

**Bienville Parish School Board**  
**Arcadia, Louisiana**

**Annual Financial Report**  
**As of and for the Year Ended June 30, 2004**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the 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.

Release Date 1-26-05

**Bienville Parish School Board  
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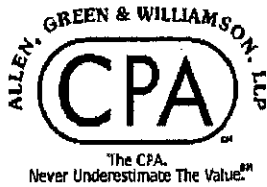
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1963 - 2000

## Independent Auditors' Report

Board Members  
Bienville Parish School Board  
Arcadia, Louisiana

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Bienville Parish School Board, as of and for the year ended June 30, 2004, which collectively comprise the School Board's basic financial statements, as listed in the table of contents. These financial statements are the responsibility of the School Board's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the School Board as of June 30, 2004, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated December 21, 2004, on our consideration of the School Board's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in assessing the results of our audit.

The Management's Discussion and Analysis and the Budgetary Comparison Schedules are not a required part of the *basic financial statements* but is supplemental information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplemental information. However, we did not audit the information and express no opinion on it.

The accompanying supplemental information, as listed in the table of contents, and the schedule of expenditures of federal awards, as required by OMB Circular No. A-133, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Also, the accompanying other information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements of the School Board. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on it.

*allen, Green + Williamson, LLP*

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana  
December 21, 2004

**REQUIRED SUPPLEMENTAL INFORMATION:**

**MANAGEMENT'S DISCUSSION  
AND ANALYSIS (MD&A)**

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**Bienville Parish School Board**  
**Management's Discussion and Analysis (MD&A)**

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Our discussion and analysis of Bienville Parish School Board's financial performance provides an overview of the School Board's financial activities for the fiscal year ended June 30, 2004. Please read it in conjunction with the School Board's financial statements which follow this Management's Discussion and Analysis.

The Management's Discussion and Analysis (MD&A) is an element of the new reporting model adopted by the Governmental Accounting Standards Board (GASB) in their Statement No. 34 Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments issued June 1999.

**FINANCIAL HIGHLIGHTS** The primary resources available to the School Board are local revenues which are primarily tax receipts, state revenues which are primarily minimum foundation funding and cost reimbursement grants, and federal revenues which are primarily cost reimbursement grants.

Total revenues for all funds increased \$2,481,982 due mainly to a \$1,341,885 increase in operating grants and contributions, a \$582,322 increase in ad valorem taxes, and a \$174,796 increase in sales tax, and a \$227,335 increase in Minimum Foundation Program.

Total Expenditures for all funds increased \$2,169,732 mainly due to increases in salaries and benefits.

The General Fund decreased \$111,920 mainly due to a mandatory salary increase of approximately \$89,000.

The Repair & Upkeep Fund increased \$32,522 mainly due to reduced spending in this fund for repairs and increased spending from sales tax in the general fund.

The 23 mill Fund increased \$690,745 mainly due to the continued paying of a portion of retirees expenditures from other funds.

The School Food Service Fund increased \$51,333 mainly due to decrease in expenditures.

The School District #4 & 5 building Fund increased \$6,045,090 mainly due to the receipt of bond proceeds of \$6,700,000.

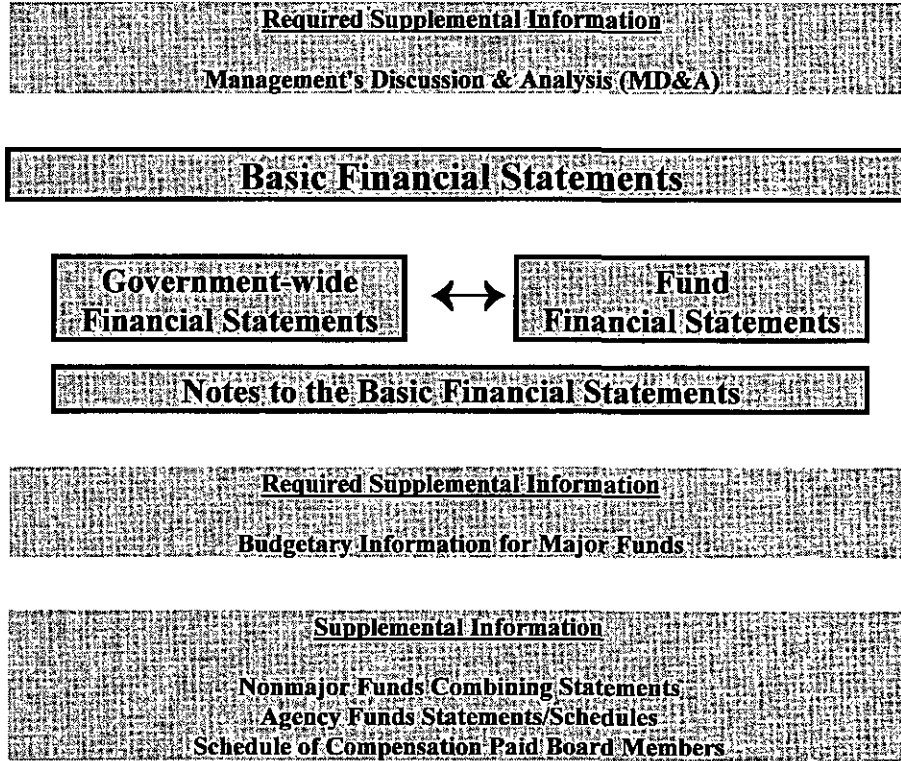
The Other Governmental Fund increased \$452,518 mainly due to an increase in ad valorem taxes.

**USING THIS ANNUAL REPORT** The School Board's annual report consists of a series of financial statements that show information for the School Board as a whole, its funds, and its fiduciary responsibilities. The Statement of Net Assets and the Statement of Activities provide information about the activities of the School Board as a whole and present a longer-term view of the School Board's finances. Our fund financial statements are included later in this report. For our governmental activities, these statements tell how we financed our services in the short-term as well as what remains for future spending. Fund statements also may give you some insights into the School Board's overall financial health. Fund financial statements also report the School Board's operations in more detail than the governmental-wide financial statements by providing information about the School board's most significant funds, General fund, Repair & Upkeep, 23 mill, School Food Service, and School District # 4 & 5 Building fund. The remaining statement-the Statement of Fiduciary Assets and Liabilities presents financial information about activities for which the school Board acts solely as an agent for the benefit of students and parents, and other governments in Bienville Parish.

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**Bienville Parish School Board  
Management's Discussion and Analysis (MD&A)**

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Our auditor has provided assurance in his independent auditor's report, located immediately preceding this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. Varying degrees of assurance is being provided by the auditor regarding the Required Supplemental Information and the Supplemental Information identified above. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts in the Financial Section.

**Reporting the School Board as a Whole**  
*The Statement of Net Assets and the Statement of Activities*

Our analysis of the School Board as a whole begins with the government-wide financial statements. One of the most important questions asked about the School Board is, "Is the School Board as a whole better off or worse off financially as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities, which appear first in the School Board's financial statements, report information on the School Board as a whole and its activities in a way that helps you answer this question. We prepare these statements to include all assets and liabilities, using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.



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**Bienville Parish School Board**  
**Management's Discussion and Analysis (MD&A)**

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These two statements report the School Board's net assets - the difference between assets and liabilities, as reported in the Statement of Net Assets - as one way to measure the School Board's financial health, or financial position. Over time, increases or decreases in the School Board's net assets - as reported in the Statement of Activities - are one indicator of whether its financial health is improving or deteriorating. The relationship between revenues and expenses is the School Board's operating results. However, the School Board's goal is to provide services to our students, not to generate profits as commercial entities do. One must consider many other non-financial factors, such as the quality of the education provided and the safety of the schools to assess the overall health of the School Board.

The Statement of Net Assets and Statement of Activities report the following activity for the School Board:

Governmental activities - all of the School Board's services are reported here, including instruction, plant services, transportation, and food services. Property taxes, sales taxes, Minimum Foundation Program funds, and state and federal grants finance most of these activities.

### **Reporting the School Board's Most Significant Funds**

#### ***Fund Financial Statements***

The School Board's fund financial statements provide detailed information about the most significant funds - not the School Board as a whole. Some funds are required to be established by State law and by bond covenants. However, the School Board establishes many other funds to help it control and manage money for particular purposes (like the school food service) or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (like grants the School Board receives from the U.S. Department of Education). The School Board's governmental funds use the following accounting approach:

Governmental funds - All of the School Board's services are reported in governmental funds. Governmental fund reporting focuses on showing how money flows into and out of funds and the balances left at year-end that are available for spending. They are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the School Board's operations and the services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the School Board's programs. We describe the *relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in a reconciliation on Statements D and F.*

#### **The School Board as Trustee**

#### ***Reporting the School Board's Fiduciary Responsibilities***

The School Board is the trustee, or fiduciary, for its student activities funds, and the sales tax collection fund. All of the School Board's fiduciary activities are reported in the Statements of Fiduciary Assets and Liabilities. We exclude these activities from the School Board's other financial statements because the School Board cannot use these assets to finance its operations. The School Board is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

**THE SCHOOL BOARD AS A WHOLE** The School Board's net assets were \$13,974,028 at June 30, 2004. Of this amount \$5,058,803 was unrestricted. Restricted net assets are reported separately to show legal constraints from debt covenants and enabling legislation that limit the School Board's ability to use those net assets for day-to-day operations. Our analysis below focuses on the net assets, (Table 1) and the change in net assets (Table 2) of the School Board's governmental activities.

