inflation - Mean			2.4%	1.7%

(1) As outlined in the Plan's investment policy.

**Discount Rate.** The discount rate used to measure the total pension liability was 6.8 percent. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return. The discount rate used in the 2020 valuation was updated from 6.9 percent to 6.8 percent.

**Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate.** The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 6.8 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.8 percent) or 1 percentage point higher (7.8 percent) than the current rate:

	<b><u>1% Decrease (5.8%)</u></b>	<b><u>Current Discount Rate (6.8%)</u></b>	<b><u>1% Increase (7.8%)</u></b>
District's Proportionate Share of the Net Pension Liability	\$ 26,668,113	\$ 16,700,638	\$ 8,375,760

**Pension Plan Fiduciary Net Position.** Detailed information about the Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

## **HIS Pension Plan**

**Plan Description.** The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

**Benefits Provided.** For the fiscal year ended June 30, 2021, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Federal Medicare.

**Contributions.** The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended June 30, 2021, the contribution rate was 1.66 percent of payroll pursuant to Section 112.363, Florida Statutes. The District contributed 100 percent of its statutorily required contributions for the current and preceding 3 years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The District's contributions to the HIS Plan totaled \$296,296 for the fiscal year ended June 30, 2021.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.** At June 30, 2021, the District reported a net pension liability of \$6,640,410 for its proportionate share of the HIS Plan's net pension liability. The current portion of the net pension liability is the District's proportionate share of benefit payments expected to be paid within 1 year, net of the District's proportionate share of the HIS Plan's fiduciary net position available to pay that amount. 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 as of July 1, 2020. The District's proportionate share of the net pension liability was based on the District's 2019-20 fiscal year contributions relative to the total 2019-20 fiscal year contributions of all participating members. At June 30, 2020, the District's proportionate share was 0.054385738 percent, which was a decrease of 0.002101519 from its proportionate share measured as of June 30, 2019.

For the fiscal year ended June 30, 2021, the District recognized the HIS Plan pension expense of \$473,012. In addition, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences Between Expected and Actual Experience	\$ 271,633	\$ 5,123
Change of Assumptions	714,033	386,114
Net Difference Between Projected and Actual Earnings on HIS Pension Plan Investments	5,302	-
Changes in Proportion and Differences Between District HIS Contributions and Proportionate Share of Contributions	287,620	402,987
District HIS Contributions Subsequent to the Measurement Date	296,296	-
<b>Total</b>	<b>\$ 1,574,884</b>	<b>\$ 794,224</b>

The deferred outflows of resources related to pensions resulting from District contributions to the HIS Plan subsequent to the measurement date, totaling \$296,296, will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2022	\$ 87,439
2023	84,908
2024	39,856
2025	85,302
2026	121,916
Thereafter	64,943
<b>Total</b>	<b>\$ 484,364</b>

Actuarial Assumptions. The total pension liability in the July 1, 2020, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40 percent
Salary Increases	3.25 percent, average, including inflation
Municipal Bond Rate	2.21 percent

Mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2018. This is a change from the prior year mortality assumption which was based on the Generational RP-2000 with Projection Scale BB tables.

While an experience study had not been completed for the HIS Plan, the actuarial assumptions that determined the total pension liability for the HIS Plan were based on certain results of the most recent experience study for the FRS Plan.

Discount Rate. The discount rate used to measure the total pension liability was 2.21 percent. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the

projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index. The discount rate changed from 3.5 percent to 2.21 percent.

**Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate.** The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 2.21 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (1.21 percent) or 1 percentage point higher (3.21 percent) than the current rate:

	<b>1% Decrease (1.21%)</b>	<b>Current Discount Rate (2.21%)</b>	<b>1% Increase (3.21%)</b>
District's Proportionate Share of the Net Pension Liability	\$ 7,676,018	\$ 6,640,410	\$ 5,792,768

**Pension Plan Fiduciary Net Position.** Detailed information about the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

## **2. FRS – Defined Contribution Pension Plan**

The SBA administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State's Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. District employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Retirement benefits are based upon the value of the member's account upon retirement. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular, Elected County Officers, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06 percent of payroll and by forfeited benefits of Investment Plan members. Allocations to the Investment Plan member accounts during the 2020-21 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Compensation</u>
FRS, Regular	6.30
FRS, Elected County Officers	11.34

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings, regardless of membership class. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2021, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the District.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided in which the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan or remain in the Investment Plan and rely upon that account balance for retirement income.

The District's Investment Plan pension expense totaled \$402,031.79 for the fiscal year ended June 30, 2021.

## **E. Other Postemployment Benefit Obligations**

Plan Description. The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer defined benefit plan administered by the District that provides OPEB for all employees who satisfy the District's retirement eligibility provisions. Pursuant to Section 112.0801, Florida Statutes, former employees who retire from the District are eligible to participate in the District's health and hospitalization plan for medical and prescription drug coverage. Retirees and their eligible dependents shall be offered the same health and hospitalization insurance coverage as is offered to active employees at a premium cost of no more than the premium cost applicable to active employees. The District subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because retiree healthcare costs are generally greater than active employee healthcare costs. The OPEB Plan contribution requirements and benefit terms of the District and the OPEB Plan members are established and may be amended through recommendations of the Insurance Committee and action from the Board. Retirees are assumed to enroll in the Federal Medicare program for their primary coverage as soon

as they are eligible. No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75.

**Benefits Provided.** The OPEB Plan provides healthcare insurance benefits for retirees and their dependents. The OPEB Plan only provides an implicit subsidy as described above.

**Employees Covered by Benefit Terms.** At July 1, 2020, the following employees were covered by the benefit terms:

Inactive Employees or Beneficiaries Currently Receiving Benefits	6
Active Employees	<u>170</u>
Total	<u>176</u>

**Total OPEB Liability.** The District's total OPEB liability of \$435,814 was measured as of July 1, 2020, and was determined by an actuarial valuation as of that date.

**Actuarial Assumptions and Other Inputs.** The total OPEB liability was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	3 percent per year
Discount Rate	2.7 percent
Healthcare Cost Trend Rates	6.5 percent for 2021, decreasing to an ultimate trend rate of 4.75 percent for 2031 and later years
Aging Factors	3.5 percent per year for ages under 65
Expenses	Administrative expenses are included in the per capita health costs.

The discount rate was based on the S&P Municipal Bond 20 Year High Grade Rate Index as of July 1, 2020.

Healthcare cost trend rates were based on industry literature and rates used in similar valuations.

Demographic assumptions employed in the actuarial valuation were the same as those employed in the July 1, 2020, actuarial valuation of the FRS Defined Benefit Pension Plan. These demographic assumptions were developed by FRS from an actuarial experience study, and therefore are appropriate for use in the OPEB Plan actuarial valuation. These include assumed rates of future termination, mortality, disability, and retirement. In addition, salary increase assumptions (for development of the pattern of the normal cost increases) were the same as those used in the July 1, 2020, actuarial valuation of the FRS Defined Benefit Pension Plan. Assumptions used in valuation of benefits for participants of the FRS Investment Plan are the same as for similarly situated participants of the FRS Defined Benefit Pension Plan.



Changes in the Total OPEB Liability.

