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ST. HELENA PARISH SCHOOL BOARD
GREENSBURG, LOUISIANA

more provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Retained Date **WED 2 6 1937**

GENERAL PURPOSE FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 1936

**ST. HELENA PARISH SCHOOL BOARD
GENERAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1996**

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INDEPENDENT AUDITORS' REPORT

To the Members of the
St. Helena Parish School Board
Greensburg, Louisiana

We have audited the general purpose financial statements of the St. Helena Parish School Board (the School Board), as of and for the year ended June 30, 1998, as listed in the accompanying table of contents. These general purpose financial statements are the responsibility of the management of the School Board. 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. These 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. 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 financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

We have been unable to satisfy ourselves concerning a portion of the cost or estimated cost of fixed assets because detailed records and documentation of historical and estimated costs are not available.

In our opinion, except for the effects of such adjustments, if any, as might have been determined to be necessary had we been able to verify the cost or estimated cost of fixed assets, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the St. Helena Parish School Board, as of June 30, 1998, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

INDEPENDENT AUDITORS' REPORT
(CONTINUED)

To the Members of the
St. Helena Parish School Board
Greensboro, Louisiana
Page 2

In accordance with Government Auditing Standards, we have also issued a report, dated November 22, 1996, on our consideration of the School Board's internal control structure and a report, dated November 22, 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 combining financial statements listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the St. Helena Parish School Board. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Bruno & Tervalon
BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 22, 1996

ST. HELENA PARISH SCHOOL BOARD
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 1999

ACCOUNT AND OTHER DETAILS	GOVERNMENTAL FUND TYPES		TRUSTEES FUND TYPE	ACCOUNT GROUPS		Total (In thousands)
	General	Special Revenue	Agency Fund	General Fund Accounts	General Long-Term Fund	
ASSETS:						
Cash (NOTE 1)(1) & (2)	\$40,176	\$51,568	\$4,859	\$ -	\$ -	\$ 96,603
Due from other agencies (NOTE 4)	14,309	175,884	-	-	-	190,193
Due from other funds (NOTE 4)	\$1,304	24,823	-	-	-	26,127
Inventory (NOTE 1)(3)	-	7,343	-	-	-	7,343
Prepaid expenses	17,561	568	-	-	-	18,129
Property, plant and equipment (NOTE 4)	-	-	-	1,084,879	-	1,084,879
Other liabilities amount to be provided for retirement of general long-term debt	-	-	-	-	\$51,188	\$51,188
Total assets and other details	\$73,050	\$183,379	\$4,859	\$1,084,879	\$51,188	\$1,937,355
LIABILITIES, FUNDY AND OTHER CREDITS						
Liabilities:						
Accounts payable	\$ 16,307	\$ 40,334	\$ -	\$ -	\$ -	\$ 56,641
Salaries, wages and payroll taxes liabilities	584,468	57,568	-	-	-	642,036
Due to other funds (NOTE 4)	24,411	\$1,304	-	-	-	25,715
Due to student groups incurred compensation	-	-	14,000	-	-	14,000
insurance (NOTE 1)(1) & (2)	-	-	-	-	30,400	30,400
Long-term obligations payable (NOTE 4)	-	-	-	-	61,788	61,788
Estimated liabilities for claims and settlements (NOTE 1)(1)	80,568	-	-	-	-	80,568
Total liabilities	\$69,354	\$98,906	\$14,000	\$-	\$92,188	\$1,654,383

See accompanying notes to the financial statements.

ST. BERNARD PARISH SCHOOL BOARD
COMBINED BALANCE SHEET--ALL FUND TYPES AND ACCOUNT GROUPS
(CONTINUED)
JUNE 30, 1998

	EXTRACURRICULAR FUND TYPES		FUNDING	ACCOUNT GROUPS		Total Memoranda Amount
	General	Special Interest	Agency Fund	General	General	
				Fund	Fund	
Exp. Pay. and Other Accruals/ Provision for General Fund assets	\$ -0-	\$ -0-	\$ -0-	\$ 144,128	\$ -0-	\$ 144,128
Fund Balances:						
Reserves: Undesignated	\$ 11,111	\$ 11,688	\$ -0-	\$ -0-	\$ -0-	\$ 22,799
Total equity and other credits	\$ 11,111	\$ 11,688	\$ -0-	\$ 144,128	\$ -0-	\$ 176,927
Total liabilities, equity and other credits	\$ 11,111	\$ 11,688	\$ 11,688	\$ 144,128	\$ 11,688	\$ 189,703

See accompanying notes to the General Purpose Financial Statements.

ST. HELENA PARISH SCHOOL BOARD
CONSOLIDATED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES--ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 1996

	GOVERNMENTAL FUND TYPES		Total (Nonrandom Only)
	General	Special Revenues	
REVENUES:			
Local Sources:			
All valorem taxes (NOTE 3)	\$ 312,908	\$ -0-	\$ 312,908
Salon taxes	-0-	388,818	388,818
Tuition	-0-	-0-	-0-
Food services	-0-	33,680	33,680
Interest	3,234	3,958	5,192
Earnings on investments	3,121	-0-	3,121
Other	<u>22,887</u>	<u>3,728</u>	<u>26,615</u>
Total revenues from local sources	<u>345,147</u>	<u>424,284</u>	<u>769,431</u>
State Sources:			
Unrestricted grant- in-aid	4,692,856	18,440	4,711,296
Restricted grant- in-aid	308,710	38,483	347,193
Revenue sharing	<u>38,120</u>	<u>-0-</u>	<u>38,120</u>
Total revenues from state sources	<u>5,039,686</u>	<u>56,923</u>	<u>5,096,609</u>
Federal sources	<u>-0-</u>	<u>3,467,389</u>	<u>3,467,389</u>
Total revenues	<u>5,384,173</u>	<u>4,938,697</u>	<u>10,322,870</u>

See Accompanying Notes to the General Purpose
Financial Statements.

ST. HELENA PARISH SCHOOL BOARD

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES--ALL GOVERNMENTAL FUND TYPES (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 1998

	GOVERNMENTAL FUND TYPES		Total [Memorandum Only]
	General	Special Revenues	
EXPENDITURES:			
Current:			
Instructional:			
Regular	\$2,098,291	\$ 125,180	\$2,223,471
Special	629,800	114,435	744,235
Vocational education	220,220	28,140	248,360
Other	112,324	528,258	640,582
Total Instructional expenditures	3,059,635	805,913	3,865,548
Support Services:			
Pupils	212,820	82,882	295,702
Instructional staff	157,796	216,428	374,224
General administration	218,425	17,127	235,552
School administration	190,872	17,220	208,092
Business services	120,540	12,714	133,254
Plant services	302,165	60,420	362,585
Student transportation services	736,878	56,344	793,222
Central services	10,521	2,282	12,803
Total support services expenditures	2,245,116	453,695	2,708,811
Food Services	15,432	472,128	487,560
Community services	1,151	2,882	4,033
Facility acquisition and construction	127,728	800	128,528
Debt Services:			
Principal retirement	7,584	-0-	7,584
Interest	108	-0-	108
Total expenditures	5,885,824	1,328,611	7,214,435
Deficiency of revenues over expenditures	(121,791)	(11,758)	(133,549)

See Accompanying Notes to the General Purpose
Financial Statements.

ST. HELENA PARISH SCHOOL BOARD
CONSOLIDATED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES--ALL GOVERNMENTAL FUND TYPES (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 1996

	GOVERNMENTAL FUND TYPES		Total (Memorandum Only)
	General	Special Reserve	
OTHER FINANCING SOURCES (USES)			
Operating transfers in	\$ 29,319	\$ 14,364	\$ 43,670
Operating transfers out	(16,351)	(128,319)	(144,670)
 Total other financing sources (uses)	 12,968	 (113,955)	 -8-
 Deficiency of revenues and other financing sources over expenditures and other financing uses	 (17,733)	 (6,733)	 (24,466)
Fund balances at beginning of year	63,306	218,882	282,188
Fund balances at end of year	\$ 45,573	\$ 212,149	\$ 257,722

See Accompanying Notes to the General Purpose
Financial Statements.