**Bienville Parish School Board**  
**Management's Discussion and Analysis (MD&A)**

Table 1  
Net Assets  
June 30,

	2004	2003	Dollar Variance
Current and other assets	\$ 18,319,506	\$ 10,745,908	\$ 7,573,598
Capital assets	11,889,742	11,279,421	610,321
Total assets	<u>30,209,248</u>	<u>22,025,329</u>	<u>8,183,919</u>
Current and other liabilities	4,432,824	3,916,220	516,604
Long-term liabilities	11,806,722	5,529,753	6,276,969
Total liabilities	<u>16,239,546</u>	<u>9,445,973</u>	<u>6,793,573</u>
Net assets			
Invested in capital assets, net of debt	7,366,273	6,649,694	716,579
Restricted	2,587,621	2,041,595	546,026
Unrestricted	4,015,808	3,888,067	127,741
Total net assets	<u>\$ 13,969,702</u>	<u>\$ 12,579,356</u>	<u>\$ 1,390,346</u>

The \$4,015,808 in unrestricted net assets of governmental activities represents accumulated results of all past year's operations. It means that if the School Board had to pay off all of its bills today including all of its non-capital liabilities such as compensated absences, there would be \$4,015,808 left.

The results of this year's operations for the School Board as a whole are reported in the Statement of Activities. Table 2 on the next page, takes the information from that statement and rearranges it slightly so that readers can see total revenues for the year.

**Bienville Parish School Board  
Management's Discussion and Analysis (MD&A)**

**Table 2  
Changes in Net Assets  
For the Year Ended June 30, 2004**

	2004	2003	Dollar Variance
Net Assets - beginning	\$ 12,579,356	\$ 12,183,774	\$ 395,582
<b>Revenues:</b>			
Program revenues			
Charges for services	129,002	137,451	(8,449)
Federal grants	3,536,652	2,438,236	1,098,416
State grants and entitlements	932,114	688,645	243,469
General Revenue			
Ad valorem taxes	8,105,095	7,522,773	582,322
sales taxes	2,929,671	2,754,875	174,796
State minimum foundation program	8,937,930	8,710,595	227,335
Other general revenues	571,824	412,057	159,767
Total revenues	<u>25,142,288</u>	<u>22,664,632</u>	<u>2,477,656</u>
<b>Functions/Program Expenses:</b>			
Instruction			
Regular programs	9,777,174	9,331,404	445,770
Special programs	2,272,045	2,056,089	215,956
Other instructional programs	2,014,725	1,411,501	603,224
Support services			
Student services	419,793	386,668	33,125
Instructional staff support	932,961	801,944	131,017
General administration	1,072,789	990,902	81,887
School administration	1,132,761	1,221,973	(89,212)
Business services	243,678	213,067	30,611
Plant services	2,094,741	2,159,150	(64,409)
Student transportation services	1,726,859	1,787,063	(60,204)
Central services	188,651	188,206	445
Food Services	1,499,337	1,511,051	(11,714)
Community service programs	27,146	5,500	21,646
Interest on long-term debt	349,282	204,532	144,750
Total expenses	<u>23,751,942</u>	<u>22,269,050</u>	<u>1,482,892</u>
<b>Increase (decrease) in net assets</b>	<u>1,390,346</u>	<u>395,582</u>	<u>994,764</u>
Net Assets - ending	<u>\$ 13,969,702</u>	<u>\$ 12,579,356</u>	<u>\$ 1,390,346</u>

**Governmental Activities** As reported in the Statement of Activities, the cost of all governmental activities this year was \$23,751,942. The amount that taxpayers ultimately financed for these activities through School Board taxes was only \$19,154,174 because some of the cost was paid by those who benefited from the programs (\$129,002) or by other governments and organizations who subsidized certain programs with grants and contributions (\$4,468,766). The School Board paid for the remaining public benefit portion of its governmental activities with \$11,083,153 in taxes, \$8,937,930 in Minimum Foundation Program funds, and with other revenues such as interest and other local sources.

In the table below we have presented the cost of each of the School Board's six largest functions - regular programs, special programs, other instructional programs, plant services, student transportation services, and food service as well as each program's

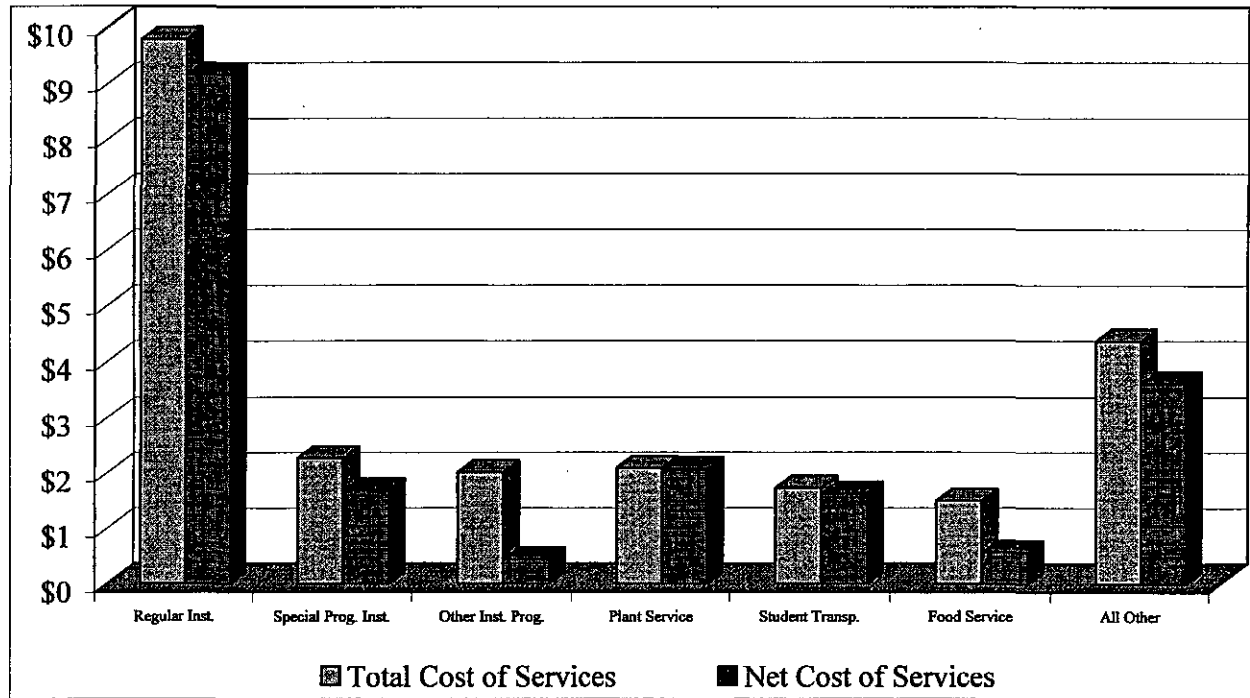
**Bienville Parish School Board  
Management's Discussion and Analysis (MD&A)**

net cost (total cost less revenues generated by the activities). Net cost shows the financial burden that was placed on the School Board's taxpayers by each of these functions. Providing this information allows citizens to consider the cost of each function in comparison to the benefits are provided by that function.

**Year Ended June 30, 2004  
Governmental Activities**

	<b>Total Cost of Services</b>	<b>Net Cost of Services</b>
Regular programs instruction	\$ 9,777,174	\$ 9,148,721
Special programs instruction	2,272,045	1,686,746
Other instructional programs	2,014,725	444,202
Plant services	2,094,741	2,069,508
Student transportation services	1,726,859	1,623,807
Food services	1,499,337	572,104
All others	4,367,061	3,609,086
<b>Totals</b>	<b>\$ 23,751,942</b>	<b>\$ 19,154,174</b>

**2004  
Total Cost of Services  
Versus  
Net Cost of Services**



**THE SCHOOL BOARD'S FUNDS** As we noted earlier, the School Board uses funds to help it control and manage money for particular purposes. Looking at funds helps you consider whether the School Board is being accountable for the resources taxpayers and others provide to it but may also give you more insight into the School Board's overall financial health.

**Bienville Parish School Board  
Management's Discussion and Analysis (MD&A)**

The fund balance of the general fund decreased \$111,920 due mainly to a mandatory salary increase of approximately \$89,000.

**General Fund Budgetary Highlights** As mentioned earlier the School Board revises its budget as it attempts to deal with unexpected changes in revenues and expenditures. (A schedule showing the School Board's original and final budgets compared with actual results is provided in the required supplemental information section of this report.) There were significant revisions made to the original budget. The beginning fund balances was reduced \$1,839,109 to agree with prior-year audited balances.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets** At June 30, 2004, the School Board had \$11,889,742 invested in a broad range of capital assets, including land buildings, and furniture and equipment. This amount represents a net increase (including additions, deductions, and depreciation) of just over \$610,321, or 5.4%% from last year.

Capital Assets at June 30, 2004

	2004	2003	Dollar Variance
Land	\$ 103,189	\$ 103,189	\$ 0
Buildings	10,420,202	10,580,905	(160,703)
Furniture and Equipment	625,571	495,994	129,577
Transportation equipment	67,487	99,333	(31,846)
Construction in progress	673,293	0	673,293
Totals	<u>\$ 11,889,742</u>	<u>\$ 11,279,421</u>	<u>\$ 610,321</u>

**DEBT ADMINISTRATION** At June 30, 2004 the School Board had \$10,222,000 in general obligation bonds outstanding with maturities from 2005 to 2018 with interest rates ranging from 2.45% to 10.00% percent. Under state statute, the School Board is legally restricted from incurring long-term bonded debt in excess of 35% of the assessed value of taxable property. At June 30, 2004, the School Board's net bonded debt of \$9,279,045 (total bonded debt of \$10,222,000 less assets in debt service funds of \$942,955) was well below the legal limit of \$33,043,235. For more detailed information, please refer to the Notes to the Financial Statement (Note 12).

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES** The School Board currently has construction in progress at Ringgold School Complex. The remaining balance on the construction is about \$4,000,000.

**CONTACTING THE SCHOOL BOARD'S FINANCIAL MANAGEMENT** Our financial report is designed to provide our citizens, taxpayers, parents, students, and investors and creditors with a general overview of the School Board's finances and to show the School Board's accountability for the money it receives. If you have questions about this report or wish to request additional financial information, contact Connie Hampton, Business Manager, at Bienville Parish School Board, P. O. Box 418, Arcadia, Louisiana 71001-0418, telephone number (318) 263-9416.