	<b>Amount</b>
Balance at June 30, 2020	<u>\$ 687,049</u>
Changes for the year:	
Service Cost	28,083
Interest	11,024
Differences Between Expected and Actual Experience	(285,812)
Changes of Assumptions or Other Inputs	18,650
Benefit Payments	<u>(23,180)</u>
Net Changes	<u>(251,235)</u>
Balance at June 30, 2021	<u>\$ 435,814</u>

The changes of assumptions or other inputs included a decrease in the discount rate from 2.8 percent to 2.7 percent.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate. The following table presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (1.7 percent) or 1 percentage point higher (3.7 percent) than the current rate:

	<b>1% Decrease (1.7%)</b>	<b>Current Discount Rate (2.7%)</b>	<b>1% Increase (3.7%)</b>
Total OPEB Liability	\$ 496,850	\$ 435,814	\$ 385,467

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates. The following table presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower (5.5 percent decreasing to 3.75 percent) or 1 percentage point higher (7.5 percent decreasing to 5.75 percent) than the current healthcare cost trend rates:

	<b>1% Decrease</b>	<b>Healthcare Cost Trend Rates</b>	<b>1% Increase</b>
Total OPEB Liability	\$ 296,136	\$ 435,814	\$ 600,959

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB. For the fiscal year ended June 30, 2021, the District recognized OPEB expense of \$17,292. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

<b>Description</b>	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences Between Expected and Actual Experience	\$ -	\$ 69,719
Changes of Assumptions or Other Inputs	45,320	-
<b>Total</b>	<u>\$ 45,320</u>	<u>\$ 69,719</u>

The amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2022	\$ 1,365
2023	1,365
2024	1,365
2025	1,365
2026	1,365
Thereafter	(31,224)
<b>Total</b>	<b>\$ (24,399)</b>

## F. Construction and Other Significant Commitments

**Construction Contracts.** The following is a schedule of the major construction contract commitment at June 30, 2021:

<u>Project</u>	<u>Contract Amount</u>	<u>Completed to Date</u>	<u>Balance Committed</u>
New Bradford County Elementary-Middle School: Architect	<u>\$ 1,969,375</u>	<u>\$ 1,477,031</u>	<u>\$ 492,344</u>

**Encumbrances.** Appropriations in governmental funds are encumbered upon issuance of purchase orders for goods and services. Even though appropriations lapse at the end of the fiscal year, unfilled purchase orders of the current year are carried forward and the next fiscal year's appropriations are likewise encumbered. At June 30, 2021, the Capital Projects – Public Education Capital Outlay Fund had encumbrances totaling \$492,394.

## G. Risk Management Programs

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Bradford County District School Board is a member of the North East Florida Educational Consortium (Consortium) under which several district school boards have established a combined limited self-insurance program for property protection, general liability, automobile liability, workers' compensation, money and securities, employee fidelity and faithful performance, boiler and machinery, and other coverage deemed necessary by the members of the Consortium. Section 1001.42(12)(k), Florida Statutes, provides the authority for the District to enter into such a risk management program. The Consortium is self-sustaining through member assessments (premiums), and purchases coverage through commercial companies for claims in excess of specified amounts. The Board of Directors for the Consortium is composed of superintendents of all participating districts. The Putnam County District School Board serves as fiscal agent for the Consortium.

Health and hospitalization coverage are being provided through purchased commercial insurance with minimum deductibles for each line of coverage.

Settled claims resulting from these risks have not exceeded commercial coverage in any of the past 3 fiscal years.

## H. Long-Term Liabilities

### 1. Special Public Education Capital Outlay Advance Payable

The liability at June 30, 2021, of \$4,200,000 represents the amount of the Public Education Capital Outlay (PECO) Special Facilities allocation expected to be replaced by other District capital outlay sources that are committed under Section 1013.64, Florida Statutes, for funding specific construction needs. The liability is expected to be retired by the close of the 2022-23 fiscal year.

### 2. Note Payable

Note payable at June 30, 2021, is as follows:

<u>Note Description</u>	<u>Amount Outstanding</u>	<u>Interest Rate (Percent)</u>	<u>Annual Maturity To</u>
Note Payable	<u>\$ 591,922.72</u>	3.25	2039

In October 2017, the District entered into a financing arrangement with a private seller to purchase land in anticipation of building a new school. On March 27, 2019, the District refinanced this loan with a 20-year note at a variable single rate beginning at 3.25 percent. The rate will be adjusted annually based on the weekly average yield on United States Treasury Securities adjusted to the nearest 0.125 percent plus 2.5 percentage points. The loan is secured by a first real estate lien on the property purchased. Additionally, the lender has the right to set-off any amount due and payable with any District accounts held by the lender.

Amounts payable for the planned extended repayment of the note are as follows:

<u>Fiscal Year Ending June 30</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
2022	\$ 43,946.88	\$ 25,081.37	\$ 18,865.51
2023	43,946.88	25,908.77	18,038.11
2024	43,946.88	26,763.46	17,183.42
2025	43,946.88	27,646.34	16,300.54
2026	43,946.88	28,558.36	15,388.52
2027-2031	219,734.40	157,560.40	62,174.00
2032-2036	219,734.40	185,320.95	34,413.45
2037-2039	120,438.87	115,083.07	5,355.80
<b>Total</b>	<u><b>\$ 779,642.07</b></u>	<u><b>\$ 591,922.72</b></u>	<u><b>\$ 187,719.35</b></u>

### 3. Changes in Long-Term Liabilities

The following is a summary of changes in long-term liabilities:

Description	Beginning Balance	Additions	Deductions	Ending Balance	Due In One Year
<b>GOVERNMENTAL ACTIVITIES</b>					
Note Payable	\$ 616,203.12	\$ -	\$ 24,280.40	\$ 591,922.72	\$ 25,081.37
Special PECO Advance Payable	-	4,200,000.00	-	4,200,000.00	-
Compensated Absences Payable	1,771,355.37	115,435.29	284,342.23	1,602,448.43	177,154.31
Net Pension Liability	20,585,460.00	11,316,948.00	8,561,360.00	23,341,048.00	69,226.86
Total OPEB Liability	687,049.00	57,757.00	308,992.00	435,814.00	23,180.00
<b>Total Governmental Activities</b>	<b>\$ 23,660,067.49</b>	<b>\$ 15,690,140.29</b>	<b>\$ 9,178,974.63</b>	<b>\$ 30,171,233.15</b>	<b>\$ 294,642.54</b>

For the governmental activities, compensated absences, pensions, and other postemployment benefits are generally liquidated with resources of the General Fund.

#### I. Fund Balance Reporting

In addition to committed and assigned fund balance categories discussed in Note I.F.10., fund balances may be classified as follows:

- **Nonspendable Fund Balance**. Nonspendable fund balance is the net current financial resources that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. Generally, not in spendable form means that an item is not expected to be converted to cash.
- **Restricted Fund Balance**. Restricted fund balance is the portion of fund balance on which constraints have been placed by creditors, grantors, contributors, laws or regulations of other governments, constitutional provisions, or enabling legislation. Restricted fund balance places the most binding level of constraint on the use of fund balance.
- **Unassigned Fund Balance**. The unassigned fund balance is the portion of fund balance that is the residual classification for the General Fund. This balance represents amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned for specific purposes.

#### J. Interfund Receivables and Payables

The following is a summary of interfund receivables and payables reported in the fund financial statements:

Funds	Interfund	
	Receivables	Payables
Major:		
General	\$ 289,205.18	\$ 65,723.05
Special Revenue:		
Other	-	93,638.04
Federal Education Stabilization	-	125,289.14
Nonmajor Governmental	65,723.05	70,278.00
<b>Total</b>	<b>\$ 354,928.23</b>	<b>\$ 354,928.23</b>

The interfund receivables and payables represent temporary loans between funds to cover expenditures incurred prior to reimbursement from outside parties. All balances are expected to be repaid within 1 year.

## K. Revenues

### 1. Schedule of State Revenue Sources

The following is a schedule of the District's State revenue sources for the 2020-21 fiscal year:

<u>Source</u>	<u>Amount</u>
Florida Education Finance Program	\$ 15,308,877.00
Categorical Educational Program - Class Size Reduction	3,145,635.00
Workforce Development Program	1,032,583.00
Voluntary Prekindergarten Program	550,926.14
Gross Receipts Tax (Public Education Capital Outlay)	354,007.00
Sales Tax Distribution	223,250.00
Motor Vehicle License Tax (Capital Outlay and Debt Service)	112,531.23
Miscellaneous	109,151.05
<b>Total</b>	<b>\$ 20,836,960.42</b>

Accounting policies relating to certain State revenue sources are described in Note I.G.2.