NY STATE THREAT CONTROL BOARD
COMBINED STATEMENT OF REVENUE, EXPENDITURE AND CHANGE
IN FUND BALANCE—BUDGET AND ACTUAL
(GAAP BASIS)—ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2024

	GENERAL FUND			SPECIAL REVENUE FUND		
	Budget	Actual	Variance	Budget	Actual	Variance
			Favorable/Unfavorable			Favorable/Unfavorable
REVENUE:						
Local Sources:						
Ad valorem taxes	\$ 111,000	\$ 111,905	\$ 905	\$ -0-	\$ -0-	\$ -0-
Sales taxes	-0-	-0-	-0-	29,800	29,844	44
Rail tax	1,000	-0-	(1,000)	-0-	-0-	-0-
Fees and services	-0-	-0-	-0-	29,200	30,640	1,440
Interest	1,000	1,208	208	100	1,000	1,100
Earnings on investments	1,000	1,028	28	-0-	-0-	-0-
Other	24,700	21,887	(2,813)	-0-	1,134	1,134
Total revenue from local sources	141,700	146,232	4,532	129,800	140,244	10,444
State Sources:						
Reimbursed grants-in-aid	1,441,976	1,441,976	-0-	24,000	24,000	-0-
Reimbursed grants-in-aid	504,863	504,738	(125)	29,800	29,800	-0-
Revenue sharing	24,120	24,120	-0-	-0-	-0-	-0-
Total revenue from state sources	1,970,959	1,970,834	(125)	53,800	53,800	-0-
Federal sources	-0-	-0-	-0-	1,447,807	1,447,209	(598)
Total revenue	3,382,659	3,381,773	(886)	1,627,407	1,551,453	(75,954)

See Accompanying Notes to General Purpose Financial Statements.

NY STATE THRUWAY AUTHORITY
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE--REVENUE AND ACTUAL
(STATE FUND)--ALL GOVERNMENTAL FUND TYPES--(CONTINUED)
FOR THE YEAR ENDED JUNE 30, 1994

	GENERAL FUND			SPECIAL REVENUE FUND		
	Budget	Actual	Balance	Budget	Actual	Balance
			Available			Available
			(Unavailable)			(Unavailable)
EXPENDITURES:						
Current:						
Instructional:						
Regular	\$1,878,500	\$1,854,791	\$ 23,709	\$ 44,700	\$ 175,000	\$ (281,291)
Special	583,500	628,504	(45,004)	95,000	114,000	(19,000)
Postsecondary education	200,700	208,200	7,500	7,000	33,000	(25,500)
Other	304,000	333,304	(29,304)	500,000	528,000	(28,000)
Total Instructional expenditures	3,066,700	3,024,800	41,905	1,046,700	846,000	(259,800)
Support services:						
Payroll	220,000	211,200	8,800	5,700	44,000	(11,500)
Instructional staff	110,000	111,700	(1,700)	232,000	205,000	27,000
General administration	244,700	228,600	116,000	3,500	17,000	(11,500)
School administration	194,000	190,000	4,000	5,000	10,000	(10,000)
Business services	150,000	128,000	22,000	6,000	16,000	(11,000)
Fleet services	200,000	201,000	9,000	10,000	40,000	(20,000)
Student transportation services	700,000	700,000	0	10,000	50,000	(10,000)
Central services	6,500	10,000	(3,500)	1,000	1,000	0
Total support services expenditures	2,262,200	2,280,500	(18,300)	400,200	318,000	(80,000)
Plant services:						
Plant services	13,200	15,000	(1,800)	488,000	471,000	17,000
Community services	1,100	1,100	0	1,000	1,000	0
Facility acquisition and construction	273,500	273,500	0	0	0	0
Weld Service:						
Principal retirement	7,000	7,000	0	0	0	0
Interest	200	200	0	0	0	0
Total expenditures	5,331,100	5,305,000	26,100	1,446,900	1,164,000	(282,900)
Excess (deficiency) of revenues over expenditures	(10,000)	(11,000)	1,000	(20,000)	(1,000)	(20,000)

See Accompanying Notes to the General Purpose Financial Statements.

ST. BILLYS PRISON SCHOOL BOARD
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES--BUDGET AND ACTUAL
(GAAP BASIS)--ALL OPERATIONAL FUND TYPES (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 1996

	GENERAL FUND			SPECIAL REVENUE FUND		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
OTHER FINANCING SOURCES (USES)						
Operating transfers in	\$ 20,000	\$ 20,344	\$ 344	\$ 14,751	\$ 24,700	\$ 9,949
Operating transfers out	(28,204)	(28,204)	—	(13,134)	(20,134)	(6,999)
Total other financing sources (uses)	1,796	2,140	364	1,617	4,566	2,949
Deficiency of revenues and other financing sources over expenditures and other financing uses	(11,111)	(11,111)	—	(31,000)	(3,321)	(27,679)
Fund balances at beginning of year	40,858	40,858	—	20,402	20,402	—
Fund balances at end of year	\$ 29,747	\$ 29,747	\$ 0	\$ (10,383)	\$ 17,081	\$ 7,698

See Accompanying Notes to the General Purpose Financial Statements.

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

JUNE 30, 1998

NOTE 1 - Summary of Significant Accounting Policies:

The accounting policies of St. Helena Parish School Board (the School Board) conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant policies:

(A) Basis of Presentation - Fund Accounting

The accounts of the School Board are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures, as appropriate. Resources are allocated to and accounted for in the individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The following fund types and account groups are used by the School Board:

Governmental Fund Types

Governmental funds are those through which most governmental functions of the School Board are financed. The acquisition, use, and balances of the School Board's expendable financial resources and the related liabilities are accounted for through governmental funds. The measurement focus is upon determination of financial position and changes in financial position, rather than upon net income determination. The following are the School Board's governmental fund types:

- c. General Fund - The General Fund is the general operating fund of the School Board and accounts for all revenues and expenditures of the School Board not encompassed within other funds.

General operating expenditures and the capital improvement costs that are not paid through other funds are paid from the General Fund.

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1994

NOTE 1 - Summary of Significant Accounting Policies, Continued:

(A) Basis of Presentation - Fund Accounting, continued

- o Special Revenue Fund - Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Fiduciary Fund Type

The Student Activity Fund, an agency fund, accounts for the receipts and disbursement of monies from student activity organizations. The School Board's responsibilities for this fund are to safeguard the fund's assets and provide guidelines for revenues, expenses and financial accountability.

Account Groups

General Fixed Assets Account Group - This account group is established to account for all fixed assets of the School Board.

General Long-Term Debt Account Group - This account group is established to account for all long-term debt of the School Board and for those long-term liabilities to be liquidated with resources to be provided in future periods.

(B) Basis Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 1 - Summary of Significant Accounting Policies, Continued:

(B) Basic Accounting, Continued:

The modified accrual basis of accounting is followed by the governmental fund types and the agency fund. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term debt, are recorded when the related fund liability is incurred, if measurable.

Revenues from local sources consist primarily of property and sales taxes. Property taxes are recorded in the year the taxes are due and payable. Sales and use tax revenues are recorded in the month collected by the School Board.

Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

Grant funds are considered to be earned to the extent of expenditures made under the provisions of the grant; and, accordingly, when cash funds are received, they are recorded as deferred revenues until earned.

(C) Reporting Entity

The School Board is a political subdivision created for providing public education to the citizens of St. Helena Parish under Louisiana Revised Statutes 17:51 and 17:123, as amended. The School Board has

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 1 - Summary of Significant Accounting Policies, Continued:

(C) Reporting Entity, Continued:

the power to sue and be sued, and to make rules and regulations for its own government consistent with the laws of the State of Louisiana and the regulations of the State Board of Elementary and Secondary Education. The School Board is presently composed of six (6) members elected by districts serving four (4) year terms.

The School Board is authorized to establish public schools as it deems necessary to provide adequate facilities for the citizens of the parish, to determine the number of teachers to be employed and to determine local supplements to their salaries. Accordingly, under CARS No. 14, the School Board is considered a primary government and does not include any component units. The School Board members are elected by the public and have decision-making authority. The power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters. These financial statements include all of the funds and account groups and all activities considered to be part of or controlled by the School Board.

The School Board is composed of a central office and three (3) schools. Student enrollment for the 1995-96 year was 1,488 regular and special education students. The School Board employs approximately 340 persons (full time) of which approximately 95% are directly employed at school sites; and the other 5% provide ancillary support such as general administration, repair and maintenance, bus transportation and financial services. The regular school term begins in early August and runs through late May.

