### BOARD OF EDUCATION OF CARROLL COUNTY Westminster, Maryland

MANAGEMENT'S DISCUSSION AND ANALYSIS, FINANCIAL STATEMENTS AND REQUIRED AND OTHER SUPPLEMENTARY INFORMATION June 30, 2010

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#### **Independent Auditor's Report**

Members of the Board of Education of Carroll County Westminster, Maryland

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Board of Education of Carroll County (the Board), a component unit of Carroll County, Maryland, as of and for the year ended June 30, 2010, which collectively comprise the Board of Education of Carroll County's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Board's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

In our opinion, the 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 Board as of June 30, 2010, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 30, 2010 on our consideration of the Board's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.



The management's discussion and analysis on pages 5 - 12, budgetary comparison information on pages 39 and 40 and the schedule of funding progress on page 41, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Baltimore, Maryland September 30, 2010

Clifton Gunderson LLP

As Management of the Board of Education of Carroll County (the Board), we offer readers of the Board's financial statements this discussion and analysis of the Board's financial performance during the fiscal year ended June 30, 2010. This section should be read in conjunction with the financial statements, which immediately follow this discussion.

#### **Overview of the Financial Statements**

The Board's basic financial statements consist of three sections: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The basic financial statements include two kinds of statements that present different views of the Board's financial performance. The report also contains required supplementary information and supplementary budgetary schedules.

- The first two statements are *government-wide financial statements* that provide both short-term and long-term information about the Board's overall financial strength.
- The next two statements are *fund financial statements* that focus on individual parts of the school system, and provide more detail on individual areas of revenues and expenditures.
- It also contains required supplementary information in addition to the basic financial statements themselves, such as a budgetary basis presentation of financial operations in the short-term for the budgetary general fund, measuring regulatory and budgetary compliance.

The financial statements also include notes that explain some of the information in the statements and, in some cases, provide even greater levels of detail. The required supplementary information is followed by a section of supplementary budgetary schedules, which primarily provides additional budgetary review.

#### Overview of the Financial Statements (Continued)

The following table relays the major features of the two types of statements discussed above:

Type of Analysis	Government-Wide Financials	Governmental Fund Financials	Budgetary Basis	Fiduciary Fund
Scope	Entire school system	All activities of the school system (food service, capital projects, and certain school funds)	Reflects only the Current Operating/ General Fund	Instances in which the School System administers resources on behalf of someone else, such as school activity funds.
Required Financial Statements	<ul> <li>Statement of Net Assets and</li> <li>Statement of Activities</li> </ul>	<ul> <li>Balance Sheet,</li> <li>Statement of Revenues, Expenditures and Changes in Fund Balances, and</li> <li>Fiduciary Fund Balance Sheet</li> </ul>	Budgetary Comparison Schedule presented as Required Supplementary Information	Statement of Fiduciary Assets and Liabilities
Accounting Basis and Measurement Focus	Full accrual accounting and economic resource focus	Modified accrual accounting and current financial focus	Budgetary basis and current financial focus	Full accrual basis of accounting
Type of Asset/ Liability Information	All assets and liabilities, including short- and long-term, as well as financial and capital	Assets and liabilities considered reasonably current (generally within one year), no long-term liabilities or capital assets included	A budgetary basis balance sheet is not presented	All assets and liabilities, both short- term and long-term; the School System's fiduciary fund does not contain capital assets, although they can
Type of Inflow/ Outflow Information	All revenues and expenses during the year, regardless of when cash is received or paid	Revenues for which cash is received during the period of availability or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred.	Revenues for which cash is received during or immediately following the year; includes expenditures and open encumbrances	All additions and deductions during the year, regardless of when cash is received or paid. Agency funds only report assets and liabilities and do not have a measurement focus

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

The school system-wide statements report information about the school system as a whole using accounting methods similar to those used by private sector companies. The two statements on the school system-wide level report net assets and changes in net assets and are intended to evaluate the school system's financial health or position. Net assets are defined as total assets less total liabilities. These statements will, over time, reflect improvements or deteriorations in the school system's financial strength. These statements consider the non-financial factors, including depreciation of school buildings and other facilities, which are necessary to determine overall financial strength.

Typically, the school system-wide financial statements can reflect governmental activities and business-type activities. While the school system's food service operation charges fees, the fee structure is not designed to recover costs including depreciation. Therefore, this function is included as a governmental activity and no business-type activities are presented.

#### **Fund Financial Statements**

The Fund Financial Statements are designed to provide additional levels of detail on the school system's funds as opposed to the school system as a whole. Funds are accounting devices used by the school system to keep track of specific sources of funding and spending.

The school system has four funds reported here:

<u>General Fund</u> includes most of the school system's basic functions and generally follows the requirements of the Maryland State Department of Education.

<u>Food Service Fund</u> captures the financial activities of the cafeteria operations.

<u>Capital Project Fund</u>, which tracks larger construction projects. This fund reports revenue and expenditures on a yearly basis. It should be noted that due to the long-term nature of most projects, the budgetary basis of this fund crosses fiscal years.

<u>Fiduciary Funds</u> includes the Agency Fund and *Other Post-Employment Benefits* (OPEB) Plan Trust. The Agency fund reflects liabilities due to student groups and reflects revenues and expenditures that are earmarked for specific student groups at individual schools. The OPEB Plan Trust accumulates resources for post employment health benefits.

#### Financial Analysis of the School System as a Whole

As noted above, all activities are identified as governmental activities. Current assets totaled \$59.8 million, most of which appears as accounts receivable due from other governments. This is primarily due from the County Commissioners of Carroll County. Noncurrent assets are composed of capital assets and account for approximately 88% of the school system's total assets. Current liabilities total \$48.0 million, of which over \$20.6 million is accrued payroll and related withholdings. It should be noted that this balance reflects payments made to 10-month staff members (such as teachers) who prefer to continue bi-weekly payrolls during July and August. Since these staff members have fulfilled their contractual obligation as of June 30<sup>th</sup>, the unpaid wages are reflected in this accrual. The accrued fringe portion of this balance is also primarily associated with the payments that will be made for 10-month staff members during July and August. Noncurrent liabilities are \$48.2 million and are predominantly tied to compensated absences for employees and post-employment benefits.

#### **Condensed Statement of Net Assets**

	Governmental Activities June 30, 2010 (In Millions)	Governmental Activities June 30, 2009 As Restated (In Millions)			
Current and other assets Capital assets Total assets	\$ 59.8 418.4 \$ 478.2	\$ 64.3 379.6 \$ 443.9			
Current liabilities Noncurrent liabilities Total liabilities	\$ 48.0 48.2 \$ 96.2	\$ 55.4 42.0 \$ 97.4			
Net assets: Invested in capital assets, net of related debt Restricted Unrestricted deficit	\$ 411.6 0.4 (30.0)	\$ 372.3 0.3 (26.1)			
Total net assets	\$ 382.0	\$ 346.5			

The school system's revenues exceeded expenses by \$35.5 million. For budgetary purposes, acquisitions of equipment and capital improvements are considered expenditures. However in accordance with Generally Accepted Accounting Principles (GAAP) and subject to the Board's Capitalization Policy, equipment and capital improvements, amounting to \$71.3 million were capitalized and subject to depreciation in the current year. The school system continues to have a change in enrollment patterns. Consequently, the school system has been constructing new buildings and renovating/expanding existing ones. This capital outlay has resulted in increases in capital assets. The associated debt to finance these acquisitions resides on the County Government and State of Maryland financial statements, as it is not a burden of Carroll County Public Schools.