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**Bienville Parish School Board**

**BASIC FINANCIAL STATEMENTS:**

**GOVERNMENT-WIDE  
FINANCIAL STATEMENTS (GWFS)**

**BIENVILLE PARISH SCHOOL BOARD**

**STATEMENT OF NET ASSETS**  
June 30, 2004

Statement A

	<u>GOVERNMENTAL</u> <u>ACTIVITIES</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 6,402,067
Investments	10,234,046
Receivables (net)	1,640,584
Inventory	42,809
Capital assets:	
Land and construction in progress	776,482
Depreciable assets, net of depreciation	<u>11,113,260</u>
<b>TOTAL ASSETS</b>	<u>30,209,248</u>
<b>LIABILITIES</b>	
Accounts payable	1,149,362
Wages payable	3,091,260
Interest payable	121,117
Deferred revenue	16,918
Incurred but not reported claims	54,167
Long-term liabilities:	
Due within one year	932,325
Due in more than one year	<u>10,874,397</u>
<b>TOTAL LIABILITIES</b>	<u>16,239,546</u>
<b>NET ASSETS</b>	
Invested in capital assets, net of related debt	7,366,273
Restricted for:	
School food service	1,322,576
Debt service	942,955
Capital projects	322,090
Unrestricted	<u>4,015,808</u>
<b>TOTAL NET ASSETS</b>	<u>\$ 13,969,702</u>

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

**BIENVILLE PARISH SCHOOL BOARD**

**STATEMENT OF ACTIVITIES  
For the Year Ended June 30, 2004**

**Statement B**

FUNCTIONS/PROGRAMS	PROGRAM REVENUES			NET (EXPENSE) REVENUE AND CHANGES IN NET ASSETS
	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	
<i>Governmental activities:</i>				
Instruction:				
Regular programs	\$ 9,777,174		\$ 628,453	\$ (9,148,721)
Special programs	2,272,045		585,299	(1,686,746)
Other instructional programs	2,014,725		1,570,523	(444,202)
Support services:				
Student services	419,793		103,322	0 (316,471)
Instructional staff support	932,961		279,164	(653,797)
General administration	1,072,789		289,810	(782,979)
School administration	1,132,761		56,240	(1,076,521)
Business services	243,678		24,209	(219,469)
Plant services	2,094,741		25,233	(2,069,508)
Student transportation services	1,726,859		103,052	(1,623,807)
Central services	188,651		5,230	(183,421)
Food services	1,499,337	\$ 129,002	798,231	(572,104)
Community service programs	27,146		0	(27,146)
Interest on long-term debt	349,282	0	0	0 (349,282)
<b>Total Governmental Activities</b>	<b>23,751,942</b>	<b>129,002</b>	<b>4,468,766</b>	<b>0 (19,154,174)</b>

**General revenues:**

**Taxes:**

Ad valorem taxes levied for general purposes	8,105,095
Sales taxes levied for maintenance and operation of air	2,929,671
State revenue sharing	48,387
<b>Grants and contributions not restricted to specific programs</b>	
Minimum Foundation Program	8,937,930
Interest and investment earnings	224,630
Miscellaneous	298,807

Total general revenues 20,544,520

Changes in net assets 1,390,346

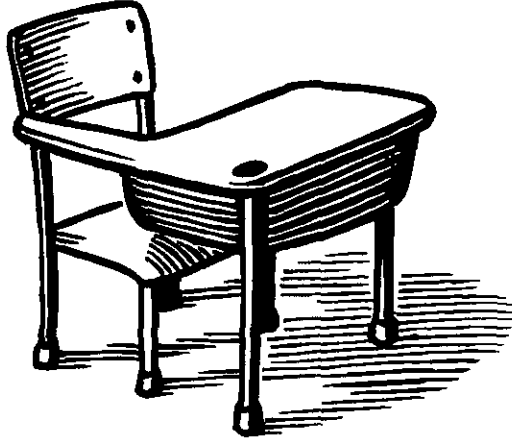
Net assets - beginning 12,579,356

Net assets - ending \$ 13,969,702

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



**Bienville Parish School Board**



**BASIC FINANCIAL STATEMENTS:**  
**FUND FINANCIAL STATEMENTS (FFS)**

**BIENVILLE PARISH SCHOOL BOARD**

**GOVERNMENTAL FUNDS  
Balance Sheet  
June 30, 2004**

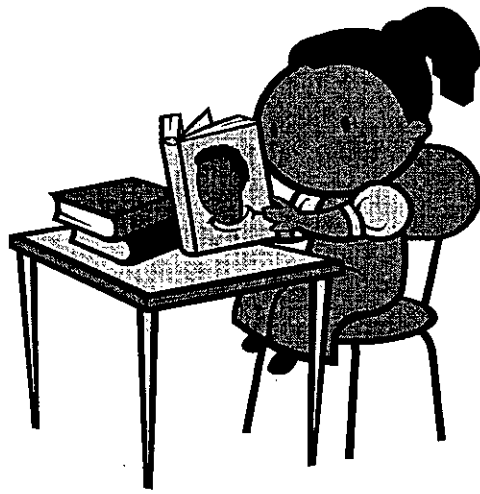
	<u>GENERAL</u>	<u>REPAIR AND UPKEEP</u>	<u>23 MILL</u>	<u>SCHOOL FOOD SERVICE</u>
<b>ASSETS</b>				
Cash and cash equivalents	\$ 2,118,399	\$ 902,137	\$ 53,016	\$ 1,295,405
Investments	1,526,671	270,086	1,800,055	0
Receivables	404,725	0	0	1,073
Interfund receivables	715,132	0	0	0
Inventory	0	0	0	42,809
Other assets	0	0	0	0
<b>TOTAL ASSETS</b>	<u>4,764,927</u>	<u>1,172,223</u>	<u>1,853,071</u>	<u>1,339,287</u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities:</b>				
Accounts, salaries and other payables	3,096,548	28,435	393,119	0
Interfund payables	205,408	0	0	0
Deferred revenue	0	0	0	16,711
Incurred but not reported claims	0	0	0	0
<b>Total Liabilities</b>	<u>3,301,956</u>	<u>28,435</u>	<u>393,119</u>	<u>16,711</u>
<b>Fund Balances:</b>				
Reserved for:				
Inventory	0	0	0	26,098
Debt service	0	0	0	0
Unreserved, reported in:				
Special Revenue Funds	0	1,143,788	1,459,952	1,296,478
Capital Projects Funds	0	0	0	0
Undesignated	1,462,971	0	0	0
<b>Total Fund Balances</b>	<u>1,462,971</u>	<u>1,143,788</u>	<u>1,459,952</u>	<u>1,322,576</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 4,764,927</u>	<u>\$ 1,172,223</u>	<u>\$ 1,853,071</u>	<u>\$ 1,339,287</u>

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

Statement C

SCHOOL			
DISTRICT #4 & 5	OTHER		
BUILDING FUND	GOVERNMENTAL		TOTAL
\$ 52,960	\$ 1,980,150	\$	6,402,067
5,992,130	645,104		10,234,046
0	1,234,786		1,640,584
0	226,695		941,827
0	0		42,809
0	0		0
<u>6,045,090</u>	<u>4,086,735</u>		<u>19,261,333</u>
0	722,520		4,240,622
0	736,419		941,827
0	207		16,918
0	0		0
<u>0</u>	<u>1,459,146</u>		<u>5,199,367</u>
0	0		26,098
0	942,955		942,955
0	1,425,994		5,326,212
6,045,090	258,640		6,303,730
<u>0</u>	<u>0</u>		<u>1,462,971</u>
<u>6,045,090</u>	<u>2,627,589</u>		<u>14,061,966</u>
<u>\$ 6,045,090</u>	<u>\$ 4,086,735</u>	<u>\$</u>	<u>19,261,333</u>

**Bienville Parish School Board**



**BIENVILLE PARISH SCHOOL BOARD**

**Reconciliation of the Governmental Funds  
Balance Sheet to the Statement of Net Assets  
June 30, 2004**

Statement D

Total fund balances - governmental funds \$ 14,061,966

The cost of capital assets (land, buildings, furniture and equipment) purchased or constructed is reported as an expenditure in governmental funds. The Statement of Net Assets includes those capital assets among the assets of the School Board as a whole. The cost of those capital assets allocated over their estimated useful lives (as depreciation expense) to the various programs reported as governmental activities in the Statement of Activities. Because depreciation expense does not affect financial resources, it is not reported in governmental funds.

Costs of capital assets	\$ 23,451,951	
Depreciation expense to date	<u>(11,562,209)</u>	
		11,889,742

Long-term liabilities applicable to the School Board's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities - both current and long term - are reported in the Statement of Net Assets.