(D) Budgetary Data

The School Board employs the following procedures in establishing the budgetary data recorded in the general purpose financial statements:

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 1 - Summary of Significant Accounting Policies, Continued:

(B) Budgetary Data, Continued:

1. Annually, the Superintendent of Schools submits to the School Board a proposed annual budget of expected revenues and expenditures for the General Fund and Special Revenue Funds. Legally adopted budgets are only required for the General Fund and the Special Revenue Funds. The budgets are prepared under the modified accrual basis of accounting which is consistent with generally accepted accounting principles ("GAAP").
2. A public hearing is advertised and conducted to obtain public input and the proposed budgets are published.
3. The budget is adopted by the School Board and, as required, is submitted no later than September 30th to the State Department of Education for approval.
4. The Superintendent is authorized to move budgeted items within line items in the District's approved General Fund Budget but he/she may not increase the total amount authorized. If during the course of the fiscal year, it becomes evident that estimated revenues, expenditures or beginning fund balance may vary substantially (at) from the amounts budgeted, then the Superintendent shall inform the Board of the shortfall. Based on the information submitted, the School Board will adopt an amended budget according to the procedures set forth by the State Legislators R.S. 39:1309 and 1310, and send a copy of the revision to the Louisiana Superintendent of Education. Other budget revisions are submitted to the school board for approval.

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998

NOTE 1 - Summary of Significant Accounting Policies, Continued:

(D) Budgetary Data, Continued

5. Special Revenue Fund budgets may not exceed budgeted amounts by more than 5% unless a budget revision is approved by the State Department of Education.
6. Appropriations are valid only for the year in which made, and any part of such appropriation which is not expended lapses at the end of the year. Encumbrances are not recognized within the accounting records for budgetary control purposes. The level of control over the budget is exercised at the department or program for the General Fund and Special Revenue Funds.
7. All budgeted amounts presented in the general purpose financial statements include the original adopted budget and all subsequent amendments, except certain Special Revenue Fund budgets that were not adopted.
8. The project period of special education funding is fifteen (15) months, July 1 through September 30. Therefore, fifteen (15) month budgeted amounts were presented in the general purpose financial statements.

(E) CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits and interest-bearing demand deposits. Under state law, the School Board may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

JUNE 30, 1996

NOTE 3 - summary of Significant Accounting Policies, Continued:

(F) INVENTORY

Inventory of the Child Nutrition 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 expenses when consumed. All purchased inventory items are valued at cost, and commodities are assigned values based on information provided by the United States Department of Agriculture.

(G) FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased, and the related assets are capitalized (reported) in the general fixed assets account group. Detailed property records are maintained except for certain prior year records and supporting data that are not available to determine historical costs. Fixed assets are reported at historical cost or, if the cost is not practicably determinable, at estimated historical cost. In accordance with generally accepted accounting principles, no provision is made for depreciation of such assets in the General Fixed Assets Account Group.

(H) TOTAL COLUMNS ON COMBINED FINANCIAL STATEMENTS

The total columns presented in the combined financial statements are captioned Memorandum Only to indicate that they are presented only to facilitate analysis. No consolidating entries or other eliminations were made in the aggregation of the totals; thus, they do not present consolidated information and do not purport to present financial position and results of operations in conformity with generally accepted accounting principles.

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 1 - Summary of Significant Accounting Policies, Continued:

(3) COMPENSATED ABSENCES

All 12-month employees earn from 10 to 20 days of vacation (annual) leave each year, depending on length of service with the School Board. Only 10 days may be carried over at the end of the fiscal year. Unlimited vacation leave can be accumulated and used at the time of retirement.

All school board employees earn from 10 to 18 days of sick leave each year, depending upon the number of months employed. Sick leave can be accumulated without limitation. Upon retirement or death, unused accumulated sick leave of up to 25 days is paid to the employee or to the employee's estate at the employee's current rate of pay. Under the Louisiana Teachers Retirement System, the total unused accumulated sick leave, including the 20 days paid, is used in the retirement benefit computation as earned service for leave earned prior to July 1, 1988. For sick leave earned after July 1, 1988, under the Louisiana Teachers Retirement system and for sick leave earned under the Louisiana School Employees Retirement System, all unpaid sick leave, which includes the 25 days paid, is used in the retirement benefit computation as earned service.

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

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 1 - Summary of Significant Accounting Policies, Continued:

(I) COMPENSATED ABSENCES, CONTINUED

The cost of leave privileges, computed in accordance with the Governmental Accounting Standards Board's (GASB's) codification, Section 608, is recognized as a current-year expenditure in the governmental funds when leave is actually taken or when employees or their heirs are paid for accrued leave upon retirement or death. The cost of leave privileges not requiring current resources is recorded in the general long-term obligations account group.

At June 30, 1996, employees of the School Board have accumulated and vested \$241,038 of employees' leave benefits, computed in accordance with the GASB's codification, Section 608, and recorded as compensated absences payable within the general long-term debt account group.

(J) CLAIMS AND JUDGMENTS

The School Board provides for losses resulting from claims and judgments. The criteria established in the GASB's codification, Section 610 were followed in determining the accrued liability.

NOTE 2 - Property and Sales Taxes:

Ad Valorem taxes assessed on a calendar year basis become due on November 15 of each year and become delinquent on December 11. The taxes are generally collected in December, January, and February of the fiscal year.

The School Board was authorized to collect, within St. Helena Parish, a one percent sales and use tax. The proceeds of the tax are dedicated to the payment of salaries and related benefits of all school employees.

ST. HELENA PARISH SCHOOL BOARD

NOTE TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

JUNE 30, 1996

NOTE 2 - Property and Sales Taxes, Continued:

On February 11, 1993, the School Board approved St. Helena Parish Sheriff as sales tax collector, for a fee of 34 of the tax collections, beginning April 1, 1993. The Sheriff collects the sales tax for all of St. Helena Parish and remits to the School Board its one percent.

NOTE 3 - Cash:

At June 30, 1996, the School Board has cash (bank balances) totaling \$676,883.

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by Federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At June 30, 1996, the School Board has \$676,883 in deposits (collected bank balances). These deposits are secured from risk by \$180,000 of federal deposit insurance and \$1,694,748 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 19:1229 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.

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 4 - Due From Other Governments:

Amounts due from other governments consist of receivables for reimbursement of expenditures under various Federal and state programs and grants. All amounts are expected to be collected within the next twelve months.

NOTE 5 - Property, Plant and Equipment:

A summary of changes in general fixed assets for fiscal 1996 is as follows:

	Balance April, 1995	Additions	Retires	Balance June 30, 1996
Land	1,175,000	1	1	1,175,000
Buildings and improvements	2,887,796	1	1	2,887,796
Furniture and equipment	2,684,680	61,200	1,000,000	2,684,680
Total	6,747,476	62,200	1,001,000	6,748,676

NOTE 6 - Pension Plan:

At June 30, 1996, the School Board's employees participate in three separate defined benefit pension plans, the Teachers' Retirement System of Louisiana (Teachers' Plan), the Louisiana School Employees' Retirement System (Employees' Plan) and the Parochial Employees' Retirement System of Louisiana (Parochial Plan). The three plans are cost sharing multiple-employer retirement plans. Each system is administered and controlled by a separate Board of Trustees.

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1994

NOTE 4 - Pension Plan, Continued:

All full-time maintenance and custodial personnel are covered under the Employees' Plan. All food service employees are covered under the Teachers' Plan B and all teachers are covered under the Teachers' Regular Plan. As of March, 1992, the Board members of the School Board elected to join the Parochial system.

The systems are primarily funded by employee and employer contributions. With the exception of the Parochial System, contribution rates (as a percent of covered salaries) are established by state law. The contribution rates for the School Board and employees as required by the Parochial system were adopted by the Board of Directors.

Membership covered payroll and the combined annual employer's contribution rate for the School Board and the State of Louisiana under the three plans for the fiscal year ended June 30, 1994, were as follows:

	Number of Employees	Covered Payroll	Employer's Contribution Rate
Teachers' Plan:			
Regular	152	\$3,243,768	14.50%
Plan B	22	391,188	14.50%
	174	3,634,956	
Employees' Plan	43	463,591	6.00%
Parochial Plan	6	58,888	7.34%
Total	223	\$4,155,423	

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 4 - Donation Plan, Continued:

Employer contributions to the Employees' Plan are made, in accordance with state statute, by the State of Louisiana on behalf of the School Board. Also funded by the State are the employer's contributions for employees who participate in the Teachers' Plan whose salaries are funded by the Minimus Foundation Program. Employer's contributions for employees whose salaries are reimbursed by Federal financial assistance programs are funded by the respective Federal programs.

