#### Statement A

	FIDUCIARY FUNDS AGENCY FUNDS		GENERAL FIXED ASSETS		GENERAL LONG-TERM DEBT	(M	TOTAL IEMORANDUM ONLY)
\$	196,629	\$	0	\$	0	\$	2,767,421
Ψ	0	Ψ	0	•	0	•	200,500
	0		0		0		110,227
	0		ő		Ö		6,215
	0		Ō		0		2,800
	0		8,698,099		0		8,698,099
	0		0		0		0
	0		0		505,223		505,223
<u>\$</u>	196,629	\$	<u>8,698,099</u>	<u>\$</u>	505,223	<u>\$</u>	12,290,486
\$	0	\$	0	\$	0	\$	895,439
Ť	0		0		0		110,227
	0		0		0		640
	196,629		0		0		196,629
	0		0		7,490		7,490
	0		0		15,848		15,848
	0		0	_	481,885		481,885
\$	196,629	<u>\$</u> _	0	\$	505,223	<u>\$</u>	1,708,158
\$	0	\$	8,698,099	\$	0	\$	8,698,099
	0		0		0		0
	0		0		0		27
	0		0		0		204,377
	0		0		0		91,715
	0		0		0		6,215
	0		0		0		0
_	0		<u> </u>	_	0		1,581,896
<u>\$</u>	0	<u>\$</u>	8,698,099	<b>\$</b>	0	\$	10,582,328
<u>\$</u>	196,629	<u>\$</u>	8,698,099	\$	505,223	<u>\$</u>	12,290,486

# Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - All Governmental Funds For the Year Ended June 30, 1996

	(	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND
REVENUES	<del></del>	<u> </u>		
Local sources:				
Taxes:				
Ad valorem	\$	345,075 \$	374,360	
Sales and use		745,781	0	0
Interest earnings		72,828	15,616	0
Food service		0	163,751	0
Other		101,418	581	0
State sources:			222 222	•
Equalization		7,150,090	200,000	0
Other		313,654	70,457	0
Federal sources		0	1,576,827	
Total revenues	<u>\$</u>	8,728,846 \$	2,401,593	\$ 0
EXPENDITURES				
Current:				
Instruction:				
Regular programs	\$	4,238,375 \$	102,870	\$ 0
Special programs		855,277	545,993	0
Other instructional programs		592,646	79,104	0
Support services:				
Student services		243,999	56,466	0
Instructional staff support		322,808	142,018	0
General administration		227,440	28,645	0
School administration		505,807	16,499	0
Business services		80,528	0	0
Plant services		533,547	237,570	0
Student transportation services		880,838	0	0
Central services		7,940	0	0
Food services		64,639	1,066,037	0
Community service program		1,788	0	0
Facilities acquisition and construction		0	141,836	0
Debt service:				
Principal retirement		0	0	1,000
Interest and bank charges		0	0	130
Total expenditures	<u>\$</u>	8,555,632 \$	2,417,039	\$ 1,130
EXCESS (Deficiency) OF REVENUES				
OVER EXPENDITURES	•	173,214	<u>(15,447)</u>	(1,130)

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

#### Statement B

(ME	TOTAL EMORANDUM ONLY)
\$	719,435 745,781 88,444 163,751 101,999
	7,350,090 384,111 1,576,827
\$	11,130,439
\$	4,341,244 1.401,271 671,750
	300,465 464,826 256,085 522,306 80,528 771,117 880,838 7,940 1,130,677 1,788 141,836
 \$	1,000 130 10,973,802
	<u> 156,637</u>

(CONTINUED)

# Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - All Governmental Funds For the Year Ended June 30, 1996

		GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND
OTHER FINANCING SOURCES (USES)				
Operating transfers in	\$	0 \$	6,350 \$	(0.050)
Operating transfers out		0	0	(6,350)
Other sources		0	2,183	0
Other uses		0_	0	0
TOTAL OTHER FINANCING SOURCES (USES)	<u>\$</u>	0 \$	8,533 \$	(6,350)
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES		173,214	(6,914)	(7,480)
FUND BALANCES AT BEGINNING OF YEAR	<u>\$</u>	1,176,626 \$	541,303 \$	7,480
FUND BALANCES AT END OF YEAR	\$	1,349,840 \$	534,389 \$	0

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

#### Statement B

TOTAL (MEMORANDUM ONLY)					
\$	6,350 (6,350) 2,183 0				
\$	2,183				
	158,820				
\$	1,725,409				
\$	1,884,229				
(C(	ONCLUDED)				

# Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual - Governmental Funds - General Fund For the Year Ended June 30, 1996

Statement C

		BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
Local sources:				
Taxes:				
Ad valorem	\$	340,118 \$	345,075	\$ 4,957
Sales and use		650,000	745,781	95,781
Interest earnings		71,875	72,828	953
Food service		0	0	0
Other		44,850	101,418	56,568
State sources:				
Equalization		7,150,063	7,150,090	27
Other		316,045	313,654	(2,391)
Federal sources	<del></del>	0	0	0
Total revenues	<u>\$</u>	<u>8,572,951</u> <b>\$</b>	8,728,846	<b>\$</b> 155,895
EXPENDITURES				
Current:				
Instruction:				
Regular programs	\$	4,424,986 \$	4,238,375	\$ 186,611
Special programs		891,962	855,277	36,685
Other instructional programs		627,589	592,646	34,943
Support services:				
Student services		262,255	243,999	18,256
Instructional staff support		350,858	322,808	28,050
General administration		281,421	227,440	53,981
School administration		528,910	505,807	23,103
Business services		98,733	80,528	18,205
Plant services		592,978	533,547	59,431
Student transportation services		951,570	880,838	70,732
Central services		13,000	7,940	5,060
Food services		66,181	64,639	1,542
Community service program		1,788	1,788	0
Facilities acquisition and construction		0	0	0
Debt service:				
Principal retirement		0	0	0
Interest and bank charges	<del></del>	0	0	00_
Total expenditures	<u>\$</u> _	9,092,231 \$	<u>8,555,632</u>	\$ 536,598
EXCESS (Deficiency) OF REVENUES		(519,280)	173,214	692,494
OVER EXPENDITURES				(CONTINUED)

# Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual - Governmental Funds - General Fund For the Year Ended June 30, 1996

Statement C

		BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
OTHER FINANCING SOURCES (USES)				
Operating transfers in	\$	0	\$	0 \$ 0
Operating transfers out	·	0	•	0 0
Other sources		0	(	0 0
Other uses		0		00
TOTAL OTHER FINANCING SOURCES (USES)	<u>\$</u>	0	\$	0 \$ 0
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES		(519,280)	173,21	4 692,494
FUND BALANCES AT BEGINNING OF YEAR	<u>\$</u>	905,360	\$ 1,176,62	6 \$ 271,266
FUND BALANCES AT END OF YEAR	<u>\$</u>	386,080	\$ 1,349,84	0 \$ 963,760
				(CONCLUDED)

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual - Governmental Funds - Special Revenue Funds For the Year Ended June 30, 1996

Statement D

•		BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES			-	
Local sources:				
Taxes:				
Ad valorem	\$	370,345 \$	_	_
Sales and use		0	0	0
Interest earnings		14,460	15,616	1,156
Food service		167,300	163,751	(3,549)
Other		1,000	581	(419)
State sources:			222 222	_
Equalization		200,000	200,000	0
Other		70,151	70,457	306
Federal sources		<u>1,665,011</u>	<u>1,576,827</u>	(88,184)
Total revenues	\$	2,488,267 \$	2,401,593	\$ (86,674)
EXPENDITURES				
Current:				
Instruction:				
Regular programs	\$	130,900 \$	102,870	\$ 28,030
Special programs		629,804	545,993	83,811
Other instructional programs		96,585	79,104	17,481
Support services:				
Student services		60,743	56,466	4,277
Instructional staff support		141,013	142,018	(1,005)
General administration		35,985	28,645	7,340
School administration		26,000	16,499	9,501
Business services		0	0	0
Plant services		319,139	237,570	81,569
Student transportation services		0	. 0	0
Central services		0	0	0
Food services		1,101,993	1,066,037	35,956
Community service program		0	0	0
Facilities acquisition and construction		197,200	141,836	55,364
Debt service:				
Principal retirement		0	0	0
Interest and bank charges	_	0	0	0
Total expenditures	<u>\$</u>	2,739,362	2,417,039	\$ 322,323
EXCESS (Deficiency) OF REVENUES				
OVER EXPENDITURES		(251,095)	(15,447	
				(CONTINUED)

# Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual - Governmental Funds - Special Revenue Funds For the Year Ended June 30, 1996

Statement D

		DUDOET	ACTUAL	VARIANCE FAVORABLE
		BUDGET	ACTUAL	(UNFAVORABLE)
OTHER FINANCING SOURCES (USES)				
Operating transfers in	\$	6,300	\$ 6,350	\$ 50
Operating transfers out		0	0	0
Other sources		1,957	2,183	226
Other uses	<del></del>	0	0	
TOTAL OTHER FINANCING SOURCES (USES)	<u>\$</u>	8,257	\$ 8,533	\$ 276
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES				
AND OTHER USES		(242,838)	(6,914)	235,924
FUND BALANCES AT BEGINNING OF YEAR	<u>\$</u>	527,989	\$ <u>541,303</u>	\$ 13,314
FUND BALANCES AT END OF YEAR	<u>\$</u>	285,151	\$ 534,389	\$ 249,238
				(CONCLUDED)

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### **INDEX**

			<u>PAGE</u>
INTRODUCI	ΓΙΟΝ		13
NOTE 1	-	SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES	13
	Α	Reporting Entity	13
	В	Funds and Account Groups	13-15
	C	Measurement Focus and Basis of Accounting	15-16
	D	Budgets	17
	E	Encumbrances	17
	F	Cash and Cash Equivalents	17
	G	Short-Term Interfund Receivables/Payables	18
	Н	Inventory	18
	I	Fixed Assets	18
	J	Compensated Absences	18-19
	K	Long-Term Obligations	20
	L	Fund Equity	20
	M	Interfund Transactions	20
	N	Sales Taxes	20
	O	Memorandum Only - Total Columns	21
	P	New Applicable GASB Pronouncements	21
NOTE 2	2 -	LEVIED TAXES	21-22
NOTE 3	} -	DEPOSITS AND INVESTMENTS	23
NOTE 4	ļ -	RECEIVABLES	23
NOTE 5	5 -	FIXED ASSETS	23
NOTE 6		RETIREMENT SYSTEMS	24-26
NOTE 7	7 -	OTHER POSTEMPLOYMENT BENEFITS	26
NOTE 8		ACCOUNTS, SALARIES AND OTHER PAYABLES	26
		COMPENSATED ABSENCES	26
NOTE 10	) -	CAPITAL LEASES	27
NOTE 11		CHANGES IN AGENCY FUND DEPOSITS DUE OTHERS	27
NOTE 12	2 -	CHANGES IN GENERAL LONG-TERM OBLIGATIONS	27
NOTE 13	3 -	INTERFUND TRANSACTIONS	28
NOTE 14	4 -	RISK MANAGEMENT	28
NOTE 15	5 -	LITIGATIONS AND CLAIMS	29

### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### INTRODUCTION

The West Carroll Parish School Board was created by Louisiana Revised Statute (LSA-R.S.) 17:51 to provide public education for the children within West Carroll Parish. The School Board is authorized by LSA-R.S. 17:81 to establish policies and regulations for its own government consistent with the laws of the State of Louisiana and the regulations of the Louisiana Board of Elementary and Secondary Education. The School Board is comprised of seven members who are elected from seven districts for terms of four years.