Balances at June 30, 2004 are:

Long-term liabilities		
Bonds payable	(10,222,000)	
Notes payable	(283,109)	
Compensated absences payable	<u>(1,301,613)</u>	
		(11,806,722)
Interest payable		(121,117)
Workers' compensation payable		<u>(54,167)</u>

**Net Assets** **\$ 13,969,702**

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

**BIENVILLE PARISH SCHOOL BOARD**

**GOVERNMENTAL FUNDS  
Statement of Revenues, Expenditures,  
and Changes in Fund Balances  
For the Year Ended June 30, 2004**

	<u>GENERAL</u>	<u>REPAIR AND UPKEEP</u>	<u>23 MILL</u>	<u>SCHOOL FOOD SERVICE</u>
<b>REVENUES</b>				
Local sources:				
Taxes:				
Ad valorem	\$ 1,799,827	\$ 935,090	\$ 2,735,803	\$ 0
Sales and use	1,464,858	0	0	0
Interest earnings	54,683	16,594	25,389	23,045
Food services	0	0	0	129,002
Other	206,645	0	0	0
State sources:				
Equalization	8,666,800	0	0	271,130
Other	836,692	48,387	0	0
Federal sources	0	0	0	796,537
<i>Total Revenues</i>	<u>13,029,505</u>	<u>1,000,071</u>	<u>2,761,192</u>	<u>1,219,714</u>
<b>EXPENDITURES</b>				
Current:				
Instruction:				
Regular programs	7,213,494	7,434	976,365	0
Special programs	1,542,902	0	214,596	0
Other instructional programs	292,444	0	34,799	0
Support services:				
Student services	270,179	0	36,767	0
Instructional staff support	544,605	0	84,244	0
General administration	339,709	30,396	160,937	0
School administration	859,031	500	150,495	0
Business services	185,864	0	27,045	0
Plant services	401,753	876,960	65,439	0
Student transportation services	1,324,887	0	209,363	0
Central services	0	0	0	0
Food services	99,654	0	110,397	1,168,381
Community service programs	0	0	0	0
Capital outlay	42,285	52,259	0	0
Debt service:				
Principal retirement	24,618	0	0	0
Interest and bank charges	0	0	0	0
<i>Total Expenditures</i>	<u>13,141,425</u>	<u>967,549</u>	<u>2,070,447</u>	<u>1,168,381</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	<u>\$ (111,920)</u>	<u>\$ 32,522</u>	<u>\$ 690,745</u>	<u>\$ 51,333</u>

Statement E

SCHOOL			
DISTRICT #4 & 5	OTHER		
<u>BUILDING FUND</u>	<u>GOVERNMENTAL</u>	<u>TOTAL</u>	
\$ 0	\$ 2,634,375	\$ 8,105,095	
0	1,464,813	2,929,671	
63,450	41,469	224,630	
0	0	129,002	
0	96,488	303,133	
0	0	8,937,930	
0	95,422	980,501	
0	2,740,115	3,536,652	
<u>63,450</u>	<u>7,072,682</u>	<u>25,146,614</u>	
0	804,402	9,001,695	
0	497,640	2,255,138	
0	1,634,445	1,961,688	
0	109,802	416,748	
0	297,490	926,339	
0	533,702	1,064,744	
0	102,058	1,112,084	
0	28,912	241,821	
3,545	718,633	2,066,330	
0	167,238	1,701,488	
0	188,651	188,651	
0	110,686	1,489,118	
0	0	0	
714,815	349,578	1,158,937	
0	800,000	824,618	
0	276,927	276,927	
<u>718,360</u>	<u>6,620,164</u>	<u>24,686,326</u>	
\$ (654,910)	\$ 452,518	\$ 460,288	

(CONTINUED)



**BIENVILLE PARISH SCHOOL BOARD**

**GOVERNMENTAL FUNDS  
Statement of Revenues, Expenditures,  
and Changes in Fund Balances  
For the Year Ended June 30, 2004**

	<u>GENERAL</u>	<u>REPAIR AND UPKEEP</u>	<u>23 MILL</u>	<u>SCHOOL FOOD SERVICE</u>
OTHER FINANCING SOURCES (USES)				
Bond proceeds	\$ 0	\$ 0	\$ 0	\$ 0
Total Other Financing Sources (Uses)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Change in Fund Balances	(111,920)	32,522	690,745	51,333
FUND BALANCES - BEGINNING	<u>1,574,891</u>	<u>1,111,266</u>	<u>769,207</u>	<u>1,271,243</u>
FUND BALANCES - ENDING	<u>\$ 1,462,971</u>	<u>\$ 1,143,788</u>	<u>\$ 1,459,952</u>	<u>\$ 1,322,576</u>

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

Statement E

SCHOOL		
DISTRICT #4 & 5	OTHER	
<u>BUILDING FUND</u>	<u>GOVERNMENTAL</u>	<u>TOTAL</u>
\$ 6,700,000	\$ 0	\$ 6,700,000
<u>6,700,000</u>	<u>0</u>	<u>6,700,000</u>
6,045,090	452,518	7,160,288
<u>0</u>	<u>2,175,071</u>	<u>6,901,678</u>
<u>\$ 6,045,090</u>	<u>\$ 2,627,589</u>	<u>\$ 14,061,966</u>

(CONCLUDED)

**BIENVILLE PARISH SCHOOL BOARD**

**Reconciliation of the Governmental Funds  
Statement of Revenues, Expenditures, and Changes in Fund Balances  
to the Statement of Activities  
For the Year Ended June 30, 2004**

Statement F

Total net change in fund balances - governmental funds \$ 7,160,288

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

*Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeds depreciation in the period:*

Depreciation expense	(544,290)	
Capital outlays	1,158,937	614,647

Repayment of bond principal and capital leases is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets. 824,618

In the Statement of Activities, certain operating expenses-compensated absences (vacations and sick leave) - are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). This year, vacation and sick time earned (\$ 521,294) exceeded the amounts used \$ 119,707 by (\$ 401,587). (401,587)

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

Addition of incurred but not reported workers' compensation claims		(30,939)
--	--	----------

In the Statement of Activities, scrapping of assets are reported as a gain or loss net of the book value.

Cost of assets scrapped	421,214	
Accumulated depreciation	(416,888)	
Net loss	(4,326)	(4,326)

Bond and capital lease proceeds are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net assets, however, issuing debt increases long-term liabilities and does not affect the statement of activities.

Bond proceeds		(6,700,000)
---------------	--	-------------

Interest on long-term debt in the Statement of Activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due. (72,355)

**Change in net assets of governmental activities. \$ 1,390,346**

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

**BIENVILLE PARISH SCHOOL BOARD**  
**FIDUCIARY FUND**  
**STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES**  
**June 30, 2004**

	<b>Statement G</b>
	<b>AGENCY FUND</b>
	<u>                    </u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ <u>269,494</u>
<b>TOTAL ASSETS</b>	<u>269,494</u>
<b>LIABILITIES</b>	
Deposits due others	<u>269,494</u>
<b>TOTAL LIABILITIES</b>	<u>\$ 269,494</u>

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

**Bienville Parish School Board  
Notes to the Basic Financial Statements**

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**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** The accompanying financial statements of the Bienville Parish School Board have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

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

The School Board operates eight schools within the parish with a total enrollment of approximately 2,517 pupils. In conjunction with the regular educational programs, some of these schools offer special education and/or adult education programs. In addition, the School Board provides transportation and school food services for the students.

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

**B. FUNDS** The accounts of the School Board are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements.

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

**Governmental Funds** Governmental funds account for the School Board's general government activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of fixed assets, and the servicing of long-term debt. The School Board reports the following major governmental funds:

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

**Repair and upkeep** - accounts for a parish-wide ad valorem tax levy and related state revenue sharing received for the repair and maintenance of the School Board's existing facilities.

**23 Mill** - The parish-wide school district of the parish of Bienville, state of Louisiana (the "District"), shall levy a twenty-three (23) mills tax on all property subject to taxation in the district for a period of ten (10) years, beginning with the year 2002 and ending with the year 2011, for the payment of costs of employee benefits and retiree insurance.

**School food service** - through cash grants and food donations, the school food service fund assists in providing a nutritious breakfast and lunch service for school students and to encourage the domestic consumption of nutritious agricultural commodities.

**School district # 4 & 5 building fund** - This fund is used to account for financial resources to be used to acquire, construct, or improve facilities within School District #4&5.

**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

**Fiduciary Funds** Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of outside parties, including other governments, or on behalf of other funds within the School Board. *Agency funds* are custodial in nature (assets equal liabilities) and do not present results of operations or have a measurement focus. These funds are used to account for assets that the government holds for others in an agency capacity. These agency funds are as follows:

**School activities agency fund** - accounts for assets held by the School Board as an agent for the individual schools and school organizations.

**Sales tax collection agency fund** - accounts for monies collected on behalf of other taxing authorities within the parish.

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

**Government-Wide Financial Statements (GWFS)** The Statement of Net Assets and the Statement of Activities displays information about the reporting government as a whole. Fiduciary funds are not included in the GWFS. Fiduciary funds are reported only in the Statement of Fiduciary Net Assets at the fund financial statement level.

The Statement of Net Assets and the Statement of Activities was prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 "Accounting and Financial Reporting for Nonexchange Transactions."

**Program revenues** Program revenues include 1) charges for services provided, 2) operating grants and contributions, and 3) capital grants and contributions; program revenues reduce the cost of the function to be financed from the School Board's general revenues. Charges for services are primarily derived from cafeteria sales. Operating grants and contributions consist of the many educational grants received from the federal and state government.

**Allocation of indirect expenses** The School Board reports all direct expenses by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function. Depreciation expense is specifically identified by function and is included in the direct expense of each function. Interest on general long-term debt is considered an indirect expense and is reported separately in the Statement of Activities. Other indirect expenses are not allocated.

**Fund Financial Statements (FFS)**

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

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

**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

**Revenues**

**Ad valorem taxes and sales taxes** are susceptible to accrual.

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

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

**Expenditures**

**Salaries** are recorded as paid. Salaries for nine-month employees are accrued at June 30.

**Principal and interest** on general long-term debt is recognized when due.

**Inventory** items are expensed as purchased except for inventory of the school lunch fund which is expensed as consumed.

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

**Fiduciary Funds** The agency fund is custodial in nature and does not present results of operations or have a measurement focus. Agency funds are accounted for using the accrual basis of accounting.

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

**E. INVESTMENTS** Investments are limited by R.S. 33:2955 and the School Board's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

The investments are reflected at fair value except for the following which are required/permitted as per GASB Statement No. 31:

1. Investments in *nonparticipating* interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure.
2. The School Board reported at amortized cost money market investments and *participating* interest-earning investment contracts that have a remaining maturity at time of purchase of one year or less.

**Definitions:**

Interest-earning investment contract include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

Money market investments are short-term, highly liquid debt instruments that include U.S. Treasury obligations.