The rates of employee contribution were as follows:

Teachers' Plan:	
Regular	1.00%
Plan B	1.00%
Employees' Plan	1.50%
Parochial Plan	9.50%

contributions made by the respective sources for the three (3) plans for fiscal year 1996 were as follows:

	TEACHERS' PLAN		EMPLOYEES' PLAN		PAROCHIAL PLAN	
	Contribution Amount	Percentage of Gross Payroll	Contribution Amount	Percentage of Gross Payroll	Contribution Amount	Percentage of Gross Payroll
Employees	\$77,640	1.7%	\$98,141	1.4%	\$ 1,434	10.0%
Employer	220,234	26.5%	26,442	3.8%	1,608	12.0%
Total	\$297,874	28.2%	\$324,583	15.2%	\$2,042	11.0%

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS

JUNE 30, 1996

NOTE 4 - Pension Plan, Continued:

The amount of the total pension benefit obligation is based on a standardized measurement established by GASB-5 that, with some exceptions, must be used by a Public Employee Retirement System (PERS). The standardized measurement is the actuarial present value of credited projected benefits. This pension valuation method reflects the present value of estimated pension benefits that will be paid in future years as a result of employee services performed to date, and is adjusted for the effects of projected salary increases. A standardized measure of the pension obligation was adopted by the GASB to enable readers of PERS financial statements to (a) assess the PERS funding status on a going-concern basis, (b) assess progress made in accumulating sufficient assets to pay benefits when due, and (c) make comparisons among other PERS and among other employers.

Total unfunded or overfunded pension benefit obligations of the three plans were as follows:

	Teachers' Plan	Employees' Plan	Parochial Plan
Pension benefit obligation	\$10,578,308,775	\$ 834,345,874	\$762,893,538
Net assets available for benefits	8,881,873,223	562,811,561	647,945,108
Unfunded (over-funded) pension benefit obligation	\$ 1,696,435,552	\$ 271,534,313	\$ 114,948,430

The measurement of the total pension benefit obligation is based on an actuarial valuation as of June 30, 1996, for the Teachers' and Employees' Plans because the June 30, 1996, information is not available, and as of December 31, 1995, for the Parochial Plan.

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1988

NOTE 4 - Pension Plans, Continued:

(A) TEACHERS' PLAN

Under the Teachers' Plan, employees become eligible for normal retirement allowances at age sixty (60) with ten (10) years of service or with twenty (20) years of service regardless of age. For currently eligible retirees, the pension allowance is calculated based upon a percentage of the retiree's annual average salary of the thirty-six highest consecutive months, times years of creditable service, plus \$200. Employees' benefits vest after ten (10) years of service. The plan also provides for death and disability benefits.

In 1988, Act 81 of the Legislative Session was adopted to amortize this actuarial liability. The act mandated that the unfunded accrued liability as of June 30, 1988, be amortized over a forty year period beginning July 1, 1989. To reduce the unfunded liability, accrued contributions are scheduled to increase at a rate of 4 percent per year and to decrease by 0.5 percent every fifth year. According to the Act, the Teachers' Plan contribution requirements are actuarially determined using the Projected Unit Credit method. This Act was amended by Act 257 to require the outstanding balance of the unfunded accrued liability as of June 30, 1992 to be amortized over the remaining thirty-seven year period with payments forming an annuity at 4.5 percent per year.

As disclosed in the Teachers' Plan Annual Report for the year ended June 30, 1988, the members of the Teachers' Plan had a total and covered payroll of \$2,101,412,382 of which \$177,820,544 (8.46 percent of total and covered payroll) employee contributions and \$186,481,298 (8.87 percent of total and covered payroll) employer contributions were made. Although contributions by employers and employees totaled \$364,301,842, the amount which has been actuarially determined as the contribution requirement necessary to cover normal cost is \$335,495,810 (15.9 percent of total and covered payroll) and to amortize any unfunded actuarial accrued liability is \$211,761,284 (10.1 percent of total and covered payroll).

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998

NOTE 6 - Pension Plan, Continued:

(A) TEACHERS' PLAN, Continued

Significant actuarial assumptions used in the latest actuarial valuation as of June 30, 1998 were as follows:

Investment Return	Yield on the investment of present and future assets of 8.75 percent, compounded annually
Salary Growth	Range between 4.75 and 5.25 percent attributable to inflation, merit, and seniority
Mortality, Pre-Retirement Deaths and Post-Retirement Life Expectancies	Based on the 1983 Sex Distinct Graduated Group Annuity Mortality Table with female ages set at attained age plus one and
Rate of Withdrawal	Based on a 5-year (1983-88) experience study of the system.

The foregoing actuarial assumptions are based upon the presumption that the plan will continue. Were the plans to terminate, different actuarial assumptions and other factors might be applicable in determining the pension benefit obligations.

Significant actuarial assumptions used to compute actuarially determined contribution requirements are the same as those used to compute the pension benefit obligations.

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1994

NOTE 4 - Pension Plan, Continued:

(A) TEACHERS' PLAN, continued

Additional information, including ten year historical trend information, is available in the Teachers' Plan separately issued annual report. The Teachers' Plan annual report includes detailed information on the investment portfolio and discussions on the progress made in accumulating sufficient assets to pay benefits when due.

(B) EMPLOYEES' PLAN

Under the Employees' Plan, employees become eligible for normal retirement with 30 years of creditable service regardless of age, 25 years of creditable service and at least age 55, or 10 years of creditable service and at least age 60. There is no mandatory retirement age.

The normal retirement benefit is an amount equal to $2 \frac{1}{3}$ of the average compensation for the 3 highest consecutive years of membership service, multiplied by the number of years of service, plus a supplementary allowance of \$24.00 per annum. The supplementary allowance is eliminated for members entering the Retirement System on or after July 1, 1986. Employee benefits vest after ten years of service. The plan also provides for death and disability benefits.

The Employees' Plan contribution requirements are actuarially determined using the Entry Age Normal Cost Method. For the year ended June 30 1994, the Employees' Plan had a covered payroll of \$205,467,129 of which \$12,135,206 (approximately 6.0% percent of covered payroll) employees' contributions and \$12,855,128 (approximately 6.3% percent of covered payroll) employee contributions were made.

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 6 - Pension Plan, Continued:

(B) EMPLOYEES' PLAN, Continued

Although contributions by employees and employers totaled \$25,098,308, the amount which has been actuarially determined as the contribution requirement necessary to cover normal cost for the year ended June 30, 1996 is \$27,245,431 and to amortize any overfunded actuarial accrued liability is \$3,584,565.

Significant actuarial assumptions used in the valuation as of June 30, 1996 were as follows:

Investment Return	7.5 percent net yield on investments;
Salary growth	Computed using the 1981-86 salary scale experience plus 0.5 percent;
Mortality Rates	Based upon the experience of the 1971 New Director Group Annuity Mortality Table; and
Rates of Withdrawal	Based upon 1981-86 termination experience.

The foregoing actuarial assumptions are based upon the presumption that the plans will continue. Were the plans to terminate, different actuarial assumptions and other factors might be applicable in determining the pension benefit obligations.

Significant actuarial assumptions used to compute actuarially determined contribution requirements are the same as those used to compute the pension benefit obligations.

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1998

NOTE 6 - Pension Plan, Continued:

(B) EMPLOYEES' PLAN, Continued

Additional information, including eight year historical trend information is available in the Employees' Plan separately issued annual report. The Employees' Plan annual report includes detailed information on the investment portfolio and discussions on the progress made in accumulating sufficient assets.

Prior year historical trend information reflecting the Employees' Plan progress in accumulating the assets required to pay benefits when due is contained in the June 30, 1998 annual financial report.

(C) PAROCHIAL SYSTEM PLAN

Under the Parochial System employees with ten years of creditable service may retire at age sixty; members with twenty-five years of service may retire at age fifty-five; members with thirty years of service may retire regardless of age. The retirement allowance is equal to three percent of the member's final compensation multiplied by his years of creditable service; however, any employee who was a member of the supplemental plan only prior to the revision date has the benefit earned for service credited prior to the revision date on the basis of one percent of final compensation plus two dollars per month for each year of service credited prior to the revision date, and three percent of final compensation for each year of service credited after the revision date. All accumulated annual leave for which payment cannot be made in accordance with law and all unused sick leave accumulated at the time of retirement is included in the member's creditable service for retirement computation purposes. The retirement allowance may not exceed the greater of one hundred percent of member's final salary or the final compensation. Employee benefits vest after ten years of creditable service. The plan also provides death and disability benefits.