The School Board operates eight schools within the parish with a total enrollment of approximately 2,735 pupils. In conjunction with the regular educational programs, some of these schools offer special education and/or adult education programs. In addition, the School Board provides transportation and school food services for the students.

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

The accompanying general purpose financial statements of the West Carroll Parish School Board have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

#### A. REPORTING ENTITY

GASB Statement 14 establishes criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the School Board is considered a *primary government*, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. As used in GASB Statement 14, fiscally independent means that the School Board may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt. The School Board also has no component units, defined by GASB Statement 14 as other legally separate organizations for which the elected School Board members are financially accountable. There are no other primary governments with which the School Board has a significant relationship.

#### B. FUNDS AND ACCOUNT GROUPS

The accounts of the School Board are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds.

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### B. FUNDS AND ACCOUNT GROUPS (Continued)

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable financial resources.

Funds of the School Board are classified into two categories: governmental, and fiduciary. In turn, each category is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

#### **Governmental Funds**

Governmental funds are used to account for the School Board's general government activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds include:

General fund — the primary operating fund of the School Board. It accounts for all financial resources of the School Board, except those required to be accounted for in another fund.

Special revenue funds — account for revenue sources that are legally restricted to expenditures for specified purposes (not including expendable trusts or major capital projects).

**Debt service funds** — account for the servicing of general long-term debt not being financed by proprietary or nonexpendable trust funds.

#### Fiduciary Funds

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of outside parties, including other governments, or on behalf of other funds within the School Board.

Agency funds are custodial in nature (assets equal liabilities) and do not present results of operations or have a measurement focus. Agency funds are accounted for using the modified accrual basis of accounting. This fund is used to account for assets that the government holds for others in an agency capacity. These agency funds are as follows:

1. School Activity Agency Fund — accounts for assets held by the School Board as an agent for the individual schools and school organizations.

### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### B. FUNDS AND ACCOUNT GROUPS (Continued)

#### Fiduciary Funds (Continued)

2. Sales Tax Agency Fund - accounts for monies collected on behalf of other taxing authorities within the parish.

#### Account Groups

The general fixed assets account group is used to account for fixed assets not accounted for in proprietary or trust funds.

The general long-term debt account group is used to account for general long-term debt and certain other liabilities that are not specific liabilities of proprietary or trust funds.

#### C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

#### **Governmental Funds**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The governmental funds use the following practices in recording revenues and expenditures:

#### Revenues

Ad valorem taxes and sales taxes are susceptible to accrual.

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING (Continued)

Entitlements and shared revenues (which include state equalization and state revenue sharing) are recorded as unrestricted grants-in-aid at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

Other receipts become measurable and available when cash is received by the School Board and are recognized as revenue at that time.

#### **Expenditures**

<u>Salaries</u> are recorded as paid. Salaries for nine-month employees who elect to be paid over twelve months are accrued at June 30.

#### Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid (or any other types, such as capital lease transactions, sale of fixed assets, debt extinguishments, long-term debt proceeds, et cetera) are accounted for as other financing sources (uses). These other financing sources (uses) are recognized at the time the underlying events occur.

#### **Deferred Revenues**

The School Board reports deferred revenues on its combined balance sheet. Deferred revenues arise when resources are received by the School Board before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when the School Board has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

#### Fiduciary Funds

The agency fund is custodial in nature and does not present results of operations or have a measurement focus. Agency funds are accounted for using the modified accrual basis of accounting. This fund is used to account for assets that the School Board holds for others in an agency capacity.

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### D. BUDGETS

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

Date of public notice
 Date budget available
 Date of public hearing
 Date budget adopted

August 30, 1995 August 30, 1995 September 11, 1995 September 11, 1995

- Appropriations (unexpended budget balances) lapse at year end.
- 3. Encumbrance accounting is not recognized within the accounting records for budgetary control purposes.
- 4. The budget is prepared on the modified accrual basis of accounting.
- 5. Formal budget integration (within the accounting records) is employed as a management control device. All budgets are controlled at the function level. However, when projected revenues within a fund fail to meet budgeted revenues and/or projected expenditures within a fund exceed budgeted expenditures by five per cent or more, a budget amendment is adopted by the School Board in an open meeting. Budget amounts included in the accompanying general purpose financial statements include the original adopted budget and all subsequent amendments. These revisions were considered insignificant by the Board. All budget revisions are approved by the Board.

#### E. ENCUMBRANCES

Outstanding encumbrances lapse at year-end. Authorization for the eventual expenditure will be included in the following year's budget appropriations.

#### F. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposit accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the School Board may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Under state law, the School Board may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments are stated at cost.

### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### G. SHORT-TERM INTERFUND RECEIVABLES/PAYABLES

During the course of operations, numerous transactions occur between individual funds for services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet. Short-term interfund loans are classified as interfund receivables/payables.

#### H. INVENTORY

Inventories of the governmental fund type are recorded as expenditures as purchased except for inventory of the School Food Service Fund.

Inventory of the School Food Service Special Revenue Fund consists of food purchased by the School Board and commodities granted by the United States Department of Agriculture through the Louisiana Department of Agriculture and Forestry. The commodities are recorded as revenues when received; however, all inventory items are recorded as expenditures when consumed. All purchased inventory items are stated at average cost and commodities are assigned values provided by the United States Department of Agriculture.

#### 1. FIXED ASSETS

Fixed assets used in governmental fund types of the School Board are recorded in the general fixed assets account group at cost or estimated historical cost if purchased or constructed. Donated fixed assets are recorded at their estimated fair value at the date of donation. Assets in the general fixed assets account group are not depreciated. Interest during construction is not capitalized on general fixed assets.

Public domain (infrastructure) general fixed assets (i.e. roads, bridges, sidewalks and other assets that are immovable and of value only to the government) are capitalized.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not included in the general fixed assets account group or capitalized in the proprietary funds.

#### J. COMPENSATED ABSENCES

All 12-month employees earn 12 to 18 days of vacation leave each year depending on the number of years employed. Employees can accumulate up to 20 days of vacation leave. Employees are not compensated for unused vacation leave.

All School Board employees earn a minimum of 10 to 18 days of sick leave each year, depending upon the number of years employed. Sick leave can be accumulated without limitation. Upon retirement, unused sick leave of up to 25 days is paid to employees as per Louisiana Revised Statute 17:425 at the employees' current rate of pay and all unused sick leave is used in the retirement computation as earned service.

### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### J. COMPENSATED ABSENCES (Continued)

Sabbatical leave may be granted for rest and recuperation and for professional and cultural improvement. Any employee with a teaching certificate is entitled, subject to approval by the School Board, to one semester of sabbatical leave after three years of continuous service or two semesters of sabbatical leave after six or more years of continuous service.

The School Board's recognition and measurement criteria for compensated absences follows:

GASB Statement No. 16 provides that vacation leave and other compensated absences with similar characteristics should be accrued as a liability as the benefits are carned by the employees if both of the following conditions are met:

- A. The employees' right to receive compensation are attributable to services already rendered.
- B. It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as each payments at termination or retirement.

GASB Statement No. 16 provides that a liability for sick leave should be accrued using one of the following termination approaches:

- A. An accrual for earned sick leave should be made only to the extent it is probable that the benefits will result in termination payments, rather than be taken as absences due to illness or other contingencies, such as medical appointments and funerals.
- B. Alternatively, a governmental entity should estimate its accrued sick leave liability based on the sick leave accumulated at the balance sheet date by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future to receive such payments.

Sabbatical leave benefits are recorded as expenditures in the period paid.

Only the current portion of the liability for compensated absences is reported in the fund. The current portion is the amount left unpaid at the end of the reporting period that normally would be liquidated with expendable available financial resources. The remainder of the liability is reported in the general long-term obligations account group.

### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### K. LONG-TERM OBLIGATIONS

The School Board reports long-term debt of governmental funds at face value in the general long-term debt account group. Certain other governmental fund obligations not expected to be financed with current available financial resources are also reported in the general long-term debt account group.

For governmental fund types, bond premiums and discounts, as well as issuance costs, are recognized during the current period. Bond proceeds are reported as an other financing source net of the applicable premium or discount. Issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures.

#### L. FUND EQUITY

#### Reserves

Reserves represent those portions of fund equity not appropriable for expenditures or legally segregated for a specific future use.

#### M. INTERFUND TRANSACTIONS

Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as deductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

#### N. SALES TAXES

The West Carroll Parish School Board has one sales tax ordinance as follows:

The School Board has a one cent parish-wide sales and use tax as authorized in a special election held November 18, 1967. In accordance with the proposition approved by the voters of the parish, "the net revenues derived from said sales and use tax is to be dedicated and used solely for the purpose of providing funds for the payment of salaries of school employees in the parish of West Carroll."