The School Board participates in the Louisiana Asset Management Pool, Inc. (LAMP) which is an external investment pool that is not SEC-registered. Because the LAMP is an arrangement sponsored by a type of governmental entity, it is exempt by statute



**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

from regulation by the SEC. The investment objective of the LAMP is the preservation of capital and the maintenance of liquidity and, to the extent consistent with such objective, current yield.

The LAMP was established as a cooperative endeavor to enable public entities of the State of Louisiana to aggregate funds for investment. This pooling is intended to improve administrative efficiency and increase investment yield. The Board of Directors of LAMP provides certain management and administrative services to LAMP and, through a competitive bidding process, selects a custodial bank and an investment advisor. The custodial bank holds the assets of LAMP and the investment decisions are made by the investment advisor. Both the custodial bank and the investment advisor are subject to the review and oversight of LAMP.

An audit of LAMP is conducted annually by an independent certified public accountant. The Legislative Auditor of the state of Louisiana has full access to the records of the LAMP.

The LAMP may invest in U. S. Government Securities. The LAMP is designed to comply with restriction on investment by municipalities, parishes, and other types of political subdivisions imposed under Louisiana Revised Statute 33:2955.

The LAMP seeks to maintain a stable net asset value of \$1.00 per unit, but there can be no assurance that the LAMP will be able to achieve this objective. The LAMP's portfolio securities are valued at fair value. The LAMP operates in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, as amended, which governs money market mutual funds (although the LAMP is not a money market fund and has no obligation to conform to this rule). In addition, the LAMP will generally comply with other aspects of that rule, including the requirements that all portfolio securities acquired by the LAMP must have, at the time of purchase, a maximum remaining maturity of 397 days and meet certain additional quality standards and that the LAMP maintain a dollar-weighted average portfolio maturity of not more than 90 days. The fair value of the position in the pool is the same as the value of the pool shares.

LAMP issues financial reports which may be obtained by writing: LAMP, Inc., 228 St. Charles Avenue, Suite 1123, New Orleans, LA 70130.

**F. SHORT-TERM INTERFUND RECEIVABLES/PAYABLES** During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as interfund receivables/payables on the balance sheet. Short-term interfund loans are also classified as interfund receivables/payables.

**G. ELIMINATION AND RECLASSIFICATIONS** In the process of aggregating data for the statement of net assets and the statement of activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

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

Inventory of the school food service special revenue fund consists of food purchased by the School Board and commodities granted by the United States Department of Agriculture through the Louisiana Department of Agriculture and Forestry. The commodities are recorded as revenues when received (issued); however, all inventory items are recorded as expenditures when consumed. Unused commodities at June 30, are reported as deferred revenue. All purchased inventory items are valued at cost (first-in, first-out). Commodities are assigned values based on information provided by the United States Department of Agriculture.

**I. CAPITAL ASSETS** Capital assets are recorded at historical cost or estimated historical cost if purchased or constructed and depreciated over their estimated useful lives (including salvage value). The capitalization threshold is \$1,000. Donated capital assets are recorded at their estimated fair value at the date of donation. Estimated useful life is management's estimate of how long the asset is expected to meet service demands. Straight line depreciation is used based on the following estimated useful lives:

**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

Buildings	10 - 40 years
Furniture and equipment	3 - 10 years

Interest during construction is not capitalized on capital assets.

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

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

**K. COMPENSATED ABSENCES** The School Board has the following policy relating to sick and vacation leave:

*All 12-month employees earn from 10 to 18 days of sick leave each year that 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, and the Louisiana School Employees' Retirement System, all unpaid sick leave is used in the retirement benefit computation as earned service.*

*The 12-month employees earn 12 to 18 days of vacation leave each year. Vacation leave can be accumulated without limitation. Upon separation of employment, employees are paid for vacation time, not to exceed 25 days.*

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

GASB Statement 16 provides that a liability for sick leave should be accrued using one of the following termination approaches:

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

GASB Statement 16 provides that vacation leave and other compensated absences with similar characteristics should be accrued as liability as the benefits are earned by the employees if both of the following conditions are met:

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

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

**L. RESTRICTED NET ASSETS** For the government-wide statement of net assets, net assets are reported as restricted when constraints placed on net asset use are either:

**Bienville Parish School Board  
Notes to the Basic Financial Statements**

Externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments;

*Imposed by law through constitutional provisions or enabling legislation.*

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

**M. FUND EQUITY** Reserves of fund balance represent those portions of fund equity not appropriable for expenditures or legally segregated for a specific future use.

Designations of fund balances represent tentative management plans that are subject to change.

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

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

**O. SALES TAXES** The School Board is authorized to collect a one cent sales tax within Bienville Parish. The tax has no expiration date. The proceeds from the tax are used for salaries and retirement benefits for school teachers and other school employees and/or for maintaining and operating school buildings, facilities, and equipment, and is recorded in the general fund. The costs of collecting and administering the tax are paid from the sales tax fund.

On August 2, 1994, the voters of Bienville Parish approved the assessment of a one per cent parish-wide sales tax, which is recorded as revenue in the special sales tax fund, a special revenue fund. The net revenues from the tax are used to pay for the maintenance and operation of the parish schools and for capital improvements to the parish schools. The tax is collected by the School Board and has no expiration date.

**P. USE OF ESTIMATES** The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

**NOTE 2 - STEDWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**A. Excess of Expenditures Over Appropriations in individual Funds** The following individual funds had actual expenditures over budgeted expenditures for the year ended June 30, 2004:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
Consolidated Sales Tax Expense	\$ 89,199	\$ 112,346	\$ 23,147
Employee Benefits	1,416,682	1,517,987	101,305

Actual expenditures exceeded appropriations as a result of unanticipated expenditures occurring in the month of June after the last budget revision.

**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

**B. Deficit Fund Balance** The following funds had a deficit fund balance at June 30, 2004:

<u>Fund</u>	<u>Deficit amount</u>
Consolidated Sales Tax expense	\$ 22,241
Consolidated School District # 1 Sales Tax	6,862

These deficits are expected to be eliminated by transfers from the general fund.

**NOTE 3 - LEVIED TAXES** The School Board levies taxes on real and business personal property located within Bienville Parish's boundaries. Property taxes are levied by the School Board on property values assessed by the Bienville Parish Tax Assessor and approved by the State of Louisiana Tax Commission.

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

	<u>Property Tax Calendar</u>
Assessment date	January 01, 2003
Levy date	April 01, 2003
Tax bills mailed	November 15, 2003
Due date	December 31, 2003
Lien date	February 01, 2004

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

10% land	15% industrial improvements
15% machinery	15% commercial improvements
10% residential improvements	25% public service properties, excluding land

A revaluation of all property is required after 1978 to be completed no less than every four years. The last revaluation was completed for the roll of January 1, 2000. Total assessed value was \$132,172,940 in calendar year 2004. Louisiana state law exempts the first \$7,500 of assessed value of a taxpayer's primary residence from parish property taxes. This homestead exemption was \$12,827,540 of the assessed value in calendar year 2003.

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

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

The tax roll is prepared by the parish tax assessor in November of each year. The collection of the 2004 property taxes occurs in December, and January and February of the next year. As a result, no property taxes receivable for 2004 taxes is included on the accompanying balances sheet because it is not available within 60 days of the School Board's year-end.

**Bienville Parish School Board  
Notes to the Basic Financial Statements**

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

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

	<u>Authorized Millage</u>	<u>Levied Millage</u>
Parish-wide taxes:		
Constitutional	6.5	6.50
Operational	8.21	8.21
Repair and upkeep	8.21	8.21
Employee benefit	12.01	12.01
Employee benefit & Retirees Insurance	24.02	24.02
District sinking fund taxes:		
School District #2	variable	14.00
School District #4 &5	variable	18.75
School District #16-37	variable	39.00
School District #28	variable	0.00
School District #33	variable	59.00

**NOTE 4 - DEPOSITS AND INVESTMENTS** At June 30, 2004, the School Board has cash and cash equivalents (book balance) totaling \$6,671,561.

Deposits are stated at cost, which approximates fair value. 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 fair 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 year end, the School Board's carrying amount of deposits was \$8,671,561 (which includes \$2,000,000 of time deposits) and the bank balance was \$8,402,067. Of the bank balance \$328,107 was covered by federal depository insurance or by collateral held by the School Board's agent in the School Board's name (GASB Category 1). The remaining balance, \$8,073,960 was collateralized with securities held by the pledging financial institution's trust department or agent but not in the School Board's name (GASB Category 3).

Investments are categorized into these three categories of credit risk:

1. Insured or registered, or securities held by the School Board or its agent in the School Board's name.
2. Uninsured and unregistered, with securities held by the counter party's trust department or agent in the School Board's name.
3. Uninsured and unregistered, with securities held by the counter party, or by its trust department or agent but not in the School Board's name.

**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

At year end, the School Board investment balances were as follows:

Type of investment	Carrying Amount			Total Carrying Amount
	Fair Value	Amortized Cost		
Investments not subject to categorization:				
External investment pool (LAMP)	\$ 8,234,046	\$ 0	\$ 0	\$ 8,234,046
Total investments	<u>\$ 8,234,046</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 8,234,046</u>

**NOTE 5 – RECEIVABLES** The receivables at June 30, 2004, are as follows:

Class of Receivables	General	School Food Service	Other Governmental	Total
Taxes:				
Sales and use	\$ 147,773	\$ 0	\$ 149,587	\$ 297,360
Intergovernmental - grants:				
Federal	0	1,073	1,066,538	1,067,611
State	253,142	0	0	253,142
Other	3,810	0	18,661	22,471
Total	<u>\$ 404,725</u>	<u>\$ 1,073</u>	<u>\$ 1,234,786</u>	<u>\$ 1,640,584</u>

The School Board expects to collect these balances in full; therefore, no allowance for doubtful accounts was established.