#### Financial Analysis of the School System as a Whole (Continued)

#### **Changes in Net Assets from Operating Results**

	Ac	ernmental etivities e 30, 2010	Governmental Activities June 30, 2009			
	(In	Millions)	(In	Millions)		
Revenues						
Program revenues:	_		_			
Charge for services	\$	4.6	\$	4.9		
Operating grants and contributions		56.3		48.4		
Capital grants and contributions		45.3		58.0		
General revenues:						
County government		169.6		164.2		
State (unrestricted)		101.0		110.7		
State pension aid		23.4		18.8		
Other		<u> 1.1</u>		1.4		
Total revenues		401.3		406.4		
Expenses						
Instruction (regular and special education)		250.8		218.4		
Administration (central and school)		40.7		40.7		
Maintenance and operations		41.2		38.8		
Transportation		20.2		19.7		
Student personnel, health and community services		6.5		6.1		
Food services		6.4		6.6		
Total expenses		365.8		330.3		
Increase in net assets	<u>\$</u>	<u>35.5</u>	\$	<u>76.1</u>		

All costs identified in the Statement of Activities include the cost of salaries, wages, supplies, contracted services, and depreciation by function. In the case of regular instruction, depreciation expense on the school buildings and equipment in those schools account for \$12.2 million. Fringe benefits and depreciation can be tracked by individual or asset, respectively, and therefore can be tied to a function. Review of the revenues identifies some fee for services circumstances, including use of facilities and tuition. Operating Grant revenues primarily include State and Federal Grants and reflect restricted sources. As detailed in the Statement of Activities, the general revenues include State and County revenue, as well as interest income, none of which meets the criteria for classification as program revenues. More specifically:

- The cost of all governmental services this year was \$365.8 million.
- \$4.6 million of the costs were financed by users of the school districts programs through fees for service.

#### Financial Analysis of the School System as a Whole (Continued)

- The State and Federal governments subsidized the operations of certain programs with grants and contributions totaling almost \$56.3 million.
- The majority of the district's costs were financed by Carroll County and the State of Maryland taxpayers. Specifically, \$169.6 million was associated with Carroll County appropriations.
- The State and County governments financed \$45.3 million in capital asset purchases, including construction in progress.

#### **Financial Analysis of the Board's Funds**

In the General Fund, revenues increased by 2.3% to \$349.9 million. The General Fund increase is attributable to a 3.3% increase in the appropriation from the County government and a 4.1% increase in unrestricted State revenue. Significant expenditure increases occurred to fund the completed phase-in of previously negotiated salary increases and medical insurance costs. The system also funded 32.7 (full-time equivalent) new positions and other costs to open Manchester Valley High School in August 2009.

The Food Service Operation reflected a net change in fund balance of \$90,535 for the year ended June 30, 2010 versus a net change in fund balance of \$276,122 for the prior year. Based upon declining participation and resulting decreases in revenue, \$400,000 was transferred from the General Fund to the Food Service Fund.

The Capital Projects Fund reflects no change to fund balance since revenues exactly offset expenses. This fund is designed not to maintain net assets since expenditures should be offset by revenue in each fiscal year.

Limitations affecting the availability of resources in the General Fund include a reserve for inventories of \$417,844, a reserve for prepaid of \$244,343 and a reserve for encumbrances of \$5,268,732.

#### **Budgetary Highlights**

Over the course of each fiscal year, the school system revises the annual current operating budget. Generally, the budgets fluctuate for one of two reasons. First, when grants are awarded during the year, an amendment is made to adjust the budget as a whole. In addition, the system is required to maintain budgets by category or function. Therefore, the school system makes transfers within budgeted line items to more accurately reflect changing conditions. These transfers do not impact the budget total as a whole. As reflected in the Schedule of Revenues, Expenditures, and Changes in Fund Balance on the Budget (Non-GAAP) Basis, none of the school system's categories were overspent at year-end. Most importantly, the school system ended the fiscal year with an excess of revenues over expenditures (Non-GAAP Budgetary Basis) of \$6,381,656. Beginning fiscal year 2008 and thereafter, the Board of Carroll County Commissioners and the Board agreed to create a fund balance reserve account to guard against unanticipated revenue shortfalls and minimize the impact on operations of the school system when unexpected, one-time expenses occur.

#### **Budgetary Highlights** (Continued)

The budgetary process is designed to reflect revenues equal to expenditures. However, on the Fund statements, actual expenditures and actual revenues were both lower than budgeted. In fiscal year 2010, current operating fund actual revenues fell short of the final budget by approximately \$5.4 million. The majority of the shortfall was within the restricted portion, as a result of grants that cross into fiscal year 2011 and fewer grant funds carried forward from fiscal year 2009.

Specific examples include ARRA Special Education Aid at \$1,190,915, Title I-A at \$109,224 and Title II-A at \$265,175. These revenues will be realized and received in fiscal year 2011 to offset fiscal year 2011 grant related expenditures. Fewer grant funds than budgeted were carried forward from fiscal year 2009 by approximately \$2.1 million.

Specific areas of expenditure exceeded original budgets. Budget transfers between categories were approved to more closely align with actual expenditures, so that at year-end all categories were in compliance.

#### **Capital Asset Administration**

By the end of fiscal year 2010, the school system had invested over \$418.4 million in capital assets net of depreciation, predominantly buildings. Total depreciation expense for the year approximated \$14.6 million, increasing accumulated depreciation on assets to \$172.8 million. Included in the Construction in Progress balance is the work completed on Open Space Classroom Enclosures, Westminster High School HVAC, Mt. Airy Elementary Roof, Full Day Kindergarten at William Winchester and Winfield Elementary, and the South Carroll High School Fine Arts Addition. Fiscal year 2011 capital budgets reflect \$775,000 for Technology Improvements. The County government issues the debt associated with these capital projects; therefore, the school system financial statements do not reflect outstanding debt associated with these capital assets.

#### Factors Bearing on the School System's Future

At the time that these financial statements were prepared and audited, the school system was aware of several existing circumstances that could affect its financial health in the future:

1. Carroll County Public Schools does not have taxing authority and is dependent on the Carroll County Government and the State of Maryland for funding. State aid is calculated based on a number of factors, most significantly being enrollment. Carroll County Public Schools have seen a slight decrease in enrollment, as measured by full-time equivalent counts, which could have a negative impact on state aid received. In addition, significant downturns in the economy or other factors limiting the revenue generated by the County or State could limit their ability to provide legally mandated levels of funding. The State legislature made changes to the inflation factor used in calculating State aid in a special legislative session during 2007, which had resulted in a decrease in State aid for fiscal years 2009 and 2010. Economic conditions may also result in additional temporary or permanent decreases in the levels of funding which are legally mandated by the State or County government.

#### Factors Bearing on the School System's Future (Continued)

- 2. The school system continues to implement President Bush's "No Child Left Behind Act." The federal act requires students to meet established standards and that individual schools demonstrate annual progress. Costs associated with hiring and retaining "highly qualified" teachers and paraprofessionals continue to rise.
- 3. The Government Accounting Standards Board (GASB) issued GASB Statement No. 54, Fund Balance Reporting and Government Fund Type Definitions which becomes effective in fiscal year 2011. The objective of GASB No. 54 is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. The Statement requires that the Board establish fund balance classifications that comprise a hierarchy based primarily on the extent to which the Board is bound to observe constraints imposed upon the use of the resources reported in the governmental funds. In addition, the Board will be required to develop accounting policies designed to match expenditures to the appropriate fund balance classification and disclose these policies in the notes to the financial statements. The reporting effects of GASB 54 has not been determined at this time.

#### **Contacting the Board's Financial Management**

This financial report is designed to provide the school system's citizens, taxpayers, customers, stakeholders, and creditors with a general overview of the system's finances and to demonstrate the school system's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Director of Administrative Services' Office, Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157.