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

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

#### O. MEMORANDUM ONLY - TOTAL COLUMNS

Total columns on the general purpose financial statements are captioned as "memorandum only" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position, results of operations or cash flows in accordance with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

#### P. NEW APPLICABLE GASB PRONOUNCEMENTS

In November 1994, the GASB issued Statement No. 27, "Accounting for Pensions by State and Local Governmental Employers" (GASB 27). GASB 27 prescribes changes in pension accounting and disclosure requirements for employers participating in single employer/agent multiple defined benefit plans, cost sharing multiple employer defined benefit plans, and defined contribution plans. The School Board sponsors a multiple-employer defined contribution plan which has some characteristics of a defined benefit pension plan. GASB 27 is effective for fiscal years beginning after June 15, 1997. The School Board has not yet determined when GASB 27 will be adopted or determined the effects of adoption.

#### **NOTE 2 - LEVIED TAXES**

The School Board levies taxes on real and business personal property located within West Carroll Parish's boundaries. Property taxes are levied by the School Board on property values assessed by the West Carroll Parish Tax Assessor and approved by the State of Louisiana Tax Commission.

The West Carroll Parish Sheriff's Office bills and collects property taxes for the School Board. Collections are remitted to the School Board monthly.

#### Property Tax Calendar

Millage rates adopted
Levy date
Tax bills mailed
Due date
Lien date

September 11, 1995
September 25, 1995
On or about October 15, 1995
December 31, 1995
January 1, 1996

Assessed values are established by the West Carroll Parish Tax Assessor each year on a uniform basis at the following ratios of assessed value to fair market value:

10% land 10% residential improvements 15% industrial improvements

15% machinery15% commercial improvements25% public service properties, excluding land

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### NOTE 2 - LEVIED TAXES (Continued)

A revaluation of all property is required after 1978 to be completed no less than every four years. The last revaluation was completed for the roll of January 1, 1992. Total assessed value was \$41,173,930 in calendar year 1995. Louisiana state law exempts the first \$7,500 of assessed value of a taxpayer's primary residence from parish property taxes. This homestead exemption was \$11,338,760 of the assessed value in calendar year 1995.

State law requires the Sheriff to collect property taxes in the calendar year in which the assessment is made. Property taxes become delinquent January 1 of the following year. If taxes are not paid by the due date, taxes bear interest at the rate of 1.25% per month until the taxes are paid. After notice is given to the delinquent taxpayers, the Sheriff is required by the Constitution of the State of Louisiana to sell the least quantity of property necessary to settle the taxes and interest owed.

All property taxes are recorded in the General Fund and Construction and Maintenance Funds on the basis explained in Note 1. Revenues in such funds are recognized in the accounting period in which they become measurable and available. Property taxes are considered measurable in the calendar year of the tax levy. Estimated uncollectible taxes are those taxes based on past experience which will not be collected in the subsequent year and are primarily due to subsequent adjustments to the tax roll. Available means due, or past due, and receivable within the current period and collected within the current period or expected to be collected soon enough thereafter to pay liabilities of the current period. The remaining property taxes receivable are considered available because they are substantially collected within 60 days subsequent to year-end.

The tax roll is prepared by the parish tax assessor in November of each year; therefore, the 1996 property taxes are collected in December, January and February of the next year. No receivable for 1996 taxes is included on the accompanying balance sheet because the taxes are not available within 60 days of the School Boards year-end.

Historically, virtually all ad valorem taxes are collected because they are secured by property. Therefore, there is no allowance for uncollectible taxes.

The following is a summary of authorized and levied (tax rate per \$1,000 Assessed Value) ad valorem taxes:

	Date of Voter <u>Approval</u>	Authorized <u>Millage</u>	Levied Millage	Expiration <u>Date</u>
Parish-wide taxes:				
Constitutional	Statutory	5.49	5.49	Statutory
Maintenance and operation	November 16, 1991	5.65	5.65	1996
Maintenance and operation	January 20, 1990	10.37	10.37	2000
District Taxes:				
Ward 1 Maintenance	November 8, 1994	5.00	5.00	1999

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### **NOTE 3 - DEPOSITS AND INVESTMENTS**

At year-end, the School Board's carrying amount of deposits was \$2,767,421 and the bank balance was \$3,872,348. Of the bank balance, \$200,000 was covered by federal depository insurance or by collateral held by the School Board's agent in the School Board's name. Of the remaining balance, \$3,206,443 was collateralized with securities held by the pledging financial institution's trust department or agent but not in the School Board's name (GASB Category 3). The remaining balance of \$465,905 is not secured by the pledge of securities and is a violation of state law.

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the School Board that the fiscal agent has failed to pay deposited funds upon demand.

#### **NOTE 4 - RECEIVABLES**

The receivables of \$200,500 at June 30, 1996, are as follows:

Class of Receivable	General <u>Fund</u>	Special Revenue Funds	<u>Total</u>
Intergovernmental - grants: Federal State Other	\$49,127 23,522 	\$125,762 	\$174,889 23,522 2,089
Total	<u>\$74,294</u>	<u>\$126,206</u>	<u>\$200,500</u>

#### **NOTE 5 - FIXED ASSETS**

The changes in general fixed assets are as follows:

	Balance <u>July 1, 1995</u>	<u>Additions</u>	Deletions	Balance June 30, 1996
Land Buildings Furniture and equipment	\$ 176,500 4,847,134 <u>3,272,934</u>	\$ 12,000 112,832 393,119	\$ - 33,401 83,019	\$ 188,500 4,926,565 3,583,034
Total	\$8,296,568	<u>\$517,951</u>	<u>\$116,420</u>	<b>\$8,698,099</b>

Beginning balances differ with prior-year audit figures as follows: textbooks in the amount of \$824,167 were removed from general fixed assets; buildings were increased by \$119,526 for additions in fiscal year ended June 30, 1994 that were not included.

### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### **NOTE 6 - RETIREMENT SYSTEMS**

Substantially all School Board employees participate in either the Teachers' Retirement System or the School Employees' Retirement System (the Systems), which are cost-sharing, multiple-employer public employee retirement systems (PERS). Each system is administered and controlled at the State level by a separate board of trustees, with contribution rates and benefit provisions approved by the Louisiana Legislature. Participation in the Teachers' Retirement System is divided into two plans - the Teachers' Regular Plan and the Teachers' Plan A. In general, professional employees (such as teachers and principals) and lunchroom workers are members of the Louisiana Teachers' Retirement System (TRS); other employees, such as custodial personnel and bus drivers, are members of the Louisiana School Employees' Retirement System (LSERS). Generally, all full-time employees are cligible to participate in the Systems, with employee benefits vesting after 10 years of service.

With respect to the Teachers' Retirement System Regular Plan, normal retirement is at age 60 with 10 years of service, or at any age with 20 years of service. The formula for annual maximum retirement benefits is generally 2% (with less than 25 years of service) or 2.5% (with 25 or more years of service) times the years of creditable service times the average salary of the 36 highest successive months (plus \$300 applicable to persons becoming members prior to July 1, 1986).

Under the Teachers' Retirement System Plan A, normal retirement is generally at any age with 30 or more years of creditable service, at age 55 with at least 25 years of creditable service and at age 60 with at least 10 years of creditable service. The retirement benefit formula is generally 3% times the years of creditable service times the retirees' average salary of the 36 highest successive months plus \$24 per year of service.

Employees participating in the School Employees' Retirement System are eligible for normal retirement after 30 years of service, or after 25 years of service at age 55, or after 10 years of service at age 60. The maximum retirement allowance is computed at 2.5% times the highest 36 months of average salary, times the years of service plus a supplement of \$2 per month times the years of service.

Benefits of the Systems are funded by employee and employer contributions. The contribution rates (as a percentage of covered salaries) are established by state law as follows:

	<u>Employee</u>	<u>Employer</u>
LA Teachers' Retirement System		
Regular	8.00%	16.50%
Plan A	9.10%	16.50%
LA School Employees' Retirement	6.35%	6.00%

The School Board's employer contribution for the TRS, as provided by state law, is funded by the State of Louisiana through annual appropriations, by deductions from local ad valorem taxes, and by remittances from the School Board. For the LSERS, the School Board's employer contribution is funded by the State of Louisiana through annual appropriations.

### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### NOTE 6 - RETIREMENT SYSTEMS (Continued)

Benefits granted by the retirement systems are guaranteed by the State of Louisiana under provisions of the Louisiana Constitution of 1974. For the year ended June 30, 1996, the current-year payroll for the School Board totaled \$7,288,014. The employer contributions and total current-year payroll of covered employees for 1996, follow:

	TRS				
	Regular	<u>Plan A</u>	<u>LSERS</u>	<u>Total</u>	
Employee contribution	\$ 460,602	\$ 8,004	\$ 32,517	\$ 501,123	
Employer contribution	910,749	14,512	30,726	955,987	
Total covered current-year payroll	5,638,561	87,954	512,068	6,238,583	

Although contributions are determined by statute, actuarial contributions are determined for the Systems. For the year ended June 30, 1995, the latest information available, the Systems' (TRS and LSERS) actuarially required contribution from all sources was \$391.7 million and \$10.5 million, respectively. The required contribution represents 16.2 and 5.0 percent, respectively, of salaries for the year ended June 30, 1995.

The "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to-date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the Systems' funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among PERS and employers. The Systems do not make separate measurements of assets and pension benefit obligations for individual employers. The pension benefit obligations at June 30, 1995 for the Systems, each as a whole, the Systems' net assets available for benefits on that date (valued at market), and the resulting unfunded (overfunded) pension benefit obligations were as follows:

	Teachers' Retirement System	School Employees' Retirement _System
Pension Benefit Obligation Net Assets Available for Benefits	\$10,570,300,000 6,081,700,000	\$ 834,345,876 <u>962,833,541</u>
Unfunded (Overfunded) Pension Benefit Obligation	<u>\$ 4,488,600,000</u>	<u>\$(128,487,665</u> )

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### NOTE 6 - RETIREMENT SYSTEMS (Continued)

The School Board's total actuarially determined contribution requirements as a percentage of total contributions required of all entities for the year ended June 30, 1996 were as follows:

Teachers' Retirement System	.24%
reactions rectification by store	250/
School Employees' Retirement System	.25%

Ten-year historical trend information showing each System's progress in accumulating sufficient assets to pay benefits when due is presented in each System's respective June 30, 1995 annual financial report, which is the latest report available.