**NOTE 6 - CAPITAL ASSETS** Capital asset balances and activity for the year ended June 30, 2004 is as follows:

	Balance Beginning	Additions	Deletions	Balance Ending
Governmental activities				
Land	\$ 103,189	\$ 0	\$ 0	\$ 103,189
Construction in progress	0	673,293	0	673,293
Exhaustible capital assets				
Buildings	16,993,885	171,950	0	17,165,835
Furniture and equipment	3,130,363	313,694	421,214	3,022,843
Transportation equipment	2,486,791	0	0	2,486,791
Total	<u>22,714,228</u>	<u>1,158,937</u>	<u>421,214</u>	<u>23,451,951</u>
Less accumulated depreciation				
Buildings	6,412,980	332,653	0	6,745,633
Furniture and equipment	2,634,369	179,791	416,888	2,397,272
Transportation equipment	2,387,458	31,846	0	2,419,304
Total	<u>11,434,807</u>	<u>544,290</u>	<u>416,888</u>	<u>11,562,209</u>
Governmental activities				
Capital assets, net	<u>\$ 11,279,421</u>	<u>\$ 614,647</u>	<u>\$ (4,326)</u>	<u>\$ 11,889,742</u>

**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

Depreciation expense was charged to governmental activities as follows:

Regular programs	\$ 363,373
Special programs	16,907
Other instructional programs	53,037
Student services	3,045
Instructional staff support	6,622
General administration	8,045
School administration	20,677
Business services	1,857
Plant services	14,798
Student transportation services	25,371
Food services	3,412
Community service programs	27,146
Total depreciation expense	\$ 544,290

**NOTE 7 - RETIREMENT SYSTEMS**

**Plan description** Substantially all School Board employees participate in either the Teachers' Retirement System or the School Employees' Retirement System (the Systems), which are cost-sharing, multiple-employer public employee retirement systems (PERS). Benefit provisions are ultimately approved and amended by the Louisiana Legislature.

Participation in the Teachers' Retirement System is divided into two plans - the Teachers' Regular Plan and the Teachers' Plan A. In general, professional employees (such as teachers and principals) and lunchroom workers are members of the Louisiana Teachers' Retirement System (TRS); other employees, such as custodial personnel and bus drivers, are members of the Louisiana School Employees' Retirement System (LSERS). Generally, all full-time employees are eligible to participate in the system.

With respect to the Teachers' Retirement System Regular Plan, normal retirement is at age sixty with ten years of service, or at any age with twenty years of service. The formula for annual maximum retirement benefits is generally two percent (with less than twenty-five years of service) or 2.5 percent (with twenty-five or more years of service) times the years of creditable service times the average salary of the thirty-six highest successive months (plus \$300 applicable to persons becoming members prior to July 1, 1986).

Under the Teachers' Retirement System Plan A, normal retirement is generally at any age with 30 or more years of creditable service, at age fifty-five with at least twenty-five years of creditable service and at age sixty with at least ten years of creditable service. The retirement benefit formula is generally three percent times the years of creditable service times the average salary of the thirty-six highest successive months plus \$24 per year of service.

Employees participating in the School Employees' Retirement System are eligible for normal retirement after thirty years of service, or after twenty-five years of service at age fifty-five or after ten years of service at age sixty. The maximum retirement allowance is computed at 2.5 percent times the highest thirty-six months of average salary, times the years of service plus a supplement of \$2.00 per month times the years of service.

Both TRS and LSERS issue annual financial reports. The reports can be obtained by telephoning or writing to the following:

Teachers' Retirement System of Louisiana  
 Post Office Box 94123  
 Baton Rouge, Louisiana 70804-9123  
 (225) 925-6446

Louisiana School Employees' Retirement System  
 Post Office Box 44516  
 Baton Rouge, Louisiana 70804  
 (225) 925-6484

**Bienville Parish School Board  
Notes to the Basic Financial Statements**

**Funding Policy** Each system is administered and controlled at the state level by a separate board of trustees, with contribution rates approved and amended by the Louisiana Legislature. Benefits of the systems are funded by employee and employer contributions. Benefits granted by the retirement systems are guaranteed by the state of Louisiana under provisions of the Louisiana Constitution of 1974. The School Board's employer contribution for the TRS, as provided by state law, is funded by deductions from local ad valorem taxes, and by remittances from the School Board. For the LSERS, the School Board's employer contribution is funded by annual appropriations.

The School Board does not remit to the Teachers' Retirement System, Regular Plan or Plan A, the employer's contribution for the professional improvement program (PIP) portion of payroll. The PIP contribution is made directly to the Retirement System by the state of Louisiana.

Contribution rates (as a percentage of covered salaries) for active plan members as established by the Louisiana Legislature for the year ended June 30, 2004, are as follows:

	Employee	Employer
Louisiana Teachers' Retirement System:		
Regular	8.00%	13.80%
Louisiana School Employees' Retirement System	7.50%	8.50%

Total covered payroll of the School Board for TRS - Regular Plan, and LSERS for the year ended June 30, 2004, amounted to \$10,197,256, and \$1,401,851, respectively. Employer contributions for the year ended June 30, 2004. And each of the two preceding years are as follows:

<u>Fiscal Year Ended</u>	.....TRS.....		.....LSERS.....	
	Annual Actuarially Required Contribution	Percentage of Annual Required Contribution Paid	Annual Actuarially Required Contribution	Percentage of Annual Required Contribution Paid
	Contribution	Paid	Contribution	Paid
June 30, 2002	\$ 1,321,032	86.53%	\$ 0	100.00%
June 30, 2003	1,295,037	81.42%	0	100.00%
June 30, 2004	1,640,518	85.78%	151,268	78.77%

Annual actuarially required contributions for each plan above is based on the plan's annual financial report for that year except for the year ended June 30, 2004. Each annual actuarially required contribution for the year ended June 30, 2004, is based upon each plan's annual financial report for the year ended June 30, 2003, which is the latest information available.

**NOTE 8 - OTHER POST EMPLOYMENT BENEFITS** In accordance with state statutes, the 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 are provided through the State Employees Group Insurance Program. The cost of benefits for retirees are paid jointly by the employee and the School Board. The School Board's portion of the cost is recognized as an expenditure when the monthly premium is paid. The School Board's cost of retiree benefits for 2004 total \$1,650,589 for approximately 299 retirees.



**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

**NOTE 9 - ACCOUNTS, SALARIES AND OTHER PAYABLES** The payables at June 30, 2004 are as follows:

	General	Repair and Upkeep	23 Mill	Other Governmental	Total
Salaries and benefits	\$ 2,221,138	\$ 259	\$ 393,119	\$ 476,744	\$ 3,091,260
Accounts	875,410	28,176	0	245,776	1,149,362
Total	<u>\$ 3,096,548</u>	<u>\$ 28,435</u>	<u>\$ 393,119</u>	<u>\$ 722,520</u>	<u>\$ 4,240,622</u>

**NOTE 10 - COMPENSATED ABSENCES** At June 30, 2004 employees of the School Board have accumulated and vested \$1,301,613 of employee leave benefits, including \$36,683 of salary-related benefits. These employee benefits were computed in accordance with GASB Codification Section C60.

**NOTE 11 - AGENCY FUND DEPOSITS DUE OTHERS** A summary of changes in agency fund deposits due others for the year ended June 30, 2004, follows:

	Balance Beginning	Additions	Deletions	Balance Ending
Agency funds:				
School activities agency	\$ 244,956	\$ 715,919	\$ 699,573	\$ 261,302
Sales tax agency	64,595	5,637,784	5,694,187	8,192
Total	<u>\$ 309,551</u>	<u>\$ 6,353,703</u>	<u>\$ 6,393,760</u>	<u>\$ 269,494</u>

**NOTE 12 - LONG-TERM LIABILITIES** The following is a summary of the long-term obligation transactions for the year ended June 30, 2004:

	Beginning Balance	Additions	Deletions	Ending Balance	Amounts Due Within One year
Governmental Activities					
Bonds payable:					
General Obligation debt	\$4,322,000	\$6,700,000	\$800,000	\$10,222,000	\$ 788,000
Other liabilities:					
Notes payable	307,727	0	24,618	283,109	24,618
Compensated absences	900,026	521,294	119,707	1,301,613	119,707
Governmental activities					
Long-term liabilities	<u>\$5,529,753</u>	<u>\$7,221,294</u>	<u>\$944,325</u>	<u>\$11,806,722</u>	<u>\$ 932,325</u>

The compensated absences liability and the Qualified Zone Academy Bond liability attributable to the governmental activities will be liquidated 100% by the General Fund.

**Bienville Parish School Board  
Notes to the Basic Financial Statements**

All School Board bonds outstanding at June 30, 2004, are general obligation bonds. Individual obligation issues are as follows:

School District	Bond Issue Date	Original Issue	Interest Rates	Final Payment Due	Interest to Maturity	Principal Outstanding
#2	March 01, 1997	\$2,500,000	4.50% - 10.00%	Mar. 1, 2012	\$ 375,766	\$ 1,730,000
#16	August 01, 1980	530,000	7.25% - 8.00%	Feb. 1, 2005	400	5,000
#33	March 01, 1998	2,525,000	4.00% - 9.00%	Mar. 1, 2013	372,910	1,735,000
#4 & 5	November 01, 2003	6,700,000	2.45% - 7.00%	Mar. 1, 2018	1,757,205	6,340,000
Defeased	March 01, 2002	645,000	6.25%	Mar. 1, 2007	28,604	412,000
Total general obligation bonds					<u>\$ 2,534,885</u>	<u>10,222,000</u>

Notes Payable

February 01, 2002	338,500	N/A	Nov. 1, 2015	N/A	<u>283,109</u>
Total Principal outstanding					<u>\$ 10,505,109</u>

All principal and interest requirements are funded in accordance with Louisiana law by the annual ad valorem tax levy on taxable property within the parish. At year end, the School Board has accumulated \$942,955 in the debt service funds for future debt requirements. The bonds are due as follows:

Year Ending June 30,	QZAB Loan	Bonds	Interest	Total
	Principal Payments	Principal Payments	Payments	
2005	\$ 24,618	\$ 808,000	\$ 391,689	\$ 1,224,307
2006	24,618	826,000	351,736	1,202,354
2007	24,618	873,000	314,178	1,211,796
2008	24,618	765,000	277,373	1,066,991
2009	24,618	810,000	248,163	1,082,781
2010	24,618	850,000	219,953	1,094,571
2011	24,618	895,000	188,934	1,108,552
2012	24,618	945,000	155,257	1,124,875
2013-2017	86,165	2,850,000	375,902	3,312,067
2018	0	600,000	11,700	611,700
Total	<u>\$ 283,109</u>	<u>\$ 10,222,000</u>	<u>\$ 2,534,885</u>	<u>\$ 13,039,994</u>

In accordance with Louisiana Revised Statute 39:562, the School Board is legally restricted from incurring long-term bonded debt in excess of 50 percent of the assessed value of taxable property. At year end, the statutory limit is \$33,043,235 and outstanding net bonded debt totals \$9,279,045.