### 2. Property Taxes

The following is a summary of millages and taxes levied on the 2020 tax roll for the 2020-21 fiscal year:

<u>General Fund</u>	<u>Millages</u>	<u>Taxes Levied</u>
Nonvoted School Tax:		
Required Local Effort	3.754	\$ 4,280,587.68
Basic Discretionary Local Effort	0.748	852,924.77
<b>Capital Projects - Local Capital Improvement Fund</b>		
Nonvoted Tax:		
Local Capital Improvements	1.500	1,710,410.63
<b>Total</b>	<b>6.002</b>	<b>\$ 6,843,923.08</b>

## L. Interfund Transfers

The following is a summary of interfund transfers reported in the fund financial statements:

Funds	Interfund	
	Transfers In	Transfers Out
Major:		
General	\$ 185,199.00	\$ 185,199.00
Capital Projects:		
Public Education Capital Outlay	615,000.00	161,138.56
Nonmajor Governmental	752,402.56	1,206,264.00
<b>Total</b>	<b>\$ 1,552,601.56</b>	<b>\$ 1,552,601.56</b>

The purpose of the interfund transfers from various funds was to reimburse funds for prior year expenditures and to offset eligible expenditures for property and casualty insurance premiums and maintenance salary expenditures made in the General Fund. In addition, pledged funds were transferred to the Capital Projects – Public Education Capital Outlay Fund for future repayment of the Special PECO Advance Payable.

## IV. SUBSEQUENT EVENTS

Pursuant to Section 1013.64, Florida Statutes, the District was appropriated the second year's special facilities allocation of \$29,507,372 in the 2021-22 fiscal year for specific construction needs through the PECO and Debt Service Trust Fund – Special Facility Construction account. The funding will be used for the construction of the New Bradford County Elementary-Middle School. In July 2021, the Board approved the Phase 1 sitework contract in the amount of \$8,935,341.

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## OTHER REQUIRED SUPPLEMENTARY INFORMATION

### Budgetary Comparison Schedule General and Major Special Revenue Funds For the Fiscal Year Ended June 30, 2021

	General Fund			Variance with Final Budget - Positive (Negative)
	Original Budget	Final Budget	Actual	
<b>Revenues</b>				
Intergovernmental:				
Federal Direct	\$ 70,378.00	\$ 60,000.00	\$ 77,490.71	\$ 17,490.71
Federal Through State and Local	140,550.75	210,000.00	158,840.20	(51,159.80)
State	16,025,329.44	20,991,219.00	20,344,073.83	(647,145.17)
Local:				
Property Taxes	5,029,240.00	4,759,685.95	4,971,884.23	212,198.28
Charges for Services	112,946.02	290,000.00	184,432.22	(105,567.78)
Miscellaneous	484,373.55	799,432.22	751,298.48	(48,133.74)
Total Local Revenues	5,626,559.57	5,849,118.17	5,907,614.93	58,496.76
<b>Total Revenues</b>	<b>21,862,817.76</b>	<b>27,110,337.17</b>	<b>26,488,019.67</b>	<b>(622,317.50)</b>
<b>Expenditures</b>				
Current - Education:				
Instruction	14,882,693.85	15,323,028.11	14,527,714.61	795,313.50
Student Support Services	1,438,018.82	982,769.66	1,187,180.09	(204,410.43)
Instructional Media Services	196,592.60	259,604.57	277,795.05	(18,190.48)
Instruction and Curriculum Development Services	461,305.60	643,632.36	610,961.28	32,671.08
Instructional Staff Training Services	222,447.63	204,471.64	89,551.02	114,920.62
Instruction-Related Technology	125,676.00	289,276.87	78,089.20	211,187.67
Board	481,079.82	361,124.56	414,325.63	(53,201.07)
General Administration	328,888.53	717,390.24	708,968.66	8,421.58
School Administration	1,782,817.14	1,759,477.59	1,954,790.85	(195,313.26)
Facilities Acquisition and Construction	4,695.00	87,741.74	82,248.47	5,493.27
Fiscal Services	364,487.97	376,990.69	385,963.60	(8,972.91)
Food Services	506,075.26	-	-	-
Central Services	1,875,910.07	308,661.88	343,090.33	(34,428.45)
Student Transportation Services	2,960,416.20	1,817,489.10	1,697,607.70	119,881.40
Operation of Plant	914,180.94	2,216,480.95	2,542,054.00	(325,573.05)
Maintenance of Plant	523,668.97	1,033,351.17	742,021.89	291,329.28
Administrative Technology Services	505,785.47	640,684.52	627,774.77	12,909.75
Community Services	-	138,093.06	395,709.97	(257,616.91)
Fixed Capital Outlay:				
Facilities Acquisition and Construction	-	-	-	-
Other Capital Outlay	-	103,155.10	103,155.10	-
<b>Total Expenditures</b>	<b>27,574,739.87</b>	<b>27,263,423.81</b>	<b>26,769,002.22</b>	<b>494,421.59</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>(5,711,922.11)</b>	<b>(153,086.64)</b>	<b>(280,982.55)</b>	<b>(127,895.91)</b>
<b>Other Financing Sources (Uses)</b>				
Transfers In	250,000.00	500,000.00	185,199.00	(314,801.00)
Transfers Out	-	-	(185,199.00)	(185,199.00)
<b>Total Other Financing Sources (Uses)</b>	<b>250,000.00</b>	<b>500,000.00</b>	<b>-</b>	<b>(500,000.00)</b>
<b>Net Change in Fund Balances</b>	<b>(5,461,922.11)</b>	<b>346,913.36</b>	<b>(280,982.55)</b>	<b>(627,895.91)</b>
Fund Balances, Beginning	3,823,690.37	3,823,690.37	3,823,690.37	-
<b>Fund Balances, Ending</b>	<b>\$ (1,638,231.74)</b>	<b>\$ 4,170,603.73</b>	<b>\$ 3,542,707.82</b>	<b>\$ (627,895.91)</b>



Special Revenue - Other Fund				Special Revenue - Federal Education Stabilization Fund			
Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)
\$ -	\$ 251,466.30	\$ 251,466.30	\$ -	\$ -	\$ 196,116.47	\$ 196,116.47	\$ -
2,899,903.03	2,650,063.18	2,650,063.18	-	3,793,279.56	2,206,565.86	2,206,565.86	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
2,899,903.03	2,901,529.48	2,901,529.48	-	3,793,279.56	2,402,682.33	2,402,682.33	-
2,157,027.98	2,321,019.28	2,321,019.28	-	2,954,119.53	746,963.78	746,963.78	-
243,615.04	137,839.16	137,839.16	-	318,515.42	143,391.03	143,391.03	-
-	-	-	-	-	-	-	-
266,253.50	255,219.94	255,219.94	-	-	260,422.71	260,422.71	-
216,529.71	143,417.56	143,417.56	-	41,844.00	6,550.01	6,550.01	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
12,032.53	-	-	-	142,447.46	446.75	446.75	-
-	-	-	-	97,240.18	4,777.86	4,777.86	-
-	-	-	-	-	31,743.00	31,743.00	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	11,794.65	11,794.65	-	-	25,000.00	25,000.00	-
4,444.27	15,644.75	15,644.75	-	-	17,444.31	17,444.31	-
-	-	-	-	209,097.35	142,870.39	142,870.39	-
-	-	-	-	30,015.62	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	162,547.49	162,547.49	-
-	16,594.14	16,594.14	-	-	860,525.00	860,525.00	-
2,899,903.03	2,901,529.48	2,901,529.48	-	3,793,279.56	2,402,682.33	2,402,682.33	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**Schedule of Changes in the District's  
Total OPEB Liability and Related Ratios**

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
<b>Total OPEB Liability</b>				
Service Cost	\$ 28,083	\$ 35,189	\$ 22,220	\$ 21,744
Interest	11,024	18,510	12,755	12,558
Differences Between Expected and Actual Experience	(285,812)	200,417	35,731	-
Changes of Assumptions or Other Inputs	18,650	47,873	(16,283)	-
Benefit Payments	<u>(23,180)</u>	<u>(55,417)</u>	<u>(39,315)</u>	<u>(28,093)</u>
<b>Net Change in Total OPEB Liability</b>	<u>(251,235)</u>	<u>246,572</u>	<u>15,108</u>	<u>6,209</u>
Total OPEB Liability - Beginning	<u>687,049</u>	<u>440,477</u>	<u>425,369</u>	<u>419,160</u>
<b>Total OPEB Liability - Ending</b>	<u><u>\$ 435,814</u></u>	<u><u>\$ 687,049</u></u>	<u><u>\$ 440,477</u></u>	<u><u>\$ 425,369</u></u>
Covered-Employee Payroll	\$ 7,294,840	\$ 8,233,919	\$ 7,537,002	\$ 8,119,946
<b>Total OPEB Liability as a Percentage of Covered-Employee Payroll</b>	6.0%	8.3%	5.8%	5.2%