#### NOTE 7 - OTHER POSTEMPLOYMENT BENEFITS

The West Carroll Parish School Board provides certain continuing health care and life insurance benefits for its retired employees. Substantially all of the School Board's employees become eligible for these benefits if they reach normal retirement age while working for the School Board. These benefits for retirees and similar benefits for active employees are provided through the State Employees' Group Benefits Program, whose monthly premiums are paid jointly by the employee and by the School Board. The School Board recognizes the cost of providing these benefits as an expenditure when the monthly premiums are due, which totaled \$670,815. The cost of retiree benefits included in these expenditures was \$309,156 for 150 retirees.

#### NOTE 8 - ACCOUNTS, SALARIES AND OTHER PAYABLES

The payables of \$895,439 at June 30, 1996, are as follows:

	General <u>Fund</u>	Special Revenue Funds	<u>Total</u>
Salarics and withholding Accounts Rounding	\$650,399 202,162	\$ - 42,877 	\$650,399 245,039 1
Total	<u>\$852,561</u>	<u>\$42,877</u>	<u>\$895,439</u>

#### NOTE 9 - COMPENSATED ABSENCES

At June 30, 1996, employees of the School Board have accumulated and vested \$481,885 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. This amount is recorded within the general long-term obligations account group.

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### NOTE 10 - CAPITAL LEASES

In November 1993, the School Board entered into a capital lease with AT&T Capital Corporation for the lease purchase of an NCR 535MB Computer and related equipment. The equipment value is \$45,205 and is financed over 48 months with payments of \$1,118.37 each month at an interest rate of 8.75%. Minimum lease payments are as follows:

	<u>Principal</u>	Interest	Total
1997 1998	\$12,534 3,314	\$886 _40	\$13,420 3,354
Total	<u>\$15,848</u>	<u>\$926</u>	<u>\$16,774</u>

#### NOTE 11 - CHANGES IN AGENCY FUND DEPOSITS DUE OTHERS

A summary of changes in agency fund deposits due others follows:

	Balance at Beginning of Year	<u>Additions</u>	Reductions	Balance at End of Year
Agency funds: School activity fund Sales tax fund	\$197,604 	\$ 676,546 _2,651,329	\$ 677,521 _2,651,329	\$196,629 
	<u>\$197,604</u>	<u>\$3,327,875</u>	<u>\$3,328,850</u>	<u>\$196,629</u>

#### NOTE 12 - CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The following is a summary of the long-term obligation transactions for the year ended June 30, 1996:

	Workers' Compensation <u>Payable</u>	Bonded Debt	Capital <u>Leases</u>	Compensated Absences	<u>Total</u>
Balance, June 30, 1995 Additions Deductions	\$ - 7,490	\$1,000 	\$27,340 	\$477,714 4,171	\$506,054 11,661 <u>12,492</u>
Balance, June 30, 1996	<u>\$ 7,490</u>	<u>\$</u>	<u>\$15,848</u>	<u>\$481,885</u>	<u>\$505,223</u>

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### **NOTE 13 - INTERFUND TRANSACTIONS**

#### Interfund receivables/payables:

Fund General Fund	Duc From	Due to
General Fund	\$107,859	\$ 1,759
Special Revenue Funds Title I		20.052
Title VI		30,952 132
Special Federal	2,368	77,384
Total	¢110 227	¢110 227
1 Otal	<u>\$110,227</u>	<u>\$110,227</u>
Interfund operating transfers:		
Operating transfers for the year ended June 30, 1996 were as follows:		
	<u>In</u>	<u>Out</u>
<u>Fund</u>		
Cracial Payanya Funda:		
Special Revenue Funds: Epps School District #1	\$ 2,883	
Epps School District #2	3,467	
Debt Service Funds:	-,,	
Epps School District #1		\$ 2,883
Consolidated School District #2	<del>- \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \</del>	<u>3,467</u>
Total	<u>\$ 6,350</u>	<u>\$ 6,350</u>

#### **NOTE 14 - RISK MANAGEMENT**

The School Board initiated a self-insured program for workers' compensation in 1991. Premiums are paid into the General Fund by all other funds and are available to pay claims, claim reserves and administrative costs of the program. Interfund premiums are based primarily upon the individual funds' payroll and are reported as expenditures in the individual funds. See Note 17 for additional details on self-insurance.

In addition, the School Board is at risk for property damage, liability and theft which are covered by insurance policies.

#### NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996

#### **NOTE 15 - LITIGATIONS AND CLAIMS**

#### **Litigation**

At June 30, 1996, the School Board is involved in various litigations. It is the opinion of the legal advisor for the School Board that ultimate resolution of these lawsuits would not materially affect the financial statements.

#### Self Insurance

The School Board initiated a risk management program for workers' compensation in 1991. During fiscal year 1996, a total of \$34,062 was paid in benefits and administrative costs. An excess coverage insurance policy covers individual claims in excess of \$175,000. The School Board has pledged a \$100,000 unused letter of credit with the Office of Employment Securities. Maximum retention exposure for aggregate claims amounts to \$1,000,000. An amount for self-insurance losses of \$77,972 was reserved for year ending June 30, 1996. Incurred but not paid claims of \$7,490 as of June 30, 1996 have been accrued as a liability in the General Long-Term Obligations account group.

#### Grant Disallowances

The School Board participates in a number of federal financial assistance programs. Although the grant programs have been audited in accordance with the Single Audit Act of 1984 through June 30, 1996, these programs are still subject to financial and compliance audits and resolution of previously identified questioned costs. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the School Board expects such amounts, if any, to be immaterial.

SUPPLEMENTAL INFORMATION SCHEDULES

### SUPPLEMENTAL INFORMATION SCHEDULES FOR THE YEAR ENDED JUNE 30, 1996

#### SPECIAL REVENUE FUNDS

#### TITLE I PROGRAMS - LOCAL EDUCATIONAL AGENCIES

(Elementary and Secondary Education Act of 1965, Title I)

To improve the educational opportunities of educationally deprived children by helping them succeed in the regular school program, attain grade level proficiency and improve achievement in basic and more advanced skills. Primarily for provision of compensatory instructional activities to educationally deprived children that reside in low-income areas and have been selected on the basis of a needs assessment. Services supplement, not supplant, those normally provided by state and local educational agencies.

#### TITLE VI - INNOVATIVE EDUCATION PROGRAM STRATEGIES

(Elementary and Secondary Education Act of 1965, Title VI)

To assist state and local educational agencies to improve elementary and secondary education.

Funds may be used for: innovative assistance in the acquisition and use of instructional materials; technology related to the implementation of school bus reforms; promising education reform projects; promoting higher order thinking skills of disadvantaged students; and reform activities associated with Goals 2000.

#### SPECIAL FEDERAL

The Special Federal Fund is used to account for all federal revenue that is not accounted for in other funds.

#### MIGRANT EDUCATION

(Elementary and Secondary Education Act of 1965, Title 1)

To ensure that migratory children have the opportunity to meet the same challenging state content and performance standards that all children are expected to meet.

#### ADULT EDUCATION - STATE-ADMINISTERED BASIC GRANT PROGRAM

(Adult Education Act, Part B)

To improve educational opportunities for adults and to encourage the establishment of adult education programs that will enable all adults to acquire basic educational skills necessary to function in a literate society, enable adults who so desire to complete secondary school, and enable adults to benefit from job training and retraining programs and obtain productive employment to more fully enjoy the benefits and responsibilities of citizenship.

Special emphasis is given to programs of instruction in computational skills and in speaking, reading, or writing English for those adults who are educationally disadvantaged.

#### SUPPLEMENTAL INFORMATION SCHEDULES FOR THE YEAR ENDED JUNE 30, 1996

#### **SPECIAL REVENUE FUNDS** (Continued)

#### **KAY FUND**

This fund accounts for Louisiana Department of Education funds for vocational, agriculture, home economics, and food preservation training and miscellaneous revenue.

#### SCHOOL LUNCH

National School Food Service Program (National School Lunch Act of 1946)
School Breakfast Program (Child Nutrition Act of 1966)
Food Distribution (Commodities) (National School Lunch Act of 1946 and Child Nutrition Act of 1966)

To assist through cash grants and food donations in providing a nutritious breakfast and lunch service for school students and to encourage the domestic consumption of nutritious agricultural commodities.

#### CONSTRUCTION AND MAINTENANCE FUNDS

Epps S. D. #1 Construction and Maintenance

Epps S. D. #2 Construction and Maintenance

Forest S. D. #3 Construction and Maintenance

Forest S. D. #4 Construction and Maintenance

Consolidated S. D. #4 Construction and Maintenance

The construction and maintenance funds account for ad valorem taxes levied for construction, improving, and repairing facilities and maintaining schools within each district.