**NOTE 13 - INTERFUND ASSETS / LIABILITIES (FFA LEVEL ONLY)**

Receivable Fund	Amount	Payable Fund	Amount
General fund	\$ 715,132	Other governmental funds	\$ 736,419
Other governmental funds	21,287		
Other governmental funds	205,408	General Fund	205,408
Total	<u>\$ 941,827</u>		<u>\$ 941,827</u>

The purpose of interfund assets/liabilities was to pay cover expenses in cost reimbursement programs until the reimbursements requisitions are deposited.

**Bienville Parish School Board  
Notes to the Basic Financial Statements**

**NOTE 14 - RESERVED FUND BALANCES (FFS LEVEL ONLY)**

**Reservations:**

**Inventory** This amount represents the portion of fund balance relating to inventory on hand which is therefore unavailable to be expended for other purposes.

**Debt Service** This amount represents the portion of fund balance that has been reserved in the debt service fund for future payment of principal and interest on bonded debt.

**NOTE 15 - 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; and natural disasters. A risk management program for workers' compensation insurance was established by the School Board several years ago. Premiums are paid into the general fund by all other funds and are available to pay claims, claim reserves and administrative costs of the program. As of June 30, 2004, such interfund premiums did not exceed reimbursable expenditures. Interfund premiums are based primarily upon the individual funds' payroll and are reported as expenditures in the individual funds.

An insurance policy covers individual claims in excess of \$190,000. Maximum retention exposure for aggregate claims amounts to \$1,000,000. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. This liability is the School Board's best estimate based on available information and does not include incremental costs. The liability for claims and judgements of \$60,917 is reported in the general fund because it is expected to be liquidated with expendable available financial resources. The total liability at June 30, 2004, was \$115,084.

<u>Years Ended June 30,</u>	<u>Beginning of Fiscal Year Liability</u>	<u>Claims and Changes in Estimates</u>	<u>Benefit Payment and Claims</u>	<u>Ending of Fiscal Year Liability</u>
2002	123,088	98,066	120,887	100,267
2003	100,267	79,616	95,738	84,145
2004	84,145	97,253	66,314	115,084

The School Board continues to carry commercial insurance for all other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**NOTE 16 - LITIGATION AND CLAIMS**

**Litigation** The School Board is a defendant in several lawsuits. Management and legal council for the School Board believe that the potential claims, if not covered by insurance, would not materially affect the School Board's combined financial position.

**Self-Insurance** The School Board is partially self-insured for workers' compensation. The School Board maintains stop-loss coverage with an insurance company for claims in excess of \$190,000 per occurrence for each employee. All known claims filed and an estimate of incurred but not reported claims based on experience of the School Board are made and accrued as necessary in the financial statements.

**Construction Projects** There was a certain major construction project in progress at Ringgold K-12 School Complex at June 30, 2004. This construction project is for additions and alterations to Ringgold K-12 School Complex in the amount of \$6,045,090. This project is funded by bond proceeds with will total approximately \$6,700,000. The outstanding construction commitment was approximately \$3,949,114.

**Grant Disallowances** The School Board participates in a number of state and federally assisted grant programs. The programs are subject to compliance audits under the single audit approach. Such audits could lead to requests for reimbursement by the

**Bienville Parish School Board**  
**Notes to the Basic Financial Statements**

grantor agency for expenditures disallowed under terms of the grants. The School Board's management believes that the amount of disallowances, if any, which may arise from future audits will not be material.

**Tax Arbitrage Rebate** Under the Tax Reform Act of 1986, interest earned on the debt proceeds in excess of interest expense prior to the disbursement of the proceeds must be rebated to the Internal Revenue Service (IRS). Management believes there is no tax arbitrage rebate liability at year end.

**NOTE 17 - ON-BEHALF PAYMENTS FOR FRINGE BENEFITS AND SALARIES** On-behalf payments for fringe benefits and salaries are direct payments made by an entity (the paying agent) to a third-party recipient for the employees of another, legally separate entity (the employer entity). GASB Statement No. 24 requires employer governments to recognize revenue and expenditures or expenses for these on-behalf payments.

The state of Louisiana made pension contributions (regarding Professional Improvement Program) directly to the Teachers' Retirement System of Louisiana on behalf of the School Board in the amount of \$11,682.00. This amount was recognized as state revenue and a corresponding expenditure in the applicable fund from which the salary was paid.

**NOTE 18 - DEFEASANCE OF DEBT** The School Board defeased the 1992 series School District # 16-37 bond in the year ended June 30, 2002. On June 30, 2004, \$392,000 of bonds outstanding was considered defeased.

**NOTE 19 - ECONOMIC DEPENDENCY** Statement of Financial Accounting Standards (SFAS) No. 14 requires disclosure in financial statements of a situation where one entity provides more than 10% of the audited entity's revenue. The Minimum Foundation funding provided by the state to all public school systems in Louisiana is primarily based on October 1 student count. The state provided \$8,937,930 to the School Board, which represents approximately 35.5% of the School Board's total revenue for the year.

**Bienville Parish School Board**

**REQUIRED SUPPLEMENTAL INFORMATION**

**Bienville Parish School Board  
Budgetary Comparison Schedule**

**General Fund and Major Special Revenue Funds With Legally Adopted Annual Budgets**

**GENERAL FUND** The general fund accounts for all activities of the School Board except those that are accounted for in other funds.

**REPAIR AND UPKEEP** Accounts for a parish wide ad valorem tax levy and related state revenue sharing received for the repair and maintenance of the School Board's existing facilities.

**23 MILL** The parish-wide school district of the parish of Bienville, state of Louisiana (the "District"), shall levy a twenty-three (23) mills tax on all property subject to taxation in the district for a period of ten (10) years, beginning with the year 2002 and ending with the year 2011, for the payment of costs of employee benefits and retiree insurance.

**SCHOOL FOOD SERVICE** Through cash grants and food donations, the school food service fund assists in providing a nutritious breakfast and lunch service for school students and encourages the domestic consumption of nutritious agricultural commodities.

**BIENVILLE PARISH SCHOOL BOARD**

**GENERAL FUND  
Budgetary Comparison Schedule  
For the Year Ended June 30, 2004**

Exhibit 1-1

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>AMOUNTS</u>	<u>FINAL BUDGET</u>
			(Budgetary Basis)	POSITIVE (NEGATIVE)
BUDGETARY FUND BALANCES, BEGINNING	\$ 3,414,000	\$ 1,574,891	\$ 1,574,891	0
Resources (inflows)				
Local sources:				
Taxes:				
Ad valorem	1,803,050	1,803,050	1,799,827	(3,223)
Sales taxes	1,400,000	1,400,000	1,464,858	64,858
Interest earnings	164,500	82,500	54,683	(27,817)
Other	83,513	83,513	206,645	123,132
State sources:				
Equalization	8,439,465	8,666,800	8,666,800	0
Other	748,438	733,816	836,692	102,876
Federal sources	0	0	0	0
Transfers from other funds	0	355,882	355,882	0
Amounts available for appropriations	<u>16,052,966</u>	<u>14,700,452</u>	<u>14,960,278</u>	<u>\$ 259,826</u>
Charges to appropriations (outflows)				
General government:				
Instruction:				
Regular programs	7,170,893	7,233,063	7,213,494	\$ 19,569
Special programs	1,472,665	1,524,355	1,542,902	(18,547)
Other instructional programs	223,526	204,127	292,444	(88,317)
Support services:				
Student services	272,713	273,529	270,179	3,350
Instructional staff support	505,954	509,218	544,605	(35,387)
General administration	665,920	558,229	339,709	218,520
School administration	963,082	963,321	859,031	104,290
Business services	182,236	188,380	185,864	2,516
Plant services	438,200	399,115	401,753	(2,638)
Student transportation services	1,225,473	1,206,184	1,324,887	(118,703)
Central services	21,200	21,200	0	21,200
Food services	95,420	95,420	99,654	(4,234)
Community service programs	6,150	6,150	0	6,150
Capital Outlay	0	0	42,285	(42,285)
Debt service:				
Principal retirement	0	0	0	0
Interest and bank charges	0	0	24,618	(24,618)
Transfers to other funds	<u>363,336</u>	<u>363,336</u>	<u>355,882</u>	<u>7,454</u>
Total charges to appropriations	<u>13,606,768</u>	<u>13,545,627</u>	<u>13,497,307</u>	<u>\$ 48,320</u>
BUDGETARY FUND BALANCES, ENDING	<u>\$ 2,446,198</u>	<u>\$ 1,154,825</u>	<u>\$ 1,462,971</u>	<u>\$ 308,146</u>