**Schedule of the District's Proportionate Share  
of the Net Pension Liability –  
Florida Retirement System Pension Plan (1)**

<b>Fiscal Year Ending June 30</b>	<b>District's Proportion of the FRS Net Pension Liability</b>	<b>District's Proportionate Share of the FRS Net Pension Liability</b>	<b>District's Covered Payroll</b>	<b>District's Proportionate Share of the FRS Net Pension Liability as a Percentage of its Covered Payroll</b>	<b>FRS Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</b>
2013	0.046930855%	\$ 8,078,889	\$ 17,483,205	46.21%	88.54%
2014	0.049527012%	3,021,876	18,035,898	16.75%	96.09%
2015	0.045879542%	5,925,958	17,131,378	34.59%	92.00%
2016	0.040254207%	10,164,219	16,808,831	60.47%	84.88%
2017	0.040652209%	12,024,651	17,255,405	69.69%	83.89%
2018	0.040239841%	12,120,449	17,406,667	69.63%	84.26%
2019	0.041421830%	14,265,101	19,063,456	74.83%	82.61%
2020	0.038532696%	16,700,638	19,076,969	87.54%	78.85%

(1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of District Contributions –  
Florida Retirement System Pension Plan (1)**

<b>Fiscal Year Ending June 30</b>	<b>Contractually Required FRS Contribution</b>	<b>FRS Contributions in Relation to the Contractually Required Contribution</b>	<b>FRS Contribution Deficiency (Excess)</b>	<b>District's Covered Payroll</b>	<b>FRS Contributions as a Percentage of Covered Payroll</b>
2014	\$ 1,084,852	\$ (1,084,852)	\$ -	\$ 18,035,898	6.01%
2015	1,118,582	(1,118,582)	-	17,131,378	6.53%
2016	981,663	(981,663)	-	16,808,831	5.84%
2017	1,058,277	(1,058,277)	-	17,255,405	6.13%
2018	1,146,803	(1,146,803)	-	17,406,667	6.59%
2019	1,284,376	(1,284,376)	-	19,063,456	6.74%
2020	1,280,271	(1,280,271)	-	19,076,969	6.71%
2021	1,467,311	(1,467,311)	-	17,896,470	8.20%

(1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of the District's Proportionate Share  
of the Net Pension Liability –  
Health Insurance Subsidy Pension Plan (1)**

<b>Fiscal Year Ending June 30</b>	<b>District's Proportion of the HIS Net Pension Liability</b>	<b>District's Proportionate Share of the HIS Net Pension Liability</b>	<b>District's Covered Payroll</b>	<b>District's Proportionate Share of the HIS Net Pension Liability as a Percentage of its Covered Payroll</b>	<b>HIS Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</b>
<b>2013</b>	0.060181348%	\$ 5,239,578	\$ 17,483,205	29.97%	1.78%
<b>2014</b>	0.060703629%	5,675,937	18,035,898	31.47%	0.99%
<b>2015</b>	0.056550537%	5,767,265	17,131,378	33.66%	0.50%
<b>2016</b>	0.053289282%	6,210,645	16,808,831	36.95%	0.97%
<b>2017</b>	0.053978399%	5,771,619	17,255,405	33.45%	1.64%
<b>2018</b>	0.053068290%	5,616,807	17,406,667	32.27%	2.15%
<b>2019</b>	0.056487257%	6,320,359	19,063,456	33.15%	2.63%
<b>2020</b>	0.054385738%	6,640,410	19,076,969	34.81%	3.00%

(1) The amounts presented for each fiscal year were determined as of June 30.

**Schedule of District Contributions –  
Health Insurance Subsidy Pension Plan (1)**

<b>Fiscal Year Ending June 30</b>	<b>Contractually Required HIS Contribution</b>	<b>HIS Contributions in Relation to the Contractually Required Contribution</b>	<b>HIS Contribution Deficiency (Excess)</b>	<b>District's Covered Payroll</b>	<b>HIS Contributions as a Percentage of Covered Payroll</b>
<b>2014</b>	\$ 207,950	\$ (207,950)	\$ -	\$ 18,035,898	1.15%
<b>2015</b>	216,171	(216,171)	-	17,131,378	1.26%
<b>2016</b>	273,142	(273,142)	-	16,808,831	1.62%
<b>2017</b>	285,669	(285,669)	-	17,255,405	1.66%
<b>2018</b>	287,791	(287,791)	-	17,406,667	1.65%
<b>2019</b>	313,668	(313,668)	-	19,063,456	1.65%
<b>2020</b>	313,400	(313,400)	-	19,076,969	1.64%
<b>2021</b>	296,296	(296,296)	-	17,896,470	1.66%

(1) The amounts presented for each fiscal year were determined as of June 30.

**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

**1. Budgetary Basis of Accounting**

The Board follows procedures established by State law and State Board of Education (SBE) rules in establishing budget balances for governmental funds, as described below:

- Budgets are prepared, public hearings are held, and original budgets are adopted annually for all governmental fund types in accordance with procedures and time intervals prescribed by State law and SBE rules.

- Appropriations are controlled at the object level (e.g., salaries, purchased services, and capital outlay) within each activity (e.g., instruction, student transportation services, and school administration) and may be amended by resolution at any Board meeting prior to the due date for the annual financial report.
- Budgets are prepared using the same modified accrual basis as is used to account for governmental funds.
- Budgetary information is integrated into the accounting system and, to facilitate budget control, budget balances are encumbered when purchase orders are issued. Appropriations lapse at fiscal year end and encumbrances outstanding are honored from the subsequent year's appropriations.

## 2. Excess of Expenditures Over Appropriations in the General Fund

For the fiscal year ended June 30, 2021, expenditures exceeded appropriations by function for the General Fund as follows:

Fund/Activity	Expenditures		
	Budget	Actual	Variance
General:			
Current - Education:			
Student Support Services	\$ 982,769.66	\$ 1,187,180.09	\$ (204,410.43)
Instructional Media Services	259,604.57	277,795.05	(18,190.48)
Board	361,124.56	414,325.63	(53,201.07)
School Administration	1,759,477.59	1,954,790.85	(195,313.26)
Fiscal Services	376,990.69	385,963.60	(8,972.91)
Central Services	308,661.88	343,090.33	(34,428.45)
Operation of Plant	2,216,480.95	2,542,054.00	(325,573.05)
Community Services	138,093.06	395,709.97	(257,616.91)

The District will implement new procedures, including a detailed monthly review of budget-to-actual expenditures, to detect and prevent budgetary overexpenditures going forward.

## 3. Schedule of Changes in the District's Total Other Postemployment Benefits Liability and Related Ratios

No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

*Changes of Assumptions.* In 2021, the discount rate used to determine total OPEB liability was decreased from 2.8 percent to 2.7 percent.

## 4. Schedule of Net Pension Liability and Schedule of Contributions – Florida Retirement System Pension Plan

*Changes of Assumptions.* In 2020, the long-term expected rate of return was decreased from 6.9 percent to 6.8 percent.

## 5. Schedule of Net Pension Liability and Schedule of Contributions – Health Insurance Subsidy Pension Plan

*Changes of Assumptions.* In 2020, the municipal bond rate used to determine total pension liability was decreased from 3.5 percent to 2.21 percent, and the mortality assumption was updated.