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996

NOTE 7 - Postretirement Health Care and Life Insurance Benefits:

The St. Helena 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 an insurance company whose monthly premiums are paid jointly by the employee and by the School Board. The School Board recognizes the cost of providing these benefits (the Board's portion of premiums) as an expenditure when the monthly premiums are due. Total expenditures were \$224,365 for the year ended June 30, 1996; the retired employees' portion was \$5,336.

NOTE 8 - Changes in General Long-Term Obligations:

	Note Payable	Compensated Absences (NOTE 10)	PPA Loans	Total
Long-term obligations payable at July 1, 1995	\$ 6,417	\$196,071	\$44,365	\$246,853
Additions	-0-	-0-	-0-	-0-
Deductions	16,421	124,241	14,041	154,703
Long-term obligations payable at June 30, 1996	\$ -0-	\$241,830	\$44,365	\$286,195

ST. HELENA PARISH SCHOOL BOARD

**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
JUNE 30, 1996**

**NOTE 8 - Changes in General Long-Term
Obligations _____
Continued**

The School Board has entered into a loan agreement with the United States Environmental Protection Agency (EPA) for funds not to exceed \$145,876 at zero interest rate. Loan principal payments are to be repaid semi-annual for a period of twenty (20) years. The loan proceeds finance the removal of asbestos from certain school buildings. The EPA advanced the School Board \$48,410 during the 1995 fiscal year. Principal payments on the EPA loan totaled \$4,847 for the year ended June 30, 1996.

**NOTE 9 - Interfund Receivables and Payables
(See Footnote Other Funds) _____**

Individual fund interfund receivables and payables as of June 30, 1996, were as follows:

Fund	Interfund Receivables	Interfund Payables
General	\$ 81,224	\$ 24,812
Special Revenues:		
IASA Funds	6,813	19,654
Other Federal/State Funds	-0-	41,022
Special Education	-0-	2,588
Child Nutrition	18,988	15,728
Total Special Revenue	24,812	81,204
Total - All Funds	\$106,036	\$106,017

ST. HELENA PARISH SCHOOL BOARD

NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS
 JUNE 30, 1996

NOTE 10 - Operating Transfers:

A summary of the operating transfers by fund for the year ended June 30, 1996, were as follows:

Fund	Operating Transfer In	Operating Transfer Out
General	\$20,318	\$16,351
Special Revenues:		
LISA Funds	18,361	18,361
Special Education	-0-	2,640
Other Federal/State Funds	_____	1,828
Total Special Revenues	18,361	20,829
Total - All Funds	\$38,679	\$37,180

NOTE 11 - Commitments and Contingencies:**(A) LITIGATION**

The School Board is a defendant in a number of lawsuits arising principally in the normal course of operations. In the opinion of the School Board, the outcome of these lawsuits will not have a material adverse effect on the financial statements and, accordingly, no additional provision for losses has been recorded for these lawsuits, except as reported in the financial statements.

(B) FEDERAL FINANCIAL ASSISTANCE PROGRAMS

The School Board participates in a number of federal financial assistance programs. Although the grant programs have been audited through June 30, 1996, in accordance with the single audit act of 1990, these programs are still subject to financial and compliance audits and resolution of identified questioned costs. The amount 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.

ST. HELENA PARISH SCHOOL BOARD**NOTES TO THE GENERAL PURPOSE FINANCIAL STATEMENTS****JUNE 30, 1996****NOTE 12 - Risk Management:**

The School Board is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; employee health; and natural disasters.

The School Board has not acquired any commercial property or liability insurance or used any other method to finance its uninsured risks of loss. Excessive premiums in prior years caused the School Board not to purchase any commercial property and liability insurance.

NOTE 13 - Charges in Agency Deposits Due to Student Groups:

A summary of charges in the School Activity Agency Fund deposits due to student groups is as follows:

Balance July 1, 1995	Additions	Reductions	Balance June 30, 1996
\$14,518	\$122,225	\$(128,894)	\$16,828

The St. Helena Parish School Board has three schools located in Greensburg, Louisiana. The three schools presently operated by the School Board system are as follows:

- St. Helena Central High - Grades 9 through 12
- St. Helena Central Elementary - Grades 5 through 8
- St. Helena Central Elementary - Grades K through 4

ST. MICHAEL'S PARISH SCHOOL BOARD
 COMBINED BALANCE SHEET
 SPECIAL REVENUE FUNDS
 YEAR TO, 1986

ASSETS	CASH	CHILD BENEFIT	SPECIAL EDUCATION	SALES TAX FUND	OTHER FEDERAL/ STATE FUNDS	TOTAL
Cash	\$18,741	\$227,176	\$1,375	\$13,400	\$12,376	\$253,068
Due from other governments	41,873	-0-	-0-	31,480	50,562	123,895
Due from other funds	6,813	18,000	-0-	-0-	-0-	24,813
Inventory	-0-	7,343	-0-	-0-	-0-	7,343
Prepaid expenses	-0-	348	-0-	-0-	-0-	348
Total assets	\$68,427	\$253,867	\$1,375	\$44,880	\$62,938	\$411,487
LIABILITIES AND FUND BALANCE						
Liabilities	\$22,776	\$ 18,365	\$ 977	\$21,883	\$14,622	\$ 89,323
Accounts payable						
Salaries, wages and payroll taxes	22,776	14,572	-0-	-0-	-0-	37,348
Liabilities due to other funds	19,834	18,782	2,338	-0-	41,022	81,976
Total liabilities	\$65,446	\$45,696	\$ 3,315	\$21,883	\$55,644	\$188,390

See accompanying Independent Auditors' Report.

ST. JEROME PARISH SCHOOL BOARD
 COMBINING BALANCE SHEET (CONTINUED)
 SPECIAL REVENUE FUNDS
 JUNE 30, 1998

DATA FUNDS	CHESA SUBSCRIPTION	Special Education	Asian Tax Fund	Other Federal/ state funds	Total
\$ --0-	\$114,614	\$ --0-	\$12,172	\$ 1,824	\$128,610
--0-	114,614	--0-	12,172	1,824	212,610
\$128,610	\$114,614	\$1,824	\$12,172	\$1,824	\$259,044

FUND BALANCES

Transferred:
 Unexpended

Total fund
 balances

Total liabilities
 and fund
 balances

See Accompanying Independent Auditors' Report.

ST. BRIGGS PARISH SCHOOL BOARD
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDING JUNE 30, 1986

	ISAA Funds	Child Education	Special Education	State Tax Fund	Other Federal/ State Fund	Total
REVENUES						
Local services:						
Rates	\$ -0-	\$ -0-	\$ -0-	\$ 5,540,838	\$ -0-	\$ 5,540,838
Food services	-0-	51,660	-0-	-0-	-0-	51,660
Interest	-0-	175	-0-	1,278	-0-	1,453
Other	15	1,728	-0-	-0-	-0-	1,743
Total revenues from local sources	15	23,523	-0-	5,540,838	-0-	5,564,376
State sources	-0-	18,880	-0-	-0-	35,493	54,373
Federal sources	503,288	159,883	107,874	-0-	359,938	1,030,983
Total revenues	503,288	302,286	107,874	5,540,838	395,431	6,750,717

See Accompanying Independent Auditors' Report.

ST. MILES PALM BEACH SCHOOL BOARD
 COMPARING STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES (CONTINUED)

SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED JUNE 30, 1978

EXPENDITURES	1978 Funds	Child Education	Special Education	Sales Tax Fund	Other		Total
					Federal/ State Funds	Funds	
Current:							
Instructional:							
Regular	0	0	0	0	0	0	0
Special	0	0	0	0	0	0	0
Vocational							
Education	0	0	0	0	0	0	0
Other	228,848	0	0	0	28,400	131,654	388,902
Total	228,848	0	0	0	28,400	131,654	388,902
Instructional expenditures:							
Regular	0	0	0	0	0	0	0
Special	0	0	0	0	0	0	0
Vocational							
Education	0	0	0	0	0	0	0
Other	228,848	0	0	0	28,400	131,654	388,902
Total	228,848	0	0	0	28,400	131,654	388,902
Support Services:							
Facilities	0	0	0	0	0	0	0
Instructional staff	182,890	0	0	0	0	0	182,890
General admin- istration	1,000	0	0	0	0	0	1,000
School admin- istration	0	0	0	0	0	0	0
Business services	0	0	0	0	0	0	0

See Accompanying Independent Auditors' Report

ST. MELINA PARISH SCHOOL BOARD
 CONCERNING STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES (CONTINUED)
 SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED JUNE 30, 1966

	JASA Funds	Child Nutrition	Special Education	Sales Tax Fund	Other Federal/ State Funds	Total
CONSTRUCTORS, continued						
Support Services, Continued						
Plant services	\$ 35,079	\$ -0-	\$ 3,400	\$ 31,465	\$ 479	\$ 69,963
Student treat- percation services	687	-0-	-0-	55,697	-0-	56,384
Congreg- ational services	2,288	-0-	3,382	-0-	-0-	5,670
Total support services expenditures	38,054	-0-	6,782	87,162	479	132,477
Food services	-0-	653,215	-0-	41,958	39,885	672,158
Commodity services	3,883	-0-	-0-	-0-	-0-	3,883
Facility acquisition and construction	885	-0-	-0-	-0-	-0-	885
total expendi- tures	48,822	653,215	6,782	129,120	139,369	1,437,313
excess (deficiency) of revenues over expenditures	(180)	28,472	3,240	1,27,522	14,888	11,236

see accompanying Independent Auditors' Report.