**BASIC FINANCIAL STATEMENTS** 

#### BOARD OF EDUCATION OF CARROLL COUNTY STATEMENT OF NET ASSETS June 30, 2010

	Governmental Activities
ASSETS	
CURRENT ASSETS	0.070.047
Cash and cash equivalents	\$ 8,276,647
Investments	1,426,960
Accounts receivable	31,853
Due from primary government	40,203,269
Due from other units of government	9,025,841
Inventory Other current assets	607,503
	244,343
Total current assets	<u>59,816,416</u>
NONCURRENT ASSETS	
Capital assets (net of accumulated depreciation):	
Land and improvements	15,049,603
Construction in progress	39,090,486
Equipment	12,177,979
Buildings and improvements	352,044,995
Total noncurrent assets	418,363,063
Total assets	478,179,479
LIABILITIES	
CURRENT LIABILITIES	
Accounts payable	12,804,005
Accrued salaries and fringes	20,573,770
Accrued health claims	4,008,253
Accrued expenses	5,275,878
Accrued interest	48,288
Due to fiduciary funds	2,023,280
Due to primary government	52,100
Due to other governments	63,551
Unearned revenue	702,080
Current portion of capital lease obligations	568,249
Current portion of compensated absences payable	1,920,000
Total current liabilities	48,039,454
NONCURRENT LIABILITIES	
Long-term portion of capital lease obligations	6,169,357
Long-term portion of compensated absences payable	25,218,159
Other postemployment benefits	16,785,610
Total noncurrent liabilities	48,173,126
Total liabilities	96,212,580
NET ASSETS	
Invested in capital assets, net of related debt	411,625,457
Restricted for:	, 525,
Food services	425,282
Unrestricted	(30,083,840)
TOTAL NET ASSETS	\$ 381,966,899

#### BOARD OF EDUCATION OF CARROLL COUNTY STATEMENT OF ACTIVITIES Year Ended June 30, 2010

					Net (Expenses) Revenue and Changes in
		Р	rogram Revenu	es	Net Assets
			Operating	Capital	Total
		Charges for	<b>Grants and</b>	<b>Grants and</b>	Governmental
	Expenses	Service	Contributions	Contributions	Activities
FUNCTIONS/PROGRAMS					
GOVERNMENTAL ACTIVITIES INSTRUCTION					
Regular education	\$ 199,607,604	\$ 593,551	\$ 29,602,194	\$ 45,280,156	\$ (124,131,703)
Special education	51,173,566	<del>-</del>	21,941,157		(29,232,409)
Total instruction	250,781,170	593,551	51,543,351	45,280,156	(153,364,112)
SUPPORT SERVICES					
Administration	7,570,891	-	560,754	-	(7,010,137)
Mid-level administration	33,153,733	-	412,777	-	(32,740,956)
Student personnel services	1,810,064	-	114,106	-	(1,695,958)
Student health services	4,403,186	-	41,533	-	(4,361,653)
Student transportation services	20,155,808	-	58,854	-	(20,096,954)
Operation of plant	31,323,857	-	978,600	-	(30,345,257)
Maintenance of plant	9,900,430	-	177,165	-	(9,723,265)
Community services	252,079	241,976	11,263	-	1,160
Food services	6,422,725	3,716,622	2,351,478		(354,625)
Total support services	114,992,773	3,958,598	4,706,530		(106,327,645)
TOTAL GOVERNMENTAL					
ACTIVITIES	\$ 365,773,943	\$ 4,552,149	\$ 56,249,881	\$ 45,280,156	(259,691,757)
	GENERAL REV	ENLIES			
	Local appropria				169,601,292
	State aid	ations			124,447,840
		vestment earning	ne		42,379
	Miscellaneous	veolinent carmit	90		1,085,886
	Micconariocac				1,000,000
	Total ge	neral revenues			295,177,397
	CHANGE IN NE	T ASSETS			35,485,640
	NET ASSETS, B	EGINNING OF	YEAR, AS REST	ATED	346,481,259
	NET ASSETS, E	ND OF YEAR			\$ 381,966,899

## BOARD OF EDUCATION OF CARROLL COUNTY BALANCE SHEET GOVERNMENTAL FUNDS June 30, 2010

		General Fund	Food Services Fund		Capital Projects Fund	G	Total overnmental Funds
ASSETS							
Cash and cash equivalents	\$	8,275,544	\$ 1,103	\$	-	\$	8,276,647
Investments		1,426,960	-		-		1,426,960
Accounts receivable		26,415	5,438		-		31,853
Due from other funds		-	422,827		144,420		567,247
Due from fiduciary fund		-	356,772		-		356,772
Due from primary government		36,450,000	-		3,753,269		40,203,269
Due from other units of government		5,903,891	78,989		3,042,961		9,025,841
Inventory		417,844	189,659		-		607,503
Other current assets		244,343	 				244,343
TOTAL ASSETS	<u>\$</u>	52,744,997	\$ 1,054,788	\$	6,940,650	\$	60,740,435
LIABILITIES							
Accounts payable	\$	5,948,871	\$ 2,235	\$	6,852,899	\$	12,804,005
Accrued salaries and fringes		20,043,670	530,100		-		20,573,770
Accrued health claims		4,008,253	-		-		4,008,253
Accrued expenses		5,275,878	_		_		5,275,878
Due to other funds		566,127	_		1,120		567,247
Due to fidculary fund		2,293,421	_		86,631		2,380,052
Due to primary government		52,100	_		, -		52,100
Due to other governments		63,551	_		_		63,551
Unearned revenue		604,909	 97,171	_			702,080
Total liabilities		38,856,780	 629,506		6,940,650	_	46,426,936
FUND BALANCES							
Reserved for:							
Encumbrances		5,268,732	15,880		-		5,284,612
Inventories		417,844	189,659		-		607,503
Prepaid		244,343	-		-		244,343
Unreserved:							
Undesignated		7,957,298	 219,743				8,177,041
Total fund balances		13,888,217	 425,282		<u>-</u>	_	14,313,499
TOTAL LIABILITIES AND							
FUND BALANCES	\$	52,744,997	\$ 1,054,788	\$	6,940,650	\$	60,740,435

## BOARD OF EDUCATION OF CARROLL COUNTY RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET ASSETS June 30, 2010

Total fund balances – governmental funds (page 16)	\$ 14,313,499
AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET ASSETS ARE DIFFERENT BECAUSE:	
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of these assets is \$591,148,230, and the accumulated depreciation is \$172,785,167.	418,363,063
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year-end consist of capital lease obligations \$6,737,606, compensated absences payable \$27,138,159 and net other post employment obligations \$16,785,610.	(50,661,375)
Accrued interest is reported when due and payable in the funds and is reported when incurred on governmental activities.	 (48,288)

\$ 381,966,899

TOTAL NET ASSETS, GOVERNMENTAL ACTIVITIES (page 12)