#### SPECIAL REVENUE FUNDS Combining Balance Sheet June 30, 1996

		TITLE 1	TITLE VI	SPECIAL FEDERAL	MIGRANT EDUCATION_
ASSETS				00 554 6	•
Cash and cash equivalents	\$	0 \$	0 \$	28,554 \$	) ^
Investments		0	0	40.034	0
Receivables		63,929	8,008	46,634	0
Interfund receivable		0	Ü	2,369	0
Inventory		0	U	0	0
Other assets		0	0		
Total Assets	<u>\$</u>	63,929 \$	8,008 \$	77,557	\$ 0
LIABILITIES AND FUND EQUITY Liabilities Accounts, salaries and other payables Interfund payable	\$	32,977 \$ 30,952 0	7,876 \$ 132 0	173 : 77,385 0	\$ 0 0
Deferred revenues					<u></u>
Total Liabilities	<u>\$</u>	63,929 \$	8,008 \$	77,557	<u>\$</u> 0
Fund Equity Fund Balances: Reserved for unemployment Reserved for inventory Unreserved and undesignated	\$	0 \$ 0 0	0 \$ 0 0	0 0 0	\$ 0 0
		^	0	0	0
Total Equity		<u> </u>			<u>~</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$</u>	63,929 \$	8,008 \$	77,557	\$ 0

Schedule 1

_E	ADULT DUCATION		KAY FUND		SCHOOL LUNCH
\$	3,537	\$	14,186	\$	49,883
	0		0		0
	7,191		0		32
	0		0		0
	0		0		6,215
	0		0		0
<u>\$</u>	10,728	<u>\$</u>	14,186	<u>\$</u>	56,130
\$	0	\$	26	\$	63
·	0		0		0
	0		0	_	640
<u>\$</u> _	0	<u>\$</u>	26	<u>\$</u>	703
\$	0	\$	0	\$	13,743
	0		0		6,215
	10,728		14,160		<u>35,468</u>
	10,728		14,160		55,426
<u>\$</u>	10,728	<u>\$</u>	14,186	\$	56,130
				(	CONTINUED)

#### SPECIAL REVENUE FUNDS Combining Balance Sheet June 30, 1996

CON	STRUCTION	EPPS S.D. #2 CONSTRUCTION AND MAINTENANCE	FOREST S.D. #3 CONSTRUCTION AND MAINTENANCE	FOREST S.D. #4 CONSTRUCTION AND MAINTENANCE
•	404.440	e 70.750	¢ 50.440	\$ 43,032
\$	· _	· _	\$ 50,440 n	φ 43,03 <u>2</u> 0
	0	0	0	n
	0	0	0	Ô
	_	0	0	Ô
	_	0	Õ	ņ
<del></del>	<u></u>			
<u>\$</u>	124,446	\$ 79,750	\$ 58,440	\$ 43,032
\$	0 0	0	0	\$ 159 0 0
<u> </u>	0	\$ 118	\$ 264	<b>\$</b> 159
\$	0	Ò	0	
	124,446	79,632	58,175	42,872
<u>\$</u>	124,446	\$ 79,750	\$ <u>58,440</u>	\$ 43,032
	**************************************	\$ 124,446 0 0 0 0 0 0 \$ 124,446 \$ 0 124,446	CONSTRUCTION AND AND MAINTENANCE  \$ 124,446 \$ 79,750  0 0 0  0 0 0  0 0 0  0 0 0  \$ 124,446 \$ 79,750  \$ 0 \$ 118  0 0 0  \$ 0 \$ 118  \$ 0 \$ 118  \$ 0 \$ 118  \$ 124,446 \$ 79,632  124,446 79,632	CONSTRUCTION AND AND MAINTENANCE         CONSTRUCTION AND AND MAINTENANCE         CONSTRUCTION AND MAINTENANCE           \$ 124,446 \$ 79,750 \$ 58,440         0 0 0         0 0           0 0 0 0         0 0 0         0 0           0 0 0 0 0         0 0 0         0 0           \$ 124,446 \$ 79,750 \$ 58,440         \$ 58,440           \$ 0 \$ 118 \$ 264 0 0 0 0         0 0 0           \$ 0 \$ 118 \$ 264         0 0 0 0           \$ 0 \$ 118 \$ 264         0 0 0 0           \$ 124,446 79,632 58,175         58,175

#### Schedule 1

S.E CONSTR	LIDATED 1. #1 RUCTION		
	ND NANCE	<del></del>	TOTAL
\$	149,756 0 412 0 0	\$	551,584 0 126,206 2,369 6,215
\$	<u>150,168</u>	\$	686,374
\$	1,220 0 0	\$	42,877 108,468 640
\$	1,220	\$	<u> 151,985</u>
\$	0 0 148,948	\$	13,743 6,215 <u>514,430</u>
	148,948	·	534,389
\$	150,168	\$	686,374
		(C(	ONCLUDED)

# SPECIAL REVENUE FUNDS Combining Statement of Revenues, Expenditures, and Changes in Fund Balances For the Year Ended June 30, 1996

	-	TITLE I	TITLE VI	SPECIAL FEDERAL	MIGRANT EDUCATION
REVENUES					
Local sources:					
Taxes:					_
Ad Valorem	\$	0 \$	0 \$	0 \$	5 0
Sales and use		0	0	0	0
Interest earnings		Ō	0	0	0
Food services		0	0	0	0
Other		190	0	0	0
State sources:					
Unrestricted	•	0	0	0	0
Restricted		0	0	0	0
Federal sources	<del></del>	598,545	<u> 15,950</u>	<u> 181,528</u>	29,976
Total revenues	\$	598,735 \$	15,950 \$	181, <u>528</u> <u>\$</u>	29,976
EXPENDITURES					
Current:					
Instruction:					
Regular programs	\$	0 \$	0 \$	11,973	\$ 0
Special programs		399,648	15,416	117,938	12,991
Other instructional programs		0	0	29,671	0
Support services:					. = = = =
Student services		40,729	0	0	15,737
Instructional staff support		116,022	0	20,356	78
General administration		10,923	534	1,590	492
School administration		0	0	0	0
Business services		0	0	0	0
Plant services		31,412	0	0	678
Student transportation services		0	0	0	0
Central services		0	0	0	0
Food services		0	0	0	0
Community service programs		0	0	0	0
Facilities acquisition and construction	<del></del>	0			0
Total expenditures	\$	598,735 \$	15,950 \$	181,528	\$ 29,976
EXCESS (Deficiency) OF REVENUES				_	_
OVER EXPENDITURES	<del></del>	0	0	0	0

Schedule 2

ADULT EDUCATION		KAY FUND			SCHOOL LUNCH		
\$	0	\$	0	\$	0		
	0		0		0		
	0		0		3,004		
	0		0		163,751		
	0		0		236		
	0		0		200,000		
	13,025		0		0		
<u></u>	39,129				711,699		
\$	52,154	\$	0	\$_	1,078,689		
Ψ		<u> </u>	<u></u>	<b></b>	,		
\$	0	\$	0	\$	0		
	0		0		0		
	46,512		2,922		0		
	0		0		0		
	5,562		0		0		
	532		0		0		
	0		0		0		
	0		0		0		
	0		0		0		
	0		0		0		
	0		0		0		
	0		0		1,066,037		
	0		0		0		
-	0		0	. —	0		
\$	52,605	<u>\$_</u>	2,922	\$_	1,066,037		
<u> </u>	(451)		(2,922)	- <del></del>	12,652		
				ſ	CONTINUED		

(CONTINUED)

# SPECIAL REVENUE FUNDS Combining Statement of Revenues, Expenditures, and Changes in Fund Balances For the Year Ended June 30, 1996

	TITLE	1	TITLE VI	SPECIAL EDUCATION	\$PECIAL FUND	<b>-</b>
OTHER FINANCING SOURCES (USES)						
Operating transfers in	\$	0 \$	0	\$ 0	\$ 0	)
Operating transfers out		0	0	0	0	)
Other sources		0	0	0	0	)
Other uses	<del></del>	0	0	0	0	<u>)</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>\$</u>	0 \$	0	\$ <u> </u>	\$ 0	<u>)</u>
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND						
OTHER USES	\$	0 \$	0	\$ O	\$ 0	)
FUND BALANCES AT BEGINNING OF YEAR	<del></del>	0	0	0	0	<u>)</u>
FUND BALANCES AT END OF YEAR	<u>\$</u>	0 \$	0	\$ 0	\$ <u>0</u>	<u>)</u>

Schedule 2

ADULT EDUCATION				KAY FUND	SCHOOL LUNCH			
\$		0	\$	0	\$	0		
		0		0		0		
		0		2,183		0		
_		0			•••	0		
<u>\$</u>		0	\$	2,183	\$_	0		
\$		(451)	\$	(739)	\$	12,652		
_	<del></del>	11,179		14,899		42,774		
\$	<del></del>	10,728	<u>\$</u>	14,160	<u>\$</u>	<u>55,426</u>		
					((	CONTINUED)		

# SPECIAL REVENUE FUNDS Combining Statement of Revenues, Expenditures, and Changes in Fund Balances For the Year Ended June 30, 1996

	CON	PS S.D. #1 STRUCTION AND NTENANCE	CON	EPPS S.D. #2 CONSTRUCTION AND MAINTENANCE		FOREST S.D. #3 CONSTRUCTION AND MAINTENANCE		FOREST S.D. #4 CONSTRUCTION AND MAINTENANCE	
REVENUES									
Local sources:									
Taxes:									
Ad Valorem	\$	118,771	\$	50,583	\$	68,298	\$	21,281	
Sales and use		0		0		0		0	
Interest earnings		3,528		2,041		1,700		1,261	
Food services		0		0	_	0		0	
Other		0		155		0		0	
State sources:									
Unrestricted		0		0		0		0	
Restricted		8,906		9,604		12,967		4,040	
Federal sources		0		. 0		0		0	
1 000101000				***					
Total revenues	<u>\$</u>	131,204	\$	62,382	<u>\$</u>	82,966	\$	26,582	
EXPENDITURES									
Current:									
Instruction:									
Regular programs	\$	27,429	\$	13,996	\$	18,123	\$	5,795	
Special programs		0		0		0		0	
Other instructional programs		0		0		0		0	
Support services:						_		_	
Student services		0		0		0		0	
Instructional staff support		0		0		0		0	
General administration		4,672		1,959		2,595		764	
School administration		2,811		1,695		4,025		2,248	
Business services		0		0		0		0	
Plant services		68,849		21,583		34,970		10,510	
Student transportation services		0		0		0		0	
Central services		0		0		0		0	
Food services		0		0		0		0	
Community service programs		0		0		0		0	
Facilities acquisition and construction	<del> · · · </del>	34,045		<u> 25,658</u>		32,825	<del>-</del>	15 <u>,204</u>	
Total expenditures	<u>\$</u>	137,805	\$	64, <u>8</u> 91	<u>\$</u>	92,537	\$	34,521	
EXCESS (Deficiency) OF REVENUES								<b></b> -	
OVER EXPENDITURES		(6,601)	)	(2,508)	<u> </u>	(9,572)		(7,939)	

CONSC S. CONST		
-	ENANCE	TOTAL
\$	115,427	\$ 374,360
	0	0
	4,083	15,616
	0	163,751
	0	581
	0	200,000
	21,915	70,457
	0	1,576,827
\$	141,425	\$ 2,401,593
\$	25,555	\$ 102,870
	0	545,993
	0	79,104
	0	56,466
	0	142,018
	4,583	28,645
	5,721	16,499
	0	0
	69,569	237,570
	0	0
	0	0
	0	1,066,037
	0 34,104	0 1 <b>41</b> ,836
\$	139,532	\$ 2,417,039
	1,894	(15,447)
		(CONTINUED)