ST. HELENA PARISH SCHOOL BOARD
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES (CONTINUED)
 SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED JUNE 30, 1999

TAKE FUNDS	Child Benefit	Special Education	Relief Tax Fund	Other Federal/ State Funds	Total
\$ 14,282	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ 14,282
155,202	-0-	(3,580)	-0-	13,428	(20,952)
-0-	-0-	(2,580)	-0-	(3,428)	(13,588)
-0-	28,400	-0-	(27,886)	(4,166)	(5,732)
-0-	156,173	-0-	31,287	8,560	208,402
-0-	\$184,614	-0-	\$ 33,401	\$ 3,894	\$ 212,402

See accompanying independent auditors' report.

EXPENDITURES, CONTINUED

Operating financing
 sources (uses):

Operating
 transfer-in
 operating
 transfer-out

Total other
 financing
 sources
 (uses)

Excess (deficiency) of
 revenues and other
 financing sources
 over expenditures
 and other financing
 uses

Fund balances at
 beginning of year

Fund balances at
 end of year

ST. HELENA PARISH SCHOOL BOARD
GREENSBURG, LOUISIANA

SINGLE AUDIT REPORTS AND FINDINGS
FOR THE YEAR ENDED JUNE 30, 1996

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ST. HELENA PARISH SCHOOL BOARD
SINGLE AUDIT REPORTS AND FINDINGS
FOR THE YEAR ENDED JUNE 30, 1986

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**INDEPENDENT AUDITORS' REPORT ON
SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE**

To the Members of the
St. Helena Parish School Board
Greenberg, Louisiana

We have audited the general purpose financial statements of the St. Helena Parish School Board (the School Board), as of and for the year ended June 30, 1998, and have issued our report thereon dated November 22, 1998. These general purpose financial statements are the responsibility of the management of the School Board. 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 and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the 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 financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the St. Helena Parish School Board, taken as a whole. The accompanying Schedule of Federal Financial Assistance is presented for purposes of additional analysis and is not a required part of the general purpose financial statements. The information in that Schedule has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Bruno & Tervalon

BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 22, 1998

**ST. HELENS PUBLIC SCHOOL BOARD
SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE
FOR THE YEAR ENDING JUNE 30, 1974**

FEDERAL AGENCY/STATE PROGRAM (MAJOR PROGRAM TITLE)	FEDERAL CFR SECTION	FISCAL PERIOD QUARTER'S BEGIN	PERIOD OR YEAR END	AMOUNT RECORDED	ENCUMBERED
U.S. DEPARTMENT OF AGRICULTURE -					
Pass Through State Department of Education:					
Special Food Service Program	16.504	--	1-0-	20,421	20,421
Food Distribution	16.506	--	0-0-	30,500	30,500
School Breakfast Program	16.513	--	0-0-	154,223	154,223
National Lunch Program	16.515	--	0-0-	202,244	202,244
Total U.S. Department of Agriculture				407,388	407,388
U.S. DEPARTMENT OF EDUCATION -					
Pass Through State Department of Education:					
Title VIII I	34.818	94-03-94	707,444	684,623	684,623
Title VIII VI	34.352	20-94-2044-0	12,424	11,441	11,441
Adult Basic Education	34.802	--	25,444	25,703	25,703
Title P.L. 100-176	34.827	90-97-90	71,224	71,478	71,478
Misc. Title III (N. President)	34.373	90-97-90	17,004	20,225	20,225
Pass Through State Department of Education, Continued:					
Title VIII II Math/Science	34.364	20-94-2044-02	11,400	9,972	9,972
Open-Plan Schools	34.388	20-94-2044-0	5,284	5,289	5,289
Open-Plan School Conversion	34.388	20-94-2044-0	4,220	4,220	4,220
Start-up Points Pre-School Program	33.575	--	24,267	24,267	24,267
Dependent Care After-School Care Program	33.670	--	5,000	4,856	4,856
Vocational Education - Basic Grant	34.344	20-94-09-02	2,426	25,407	25,407
Vocational Education - Basic Grant - Company	34.344	20-94-09-02	764	764	764
School/Teacher Child Search	34.124	90-0-90	1,206	1,206	1,206
Part. II Infant Toddler	34.124	95-277-0-00	4,822	2,288	2,288
Total U.S. Department of Education				1,471,200	1,471,200
Total Federal Assistance Before Fees				1,471,200	1,471,200
U.S. Environmental Protection Agency Incentive Assistance Grant (R0115)	--	--	--	40,244	
TOTAL FEDERAL ASSISTANCE				1,511,444	

*Includes a major program

See accompanying notes to schedule of financial assistance.

ST. HELENA PARISH SCHOOL BOARD

NOTE TO THE SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE
JUNE 30, 1996

NOTE 1 - General:

The accompanying Schedule of Federal Financial Assistance presents the activity of all Federal financial assistance programs of the St. Helena Parish School Board (the School Board). The School Board reporting entity is defined in NOTE 1 to the general purpose financial statements for the year ended June 30, 1996. All Federal financial assistance received directly from Federal agencies is included on the Schedule, as well as Federal financial assistance passed through other government agencies. The following programs are considered major Federal programs of the School Board: Elementary and Secondary Education Act (ESEA) Title I, and School Lunch and Breakfast Programs.

NOTE 2 - Basis of Accounting:

The accompanying Schedule of Federal Financial Assistance is presented using the modified accrual basis of accounting, which is described in NOTE 1 to the School Board's general purpose financial statements for the year ended June 30, 1996.

NOTE 3 - Relationship to General Purpose Financial Statements:

Federal financial assistance revenues are reported in the School Board's general purpose financial statements as follows:

	General Fund	Special Revenue Fund
From Federal sources	\$ 4-	\$1,447,100
Indirect costs reimbursed through application of state approved rate	28,313	
	\$28,313	

ST. HELENA PARISH SCHOOL BOARD
NOTES TO THE SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE
JUNE 30, 1990

NOTE 4 - Relationship to Federal Financial Reports:

Amounts reported in the schedule of Federal Financial Assistance agree with the amounts reported in the related federal financial reports.

NOTE 5 - EEA Loans:

The School Board has outstanding loans from the Environmental Protection Agency totaling \$60,318 as of June 30, 1990. These loans are to be repaid over the next 18 years.

& Tervalon

800-418-8800 (TX)
504-581-8800 (LA, OR)
504-581-8811 (LA, TX)

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

To the Members of the
St. Helena Parish School Board
Greensboro, Louisiana

We have audited the general purpose financial statements of St. Helena Parish School Board (the School Board), as of and for the year ended June 30 1996, and have issued our report thereon dated November 22, 1996. In our report, our opinion was qualified because we have been unable to satisfy ourselves concerning a portion of the cost or estimated cost of fixed assets because detailed records and documentation of historical and estimated costs are not available.

We conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-133, Audits of State and Local Governments. These standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

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

The management of the 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 School Board for the year ended June 30, 1998, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of 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 to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a 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 and irregularities in

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

accounts that would be material in 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. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

In connection with our audit, we reviewed the prior year's reportable conditions on the internal control structure, including applicable internal administrative controls to determine whether management had implemented appropriate corrective action to correct the conditions giving rise to the findings. The results of our review with respect to the prior year reportable conditions are described in the accompanying Status of Prior Reportable Conditions.

We also noted other matters involving the internal control structure and its operation that we have reported to the management of the School Board in a separate letter dated November 23, 1996.

This report is intended for the information of the School Board, its management, the Louisiana Legislative Auditor, and the Louisiana Department of Education. However, this report is a matter of public record and its distribution is not limited.