## BOARD OF EDUCATION OF CARROLL COUNTY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS Year Ended June 30, 2010

	General Fund		Food Services Fund		Capital Projects Fund	Total Governmental Funds
REVENUES			_			
Local sources	\$ 169,601,244	\$	-	\$	30,750,453	\$ 200,351,697
State sources	162,338,607		59,150		14,529,703	176,927,460
Federal sources	14,722,869		2,233,009		-	16,955,878
Earnings on investments	41,170		1,209		-	42,379
Charges for services	835,527		3,716,622		-	4,552,149
Miscellaneous revenues	2,370,702		59,319			2,430,021
Total revenues	349,910,119		6,069,309		45,280,156	401,259,584
EXPENDITURES						
Administration	6,339,344		-		-	6,339,344
Instruction	153,727,474		-		-	153,727,474
Student personnel services	1,506,370		-		-	1,506,370
Student health services	3,566,752		-		-	3,566,752
Student transportation services	19,651,160		-		-	19,651,160
Operation of plant	26,083,392		-		-	26,083,392
Maintenance of plant	7,373,405		-		-	7,373,405
Fixed charges	57,481,198		-		-	57,481,198
Mid-level administration	27,037,480		-		-	27,037,480
Community services	230,936		-		-	230,936
Special education	42,850,223		<del>-</del>		-	42,850,223
Costs of operation - food services	<del>-</del>		6,378,774		-	6,378,774
Capital outlay	1,003,056			_	45,280,156	46,283,212
Total expenditures	346,850,790		6,378,774	_	45,280,156	398,509,720
Excess (deficiency) of revenues over expenditures	3,059,329		(309,465)	_		2,749,864
OTHER FINANCING SOURCES						
Transfers in (out)	(400,000)		400,000		_	-
Total other financing sources	(400,000)	_	400,000	_		
NET CHANGE IN FUND BALANCES	2,659,329		90,535		-	2,749,864
FUND BALANCES, BEGINNING OF YEAR	11,228,888	_	334,747			11,563,635
FUND BALANCES, END OF YEAR	\$ 13,888,217	\$	425,282	\$		<u>\$ 14,313,499</u>

# BOARD OF EDUCATION OF CARROLL COUNTY RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES Year Ended June 30, 2010

Total net change in fund balances – governmental funds (page 18)	\$ 2,749,864
AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES ARE DIFFERENT BECAUSE:	
Capital outlays are reported in 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 by which capital outlay, which is capitalized \$53,425,048, exceeds depreciation expenses, \$14,609,256, in the period.	38,815,792
In the Statement of Activities, compensated absences are measured by the amounts earned during the year. In the governmental funds, however, expenditures for compensated absences are measured by the amount of financial resources used (essentially, the amounts actually paid or expected to be paid within one year). This year, vacation and sick leave earned exceeded the amounts used by:	(546,360)
The execution of a capital lease agreement provides current financial resources to governmental funds, while the repayment of the lease principal consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net assets. This is the amount of principal payments on the lease obligation for this year.	526,126
In the Statement of Activities, only the gain or loss on sale of the capital assets is reported. In the governmental funds, however, the proceeds from the sale increase financial resources. Thus, the change in net assets differs from the change in fund balance by the net book value of the capital assets disposed.	(32,309)
OPEB costs reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	 (6,027,473)

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES (page 15)

\$ 35,485,640

#### BOARD OF EDUCATION OF CARROLL COUNTY STATEMENT OF FIDUCIARY NET ASSETS June 30, 2010

	OPEB Plan Trust	Agency Fund
ASSETS		
Cash and cash equivalents	\$ -	\$ 386,080
Investments	3,722,415	-
Due from other funds	-	2,380,052
Accounts receivable	-	1,030
Prepaid expenses		29,972
Total assets	3,722,415	\$ 2,797,134
LIABILITIES		
Accounts payable	-	\$ 104,467
Due to student groups	-	2,335,895
Due to other funds		356,772
Total liabilities		\$ 2,797,134
NET ASSETS		
Net assets held in trust for benefits	\$ 3,722,415	

#### BOARD OF EDUCATION OF CARROLL COUNTY STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS June 30, 2010

	0	PEB Plan Trust
ADDITIONS		
Contributions:		
Employer	\$	4,252,527
Employee		3,397,346
Total contributions		7,649,873
Investment earnings:		
Net appreciation in fair value of investments		54,015
	·-	
Total investment income		54,015
Total additions		7,703,888
DEDUCTIONS		
Benefits paid to plan members		5,649,873
CHANGES IN NET ASSETS		2,054,015
		, ,
NET ASSETS, BEGINNING OF YEAR	\$	1,668,400
NET ASSETS, END OF YEAR	\$	3,722,415

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Financial Reporting Entity**

The Board of Education of Carroll County (the Board) as currently constituted was established under Title 3, Subtitle 103, Education, of the Annotated Code of Maryland. The Board is a five-member elected body responsible for the operation of Carroll County Public Schools.

The Board of Education of Carroll County is a component unit of Carroll County, Maryland by virtue of the County's responsibility for levying taxes and its budgetary control over the Board of Education. The Board does not have any component units, as it does not have any entities that it is considered to be financially accountable for in accordance with Governmental Accounting Standards Board (GASB) Statement No. 14 and as amended by GASB Statement No. 39.

The financial statements of the Board are prepared in conformity with generally accepted accounting principles (GAAP) applicable to governments in the United States of America.

#### **Government-Wide and Fund Financial Statements**

In June 1999, GASB issued Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. This statement was amended by Statement No. 41, insofar as to the reporting of budgetary data. GASB No. 34, known as the "Reporting Model" statement, affects the way the Board prepares and presents financial information.

The statement was developed to make annual reports easier to understand and more useful to the people who use governmental financial information to make decisions and includes:

**Management's Discussion and Analysis** - GASB Statement No. 34 requires that financial statements be accompanied by a narrative introduction and analytical overview of the government's financial activities in the form of "management's discussion and analysis" (MD&A). This analysis is similar to the analysis many private sector entities provide in their annual reports.

**Government-Wide Financial Statements** - The reporting model includes financial statements prepared using full accrual accounting for all of the government's activities. This approach includes not just current assets and liabilities (such as cash and accounts payable), but also capital assets and long-term liabilities. Accrual accounting also reports all of the revenues and cost of providing services each year, not just those received or paid in the current year or soon thereafter. Fiduciary funds are not included in government-wide financial statements.

The basic financial statements include both government-wide (based on the Board as a whole) and fund financial statements. The Board does not engage in business-type activities and, as such, issues single column government-wide financial statements. In the Government-Wide Statement of Net Assets, both the governmental activities' assets and liabilities (a) are presented on a consolidated basis and (b) are reflected on a full accrual, economic resource basis, which incorporates noncurrent assets and receivables as well as long-term obligations.

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **Government-Wide and Fund Financial Statements** (Continued)

**Statement of Net Assets** - The Statement of Net Assets is designed to display the financial position of the primary government. The Board reports all capital assets in the government-wide Statement of Net Assets and reports depreciation expense – the cost of "using up" capital assets – in the Statement of Activities. The net assets of the Board are broken down into three categories – 1) invested in capital assets, net of related debt; 2) restricted; and 3) unrestricted.

**Statement of Activities** - The Government-Wide Statement of Activities reports expenses and revenues in a format that focuses on the cost of each Board function. The expenses of individual functions are compared to the revenues generated directly by the function (for instance, through user charges or intergovernmental grants). These directly matched revenues are called program revenues. This format enables the Government-Wide Statement of Activities to reflect both the gross and net cost per functional category (regular instruction, special instruction, pupil transportation, etc.) that are otherwise being supported by general government revenues.

Program revenues must be directly associated with a function and are restricted to meeting the operational or capital requirements of a particular function or activity. Multi-purposed grants and other items not properly included among program revenues are reported as general revenues. The operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

Direct expenses are considered those that are clearly identifiable with a specific function or segment. The Board does not allocate indirect expenses.

**Fund Financial Statements** - Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

In the fund financial statements, financial transactions and accounts of the Board are organized on the basis of funds. The operation of each fund is considered to be an independent fiscal and separate accounting entity, with a self-balancing set of accounts recording cash and/or other financial resources together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The fund statements are presented on a current financial resource and modified accrual basis of accounting. Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statements' governmental activities column, a reconciliation is presented which briefly explains the adjustments necessary to reconcile the fund financial statements to the governmental activities column of the government-wide financial statements.