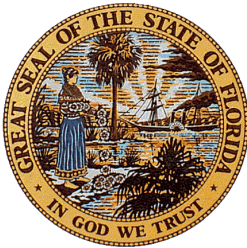
# SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

## Bradford County District School Board Schedule of Expenditures of Federal Awards For the Fiscal Year Ended June 30, 2021

Federal Grantor/Pass-Through Grantor/ Program or Cluster	Federal Assistance Listing Number	Pass - Through Entity Identifying Number	Total Expenditures
<b>Clustered</b>			
<b>Child Nutrition Cluster</b>			
United States Department of Agriculture:			
Florida Department of Agriculture and Consumer Services:			
School Breakfast Program	10.553	21002	\$ 326,188.06
National School Lunch Program	10.555	21001, 21003	1,160,462.22
COVID-19 National School Lunch Program	COVID-19, 10.555	21001, 21003	94,515.28
Total National School Lunch Program	10.555		1,254,977.50
Summer Food Service Program for Children	10.559	20006, 20007, 21006, 21007	99,373.06
<b>Total Child Nutrition Cluster</b>			1,680,538.62
<b>Student Financial Assistance Cluster</b>			
United States Department of Education:			
Federal Pell Grant Program	84.063	N/A	251,466.30
<b>Special Education Cluster</b>			
United States Department of Education:			
Florida Department of Education:			
Special Education - Grants to States	84.027	263	996,017.66
Special Education - Preschool Grants	84.173	267	21,184.77
<b>Total Special Education Cluster</b>			1,017,202.43
<b>Child Care and Development Fund Cluster</b>			
United States Department of Health and Human Services:			
Early Learning Coalition of North Florida:			
Child Care and Development Block Grant	COVID-19, 93.575	None	29,600.00
<b>Not Clustered</b>			
<b>United States Department of Defense</b>			
Army Junior Reserve Officers Training Corps	12.UNK	N/A	77,490.71
<b>United States Department of The Treasury</b>			
Bradford County Board of County Commissioners:			
Coronavirus Relief Fund	COVID-19, 21.019	None	982,476.13
<b>United States Department of Education</b>			
Education Stabilization Fund:	84.425		
Higher Education Emergency Relief Fund - Student Aid Portion	COVID-19, 84.425E	N/A	134,851.41
Higher Education Emergency Relief Fund - Institutional Portion	COVID-19, 84.425F	N/A	61,265.06
Florida Department of Education:			
Governor's Emergency Education Relief Fund	COVID-19, 84.425C	123	288,129.11
Elementary and Secondary School Emergency Relief Fund	COVID-19, 84.425D	124	903,175.11
Total Education Stabilization Fund	84.425		1,387,420.69
Florida Department of Education:			
Adult Education - Basic Grants to States	84.002	191	111,882.38
Title I Grants to Local Educational Agencies	84.010	212	1,164,569.99
Career and Technical Education - Basic Grants to States	84.048	161	73,841.17
Education for Homeless Children and Youth	84.196	127	38,737.00
Rural Education	84.358	110	68,054.83
Supporting Effective Instruction State Grants	84.367	224	117,590.27
Student Support and Academic Enrichment Program	84.424	241	58,185.11
<b>Total United States Department of Education</b>			3,020,281.44
<b>United States Department of Health and Human Services</b>			
University of South Florida:			
Temporary Assistance for Needy Families	93.558	None	79,780.23
<b>Total Expenditures of Federal Awards</b>			\$ 7,138,835.86

The accompanying notes are an integral part of this Schedule.

- Notes: (1) Basis of Presentation. The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the Federal award activity of the Bradford County District School Board under programs of the Federal Government for the fiscal year ended June 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position or changes in net position of the District.
- (2) Summary of Significant Accounting Policies. Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- (3) Indirect Cost Rate. The District has not elected to use the 10 percent de minimis cost rate allowed under the Uniform Guidance.
- (4) Noncash Assistance – National School Lunch Program. Includes \$121,815.90 of donated food received during the fiscal year. Donated foods are valued at fair value as determined at the time of donation.
- (5) COVID-19 National School Lunch Program. The District incurred \$94,515.28 in expenditures for the National School Lunch Program grant in the 2019-20 fiscal year.



Sherrill F. Norman, CPA  
Auditor General

# AUDITOR GENERAL STATE OF FLORIDA

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The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Bradford County District School Board as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated March 31, 2022, included under the heading **INDEPENDENT AUDITOR'S REPORT**. Our report includes a reference to other auditors who audited the financial statements of the school internal funds, as described in our report on the District's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances 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 District's internal control. Accordingly, we do not express an opinion on the effectiveness of the 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 District's financial statements will not be prevented, or detected and corrected, on a



timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Finding Nos. 2021-001 and 2021-002 that we consider to be material weaknesses.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Finding No. 2021-001.

### **District's Responses to Findings**

The District's responses to the findings identified in our audit are described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** Finding Nos. 2021-001 and 2021-002 and in the **CORRECTIVE ACTION PLAN**. The District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

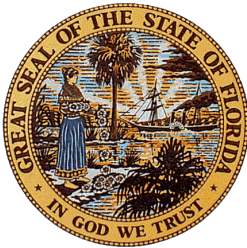
### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
March 31, 2022



Sherrill F. Norman, CPA  
Auditor General

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The President of the Senate, the Speaker of the  
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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

### Report on Compliance for Each Major Federal Program

We have audited the Bradford County District School Board's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major Federal programs for the fiscal year ended June 30, 2021. The District's major Federal programs are identified in **SECTION I – SUMMARY OF AUDITOR'S RESULTS** of the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**.

### *Management's Responsibility*

Management is responsible for compliance with Federal statutes, regulations, and the terms and conditions of its Federal awards applicable to its Federal programs.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on compliance for each of the District's major Federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Those standards and the *Uniform Guidance* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major Federal program. However, our audit does not provide a legal determination of the District's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major Federal programs for the fiscal year ended June 30, 2021.

### ***Other Matters***

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Finding Nos. 2021-003 and 2021-004. Our opinion on each major Federal program is not modified with respect to these matters.

The District's responses to the noncompliance findings identified in our audit are described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** Finding Nos. 2021-003 and 2021-004 and in the **CORRECTIVE ACTION PLAN**. The District's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on them.

### ***Report on Internal Control Over Compliance***

District management is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major Federal program and to test and report on internal control over compliance in accordance with *the Uniform Guidance*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a Federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a Federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a Federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material

weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify a certain deficiency in internal control over compliance, described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** as Finding No. 2021-004 that we consider to be a significant deficiency.

The District's response to the internal control over compliance finding identified in our audit is described in the accompanying **SCHEDULE OF FINDINGS AND QUESTIONED COSTS** Finding No. 2021-004 and in the **CORRECTIVE ACTION PLAN**. The District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,



Sherrill F. Norman, CPA  
Tallahassee, Florida  
March 31, 2022

# **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

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## **SECTION I – SUMMARY OF AUDITOR'S RESULTS**

### **Financial Statements**

Type of auditor's report issued on whether the financial statements audited were prepared in accordance with GAAP:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	Yes
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	Yes

### **Federal Awards**

Internal control over major Federal programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	Yes
Type of auditor's report issued on compliance for major Federal programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	Yes
Identification of major Federal programs:	
Assistance Listing Numbers:	Name of Federal Program or Cluster:
10.553, 10.555, and 10.559	Child Nutrition Cluster
21.019	Coronavirus Relief Fund
84.425	Education Stabilization Fund
Dollar threshold used to distinguish between type A and type B programs:	\$750,000
Auditee qualified as low risk auditee?	Yes

## SECTION II – FINANCIAL STATEMENT FINDINGS

### MATERIAL WEAKNESS AND MATERIAL NONCOMPLIANCE

#### BUDGETARY CONTROLS AND FINANCIAL CONDITION

<b>Finding Number</b>	<b>2021-001</b>
<b>Opinion Units</b>	Major Fund: General Fund
<b>Financial Statements</b>	Not Applicable
<b>Account Titles</b>	
<b>Fund Names</b>	General Fund
<b>Adjustment Amounts</b>	Not Applicable
<b>Statistically Valid Sample</b>	Not Applicable
<b>Prior Year Finding</b>	Not Applicable

**Finding** District controls over the budgetary process were deficient. These deficient controls contributed to the District's General Fund total assigned and unassigned fund balance declining 59 percent from \$1,309,296 to \$541,902, representing a fund balance reduction of \$767,394. As a result, the District has fewer resources for emergencies and unforeseen situations.

**Criteria** Section 1011.05, Florida Statutes, provides that the official budget shall not be altered, amended, or exceeded except as authorized. In addition, State Board of Education (SBE) Rule 6A-1.007(2), Florida Administrative Code, provides that no expenditure shall be authorized or obligation incurred that is in excess of budgetary appropriation and requires that the Board approve amendments to the budget whenever the function amounts are changed from the original budget. Also, pursuant to Section 1011.06(2), Florida Statutes, the Board adopted Policy 7.02, which prohibits expenditures from exceeding budgeted function allowance.