Bruno & Tervalon

BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 23, 1996

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

To the Members of the
St. Helena Parish School Board
Greensburg, Louisiana

We have audited the general purpose financial statements of St. Helena Parish School Board (the School Board), for the year ended June 30, 1994, and have issued our report thereon dated November 23, 1994. We have also audited the compliance of the School Board, with requirements applicable to major federal financial assistance programs and have issued our report thereon dated November 23, 1994.

We conducted our audits 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. These 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 whether the School Board, complied with laws and regulations, noncompliance with which would be material to a major federal financial assistance program.

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

In planning and performing our audits for the year ended June 30, 1994, we considered the internal control structure of the School Board, in order to determine our auditing procedures for the purpose of expressing our opinions on the general purpose financial statements of the School Board and on the compliance of the School Board 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 November 22, 1990.

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

**INDEPENDENT AUDITORS' REPORT ON THE INTERNAL CONTROL
STRUCTURE USED IN ADMINISTERING
FEDERAL FINANCIAL ASSISTANCE PROGRAMS**
(CONTINUED)

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:

o **Accounting Controls**

- Purchases/Disbursements
- Payroll

o **Administrative Controls**

- General Requirements:
 - Additional activity
 - Civil rights
 - Cost management
 - Federal financial reports
 - Drug-free workplace
 - Allowable costs/cost principles
 - Administrative requirements
- Specific Requirements:
 - Types of services
 - Eligibility
 - Matching
 - Level of effort
 - Reporting
 - Special requirements:
 - Needs assessment
 - Record retention
- 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.

**INDEPENDENT AUDITORS' REPORT ON THE INTERNAL CONTROL
STRUCTURE USED IN ADMINISTERING
FEDERAL FINANCIAL ASSISTANCE PROGRAMS**
(CONTINUED)

During the year ended June 30, 1994, the School Board, expended 76% 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 and amounts claimed or used for matching 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.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a 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 and irregularities in amounts that would be material in 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. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

In connection with our audit, we reviewed the prior year's reportable conditions on the internal control structure, including applicable internal administrative controls to determine whether management had implemented appropriate corrective action to correct the conditions giving rise to the findings. The results of our review with respect to the prior year reportable conditions are described in the accompanying Status of Prior Reportable Conditions.

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

We also noted other matters involving the internal control structure and its operation that we have reported to the management of the School Board in a separate letter dated November 22, 1996.

This report is intended for the information of the School Board, management, the Louisiana Legislative Auditor, and the Louisiana Department of Education. However, this report is a matter of public record and its distribution is not limited.

Bruno & Tervalon

BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 22, 1996

ST. HELENA PARISH SCHOOL BOARD
STATUS OF PRIOR REPORTABLE CONDITIONS

INSURANCE COVERAGE

The School Board was not covered by any property and liability insurance.

EXCESS STATUS

As in the prior years, we noted in the 1998 audit that the School Board had not acquired any property and liability insurance or has any other method to finance an exposure, liability, or risk.

We recommend that the School Board purchase commercial insurance or consider the use of any other type of risk financing to reduce the risks of loss that may arise from theft; act of God; injuries to employees; theft of, damage to and destruction of assets, etc.

Management's Response

The School Board concurs with the auditor's finding and recommendation. Management is continuing to evaluate various insurance quotes received. We presently have full student insurance coverage for daytime and all activities. Also, we are covered by workmen's compensation for all employees.

ST. HELENA PARISH SCHOOL BOARD
STATUS OF PRIOR REPORTABLE CONDITIONS, continued

SEGREGATION OF DUTIES

Bookkeepers are performing incompatible tasks and some controls are being omitted, such as approval and review functions.

Current Status

We noted during our 1998 audit that bookkeepers still are assigned and perform incompatible functions which tend to weaken internal controls.

In order to maintain appropriate internal controls, we recommend that the School Board review current accounting responsibilities and established procedures to ensure that assigned accounting duties are adequately segregated.

Management's Response

The School Board has established certain procedures as recommended in prior audits and we continue to improve the segregation of duties.

ST. HELENA PARISH SCHOOL BOARD
STATUS OF PRIOR REPORTABLE CONDITIONS, continued

PERIODIC FINANCIAL REPORTING

During our audit we noted that internal financial statements were not routinely prepared.

We recommend that procedures be reviewed and updated as necessary to ensure that internal financial statements are prepared monthly and on a timely basis. Timely completed financial reports are necessary for management in analyzing the accuracy of financial information, comparing actual revenues and expenditures to budget, and submitting financial reports to outside users (i.e. grantors of financial assistance).

Current Status

We noted in our 1996 audit that internal financial statements were not prepared on a monthly basis. Also, the year end financial statements were not completed until September 1996.

Management's Response

The School Board concurs with the finding and recommendation and will establish procedures to ensure the financial statements are prepared periodically on a timely basis and that year end financial statements are completed within a reasonable timeframe.

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

To the Members of the
St. Helena Parish School Board
Greensburg, Louisiana

We have audited the general purpose financial statements of St. Helena Parish School Board (the School Board), as of and for the year ended June 30, 1990, and have issued our report thereon dated November 29, 1990. In our report, our opinion was qualified because we have been unable to satisfy ourselves concerning a portion of the cost or estimated cost of fixed assets because detailed records and documentation of historical and estimated costs are not available.

We conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of office of Management and Budget Circular A-133, Audits of State and Local Governments. These standards and OMB circular A-133 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 School Board is the responsibility of the School Board's management. As part of obtaining reasonable assurance about whether the 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 Government Auditing Standards.

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

To the Members of the
St. Helena Parish School Board
Greensburg, Louisiana

We noted an immaterial instance of noncompliance that we have reported to the management of the School Board in a separate letter dated November 22, 1986.

This report is intended for the information of the School Board, its management, the Louisiana Legislative Auditor, and the Louisiana Department of Education. However, this report is a matter of public record and its distribution is not limited.

Bruno & Tervalon

BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 22, 1986

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

To the Members of the
St. Helena Parish School Board
Greensburg, Louisiana

We have audited the general purpose financial statements of St. Helena Parish School Board (the School Board), as of and for the year ended June 30, 1996, and have issued our report thereon dated November 23, 1996. In our report, our opinion was qualified because we have been unable to satisfy ourselves concerning a portion of the cost or estimated cost of fixed assets because detailed records and documentation of historical and estimated costs are not available.

We have applied procedures to test the 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.

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

This report is intended for the information of the School Board, its management, the Louisiana Legislative Auditor, and the Louisiana Department of Education. However, this report is a matter of public record and its distribution is not limited.

Bruno & Tervalon

BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 22, 1988

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
WITH SPECIFIC REQUIREMENTS APPLICABLE TO MAJOR
FEDERAL FINANCIAL ASSISTANCE PROGRAMS**
(CONTINUED)

To the Members of the
St. Helena Parish School Board
Greensburg, Louisiana

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.

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

This report is intended for the information of the School Board, its management, the Louisiana Legislative Auditor, and the Louisiana Department of Education. However, this report is a matter of public record and its distribution is not limited.

Bruno & Tervalon
BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 22, 1996

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

To the Members of the
St. Helena Parish School Board
Crescentburg, Louisiana

We have audited the general purpose financial statements of St. Helena Parish School Board (the School Board), as of and for the year ended June 30, 1996, and have issued our report thereon dated November 28, 1996. In our report, our opinion was qualified because we have been unable to satisfy ourselves concerning a portion of the cost or estimated cost of fixed assets because detailed records and documentation of historical and estimated costs are not available.

In connection with our audit of the general purpose financial statements of the School Board's control structure used to administer federal financial assistance programs, as required by Office of Management and Budget 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 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 School Board had not complied, in all material respects, with those requirements.

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

To the Members of the
St. Helena Parish School Board
Greensburg, Louisiana

This report is intended for the information of the School Board,
its management, the Louisiana Legislative Auditor, and the
Louisiana Department of Education. However, this report is a
matter of public record and its distribution is not limited.

Bruno & Tervalon

BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 21, 1996

& Tervalon

MEMBER OF BRUNO, BOND & O'NEILL
A FIRM OF ACCOUNTANTS IN L.P.A.
NEW ORLEANS, LOUISIANA

INDEPENDENT AUDITORS' COMMENTS TO MANAGEMENT

To the Members of the
St. Helens Parish School Board
Greensburg, Louisiana

We have audited the financial statements of St. Helens Parish School Board (the School Board) for the year ended June 30, 1996 and have issued our report thereon dated November 23, 1996.