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**Government-Wide and Fund Financial Statements** (Continued)

**Budgetary Comparison Schedules** - Demonstrating compliance with the adopted budget is an important component of a government's accountability to the public. Many citizens participate in the process of establishing the annual operating budgets of state and local governments, and have a keen interest in following the financial progress of their governments over the course of the year. The Board and many other governments revise their original budgets over the course of the year for a variety of reasons. A budgetary comparison schedule of the Board's original budget to the final budget and actual results is presented as required supplementary information.

### MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION

The government-wide and certain fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Employee and employer contributions to the other employee benefit trust fund are recognized as revenue in the period the contributions are due.

Nonexchange transactions are where the Board either gives or receives value without directly receiving or giving equal value in exchange including, for example, grants and contributions. Revenues from grants and contributions are recognized in the fiscal year in which all eligibility requirements have been satisfied.

It is the Board's policy to first use restricted assets for expenses incurred for which both restricted and unrestricted assets are available unless a local match is required. Where a local match is required, the expense is allocated to restricted and unrestricted assets based on the required match percentages.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. This focus is on the determination of, and changes in financial position, and generally only current assets and current liabilities are included on the Balance Sheet. Revenues are recorded as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within a current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Board considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. The major revenue sources subject to the availability criterion are the local, state, and federal revenues. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due. Expenditures related to compensated absences are recorded when payment is due or when payable resulting from resignations or retirements.

The following types of transactions are reported as program revenues. Tuition paid directly by students and parents and sales associated with the Food Service Operation are identified as charges for services. State and federal support for Food Service Operation is identified as operating grants and contributions. Grant-related revenue that is specifically restricted for use by a particular function is separated in the Statement of Activities.

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The Board reports the following major governmental funds:

**General Fund** – The General Fund is the operating fund of the Board and is used to account for the revenues and expenditures necessary for the day-to-day operation of the Board. This fund is used to account for all financial resources except those required to be accounted for in another fund.

**Food Service Fund** – The Food Service Fund is used to account for the operations of the cafeteria program throughout the school system.

**Capital Project Fund** – The Capital Project Fund is used to account for the financial resources to be used for the acquisition or construction of the Board's major capital facilities.

Additionally, the Board reports the following fiduciary fund:

**Agency Fund** – The Agency Fund is a fiduciary fund used to account for the funds held by the Board in a trustee capacity. The school funds account for the funds of other persons or organizations which are the direct responsibility of the principals of the respective schools. This is an agency fund with no measurement focus as only assets and liabilities are reported on the accrual basis.

**OPEB Plan Trust** – The OPEB Plan Trust was established during fiscal year 2009 to account for the collection of medical premiums and the payments of medical claims for the Board's retiree's.

As a general rule, the effect of interfund and internal activity has been eliminated from the government-wide financial statements including the Statement of Activities. Interfund balances are not included in the Government-Wide Statement of Net Assets. The Board distinguishes overhead costs, which are eliminated in the preparation of the Statement of Activities from interfund services provided and used between functions which are not eliminated in the Statement of Activities in the financial statement closing process. The Board does not allocate indirect expenses to functions in the fund financial statements.

#### Assets, Liabilities, and Net Assets or Equity

#### Investments

Investments are reported at fair value in accordance with GASB Statement No. 31. OPEB Plan Trust investments consisting of money market and mutual funds are stated at fair value.

#### **Receivables and Payables**

All interfund receivables and payables are displayed in the fund statements as "due to/due from other funds." These amounts offset each other and are eliminated from the Government-Wide Statement of Net Assets, so as to not overstate the Board's assets and liabilities. All trade receivables are deemed fully collectible by management.

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Assets, Liabilities, and Net Assets or Equity (Continued)

#### Inventory

Inventory consists of expendable supplies and food held for consumption and is valued at cost (first-in, first-out). Inventory is reflected in the financial statements by the consumption method. Under this method, the expenditure is recognized when inventory is used. In the fund financial statements, these inventories are offset by a fund balance reserve which indicates that they do not constitute available expendable resources, even though they are a component of assets.

#### **Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### **Capital Assets**

Capital assets, which include land and improvements, buildings and improvements, and equipment, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of the donation.

There is no depreciation recorded for land. Construction in progress is depreciated when it is put in use.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

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

	rears
ASSETS	
Buildings	50
Improvements	20
Equipment	3 – 10

#### **Unearned Revenues**

Unearned revenues represent amounts received from grantors in advance of incurrence of eligible expenditures for reimbursable-type grants and unused commodities at June 30, 2010, since title does not pass to the Board until the commodities are used.

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities, and Net Assets or Equity (Continued)

#### **Compensated Absences Payable (Continued)**

Compensated absences consist primarily of sick and vacation time earned but not taken. Employees hired prior to July 1, 1997 meeting specified service requirements are eligible to accumulate sick time and upon retirement, are entitled to payment for unused sick time at 50% of their accrued sick leave balance at their previous three year average daily rate. Employees hired prior to July 1, 1997 may accumulate unused sick time and will be paid for a maximum of 250 days or their accumulated balance at June 30, 2003, whichever is greater. Employees hired July 1, 1997 and later are eligible for accumulated unlimited sick time but are not entitled to payment for unused sick time upon retirement. There is a maximum accrual of 30 paid vacation days for those employees eligible to earn and accumulate vacation time. Vested absences are accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only at the time of employee resignations and retirements.

#### **Encumbrances**

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of budgetary integration in the General Fund, Capital Improvements Project Fund and Food Service Fund, and encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures or liabilities.

#### **School Construction Debt**

The Board is not obligated to repay principal or interest on any debt incurred for school construction. Such bonds and loans are obligations of the County government. Accordingly, the Board does not record school construction debt service revenues, expenditures, or outstanding school construction debt. The authorization for annual expenditures related to debt service emanate from the Carroll County Operating Budget Ordinance.

#### **Fund Equity**

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change. Fund balances in the governmental funds are reserved for encumbrances, inventories and prepaids to indicate the amounts are not available for other expenditures.

#### NOTE 2 – BUDGETS AND BUDGETARY ACCOUNTING POLICIES

Legal budgetary control is employed for the General Fund only. Capital Projects are budgeted on a project basis only. Management employs budgetary control over the Food Service Fund for operational purposes only.

The Board follows these procedures in establishing the budgetary data reflected in these financial statements:

- 1. Prior to December, the staff accumulates and summarizes data for a proposed operating budget (General Fund).
- 2. During January, the Superintendent of Schools submits a proposed operating budget to the Board.
- 3. Public hearings are held to obtain citizens' comments.
- 4. During February, the Board adopts the proposed budget.
- 5. On March 1, the budget is submitted to the Carroll County Commissioners for approval.
- 6. During May, the County Commissioners hold final hearings and adopt the budget which becomes effective July 1.
- 7. The General Fund budget is adopted on a basis consistent with GAAP except for the inclusion of encumbrances as expenditures and the exclusion of pension payments made by the State on behalf of the Board. Budget comparisons presented in this report are on a non-GAAP budgetary basis. The required supplementary information budgetary comparison schedule reflects the budget as amended.
- 8. Request for adjustments to major categories must be submitted to the County Commissioners for approval or denial. No action within thirty (30) days of submission constitutes approval.
- 9. Requests for transfers between major categories must be submitted to the County Commissioners for approval or denial. No action within thirty (30) days of submission constitutes approval.
- 10. Expenditures may not legally exceed appropriations at the major category level. In addition, all appropriations lapse at year-end.