SBE Rule 6A-1.007, Florida Administrative Code, requires the Superintendent and Board to take whatever action is necessary during the fiscal year to keep expenditures and obligations within the budgeted income. In addition, SBE Rule 6A-1.008, Florida Administrative Code, requires the Superintendent to submit to the Board, at least monthly, financial statements (financial reports) for Board use and consideration in a form prescribed by the Board. These reports and other relevant financial information are necessary for the Board to effectively monitor the District's financial condition.

The process for adopting and amending the budget provides the District a mechanism to plan a level of expenditures to meet its obligations while remaining within available financial resources. Procedures for properly monitoring the budget and for making adjustments to meet changing financial circumstances are necessary to mitigate the risk that expenditures may exceed available resources.

In governmental funds, nonspendable, restricted, and committed accounts are used to indicate the portion of fund balance that is limited for specific purposes and not available for general appropriations by the Board, while the total remaining fund balance (i.e., assigned and unassigned fund balance accounts) is designed to serve as a measure of net current financial resources available for general appropriation by the Board. The assigned and unassigned portions of fund balance represent the amount that may be used with the most flexibility for emergencies and unforeseen situations.

Section 1011.051, Florida Statutes, requires the District to maintain a General Fund ending fund balance that is sufficient to address normal contingencies. If

at any time the portion of the General Fund's total ending fund balance classified as assigned and unassigned fund balance in the District's approved operating budget as a percentage of General Fund total revenue (i.e., financial condition ratio) is projected to fall below 3 percent during the fiscal year, the Superintendent must provide written notification to the Board and the Florida Department of Education (FDOE). Further, if at any time the financial condition ratio is projected to fall below 2 percent, the Board should have a reasonable plan to avoid a financial emergency, or the FDOE will appoint a financial emergency board to implement measures to assist the Board in resolving the financial emergency.

Section 218.503(1), Florida Statutes, provides that district school boards shall be subject to review and oversight by the Commissioner of Education and Section 218.503(3), Florida Statutes, provides for the Commissioner to determine whether a district school board needs State assistance to resolve or prevent a financial emergency condition. If State assistance is needed, the district school board is considered to be in a state of financial emergency.

## Condition

Our examination of District records supporting the District budgetary process for the 2020-21 fiscal year disclosed that the original budget was prepared and approved in accordance with applicable laws and rules. However, the budget was not revised during the fiscal year except through the approval of monthly financial reports submitted to the Board for approval through April 2021 (approved at the June 2021 Board meeting), and budget amendments were not entered into the District accounting system. Therefore, the process did not provide for effective monitoring and control of the District budget. In addition, District personnel did not submit to the Board for review and approval monthly financial reports for the months of May and June 2021.

District records show that expenditures were not always limited to budgeted amounts. As of June 30, 2021, General Fund expenditures exceeded the budgeted amounts in 8 functional categories by \$8,973 to \$325,573, or a total of \$1,097,707.

During the 2020-21 fiscal year, the District experienced a decline in its financial condition as the General Fund total assigned and unassigned fund balance decreased by \$767,394 (59 percent) from \$1,309,296 to \$541,902, resulting in a financial condition ratio of 2.05 percent. However, contrary to Section 1011.051, Florida Statutes, the Superintendent did not submit financial condition notifications to the Board and the FDOE. The following table presents a summary of the General Fund financial condition ratios for the past 3 fiscal years.

**General Fund Financial Condition Ratios**  
**For the Fiscal Years Ended June 30, 2019, 2020, and 2021**

Fiscal Year Ended June 30	Total Assigned and Unassigned Fund Balance (A)	Total General Fund Revenues (B)	Financial Condition Ratio (A)/(B)
2019	\$2,688,736	\$26,766,682	10.05%
2020	\$1,309,296	\$27,026,479	4.84%
2021	\$ 541,902	\$26,488,020	2.05%

## Cause

Our examination of District records disclosed that the financial condition significant decrease was directly related to salary and benefit increases in previous years that the District may not continue to maintain and did not properly monitor. In addition, District personnel indicated that, due to staff turnover, District management did not have effective budgetary monitoring and financial reporting procedures and, due to oversight, the budget amounts were not amended or included in the budget comparison schedule for the 2020-21 fiscal year annual financial report provided to the Board for approval. Further,

notifications to the Board and the FDOE were not made because the District was unaware that the projected financial condition ratio would fall below 3 percent.

**Effect**

Absent effective financial reporting procedures and sufficiently detailed monthly financial reports, the Board did not have all the required and essential information to effectively monitor the District's financial condition. In addition, when the financial condition ratio of the General Fund falls below 3 percent, the District has fewer resources available for emergencies and unforeseen situations than other school districts of comparable size. Failure to timely identify and reverse the decline of the District's financial condition could culminate in the District's inability to meet current fiscal obligations and the lack of the required notifications to the Board and FDOE limits transparency and the opportunity for appropriate oversight.

**Recommendation**

The District should enhance financial reporting and budgetary procedures by closely monitoring District activities to ensure that expenditures are limited to budgeted amounts as required by State law, SBE rules, and Board policies and ensure that proper notifications are made should the District's financial condition ratio fall below the threshold in State law.

**District Response**

The District will have procedures in place to ensure that financial reporting and budgetary processes are monitored. The District will report updated budget amendments and financial reports to the Board for approval. The District will ensure the expenditures are limited to the budgeted amounts. The District is currently taking necessary steps for cost containment throughout the District. The District will ensure that proper notifications are made to the Board and the Commissioner of Education in regards to the financial condition of the District, if necessary.

**MATERIAL WEAKNESS**

**FINANCIAL REPORTING**

**Finding Number**

**2021-002**

**Opinion Units**

Major Funds: General Fund, Special Revenue – Other (SRO) Fund, Special Revenue – Federal Education Stabilization (SRFES) Fund, and Aggregate Remaining Fund Information

**Financial Statements  
Account Titles**

Various

**Fund Names**

General, SRO, SRFES, and Other Governmental Funds

**Adjustment Amounts**

For example, governmental fund financial statement adjustments were made to properly report Federal cash advances related to the Education Stabilization Fund (ESF) – Higher Education Emergency Relief Fund (HEERF) funds in the SRFES Fund as follows:

- General Fund: Reductions to State Revenue (debit) and Cash (credit) of \$134,851 each.
- SRO Fund: Reductions to Federal Direct Revenue of \$223,897 and Unearned Revenue of \$217,348 (debits) and Cash of \$441,245 (credit).
- Other Governmental Funds: Reductions to Local Revenue of \$384,516 (debit), Cash of \$188,400 (credit), and various expenditure functions totaling \$196,116 (credits).
- SRFES Fund:
  - Additions to Cash (debit) and Unearned Revenue (credit) of \$764,496 each.