As part of our audit, we made a study and evaluation of the internal control structure, including applicable internal administrative controls, to the extent we considered necessary to evaluate the internal control structure as required by generally accepted auditing standards.

During our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. These comments and recommendations, all of which have been discussed with the appropriate members of management, are intended to improve the internal control structure or result in other operating efficiencies and are listed in Appendix A to this report.

Additionally, the status of the comments from our prior year letter to you dated November 17, 1995 is included in Appendix B. While we recognize that a number of our observations and comments, both from the current year and our prior year's letter, require additional financial resources which may not be currently available, we believe that they still warrant continued consideration by management.

This report is intended for the information of the School Board, management, the Louisiana Legislative Auditor, and the Louisiana Department of Education. However, this report is a matter of public record and its distribution is not limited.

Bruno & Tervalon

BRUNO & TERVALON
CERTIFIED PUBLIC ACCOUNTANTS

November 23, 1996

**ST. HELENA PARISH SCHOOL BOARD
CURRENT YEAR COMMENTS**

BUDGETARY AUTHORITY AND CONTROL

We noted during our 1996 audit that total actual expenditures and other uses within the Special Revenue Fund exceeded budgeted expenditures and other uses by more than five percent.

According to Louisiana Revised Statutes, Section 18:1316, the Superintendent shall advise the governing board in writing for fund budget amendment when actual fund expenditures exceeds budgeted fund expenditures by five percent or more.

We recommend that the School Board comply with State budget laws regarding actual expenditures exceeding budgeted expenditures by more than five percent.

Management Response:

The School Board concurs with our comment and recommendation and will review its current budgetary monitoring control procedures to ensure that the School Board is in compliance with State laws affecting budgetary authority and control.

FIXED ASSET INVENTORY

We noted during our audit that the fixed asset inventory was not taken for the 1996 fiscal year.

We recommend that the School Board take a fixed asset inventory at year end or immediately thereafter to timely provide support for the amounts of general fixed assets reported in the financial statements.

Management Response:

The school board is in process of purchasing a new computer system and software which will enable them to more efficiently control and update their inventories.

**STATUS OF
PRIOR YEAR COMMENTS**

ST. HELENA PARISH SCHOOL BOARD
STATUS OF PRIOR YEAR'S MANAGEMENT LETTER COMMENTS

ACCOUNTING MANUAL

We noted that the School Board does not have an accounting procedures manual. There may be an assumption that because the School Board's accounting system is relatively simple and accounting personnel have direct and easy access to supervisory personnel when questions arise, there is no need for a manual. However, written procedures, instructions, and assignments of duties will prevent or reduce misunderstandings, errors, inefficient or wasted effort, duplicated or omitted procedures, and other situations that can result in inaccurate or untimely accounting records. A well-derived accounting manual can also help to ensure that all similar transactions are treated consistently, that accounting principles used are proper, and that records are produced in the form desired by management. A good accounting manual should aid in the training of new employees and possibly allow for delegation to other employees of some accounting functions management performs. It will take some time and effort for the School Board to develop a manual; however, we believe this time will be more than offset by time saved later in training and supervising accounting personnel. Also, in the process of the comprehensive review of existing accounting procedures for the purpose of developing the manual, management might discover procedures that can be eliminated or improved to make the system more efficient and effective.

Current Status

The School Board is still in the process of developing an accounting manual. The School Board has also requested the assistance from the auditors in getting the accounting manual completed.

**ST. HELENA PARISH SCHOOL BOARD
STATUS OF PRIOR YEAR'S MANAGEMENT LETTER COMMENTS
(CONTINUED)**

ORGANIZATION CHART

The School Board does not have a detailed organization chart. There is a natural tendency to dismiss the need for an organization chart in a small entity where management deals more or less directly with each employee, and where all personnel know each other and are generally aware of each other's area of responsibility. However, without an organization chart, there may be confusion about who is really accountable for particular areas and to whom employees are responsible. The result could be that some areas of operations do not receive adequate attention or that duplicative or contradictory actions are taken. A good organization chart can prevent such misunderstandings and also increase administrative efficiency and control.

Current Status

The Superintendent and his staff have developed an organizational chart as recommended by the Auditors.

SEPARATION OF DUTIES IN THE ACCOUNTING DEPARTMENT

Although the small size of the School Board's office staff limits the extent of separation of duties, we believe certain steps could be taken to separate incompatible duties. The basic premise is that no one employee should have access to both physical assets and the related accounting records or to all phases of a transaction.

Current Status

We noted during our 1996 audit that the School Board has reassigned duties in the accounting department to separate incompatible cash functions. Also, the School Board is continually reassessing other duties in the accounting department for the purpose of assigning duties that are compatible.

**ST. HILENA PARISH SCHOOL BOARD
STATUS OF PRIOR YEAR'S MANAGEMENT LETTER COMMENTS
(CONTINUED)**

ENCUMBRANCE ACCOUNTING AND REPORTING

Encumbrance accounting is not used by the School Board as an element of budgetary controls. Encumbrances are defined as commitments related to unperformed (executory) contracts for goods or services.

We recommend that the School Board consider the use of a modified encumbrance accounting for general and special revenue funds. Accounting for encumbrances often provides effective budgetary control and facilitates cash management. Encumbrance systems have as their goal two (2) primary objectives: (a) to determine that the proposed expenditures are allowed by the budget and (b) to make sure that the proposed expenditures do not exceed budgeted amounts.

Because an encumbrance is only a commitment, it does not meet the expenditure or liability recognition criteria. Encumbrances outstanding at year end and that do not lapse should be displayed as reservations of fund balances for subsequent years' expenditure. Encumbrances that lapse should be displayed either as a reservation of fund balance or disclosed in the notes to the financial statements if the School Board intends to honor the commitment.

Current Status

As in the 1999 audit, the School Board is still in the process of reorganizing the accounting department in order to implement modified encumbrance accounting.

ST. HELENA PARISH SCHOOL BOARD
STATUS OF PRIOR YEAR'S MANAGEMENT LETTER COMMENTS
(CONTINUED)

COMPLIANCE REQUIREMENTS

The School Board participates in a number of Federal financial assistance programs and as such several statutory and regulatory requirements are applicable to all or most Federal assistance programs. The failure to comply with these requirements could have a material effect on the School Board's financial statements and on its Federal programs.

We noted during our audit that no one person has the direct responsibility to ascertain that the School Board is in compliance with applicable requirements. We realize the staff of the School Board is limited; however, we recommend that the School Board designate a person responsible to ensure that the School Board is in compliance with general requirements, at a minimum, which are set forth in OMB Compliance Requirement for Single Audits of State and Local Governments.

The responsibility for compliance with specific requirements of Federal programs and projects would remain with program directors. Also, we recommend that the person delegated to oversee compliance with general requirements report directly to the Superintendent of schools.

Current Status

We noted during our 1988 audit that the School Board had not assigned anyone as the grant compliance coordinator. However, the School Board has recently appointed an individual as grant compliance coordinator effective for the 1989 fiscal year.

**ST. HELENA PARISH SCHOOL BOARD
STATUS OF PRIOR YEAR'S MANAGEMENT LETTER COMMENTS
(CONTINUED)**

COMPUTER-BASED ACCOUNTING SYSTEM

Manual accounting systems are individually maintained to record and summarize transactions of most Special Revenue Funds.

We recommend that the School Board consider using a computer-based system to record and summarize all accounting transactions and to provide meaningful management reports for the review and analysis of accounting information. Implementing such a system will advance the efficiency of the accounting staff and will provide faster and better information for management and the Board of Directors.

Current Status

As reported in the 1995 audit, the School Board plans that the Special Revenue Funds records will be computerized by the end of the 1997 calendar year.

FUND BALANCE

The School Board is practically in the deficit position in its General and Special Revenue Funds. The School Board at June 30, 1995 reflected a deficiency of revenues over expenditures of \$154,545 and \$65,836 in the General Fund and the Special Revenue Fund, respectively. Total fund balance at June 30, 1995 was \$261,766. With limited revenue sources and increasing students' needs, measures should be taken by the School Board to ensure that deficits do not exist and that a minimum level of fund balance be maintained. A minimum of at least 5% of expenditures should be accumulated in fund balance for unanticipated needs of the school system. A short-term and long-range plan should be developed by the School Board and management to document and measure the School Board's progress toward these goals.

Current Status

In 1996, the school board continued to incur a deficiency of revenues over expenditures in the General and Special Revenue Funds. The School Board continues its efforts to increase fund balances to minimum levels.