During the year, the County Commissioners adopted supplemental appropriations for the Board of Education's General Fund budget. The approved budget and supplemental appropriations are presented below:

Original operating budget approved by the County Commissioners	\$ 333,323,882
Approved supplemental appropriations	2,052,804
Transfers out	400,000
Amended operating budget for fiscal year 2010	\$ 335,776,686

#### **NOTE 3 – CASH AND CASH EQUIVALENTS**

The Board of Education maintains pooled and various separate cash accounts for its funds. The cash balances of the Agency Fund (see Statement of Fiduciary Net Assets) consist of individual demand accounts maintained by the schools. The Board considers any instrument with a maturity of three months or less when purchased, to be cash equivalents.

#### **Deposits**

At year-end, the carrying value of the Board's combined deposits including amounts invested in repurchase agreements was \$8,662,727 and \$1,426,936 and was invested in the Maryland Local Government Investment Pool. The bank balance of deposits, including amounts invested in repurchase agreements, was \$12,379,800 and cash on hand was \$3,048. The bank balance was covered either by federal depository insurance or collateral held by the financial institution's trust department in the Board's name. Statutes authorize secured time deposits in Maryland banks. Statutes require uninsured deposits to be fully collateralized. Therefore, under the reporting requirements of Governmental Accounting Standards Board Statement No.40, the Board's deposits are not subject to custodial or credit risk at year-end. Because of the short-term maturity and type of the investments there is limited interest rate risk.

#### Investments

Statutes authorize the Board to invest in obligations of the U.S. Government, federal government agency obligations, and repurchase agreements secured by direct government or agency obligations.

The Board is a participant of the Maryland Local Government Investment Pool (MLGIP), which provides all local government units of the State a safe investment vehicle for the short-term investment of funds. The State Legislature created MLGIP with the passage of Article 95 22G, of the Annotated Code of Maryland. The MLGIP, under the administrative control of the State Treasurer, has been managed by PNC Institutional Investments. The pool has an AAAm rating from Standard and Poors and maintains a \$1.00 per share value. An MLGIP Advisory Committee of current participants was formed to review, on a quarterly basis, the activities of the Fund and to provide suggestions to enhance the pool. The fair market value of the pool is the same as the value of the pool shares.

Additionally, in accordance with reporting requirements of GASB Statement No. 40, the Board does not have any interest rate risk associated with investments. Investments in the MLGIP and repurchase agreements are priced on a daily basis, with funds availability also on a daily basis. It should also be noted that the Board does not have any foreign currency risk associated with any investments.

OPEB Plan Trust investments of \$3,722,415 are invested in the Carroll County Master Retiree Benefit Trust, which consist of money market and mutual funds. The trust does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

The Carroll County Master Retiree Benefit Trust is not rated by the rating agencies.

#### NOTE 3 - CASH AND CASH EQUIVALENTS (CONTINUED)

#### **Investment Rate Risk**

Fair value fluctuates with interest rates, and increasing rates could cause fair value to decline below original cost. To limit the Board's exposure to fair value losses arising from increasing interest rates, the Board's investment policy limits the term of investment maturities other than the Fiduciary Funds to overnight repurchase agreements and requires that collateral securities underlying the repurchase agreements have a market value equal to the cost of the agreement.

#### **Custodial Credit Risk**

For an investment, custodial credit risk is the risk that, in the event of failure of the counter party, the Board will not be able to recover all or a portion of its investments or collateral securities that are in the possession of an outside party. In this regard, the Board limits its investments to overnight deposits that are insured or collateralized with securities held by a custodial in the Board's name and investments in the MLGIP. Statutes require that deposits be in Maryland banks and that uninsured deposits be fully collateralized and authorize the Board to invest in obligations of the United States government, federal agency obligations and repurchase agreements secured by direct government or agency obligations.

#### **NOTE 4 – INVENTORY**

Inventory consists of the following for the General Fund & Food Services Funds:

Custodial supplies Equipment, repair and maintenance supplies	\$ 220,577
Food service supplies Food	26,495 <u>163,164</u> 189,659
Total inventories	<u>\$ 607,503</u>

#### **NOTE 5 – CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2010 was as follows:

	Balance at June 30,			Balance at
GOVERNMENTAL ACTIVITIES	2009 As Restated	Increases	Decreases	June 30, 2010
CAPITAL ASSETS NOT BEING DEPRECIATED				
Land and improvements Construction in progress	\$ 12,549,603 59,535,575	\$ 2,500,000 47,383,780	\$ - (67,828,869)	\$ 15,049,603 39,090,486
Total capital assets, not being depreciated	72,085,178	49,883,780	(67,828,869)	54,140,089
CAPITAL ASSETS BEING DEPRECIATED				
Equipment Equipment under capital lease	42,874,942 4,816,683	3,333,084	(1,527,748)	44,680,278 4,816,683
Building and improvements	419,474,128	68,037,052	<u> </u>	487,511,180
Total capital assets being depreciated	467,165,753	71,370,136	(1,527,748)	537,008,141
LESS – ACCUMULATED DEPRECIATION				
Equipment	30,985,677	3,012,061	(1,495,439)	32,502,299
Equipment under capital lease Building and improvements	4,816,683 123,868,990	- 11,597,195	<u> </u>	4,816,683 135,466,185
Total accumulated depreciation	159,671,350	14,609,256	(1,495,439)	172,785,167
Total capital assets, being depreciated, net	307,494,403	56,760,880	(32,309)	364,222,974
CAPITAL ASSETS, NET	<u>\$379,579,581</u>	<u>\$106,644,660</u>	<u>\$(67,861,178)</u>	<u>\$418,363,063</u>
Depreciation expense for the year was charged to functions as follows:				
Regular education Special education Administration Mid level administration Student personnel services Student health services Student transportation services Operation of plant Maintenance of plant Food services		užál o o	\$ 	136,064 230,438 231,885 14,954 479 109,201 947,112 667,725 60,445
Total depreciation expense – governmental activities			<u>\$</u>	<u>14,609,256</u>

#### NOTE 5 - CAPITAL ASSETS (CONTINUED)

At June 30, 2010, the Board has construction commitments consisting of the following:

	Future Amounts to be Expended	Future Funding to be Provided
Westminster High HVAC South Carroll High Fine Arts Open Space Enclosure – Westminster Elementary Mt. Airy Middle Modernization/Addition Mt. Airy Elementary	\$ 9,191,552 4,946,600 2,478,408 1,021,595 531,767	\$ 5,000,000 - - 8,050,000 -
Total	<u>\$ 18,169,922</u>	<u>\$ 13,050,000</u>

#### **NOTE 6 - INTERFUND BALANCES**

The composition of interfund balances as of June 30, 2010 is as follows:

	Due From	Due To
General Fund		
Food Service	\$ -	\$ 421,707
Capital Projects	-	144,420
Agency		2,293,421
Total general fund		2,859,548
Food Service		
General Fund	421,707	-
Capital Projects Fund	1,120	-
Agency Fund	<u>356,772</u>	
Total food service	779,599	
Capital Projects		
General Fund	144,420	-
Food Service	-	1,120
Agency Fund		86,631
Total capital projects	144,420	87,751
Agency Fund		
General Fund	2,293,421	-
Food Service	-	356,772
Capital Projects	<u>86,631</u>	
Total agency fund	2,380,052	356,772
Total interfund balances	<u>\$ 3,304,071</u>	<u>\$ 3,304,071</u>

The interfund balances resulted from the time lag between the dates that payments of expenses and cash collections by one fund on behalf of another are made.

#### **NOTE 7 – LONG-TERM DEBT**

Long-term debt at June 30, 2010 consists of amounts due under capital leases and compensated absences payable as further discussed in Note 1.

During the fiscal year ended June 30, 2010, no new capital leases were entered into by the Board. In October of 2004, Phase IV of an energy management plan was entered into providing air conditioning to three elementary schools. Additionally, the plan will upgrade water and lighting fixtures.