	<ul style="list-style-type: none"> <li>○ Additions to various expenditure functions (debits) totaling \$196,116 and Federal Direct Revenue (credit) for that same amount.</li> </ul> <p>Schedule of Expenditures of Federal Awards (SEFA) additions totaling \$982,476 and \$196,116 to the Coronavirus Relief Fund (CRF) Program and the ESF, respectively.</p>
<b>Statistically Valid Sample</b>	Not Applicable
<b>Prior Year Finding</b>	Not Applicable
<b>Finding</b>	District financial procedures need improvement to ensure that account balances and transactions are properly recorded in the accounting records and financial statement and SEFA information is properly and timely presented in the AFR submitted to the FDOE.
<b>Criteria</b>	<p>SBE Rule 6A-1.0071, Florida Administrative Code, and related instructions from the FDOE prescribe the exhibits and schedules that should be prepared as part of the District's AFR and required the District to submit its 2020-21 fiscal year AFR to the FDOE by September 11, 2021. The SBE rule also provides that, in the event of an emergency or unusual circumstance and upon written request by the superintendent of schools, the Commissioner of Education shall have authority to grant an extension of the reporting date.</p> <p>Section 1010.01, Florida Statutes, requires that SBE rules incorporate the requirements of law and accounting principles generally accepted in the United States (GAAP). GAAP require that:</p> <ul style="list-style-type: none"> <li>• Special revenue funds be used to account for and report the proceeds of specific revenue sources that are restricted to expenditures for specified purposes other than debt service or capital projects.</li> <li>• Governmental fund revenues be recognized when earned, measurable, and available to finance expenditures of the fiscal period. For voluntary nonexchange transactions, recipients should recognize revenues when all applicable eligibility requirements (i.e., qualifying expenditures are incurred) and contingencies are met. Resources received before the eligibility requirements are met should be reported as unearned revenue.</li> </ul> <p>Further, the FDOE school district accounting publication, <i>Fund Structure and Expenditure Accounts, Financial and Program Cost Accounting and Reporting for Florida Schools</i>, requires separate fund accounting for:</p> <ul style="list-style-type: none"> <li>• SRO Fund: To report program revenues and expenditures for Federal awards that are not Federal economic stimulus programs administered through the FDOE.</li> <li>• SRFES Fund: To report program revenues and expenditures for funding provided as emergency relief to school districts to address the impact of COVID-19 on elementary and secondary schools.</li> </ul> <p>In addition to GAAP financial reporting requirements, Federal guidance requires the District to prepare a SEFA that reports total Federal awards expended for each individual Federal program. Federal guidance also requires the auditor to use a risk-based approach to determine which Federal programs are audited (i.e., major programs). As part of this approach, the auditor must identify the larger, Type A Federal programs, which must be audited as a major program at least once every 3 audit periods.</p>
<b>Condition</b>	Contrary to SBE rule, the District did not comply with the reporting requirements to timely and accurately submit the District's AFR. Our examination of District

records and inquiry with District personnel disclosed the following sequence of events:

- In June 2021, due to finance office personnel turnover, the Board contracted with a finance consultant to prepare and file the AFR with the FDOE.
- While the FDOE approved a District-requested extension of the deadline for the District's AFR to September 30, 2021, the District only submitted a partial AFR (Statements of Revenues, Expenditures, and Changes in Fund Balance) to the FDOE on that date.
- On November 19, 2021, the District submitted to the FDOE an amended version of the previously submitted statements plus other statements such as balance sheet information. However, that information was submitted 50 days after the FDOE-approved extension and the FDOE did not receive the District's notes to financial statements; management's discussion and analysis; and other required supplementary information and related notes until December 1, 2021, or 62 days after the approved extension date.

The District did not comply with GAAP and Federal requirements by properly reporting certain information on the financial statements and SEFA. For example, before audit adjustments:

- The District reported ESF Program – HEERF revenues that were not earned at fiscal year end and not available to finance 2020-21 fiscal year expenditures. In addition, the District reported these funds and related transactions in various governmental funds instead of accounting for the transactions in the SRFES Fund as directed by the FDOE.
- The CRF Program and related expenditures were omitted from the SEFA, although the District incurred Program expenditures totaling \$982,476. As a result of our audit adjustments, the CRF Program became a major Federal program and was subjected to our Federal audit procedures.
- The District omitted ESF Program – HEERF expenditures totaling \$196,116 from the SEFA, causing the ESF Program expenditures reported on the SEFA to be materially misstated by 14 percent.

#### **Cause**

The Board-approved agreement with the consultant for AFR preparation did not establish an AFR completion date to require and ensure timely submittal of the AFR to the FDOE. In addition, due to lack of training, employee turnover, and input errors, District accounting records did not adequately or consistently document the source of the proceeds or the related Federal program expenditures. Consequently, neither District personnel nor the consultant were aware of the Federal program expenditures resulting in the misstatement or omission of the revenues and expenditures on the financial statements and expenditures on the SEFA. Moreover, the District had not established effective review procedures to detect and timely correct financial statement and SEFA errors and omissions.

#### **Effect**

The untimely submittal of the AFR decreases the relevance and usefulness of financial reporting and is not in compliance with SBE rules.

Reporting errors such as these may cause financial statement users to misunderstand the District's financial activities and incorrectly assess the District's financial position. Without adequate procedures to accurately report Federal program activity in the accounting records, and related expenditures on the SEFA, the risk increases that major Federal programs may not be

identified and audited, and costs associated with those programs may be subject to disallowance by grantors.

We extended our audit procedures to determine the adjustments necessary to ensure District financial statement amounts were properly reported and District personnel accepted the adjustments. However, our audit procedures cannot substitute for management's responsibility to implement adequate controls over preparation of the AFR.

**Recommendation**

The District should improve procedures to ensure that financial accounts and transactions are properly recorded and reported in the AFR. Such improvements should include appropriate training for individuals responsible for preparing that information, and those responsible for reviewing and approving the information, to detect and timely correct recording and reporting errors and ensure completeness and timely submittal of the AFR to the FDOE.

**District Response**

The District will ensure that the Annual Financial Report (AFR) and the Schedule of Federal Expenditures (SEFA) are reported properly and presented in a timely manner to the Board for approval. Also, the District will ensure that the Annual Financial Report (AFR) is submitted to the Florida Department of Education by the required due date.

## SECTION III – FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

### U.S. DEPARTMENT OF AGRICULTURE AND U.S. DEPARTMENT OF EDUCATION

<b>Finding Number</b>	<b>2021-003</b>
<b>Assistance Listing Numbers</b>	10.553, 10.555, 10.559; 84.425D; 84.010; and 84.027 and 84.173
<b>Assistance Listing Program Title</b>	Major Program: Child Nutrition Cluster (CNC) and Education Stabilization Fund (ESF) Nonmajor Programs: Title I Grants to Local Educational Agencies (Title I), and Special Education Cluster (SEC)
<b>Compliance Requirement</b>	Allowable Costs/Cost Principles
<b>Pass-Through Entity</b>	Florida Department of Agriculture and Consumer Services (FDACS) and Florida Department of Education (FDOE)
<b>Federal Grant/Contract Number and Grant Year</b>	FDACS/CNC: 215FL915N1099 – 2021, 215FL915N1199 – 2021 FDOE/ESF: S425D200052 – 2021 FDOE/Title I: S010A190009 – 2021 FDOE/SEC: H173A190027 – 2021, H027A190024 – 2021
<b>Statistically Valid Sample</b>	Not Applicable
<b>Finding Type</b>	CNC and ESF: Noncompliance and Questioned Costs Greater than \$25,000 Title I and SEC: Questioned Costs Greater than \$25,000
<b>Questioned Costs</b>	CNC: \$42,115.75 ESF: \$25,917.44 Title I: \$35,846.60 SEC: \$63,583.77
<b>Prior Year Finding</b>	2020-001, Report No. 2021-161

<b>Finding</b>	The District charged Federal programs for health insurance premiums for certain employees who did not participate in the District health insurance program, resulting in Federal program questioned costs totaling \$167,463.56.
<b>Criteria</b>	Title 2, Section 200.403, Code of Federal Regulations (CFR), provides that, for an expenditure to be allowable under Federal awards, costs must be necessary and reasonable for the performance of the Federal award and must be adequately documented. Title 2, Section 200.431, CFR, provides that fringe benefits, including employee insurance, are allowable costs of Federal awards if they are reasonable and are required by law, non-Federal entity-employee agreement, or an established policy of the non-Federal entity.
<b>Condition</b>	For the 2020-21 fiscal year, the District provided employee health insurance as an employee fringe benefit and the Board authorized District contributions for individual and family coverage, including contributions for Federally funded employees. The District recorded health insurance expenditures for each employee per pay period, although some Federally funded employees did not participate in the District health insurance program.  Based on our discussions with District personnel and examination of District records, we determined that the District charged Federal programs for health insurance premiums totaling \$167,463.56 for certain employees who did not participate in the District health insurance program.
<b>Cause</b>	According to District personnel, District personnel did not monitor the health insurance program participants and related expenditures to ensure that the premium costs were only recorded for health insurance program participants. District personnel also agreed with the questioned costs calculations totaling \$167,463.56.
<b>Effect</b>	The District did not comply with Federal regulations that require all Federal expenditures to represent reasonable and necessary charges. Consequently, the District incurred questioned costs totaling \$42,115.75 for the CNC; \$25,917.44 for the ESF; \$35,846.60 for the Title I Program; and \$63,583.77 for the SEC.
<b>Recommendation</b>	The District should establish procedures to monitor the health insurance program participants and related expenditures to ensure that premium costs are only recorded for program participants. Also, the District should document to the respective grantors the allowability of questioned costs of \$167,463.56 or restore these moneys to the appropriate Federal programs.
<b>District Response</b>	The District is in the process of reviewing the payroll deduction codes to ensure that the health insurance premiums are being accurately applied. The District will evaluate overpayments as necessary and make the necessary corrections.