# SPECIAL REVENUE FUNDS Combining Statement of Revenues, Expenditures, and Changes in Fund Balances For the Year Ended June 30, 1996

		AND		EPPS S.D. #2 CONSTRUCTION AND MAINTENANCE		FOREST S.D. #3 CONSTRUCTION AND MAINTENANCE		FOREST S.D. #4 CONSTRUCTION AND MAINTENANCE	
OTHER FINANCING SOURCES (USES)	œ	2,883	¢	3,467	¢	0	\$	Ω	
Operating transfers in	\$	•	Φ	3,407	Ψ	0	Ψ	0	
Operating transfers out		0				0		0	
Other sources		0		0		0		0	
Other uses		0		0			·	<u> </u>	
TOTAL OTHER FINANCING SOURCES (USES)	<u>\$</u>	2,883	\$_	3,467	<u>\$</u>	0	\$_	0	
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$	(3,718)	\$	959	\$	(9,572)	\$	(7,939)	
OTHER USES	Ψ	(0,110)	Ψ	000	•	(0,0,2)	•	(.,,,,,,	
FUND BALANCES AT BEGINNING OF YEAR		128,165		78,673	. <u> </u>	67,747		50,812	
FUND BALANCES AT END OF YEAR	\$	124,446	<u>\$</u>	79,632	<u>\$</u>	58,175	. <u>\$</u>	42,872	

CONSOL S.D			
CONSTR			
MAINTE			TOTAL
\$	0	\$	6,350
	0		0
	0		2,183
	0		0
\$	0	<u>\$</u>	8,533
\$	1,894	\$	(6,914)
	147,055		541,303
\$	148,94 <u>8</u>	<u>\$</u>	534,389
		(C	ONCLUDED)

### SUPPLEMENTAL INFORMATION SCHEDULES FOR THE YEAR ENDED JUNE 30, 1996

#### **DEBT SERVICE FUNDS**

Consolidated School District #2 Epps School District #1

The school district debt service funds were used to accumulate monies for servicing of bond issues. The bonds were issued by the respective school districts for the purpose of acquiring and improving sites, erecting and equipping additional public school buildings, acquiring the necessary equipment and furnishings therefore, and improving existing public school buildings. The bond issues were financed by a special property tax levy on property within the territorial limits of the appropriate school districts. During the year, the remaining bonds were paid off. Debt service funds were closed out and the remaining funds transferred to pay off the construction and maintenance funds.

#### DEBT SERVICE FUNDS Combining Balance Sheet June 30, 1996

	EPPS SCHOOL DISTRICT #1 SINKING FUND	CONSOLIDAT SCHOOL DISTRICT # SINKING FUND		TOTAL
ASSETS  Cash and cash equivalents	\$	<u> </u>	<u>0</u> \$	0
Total Assets	\$	0 \$	0 \$	0
LIABILITIES AND FUND EQUITY Liabilities: Matures bonds and interest payable Total Liabilities	\$ \$	0 \$ 0 \$	<u>0</u> \$	0
Fund Equity Fund Balances: Reserved for debt service	\$	0 \$	<u>0</u> \$	0
Total Equity	\$	0 \$	0 \$	0
TOTAL LIABILITIES AND FUND EQUITY	<u>\$</u>	0 \$	0 \$	0

# DEBT SERVICE FUNDS Combining Statement of Revenues, Expenditures, and Changes in Fund Balances For the Year Ended June 30, 1996

		EPPS SCHOOL DISTRICT #I SINKING FUND	SC DIST SII	OLIDATED HOOL RICT #2 NKING UND	TOTAL
REVENUES					
Local sources:					
Taxes:					
Ad valorem	\$	0	\$	0 \$	0
Sales and use	·	0	·	0	0
Interest earnings	_	0		0	0
Total Revenues	<u>\$</u>	0	\$	0 \$	0
EXPENDITURES					
Current:					
General administration	\$	0	\$	0 \$	0
Debt service:					
Principal retirement		0		1,000	1,000
Interest and bank charges	_	0	- <del> </del>	130	130
Total Expenditures	<u>\$</u>	0	\$	1,130 \$	1,130
EXCESS (Deficiency) OF REVENUES					
OVER EXPENDITURES	<u>\$</u>	0	\$	(1,130) \$	(1,130)
OTHER FINANCING SOURCES (USES)	•	•	•		_
Operating transfers in Operating transfers out	\$		\$	0 \$	
Operating transfers out		(2,883)	<del></del>	(3,467)	<u>(6,350)</u>
Total Other Financing Sources (Uses)		(2,883)	<u> </u>	(3,467)	(6,350)
EXCESS (Deficiency) OF REVENUES AND OVER SOURCES OVER EXPENDITURES					
AND OTHER USES	\$	(2,883)	\$	(4,597) \$	(7,480)
FUND BALANCES AT BEGINNING OF YEAR	<del></del>	2,883		4,597	7,480
FUND BALANCES AT END OF YEAR	<u>\$</u>	0	\$	0 \$	0

#### SUPPLEMENTAL INFORMATION SCHEDULES FOR THE YEAR ENDED JUNE 30, 1996

#### **AGENCY FUNDS**

#### SCHOOL ACTIVITY AGENCY FUND

The activities of the various individual school accounts are accounted for in the School Activity Agency Fund. While the accounts are under the supervision of the School Board, they belong to the individual schools or their student bodies and are not available for use by the School Board.

#### SALES TAX AGENCY FUND

The Sales Tax Agency Fund is used to account for collections and disbursement of sales tax receipts to the West Carroll School Board, West Carroll Police Jury and the Town of Oak Grove.

## AGENCY FUNDS Combining Statement of Assets and Liabilities June 30, 1996

	SCHOOL ACTIVITY FUND	SALES TAX COLLECTION FUND	TOTAL
ASSETS Cash and cash equivalents	\$196,629	\$0	\$196,629
TOTAL ASSETS	\$ <u>196,629</u>	\$ <u>C</u>	\$ <u>196,629</u>
LIABILITIES			
Deposits due others	\$ <u>196,629</u>	\$0	\$ 196,629
TOTAL LIABILITIES	\$ <u>196,629</u>	\$0	\$ 196,629

## AGENCY FUNDS Statement of Changes in Assets and Liabilities For the Year Ended June 30, 1996

	Ju	Balance July 1, 1995 Additions		Ded	uctions		Balance June 30, 1996	
			****S	CHOOL AC	TIVITY F	JND****		
ASSETS  Cash and cash equivalents	\$	197,604	\$	676,546	\$	677,521	\$	196,629
LIABILITIES Deposits due others	\$	197,604	\$	676 <u>,546</u>	\$	677,521	\$	196,629
			***	**SALES T	AX FUND	S****		
ASSETS  Cash and cash equivalents	<u>\$</u>	<u>0</u>		2,6 <u>51,</u> 329		2,65 <u>1,329</u>	<u>\$</u>	0
LIABILITIES  Deposits due others	<u>\$</u>	0	# <del>************************************</del>	2, <u>651,329</u>		2,651,329	<u>\$</u>	0

#### SCHOOL ACTIVITY AGENCY FUND Schedule of Changes in Deposits Due Others For The Year Ended June 30, 1996

SCHOOL	lance, / 1,1995	<b></b>	Additions	itions <u>Deductions</u>		Balance, June 30, 1996	
Epps High School	\$ 9,720	\$	115,320	\$	111,832	\$	13,208
Fiske Union Elementary School	16,874		. 36,205		38,987		14,092
Forest High School	18,639		108,067		103,268		23,438
Goodwill Elementary School	11,732		28,533		25,534		14,731
Kilbourne High School	40,138		119,638		120,389		39,387
Oak Grove High School	66,714		205,677		212,917		59,474
Oak Grove Elementary School	16,763		19,867		17,612		19,018
Pioneer High School	 17,024		43,239		46,982		13,281
Totals	\$ 197,604	<u>\$</u>	676,546	<u>\$</u>	677,521	\$	196,629

## SALES TAX FUNDS Schedule of Changes in Deposits Due Others For the Year Ended June 30, 1996

	Balance,  July 1;1995  Additions			<u>D</u>	eductions	Balance, June 30, 1996	
West Carroll Parish Police Jury	\$ 0	\$	1,471,777	\$	1,471,777	\$	0
West Carroll Parish School Board	0		794,847		794,847		0
Town of Oak Grove	 0		384,705	*** FV	384,705		0
Totals	\$ 0	\$	2,651,329	\$	2,651,329	\$	0

#### SUPPLEMENTAL INFORMATION SCHEDULES FOR THE YEAR ENDED JUNE 30, 1996

#### **GENERAL**

#### COMPENSATION PAID BOARD MEMBERS

The schedule of compensation paid to the School Board members is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the School Board members is included in the general administrative expenditures of the General Fund. In accordance with Louisiana Revised Statute 17:56, the School Board members have elected the monthly payment method of compensation. Under this method, each member of the School Board receives \$200 per month, and the president receives \$250 per month for performing the duties of his office.

#### FEDERAL FINANCIAL ASSISTANCE PROGRAMS

In accordance with Office of Management and Budget Circular A-128, a Schedule of Federal Financial Assistance is presented.