The Board leases energy management equipment pursuant to capital lease agreements entered into in prior years. Payments made on capital leases are recorded in the General Fund. Future minimum lease obligations are as follows:

Year Ending June	Energy Management Equipment
2011	\$ 806,785
2012	830,988
2013	855,918
2014	881,595
2015	908,043
2016 - 2019	<u>3,735,106</u>
Total future payments	8,018,435
Less interest	(1,280,829)
Present value of future minimum lease payments	<u>\$ 6,737,606</u>

Interest expense related to capital leases was \$257,160 for the year ended June 30, 2010. This amount was allocated to functions as follows:

Maintenance of plant and equipment \$ 257,160

Changes in capital lease obligations for the year ended June 30, 2010 were as follows:

Balance at June 30, 2009	\$ 7,263,732
Additions	-
Reductions	(526,126)
Balance at June 30, 2010	6,737,606
Amounts due within one year	<u>568,249</u>
Capital lease obligations non-current	<u>\$ 6,169,357</u>

#### NOTE 7 - LONG-TERM DEBT (CONTINUED)

Changes in compensated absences payable for the year ended June 30, 2010 were as follows:

Balance at June 30, 2009 Additions Reductions	\$26,591,799 2,267,844 <u>(1,721,484)</u>
Balance at June 30, 2010	27,138,159
Amounts due within one year	1,920,000
Compensated absence non-current portion	<u>\$25,218,159</u>

Capital lease and compensated absence liabilities are generally liquidated by the General Fund.

#### **NOTE 8 - PENSION PLAN**

The employees of the Board are covered by the State Retirement and Pension System of Maryland which is a cost sharing employer public employee retirement system (the State System). Most Board employees participate in the State System. The State System prepares a Comprehensive Annual Financial Report, which can be obtained from the State Retirement and Pension Systems of Maryland at 120 East Baltimore Street, Baltimore, Maryland 21202.

#### **Plan Description**

The State System, which is administered in accordance with Article 73B of the Annotated Code of Maryland, consists of several plans which are managed by the Board of Trustees for the State System. All State employees and employees of the participating entities are eligible for coverage by the plans. The State System provides retirement, death, and disability benefits in accordance with State statutes.

#### **Funding Policy**

The Board's required contributions are based upon actuarial valuations. Effective July 1, 1980, in accordance with the law governing the State System, all benefits of the State System are funded in advance. The entry age normal cost method is the actuarial cost method used. Both the Board and covered employees are required by State statute to contribute to the State System. The employees contribute 5% to 7% of compensation, as defined, depending on the participant's plan.

The contribution requirements of the State System members, as well as the State and participating governmental employees are established and may be amended by the Board of Trustees for the State System. Benefits are provided in accordance with State statutes.

The State makes a substantial portion of the Board's annual required contributions to the State System on behalf of the Board. The State's contributions on behalf of the Board for the years ended June 30, 2010, 2009, and 2008 amounted to \$23,405,032, \$18,818,980, and \$17,271,292, respectively. The fiscal 2010 contributions made by the State on behalf of the Board have been included as both revenues and expenditures in the General Fund in the accompanying Statement of Revenues, Expenditures, and Changes in Fund Balances and are also included as revenues and expenses on the Statement of Activities.

#### NOTE 8 - PENSION PLAN (CONTINUED)

#### Funding Policy (Continued)

The Board made its share of the required contributions during the years ended June 30, 2010, 2009, and 2008 of \$1,540,379, \$1,468,332, and \$1,613,411, respectively.

The contributions are sufficient to fund normal costs and amortize the unfunded actuarial accrued liability over a 40-year period (as provided by law) from July 1, 1980.

#### NOTE 9 - POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

#### Plan Description and Funding Policy

The Board provides medical benefits to eligible employees who retire from employment with the Carroll County Public School System. The employer's contributions are financed on a pay-as-you-go basis and any amounts budgeted to be contributed towards meeting the annual required contribution per the actuarial valuation. The future payment of these benefits is contingent upon the annual approval of the operating budget.

The Board provides medical benefits to retirees pursuant to two medical benefit plans for retired employees based on negotiated agreements with various bargaining groups. For retirees over the age of 65 who retired prior to September 1, 1988, the percentage of the premium paid by the Board was dependent upon the retiree's years of service and ranged from 10% to 100%. For retirees who retired after September 1, 1988, the percentage of the premium paid by the Board is dependent upon the retiree's years of service and ranges from 0% to 100%. These percentages are applied to premiums established annually by the Board for individual, husband/wife, parent/child, and family coverages. Only Carroll County Board of Education years of service are considered. As of June 30, 2010, 785 eligible participants were receiving benefits.

#### **Annual OPEB Cost and Net OPEB Obligation**

The Board's annual OPEB cost (expense) is calculated based on the *annual required contribution of the employer (ARC)*, an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the Board's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Board's net OPEB obligation:

Annual required contribution	\$ 10,211,000
Interest on net OPEB obligation	528,000
Adjustment to annual required contribution	(459,000)
Annual OPEB cost	10,280,000
Contributions made	(4,252,527)
Increase in net OPEB obligation	6,027,473
Net OPEB obligation - beginning of year	10,758,137
Net OPEB obligation - end of year	<u>\$ 16,785,610</u>

#### NOTE 9 - POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (CONTINUED)

#### **Annual OPEB Cost and Net OPEB Obligation** (Continued)

The Board's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the years ended June 30, 2010 and 2009 were as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2009	\$ 7,602,000	46.00%	\$10,758,137
June 30, 2010	10,280,000	41.37%	16,785,610

#### **Funded Status and Funding Progress**

As of July 1, 2009, the most recent actuarial valuation date, the Plan was 1.3% funded. The actuarial accrued liability for benefits was \$116,797,000 and the actuarial value of assets was \$1,500,000, resulting in an unfunded actuarial accrued liability (UAAL) of \$115,297,000. The covered payroll (annual payroll of active employees covered by the plan) was \$204,209,308, and the ratio of the UAAL to the covered payroll was 56.5%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

#### **Actuarial Methods and Assumptions**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2009, actuarial valuation, the projected unit credit method, with linear pro-ration to assumed benefit commencement method was used. The actuarial assumptions included a 5% investment rate of return, which assumes that benefits will be funded on a pay-as-you-go basis and that General Fund investments earn 5% over the long-term. The UAAL is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at June 30, 2010 was thirteen years.

#### NOTE 9 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (CONTINUED)

#### **Actuarial Methods and Assumptions** (Continued)

Additional information as of the latest actuarial valuation follows:

Valuation Date July 1, 2009

Actuarial Cost Method Projected unit method

Amortization Method Level percentage of projected payroll over a 30-year period

Asset Valuation Method Market value

Actuarial Assumptions:

Investment Rate of Return 4% Payroll Growth Rate 3%

Healthcare Cost Trend Rates:

Pre-65 Medical 9.5% initial / 5.5% ultimate (not applicable to Life)
Post-65 Medical 9.5% initial / 5.5% ultimate (not applicable to Life)

#### **NOTE 10 – LITIGATION AND CONTINGENCIES**

Several suits have been filed arising from personnel grievances, personal injury, and other matters. It is anticipated by the Board that an adverse decision in excess of insurance coverage on any or all of these suits would not have a material adverse affect on these financial statements.

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. Amounts, if any, of expenditures that may be disallowed by grantors cannot be determined at this time, although the Board expects such amounts, if any, to be immaterial.

The Board leases equipment under agreements reported as operating leases. The annual lease payments are recorded as expenses in the Government-Wide Statement of Activities and Expenditures in the General Fund. Operating lease terms extend through the year ending June 30, 2014.