## U.S. DEPARTMENT OF EDUCATION

<b>Finding Number</b>	<b>2021-004</b>
<b>Assistance Listing Numbers</b>	84.425E; 84.425F; and 84.425N
<b>Assistance Listing Program Title</b>	Major Program: Education Stabilization Fund Grant Program (ESF Program): Higher Education Emergency Relief Fund (HEERF) Student Aid Portion HEERF Institutional Portion HEERF Fund for the Improvement of Postsecondary Education (FIPSE) Formula Grant
<b>Compliance Requirement</b>	Cash Management
<b>Pass-Through Entity</b>	Not Applicable

<b>Federal Grant/Contract Number and Grant Year</b>	P425E205222; P425F203441; P425N200636
<b>Statistically Valid Sample</b>	Not Applicable
<b>Finding Type</b>	Noncompliance and Significant Deficiency
<b>Questioned Costs</b>	Not Applicable
<b>Prior Year Finding</b>	Not Applicable
<b>Finding</b>	The District did not always comply with Federal cash management requirements to minimize the time elapsing between the receipt and disbursement of ESF Program – HEERF award funds. As a result, the District retained unexpended Program funds totaling \$994,795 at June 30, 2021, which represent Program questioned costs.
<b>Criteria</b>	Title 2, Section 200.305, CFR, requires the District to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the District. In addition, the <i>Terms and Conditions</i> in the ESF Program – HEERF award notifications require the District to liquidate funds drawn down from the Federal grants management system within 15 days of receipt.
<b>Condition</b>	The District administered the ESF Program – HEERF awards at the North Florida Technical College and during the 2020-21 fiscal year drew down award receipts totaling \$1,190,911. However, as of June 30, 2021, the District had expended only \$196,116 of the awarded funds and had held amounts beyond the required liquidation dates (15 days after receipt) as shown below.

**Federal HEERF Funds Drawn and Expended  
2020-21 Fiscal Year**

Draw Down Date	Amount Drawn Down	Amount Expended	Amount Remaining as of 6/30/21	As of 6/30/21, Number of Days Beyond Required Liquidation Date
8/14/20	\$ 134,851	\$128,691	\$ 6,160	305
1/29/21	\$ 614,815	\$ 67,425	\$547,390	137
5/14/21	\$ 441,245	\$ -	\$441,245	32
Total Drawn, Expended, and Remaining	<u>\$1,190,911</u>	<u>\$196,116</u>	<u>\$994,795</u>	

<b>Cause</b>	The District had not established controls to effectively monitor the Federal cash management requirements because of personnel turnover and staff were not aware of the requirements.
<b>Effect</b>	Absent effective procedures to require prompt disbursements of cash draws, there is an increased risk that the District will not comply with Federal cash management requirements. As of June 30, 2021, the District retained, beyond the required liquidation dates, unexpended ESF Program – HEERF award funds totaling \$994,795, which represent questioned costs of that Program.
<b>Recommendation</b>	The District should establish effective procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement of those funds. In addition, the District should demonstrate to the Federal grantor that the District expended eligible ESF Program – HEERF award funds totaling \$994,795 or restore that amount to the grantor.
<b>District Response</b>	The District will enhance procedures to the Federal cash management requirements to ensure that the disbursement of Federal program monies stay in compliance of the time requirement of allowable expenditure reimbursement.

## ***PRIOR AUDIT FOLLOW-UP***

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The District had not taken corrective actions for Finding No. 2020-001 included in our report No. 2021-161.

# SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS



## BRADFORD COUNTY SCHOOL DISTRICT

*Will Clayton Hartley, Superintendent*

501 W. WASHINGTON STREET • STARKE, FL 32091 • 904.966.6018

Audit Report No. (Finding No.)	Program/Area	Brief Description	Status	Comments
2019-158 (2018-001) 2020-180 (2019-001)	Financial Reporting - Cash Account Reconciliations	District controls over cash continue to be deficient as District bank account reconciliations for each month during the 2018-19 fiscal year contained unexplained differences between the bank account and general ledger cash balances.	Partially Corrected	Due to turnover in Finance, a different consultant was hired in 2021 to assist with the bank reconciliation process, and they were able to get the bank reconciliations reconciled in our ERP system. With the new consultant in place and the District's plan to hire another Finance Assistant to have trained by consultant and Finance Director to handle the bank reconciliations going forward, the District will have this finding fully corrected in fiscal year 2021-22.
2021-181 (2020-001)	Title I Grants to Local Educational Agencies (CFDA No. 84.010) Child Nutrition Cluster (CFDA Nos. 10.553, 10.555, and 10.559) Special Education Cluster (CFDA No. 84.027 and 84.173)	The District charged Federal programs for health insurance premiums for certain employees who did not participate in the District health insurance program, resulting in Federal program questioned costs totaling \$133,023.82.	Not Corrected	The District plans to implement new procedures that will include removing insurance premiums charged to Federal programs when the employees do not participate in the health insurance program for the fiscal year 2021-22. The District will also take into consideration establishing an Internal Service Fund to account for all of the employee health insurance activity. This was a prior corrective action that the previous Finance Director and Human Resources Director were going to implement, but never created the Internal Service Fund in fiscal year 2020-21.

Sheila Cummings, District 1 • Gayle Nicula District 2  
Cheryl Canova, District 3 • Candace Osteen, District 4 • Erica Reddish, District 5  
[www.BradfordSchools.org](http://www.BradfordSchools.org)

## CORRECTIVE ACTION PLAN

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### BRADFORD COUNTY SCHOOL DISTRICT

**Will Clayton Hartley, Superintendent**

501 W. WASHINGTON STREET • STARKE, FL 32091 • 904.966.6018

March 30, 2022

#### **Bradford County District School Board Management's Corrective Action Plans For the Fiscal Year Ended June 30, 2021**

**Finding Number:** 2021-001

**Planned Corrective Action:** The District will have procedures in place to ensure that financial reporting and budgetary processes are monitored. The District will report updated budget amendments and financial reports to the Board for approval. The District will ensure the expenditures are limited to the budgeted amounts. The District is currently taking necessary steps for cost containment throughout the District. The District will ensure that proper notifications are made to the Board and the Commissioner of Education in regards to the financial condition of the District, if necessary.

**Anticipated Completion Date:** September 11, 2022

**Responsible Contact Person:** Brandon Esposito, Director of Finance

**Finding Number:** 2021-002

**Planned Corrective Action:** The District will ensure that the Annual Financial Report (AFR) and the Schedule of Federal Expenditures (SEFA) are reported properly and presented in a timely manner to the Board for approval. Also, the District will ensure that the Annual Financial Report (AFR) is submitted to the Florida Department of Education by the required due date.

**Anticipated Completion Date:** September 11, 2022

**Responsible Contact Person:** Brandon Esposito, Director of Finance



**Federal Awards Finding Number:** 2021-003

**Planned Corrective Action:** The District is in the process of reviewing the payroll deduction codes to ensure that the health insurance premiums are being accurately applied. The District will evaluate overpayments as necessary and make the necessary corrections.

**Anticipated Completion Date:** September 11, 2022

**Responsible Contact Person:** Brandon Esposito, Director of Finance

**Federal Awards Finding Number:** 2021-004

**Planned Corrective Action:** The District will enhance procedures to the Federal cash management requirements to ensure that the disbursement of Federal program monies stay in compliance of the time requirement of allowable expenditure reimbursement.

**Anticipated Completion Date:** September 11, 2022

**Responsible Contact Person:** Brandon Esposito, Director of Finance

Sheila Cummings, District 1 • Gayle Nicula District 2  
Cheryl Canova, District 3 • Candace Osteen, District 4 • Erica Reddish, District 5  
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