### Schedule of Compensation Paid Board Members For the Year Ended June 30, 1996

Rayburn E. Crosby	\$ 2,400
Mike Gammill	3,000
Mike Hudolin	2,400
J. T. Martin	2,400
Kathy McAllister	2,400
Carl T. Rawls	2,400
A. L Rawls	2,400
Totals	\$ 17,400

### SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE FOR THE YEAR ENDED JUNE 30, 1996

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA <u>NUMBER</u>	<u>REVENUES</u>
CASH FEDERAL ASSISTANCE		
United States Department of Agriculture		
Passed through Louisiana Department of Education:		
National School Lunch Program*	10.555	\$475,269
School Breakfast Program	10.553	179,342
Total United States Department of Agriculture		<u>\$ 654,611</u>
United States Department of Education		
Passed Through Louisiana Department of Education:		
Adult Education - State-Administered		
Basic Grant Program	84.002	9,557
Title I Grants to Local Educational Agencies		
Basic Grant Program*	84.010	557,235
State School Improvement Grants	84.218	14,000
Migrant Education - Basic State	84.011	29,976
Grant Program		
Special Education:		
State Grants - Part B	84.027	117,941
Preschool Grants	84.173	17,394
Grants for Infants and Families with Disabilities - Part H	84.181	4,550
Vocational Education:		
Basic Grants to States	84.048	25,513
Innovative Education Program		
Strategies - Title VI	84.298	15,950
Eisenhower Professional Development		
State Grants - (Title II)	84.281	12,781
Title IV (Safe and Drug-Free Schools)	84.186	14,529
Total United States Department of Education		<u>\$ 819,426</u>
United States Department of Labor		
Passed through Union Community Action Association		
Job Training Partnership Act (JTPA)	17.250	\$ 16,130
Passed through the Louisiana Department of Social Services		4,
Job Opportunities and Basic Skills Training		
(Project Independence)	93.561	<u>29,572</u>
(1 reject macroc)		
Total United States Department of Labor		<u>\$ 45,702</u>
		(Continued)

### SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE FOR THE YEAR ENDED JUNE 30, 1996

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA <u>NUMBER</u>	<u>REVENUES</u>
NONCASH FEDERAL ASSISTANCE		
United States Department of Agriculture Passed Through Louisiana Department of Agriculture and Forestry: Food Distribution Program (Commodities)	10.550	<u>\$ 57,088</u>
TOTAL NONCASH FEDERAL ASSISTANCE		<u>\$ 57,088</u>
TOTAL FEDERAL FINANCIAL ASSISTANCE		<u>\$1,576,827</u>
		(Concluded)

<sup>\*</sup>Major federal financial assistance programs.

## OTHER REPORTS REQUIRED BY GOVERNMENT AUDITING STANDARDS

The following pages contain reports on internal control structure and compliance with laws and regulations required by <u>Government Auditing Standards</u> issued by the Comptroller General of the United States. The report on internal control structure is based solely on the audit of the general purpose financial statements and includes, where appropriate, any reportable conditions and/or material weaknesses. The report on compliance with laws and regulations is, likewise, based solely on the audit of the general purpose financial statements and presents, where applicable, compliance matters that would be material to the general purpose financial statements.



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## INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

We have audited the general purpose financial statements of the West Carroll Parish School Board, Oak Grove, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated December 13, 1996.

We conducted our audit in accordance with generally accepted auditing standards, <u>Government Auditing Standards</u>, 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 general purpose financial statements are free of material misstatement.

The management of the West Carroll Parish School Board is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the West Carroll Parish School Board for the year ended June 30, 1996, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of the relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

We noted one matter involving the internal control structure and its operation that we consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants which is described in the accompanying Schedule of Reportable Conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we believe the reportable condition on the accompanying Schedule of Reportable Conditions is not a material weakness.

This report is intended solely for the use of the Board Members, management, Louisiana Department of Education, U. S. Department of Education and other applicable federal agencies, and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

ALLEN, GREEN & ROBINETTE, L.L.P.

Allen, breen & Robinette

Monroc, Louisiana December 13, 1996



### ALLEN, GREEN & ROBINETTE, L.L.P.

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## INDEPENDENT AUDITORS' REPORT ON COMPLIANCE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

We have audited the general purpose financial statements of the West Carroll Parish School Board, Oak Grove, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated December 13, 1996.

We conducted our audit in accordance with generally accepted auditing standards, <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments." Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts and grants applicable to the West Carroll Parish School Board is the responsibility of management of the School Board. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we performed tests of the School Board's compliance with certain provisions of laws, regulations, contracts and grants. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported under <u>Government Audit Standards</u>. However, we noted certain immaterial instances of noncompliance which are described in findings #1 and #2 of the accompanying Schedule of Findings and Questioned Costs.

This report is intended solely for the use of the Board Members, management, Louisiana Department of Education, U. S. Department of Education and other applicable federal agencies, and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

ALLEN, GREEN & ROBINETTE, L.L.P.

allen, been & Robinetto

Monroe, Louisiana December 13, 1996

## OTHER REPORTS REQUIRED BY OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-128

The following pages contain information on internal control and compliance with laws and regulations required by OMB Circular A-128. The report on internal accounting and administrative controls relates to matters that would be significant and/or material to federal assistance programs. The report on compliance with laws and regulations is, likewise, related to tests of compliance with laws and regulations relating to federal financial assistance programs.



### ALLEN, GREEN & ROBINETTE, L.L.P.

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## INDEPENDENT AUDITORS' REPORT ON THE INTERNAL CONTROL STRUCTURE USED IN ADMINISTERING FEDERAL FINANCIAL ASSISTANCE PROGRAMS

BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

We have audited the general purpose financial statements of the West Carroll Parish School Board. Oak Grove, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated December 13, 1996. We have also audited the West Carroll Parish School Board's compliance with requirements applicable to major federal financial assistance programs and have issued our report thereon dated December 13, 1996.

We conducted our audits in accordance with generally accepted auditing standards, <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States, and Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments." Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement and about whether the West Carroll Parish School Board complied with laws and regulations, noncompliance with which would be material to a major federal financial assistance program.

In planning and performing our audits for the year ended June 30, 1996, we considered the School Board's internal control structure in order to determine our auditing procedures for the purpose of expressing our opinions on the general purpose financial statements of the West Carroll Parish School Board and on its compliance with requirements applicable to major programs and to report on the internal control structure in accordance with OMB Circular A-128. This report addresses our consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs. We have addressed internal control structure policies and procedures relevant to our audit of the general purpose financial statements in a separate report dated December 13, 1996.

The management of the West Carroll Parish School Board is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles, and that federal financial assistance programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors, irregularities, or instances of noncompliance may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become

BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures used in administering federal financial assistance programs in the following categories:

### Accounting Controls

Cash

Expenditures for goods and services

and accounts payable

Payroll and related liabilities

Property, equipment and capital expenditures

Single audit and similar grant programs

### **Grant Administration Controls**

General requirements:

Political activity

Civil rights

Cash management Federal financial reports

Allowable costs/cost principles

Drug-free Workplace Act

Administrative requirements

Specific Requirements:

Types of services allowed or unallowed

Eligibility Level of effort

Reporting

Special tests and provisions

Claims for advances and reimbursements

For all of the internal control structure categories listed above, we obtained an understanding of the design of relevant policies and procedures and determined whether they have been placed in operation, and we assessed control risk.

During the year ended June 30, 1996, the West Carroll Parish School Board expended 65% of its total federal financial assistance under major federal financial assistance programs.

We performed tests of controls, as required by OMB Circular A-128, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that we considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements that are applicable to each of the School Board's major federal financial assistance programs, which are identified in the accompanying Schedule of Federal Financial Assistance. Our procedures were less in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, we do not express such an opinion.

We noted a matter involving the internal control structure and its operation that we consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants which is described in the accompanying Schedule of Reportable Conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the School Board's ability to administer federal financial assistance programs in accordance with applicable laws and regulations.

BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations that would be material to a federal financial assistance program may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure policies and procedures used in administering federal financial assistance would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we believe the reportable condition on the accompanying Schedule of Reportable Conditions is not a material weakness.

This report is intended solely for the use of the Board Members, management, Louisiana Department of Education, U. S. Department of Education and other applicable federal agencies, and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

ALLEN, GREEN & ROBINETTE, L.L.P.

allan, Green & Robinette

Monroe, Louisiana December 13, 1996



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## INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH THE GENERAL REQUIREMENTS APPLICABLE TO FEDERAL FINANCIAL ASSISTANCE PROGRAMS

BOARD MEMBERS
WEST CARROLL PARISH SCHOOL BOARD
Oak Grove, Louisiana

We have audited the general purpose financial statements of the West Carroll Parish School Board, Oak Grove, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated December 13, 1996.

We have applied procedures to test the West Carroll Parish School Board's compliance with the following requirements applicable to its federal financial assistance programs, which are identified in the Schedule of Federal Financial Assistance, for the year ended June 30, 1996: political activity, civil rights, cash management, federal financial reports, allowable costs/cost principles, Drug-free Workplace Act, and administrative requirements.

Our procedures were limited to the applicable procedures described in the Office of Management and Budget's "Compliance Supplement for Single Audits of State and Local Governments." Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the School Board's compliance with the requirements listed in the preceding paragraph. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the second paragraph of this report. With respect to items not tested, nothing came to our attention that caused us to believe that the School Board had not complied, in all material respects, with those requirements. Also, the results of our procedures did not disclose any immaterial instances of noncompliance with those requirements.

This report is intended solely for the use of the Board Members, management, Louisiana Department of Education, U. S. Department of Education and other applicable federal agencies, and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

ALLEN, GREEN & ROBINETTE, L.L.P.

allen, 6 reen + Robinette

Monroe, Louisiana December 13, 1996



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### INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS

BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

We have audited the general purpose financial statements of the West Carroll Parish School Board, Oak Grove, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated December 13, 1996.

We have also audited the West Carroll Parish School Board's compliance with the requirements governing types of services allowed or unallowed; eligibility; level of effort; reporting; special tests and provisions and claims for advances and reimbursements that are applicable to each of the School Board's major federal financial assistance programs, which are identified in the accompanying Schedule of Federal Financial Assistance, for the year ended June 30, 1996. The management of the West Carroll Parish School Board is responsible for the School Board's compliance with those requirements. Our responsibility is to express an opinion on compliance with those requirements based on our audit.

We conducted our audit of compliance with those requirements in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments." Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about the School Board's compliance with those requirements. We believe that our audit provides a reasonable basis for our opinion.

The results of our audit procedures did not disclose any immaterial instances of noncompliance with the requirements referred to above.

In our opinion, the West Carroll Parish School Board complied, in all material respects, with the requirements governing types of services allowed or unallowed; eligibility; level of effort; reporting; special tests and provisions and claims for advances and reimbursements that are applicable to each of its major federal financial assistance programs for the year ended June 30, 1996.

## BOARD MEMBERS WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

This report is intended solely for the use of the Board Members, management, Louisiana Department of Education, U. S. Department of Education and other applicable federal agencies, and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

ALLEN, GREEN & ROBINETTE, L.L.P.

allen breen + Robinette

Monroe, Louisiana December 13, 1996



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## INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO NONMAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAM TRANSACTIONS

BOARD MEMBERS
WEST CARROLL PARISH SCHOOL BOARD
Oak Grove, Louisiana

We have audited the general purpose financial statements of the West Carroll Parish School Board, Oak Grove, Louisiana, as of and for the year ended June 30, 1996, and have issued our report thereon dated December 13, 1996.