Future minimum payments on operating leases with an initial or remaining noncancellable term in excess of one year are as follows:

Minimum

Year Ending June 30	Annual Lease Payments	
2011	\$ 324,713	
2012	186,334	
2013	102,307	
2014	<u>31,109</u>	
Total	<u>\$ 644,463</u>	

Operating lease expenditures/expenses for the year ended June 30, 2010 were \$331,130.

#### **NOTE 11 - RISK MANAGEMENT**

The Board is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Board participates in the Maryland Association of Boards of Education Group Insurance Pool (MABE). MABE is a public entity risk pool currently operating as a common risk management and insurance program for fourteen member counties to reduce the amount of claims expenditures incurred. The Board pays an annual premium to MABE for its general insurance coverage. The Formation Agreement of MABE provides that MABE will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of established loss limits which range from \$2,500 to \$5 million for each insured event depending on the type of loss. Settled claims did not exceed coverage in any of the past three years.

Commercial insurance policies are purchased to provide coverage including workers' compensation coverage. Settled claims did not exceed coverage in any of the past three years.

The Board has also established limited risk management programs for healthcare insurance. In the past, healthcare insurance was covered by a third party carrier. Effective January 1, 1998, the Board, with Aetna U.S. Healthcare, established a new arrangement of providing coverage for future medical claims. Effective July 1, 2005, employees contribute 15% towards this coverage. Deposits are made by the Board into a bank account used only for payments resulting from health insurance claims.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. At June 30, 2010, liabilities include an amount for claims that have been incurred but not reported (IBNR). Claim liabilities are calculated by an actuary based on the effects of inflation, recent claim settlement trends including frequency and amount of payouts and other economic and social factors. The estimate of the claims liability also includes amounts for non-incremental claim adjustment expenses related to specific claims and other claim adjustment expenses regardless of whether allocated to specific claims. Estimated recoveries, for example, from salvage or subrogation are another component of the claims liability estimate. The liability for claims and judgments is reported in the General Fund. Changes in the balances of claims liabilities are as follows:

	2010	2009
Accrued health claims:		
Unpaid claims at beginning of year	\$ 3,598,490	\$ 3,297,393
Incurred claims (including IBNR)	38,816,673	35,921,196
Claim payments	(38,406,910)	(35,620,099)
Unpaid claims at end of year	<b>\$</b> 4,008,253	\$ 3,598,490

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#### **NOTE 12 – RESTATEMENT**

Net assets at July 1, 2009 have been restated to correct an error in accounting for construction in progress. The result of this restatement was to reduce net assets in the amount of \$94,188,428 as follows:

Fund Balance, June 30, 2009, as previously stated	\$ 440,669,687
Effect of correction of error	(94,188,428)
Fund Balance, June 30, 2009, restated	\$ 346.481.259

REQUIRED SUPPLEMENTARY INFORMATION

# BOARD OF EDUCATION OF CARROLL COUNTY GENERAL FUND BUDGETARY COMPARISON SCHEDULE (NON-GAAP BUDGETARY BASIS) Year Ended June 30, 2010

							Variances Positive
							(Negative)
		Original		Final	Non-GAAP	F	inal Budget
		Budget		Budget	Actual		To Actual
REVENUES							
Local sources	\$	171,108,522		173,108,522	169,601,292	\$	(3,507,230)
State sources		140,199,235		140,266,124	138,568,481		(1,697,643)
Federal sources		19,209,365		19,406,179	15,501,603		(3,904,576)
Other revenues		2,806,760	_	2,995,861	3,249,399		253,538
Total revenues	_	333,323,882	_	335,776,686	326,920,775		(8,855,911)
EXPENDITURES							
Administration		5,836,554		6,221,195	5,879,265		341,930
Instructional salaries		128,731,994		128,536,193	125,615,763		2,920,430
Student personnel services		1,294,771		1,393,271	1,327,068		66,203
Student health services		3,212,177		3,244,151	3,183,364		60,787
Student transportation services		21,282,766		20,304,100	19,377,224		926,876
Operation of plant		26,303,339		26,776,572	25,678,195		1,098,377
Maintenance of plant		6,887,047		8,011,358	7,838,672		172,686
Fixed charges		58,476,399		60,308,981	58,511,765		1,797,216
Community services		335,000		345,842	230,936		114,906
Capital outlay		874,972		949,972	899,252		50,720
Mid-level administration		24,157,861		24,212,578	24,023,857		188,721
Special education		42,307,118		42,699,854	39,262,545		3,437,309
Instructional textbooks/supplies		11,006,903		9,221,727	9,099,882		121,845
Other instructional costs		2,616,981	_	3,150,892	2,640,953		509,939
Total expenditures	_	333,323,882	_	335,376,686	323,568,741		11,807,945
Excess of revenues over expenditures			_	400,000	3,352,034		2,952,034
OTHER FINANCING SOURCES							
TRANSFERS OUT				(400,000)	(400,000)		
Total other financing sources				(400,000)	(400,000)		<u>-</u>
Excess of revenues and other financing							
sources over expenditures	\$		\$	-	2,952,034	\$	2,952,034
FUND BALANCE AT JUNE 30, 2009					6,164,283		
FUND BALANCE AT JUNE 30, 2010					\$ 9,116,317		

#### BOARD OF EDUCATION OF CARROLL COUNTY NOTES TO REQUIRED SUPPLEMENTARY INFORMATION June 30, 2010

#### **NOTE 1 – BUDGETARY BASIS OF ACCOUNTING**

Under the budgetary basis of accounting, revenues are recognized when cash is received and expenditures are recognized upon the commitment of an encumbrance. Pension payments made by the State on behalf of the Board are not considered revenues and expenditures on the budgetary basis of accounting.

#### **NOTE 2 – BUDGETARY TO GAAP RECONCILIATION**

A reconciliation of the revenues and expenditures for the funds which are affected by the adjustments necessary to present the Statement of Revenues and Expenditures and Changes in Fund Balance on a GAAP basis follows:

#### **BUDGETARY GENERAL FUND**

Revenues (non-GAAP budgetary basis) Decrease in fiscal year revenues generated by fiscal year	\$ 326,920,775
changes in encumbrances of expenditure driven grants State pension payments	(415,688) 23,405,032
Revenues and other financing sources (GAAP basis)	<u>\$ 349,910,119</u>
Expenditures (non-GAAP budgetary basis) Encumbrance adjustment, net	\$ 323,568,741 (122,983)
State pension payments	23,405,032
Total expenditures (GAAP basis)	<u>\$ 346,850,790</u>

#### BOARD OF EDUCATION OF CARROLL COUNTY REQUIRED SUPPLEMENTARY INFORMATION FOR OTHER POSTEMPLOYMENT BENEFIT PLAN June 30, 2010

#### **Schedule of Funding Progress**

Valuation Value of Liability Date Assets (AAL)		Liability	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a % of Covered Payroll	
July 1, 2007	\$ -	\$ 86,140,000	\$ 86,140,000	0.0%	\$201,265,894	42.8%	
July 1, 2008*	_	75,282,000	75,282,000	0.0%	205,042,209	36.7%	
July 1, 2009	1,500,000	116,797,000	115,297,000	1.3%	204,209,308	56.5%	

<sup>\*</sup>The July 1, 2008 valuation only updated the annual required contribution and unfunded liability at year-end and did not take into consideration the market value of assets or changes to census data at July 1, 2008.

#### **Schedule of Employer Contributions**

Year Ended June 30	nnual Required Contributions	Percentage Contributed	Net OPEB Obligation		
2008	\$ 8,570,000	22.36%	\$ 6,653,345		
2009	7,558,000	46.27%	10,758,137		
2010	10,211,000	41.65%	16,785,610		