In connection with our audit of the general purpose financial statements of the West Carroll Parish School Board, and with our consideration of the School Board's control structure used to administer federal financial assistance programs, as required by Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments," we selected certain transactions applicable to certain nonmajor federal financial assistance programs for the year ended June 30, 1996. As required by OMB Circular A-128, we have performed auditing procedures to test compliance with the requirements governing types of services allowed or unallowed; eligibility and special provisions that are applicable to those transactions. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the School Board's compliance with these requirements. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that the West Carroll Parish School Board had not complied, in all material respects, with those requirements. Also, the results of our procedures did not disclose any immaterial instances of noncompliance with those requirements.

This report is intended solely for the use of the Board Members, management, Louisiana Department of Education, U. S. Department of Education and other applicable federal agencies, and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

ALLEN, GREEN & ROBINETTE, L.L.P.

allen Green + Robinette

Monroe, Louisiana December 13, 1996

### STATUS OF PRIOR AUDIT FINDINGS FOR THE YEAR ENDED JUNE 30, 1996

### REPORTABLE CONDITIONS

1. Failure to Amend Budget for Variance in Revenues, Title I

Status: Resolved. No requirement to report variances in Revenues in Title I.

### FINDINGS AND QUESTIONED COSTS

1. None

#### SCHEDULE OF REPORTABLE CONDITIONS FOR THE YEAR ENDED JUNE 30, 1996

### 1. <u>Incompatible Accounting Functions Performed by Accounting Personnel</u> (All Programs)

<u>CONDITION</u>: The School Board has five accountants/bookkeepers who maintain the accounting for various funds of the system. Each accountant/bookkeeper prepares checks for payment of vendor invoices. He/she also posts the books and reconciles his/her bank statement balance with the balance per the books.

**REASON IMPROVEMENT NEEDED**: Improvement is needed to strengthen the internal control structure by providing separation of duties in the disbursement cycle. Two people being involved in the disbursement cycle for a fund provides added checks and balances in the system.

CAUSE OF CONDITION: Unknown.

**EFFECT OF CONDITION**: A less-than-optimum internal control situation exists over the disbursement cycle.

**RECOMMENDATION**: The bank reconciliation should be performed by someone independent of the check preparation process of a fund. One person could prepare the reconciliations for all funds, provided that person is independent of the check preparation process for all funds, or the accountants/bookkeepers could perform the bank reconciliation for each other. The bank statement and the related canceled checks should be received by the bank reconciler from the bank unopened. Access to the computerized bank reconciliation software application should be restricted to the bank reconciler only. The check preparer for a fund should not have access to the bank reconciliation application.

MANAGEMENT'S RESPONSE: We will follow the auditors' recommendations.

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 1996

### 1. Securities Pledged as Collateral for Deposits

(All Programs)

<u>CONDITION</u>: At June 30, 1996 the bank balance at West Carroll National Bank exceeded the Federal Deposit Insurance Corporation (FDIC) limits and the fair market value of securities pledged by \$465,905.

**REASON IMPROVEMENT NEEDED**: To comply with state law and ensure bank balances are adequately collateralized.

CAUSE OF CONDITION: Unknown.

**EFFECT OF CONDITION**: Bank balances undercollateralized.

**RECOMMENDATION**: We recommend the School Board personnel work closely with the bank officials to ensure that bank balances are adequately collateralized at all times.

MANAGEMENT'S RESPONSE: We will follow the auditors' recommendations.

### 2. Late Filing of Audit Report

<u>CONDITION</u>: The Louisiana Legislative Auditor requires audit reports to be filed within six months of the year-end of the governments. The audit report as of and for the year ended June 30, 1995 was filed February 3, 1997.

**REASON IMPROVEMENT NEEDED:** To comply with state regulations.

<u>CAUSE OF CONDITION</u>: Unexpected additional workload and staff shortage of auditor for the 1996 year.

**EFFECT OF CONDITION:** Violation of state regulation.

**RECOMMENDATION:** Future audit reports should be filed within six months of year-end.

MANAGEMENT'S RESPONSE: The School Board will monitor the progress of future audits to assure compliance with this filing regulation.

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# WEST CARROLL PARISH SCHOOL BOARD Oak Grove, Louisiana

GENERAL PURPOSE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996 WITH SUPPLEMENTAL INFORMATION SCHEDULES

under provisions of state law, this report is a public document. A copy of the report been been submitted to the decided of as viewed, entitled to the second of the entitle for public of the parish at the batton Bouga office of the parish clerk of court office of the parish clerk of court

Release Date APR 02 1997

# GENERAL PURPOSE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996 WITH SUPPLEMENTAL INFORMATION SCHEDULES

#### **CONTENTS**

	<u>STATEMENT</u>	<u>PAGE</u>
INDEPENDENT AUDITORS' REPORT		1
GENERAL PURPOSE FINANCIAL STATEMENTS:		
Combined Balance Sheet - All Fund Types and Account Groups	Α	2-3
GOVERNMENTAL FUNDS:		
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - All Governmental Funds	В	4-7
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual General Fund Special Revenue Funds	C D	8-9 10-11
Notes to the Financial Statements		
Index		12
Notes		13-29

# GENERAL PURPOSE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996 WITH SUPPLEMENTAL INFORMATION SCHEDULES

### **CONTENTS** (Continued)

	<u>SCHEDULE</u>	<u>PAGE</u>
SUPPLEMENTAL INFORMATION SCHEDULES:		30
SPECIAL REVENUE FUNDS:		31-32
Combining Balance Sheet	)	34-37
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances	2	38-45
DEBT SERVICE FUNDS:		46
Combining Balance Sheet	3	47
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances	4	48
AGENCY FUNDS:		49
Combining Statement of Assets and Liabilities	5	50
Statement of Changes in Assets and Liabilities	6	51
Schedule of Changes in Deposits Due Others School Activity Agency Fund Sales Tax Funds	7 8	52 53
GENERAL:		54
Schedule of Compensation Paid Board Members	9	55
Schedule of Federal Financial Assistance	10	56-57

# GENERAL PURPOSE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORTS AS OF AND FOR THE YEAR ENDED JUNE 30, 1996 WITH SUPPLEMENTAL INFORMATION SCHEDULES

### **CONTENTS** (Concluded)

	<u>PAGE</u>
OTHER REPORTS REQUIRED BY <u>GOVERNMENT AUDITING STANDARDS</u> :	58
INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS	59-60
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <u>GOVERNMENT AUDITING STANDARDS</u>	61
OTHER REPORTS REQUIRED BY OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-128:	62
INDEPENDENT AUDITORS' REPORT ON THE INTERNAL CONTROL STRUCTURE USED IN ADMINISTERING FEDERAL FINANCIAL ASSISTANCE PROGRAMS	63-65
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH THE GENERAL REQUIREMENTS APPLICABLE TO FEDERAL FINANCIAL ASSISTANCE PROGRAMS	66
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS	67-68
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO NONMAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAM TRANSACTIONS	69
STATUS OF PRIOR AUDIT FINDINGS	70
SCHEDULE OF REPORTABLE CONDITIONS	71
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	72



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#### INDEPENDENT AUDITORS' REPORT

BOARD MEMBERS
WEST CARROLL PARISH SCHOOL BOARD
Oak Grove, Louisiana

We have audited the accompanying general purpose financial statements of the West Carroll Parish School Board, Oak Grove, Louisiana, as of and for the year ended June 30, 1996. These general purpose financial statements are the responsibility of the School Board's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments." Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly in all material respects the financial position of the West Carroll Parish School Board as of June 30, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also issued a report dated December 13, 1996 on our consideration of the West Carroll Parish School Board's internal control structure and a report dated December 13, 1996 on its compliance with laws and regulations.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying supplemental information schedules listed in the table of contents including the Schedule of Federal Financial Assistance are presented for the purpose of additional analysis and are not a required part of the general purpose financial statements of the West Carroll Parish School Board. Such information has been subjected to the procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

allen, Green & Robinette, L.L.P.

Monroe, Louisiana December 13, 1996

### Combined Balance Sheet - All Fund Types and Account Groups June 30, 1996

	**************************************			
		SPE		DEBT
	. (	SENERAL	REVENUE	SERVICE
		FUND	FUNDS	FUNDS
ASSETS AND OTHER DEBITS				
Assets:	•	5 045 505 <b>\$</b>	EF4 EQ4 &	0
Cash and cash equivalents	\$	2,019,208 \$	551,584 \$	0
Receivables		74,294	126,206	0
Interfund receivable		107,859	2,369	0
Inventory		0	6,215	0
Prepaid expenses		2,800	0	
Fixed assets		0	0	0
Other debits:		•	^	0
Amount available in debt service fund		U	0	0
Amount to be provided for payment of debt				
TOTAL ASSETS AND OTHER DEBITS	<u>\$</u>	2,204,161 \$	686 <u>,374</u> \$	0
LIABILITIES, EQUITY AND OTHER CREDITS				
Liabilities:				
Accounts, salaries and other payables	\$	852,561 \$	42,877 \$	0
Interfund payable		1,759	108,468	0
Deferred revenues		0	640	0
Deposits due others		0	0	0
Workers' compensation payable		0	0	0
Leases payable		0	0	0
Compensated absences payable				<u> </u>
Total Liabilities	<u>\$</u>	854,321 \$	151,985 \$	0
Equity and other credits:				_
Investment in general fixed assets	\$	0 \$	0 \$	Ü
Fund Balances:			_	•
Reserved for debt service		0	0	0
Reserved for insurance		27	0	0
Reserved for fire and liability		204,377	0	0
Reserved for unemployment		77,972	13,743	0
Reserved for inventory		0	6,215	0
Unreserved:		_	^	^
Designated		0	0	0
Undesignated	<del></del>	<u>1,067,466</u> _	<u>514,430</u>	
Total Equity and other credits	\$	1,349,840 \$	534,389 \$	0
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	<u>\$</u>	2,204 <u>,161</u> \$	686,374 \$	0