**BIENVILLE PARISH SCHOOL BOARD**

**REPAIR AND UPKEEP  
Budgetary Comparison Schedule  
For the Year Ended June 30, 2004**

Exhibit 1-2

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>AMOUNTS</u>	<u>FINAL BUDGET</u>
			(Budgetary Basis)	POSITIVE (NEGATIVE)
BUDGETARY FUND BALANCES, BEGINNING	\$ 763,930	\$ 763,930	\$ 1,111,266	\$ 347,336
Resources (inflows)				
Local sources:				
Taxes:				
Ad valorem	955,327	930,000	935,090	5,090
Interest earnings	21,000	15,500	16,594	1,094
State sources:				
Other	49,724	48,388	48,387	(1)
Transfers from other funds	0	0	0	0
Amounts available for appropriations	<u>1,789,981</u>	<u>1,757,818</u>	<u>2,111,337</u>	<u>\$ 353,519</u>
Charges to appropriations (outflows)				
General government:				
Instruction:				
Regular programs	0	0	7,434	(7,434)
Support services:				
General administration	80,206	80,271	30,396	49,875
School administration	0	0	500	(500)
Plant services	840,000	965,000	876,960	88,040
Capital Outlay	0	0	52,259	(52,259)
Transfers to other funds	0	0	0	0
Total charges to appropriations	<u>920,206</u>	<u>1,045,271</u>	<u>967,549</u>	<u>\$ 77,722</u>
BUDGETARY FUND BALANCES, ENDING	<u>\$ 869,775</u>	<u>\$ 712,547</u>	<u>\$ 1,143,788</u>	<u>\$ 431,241</u>



BIENVILLE PARISH SCHOOL BOARD

23 MILL  
Budgetary Comparison Schedule  
For the Year Ended June 30, 2004

Exhibit 1-3

	BUDGETED AMOUNTS		ACTUAL	VARIANCE WITH
	ORIGINAL	FINAL	AMOUNTS	FINAL BUDGET
			(Budgetary Basis)	POSITIVE (NEGATIVE)
BUDGETARY FUND BALANCES, BEGINNING	\$ 913,822	\$ 913,822	\$ 769,207	(144,615)
Resources (inflows)				
Local sources:				
Taxes:				
Ad valorem	2,715,086	2,721,070	2,735,803	14,733
Interest earnings	7,500	15,000	25,389	10,389
Transfers from other funds	0	0	0	0
Amounts available for appropriations	<u>3,636,408</u>	<u>3,649,892</u>	<u>3,530,399</u>	<u>(119,493)</u>
Charges to appropriations (outflows)				
General government:				
Instruction:				
Regular programs	931,857	978,278	976,365	1,913
Special programs	206,631	216,726	214,596	2,130
Other instructional programs	38,801	39,356	34,799	4,557
Support services:				
Student services	35,544	38,511	36,767	1,744
Instructional staff support	78,944	78,944	84,244	(5,300)
General administration	58,785	160,937	160,937	0
School administration	193,486	151,392	150,495	897
Business services	34,139	26,392	27,045	(653)
Plant services	116,129	69,255	65,439	3,816
Student transportation services	229,331	202,291	209,363	(7,072)
Food services	133,752	110,397	110,397	0
Transfers to other funds	0	0	0	0
Total charges to appropriations	<u>2,057,399</u>	<u>2,072,479</u>	<u>2,070,447</u>	<u>2,032</u>
BUDGETARY FUND BALANCES, ENDING	\$ <u>1,579,009</u>	\$ <u>1,577,413</u>	\$ <u>1,459,952</u>	<u>(117,461)</u>

**BIENVILLE PARISH SCHOOL BOARD**

**SCHOOL FOOD SERVICE  
Budgetary Comparison Schedule  
For the Year Ended June 30, 2004**

Exhibit 1-4

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>AMOUNTS</u>	<u>FINAL BUDGET</u>
			<u>(Budgetary Basis)</u>	<u>POSITIVE</u> <u>(NEGATIVE)</u>
BUDGETARY FUND BALANCES, BEGINNING	\$ 1,315,540	\$ 1,271,243	\$ 1,271,243	0
Resources (inflows)				
Local sources:				
Interest earnings	25,200	22,700	23,045	345
Food services	137,500	131,900	129,002	(2,898)
State sources:				
Equalization	271,130	271,130	271,130	0
Federal sources	811,800	822,400	796,537	(25,863)
Transfers from other funds	0	0	0	0
	<u>2,561,170</u>	<u>2,519,373</u>	<u>2,490,957</u>	<u>(28,416)</u>
Amounts available for appropriations				
Charges to appropriations (outflows)				
General government:				
Support services:				
Food services	1,155,600	1,195,529	1,168,381	27,148
Transfers to other funds	0	0	0	0
	<u>1,155,600</u>	<u>1,195,529</u>	<u>1,168,381</u>	<u>27,148</u>
Total charges to appropriations				
BUDGETARY FUND BALANCES, ENDING	\$ <u>1,405,570</u>	\$ <u>1,323,844</u>	\$ <u>1,322,576</u>	<u>(1,268)</u>

**Bienville Parish School Board  
Notes to the Budgetary Comparison Schedules  
For the Year Ended June 30, 2004**

**A. BUDGETS**

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

State statute requires budgets to be adopted for the general fund and all special revenue funds.

Each year prior to September, the Superintendent submits to the Board proposed annual budgets for the general fund and special revenue funds' budgets that are not grant oriented. Public hearings are conducted, prior to the Board's approval, to obtain taxpayer comments. Grant funds are included in special revenue funds and their budgets are adopted at the time the grant applications are approved by the governor. The operating budgets include proposed expenditures and the means of financing them.

Appropriations (unexpended budget balances) lapse at year-end.

*Formal budget integration (within the accounting records) is employed as a management control device. All budgets are controlled at the function level. Budget amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments. These revisions were considered insignificant by the Board.*

**Encumbrances** Encumbrance accounting, under which purchase orders are recorded in order to reserve that portion of the applicable appropriation, is not employed. However, outstanding purchase orders are taken into consideration before expenditures are incurred in order to assure that applicable appropriations are not exceeded.

**Budget Basis of Accounting** All governmental funds' budgets are prepared on the modified accrual basis of accounting, a basis consistent with accounting principles generally accepted in the United States of America (GAAP). Budgeted amounts are originally adopted or amended by the Board. Legally, the Board must adopt a balanced budget; that is, total budgeted revenues and other financing sources including fund balance must equal or exceed total budgeted expenditures and other financing uses. State statutes require the Board to amend its budgets when revenues plus projected revenues within a fund are expected to be less than budgeted revenues by five percent or more and/or expenditures within a fund are expected to exceed budgeted expenditures by five percent or more. The School Board approves budgets at the function level and management can transfer amounts between line items within a function.

**Budget Variances** The following individual funds had actual expenditures over budgeted expenditures for the year ended June 30, 2004:

**Bienville Parish School Board**  
**Notes to the Budgetary Comparison Schedules**  
**For the Year Ended June 30, 2004**

Fund	Budget	Actual	Unfavorable Variance
<b>General Fund</b>			
Special programs	\$ 1,524,355	\$ 1,542,902	\$ 18,547
Other instructional programs	204,127	292,444	88,317
Instructional staff support	509,218	544,605	35,387
Plant services	399,115	401,753	2,638
Student transportation services	1,206,184	1,324,887	118,703
Food services	95,420	99,654	4,234
Capital outlay	0	42,285	42,285
Interest and bank charges	0	24,618	24,618
<b>Repair and Upkeep</b>			
Regular programs	0	7,434	7,434
School administration	0	500	500
Capital outlay	0	52,259	52,259
<b>23 Mill</b>			
Instructional staff support	78,944	84,244	5,300
Business services	26,392	27,045	653
Student transportation services	202,291	209,363	7,072

**BIENVILLE PARISH SCHOOL BOARD**

**Notes to the Budgetary Comparison Schedule  
For the Year Ended June 30, 2004**

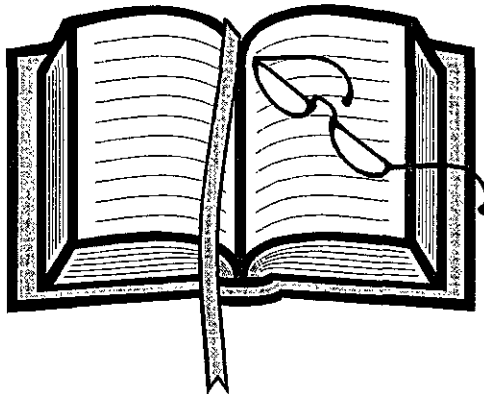
Note B - Budget to GAAP Reconciliation - Explanation of differences between budgetary inflows and outflows and GAAP revenues and expenditures

	<u>GENERAL</u> <u>FUND</u>	<u>REPAIR</u> <u>AND</u> <u>UPKEEP</u>	<u>23</u> <u>MILL</u>	<u>SCHOOL</u> <u>FOOD</u> <u>SERVICE</u>
<u>Sources/inflows of resources:</u>				
Actual amounts (budgetary basis) "available for appropriation" from the Budgetary Comparison Schedule	\$ 14,960,278	\$ 2,111,337	\$ 3,530,399	\$ 2,490,957
Transfers from other funds are inflows of budgetary resources but are not revenues for financial reporting purposes	(355,882)	0	0	0
The fund balance at the beginning of the year is a budgetary resource but is not a current year revenue for financial reporting purposes	<u>(1,574,891)</u>	<u>(1,111,266)</u>	<u>(769,207)</u>	<u>(1,271,243)</u>
Total revenues as reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	<u>\$ 13,029,505</u>	<u>\$ 1,000,071</u>	<u>\$ 2,761,192</u>	<u>\$ 1,219,714</u>
<u>Uses/outflows of resources:</u>				
Actual amounts (budgetary basis) "Total charges to appropriations" from the Budgetary Comparison Schedule	\$ 13,497,307	\$ 967,549	\$ 2,070,447	\$ 1,168,381
Difference in interest and bank charges	0	0	0	0
Transfer to other funds are outflows of budgetary resources but are not expenditures for financial reporting purposes	<u>(355,882)</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total expenditures as reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	<u>\$ 13,141,425</u>	<u>\$ 967,549</u>	<u>\$ 2,070,447</u>	<u>\$ 1,168,381</u>

**Bienville Parish School Board**

**SUPPLEMENTAL INFORMATION**

**Bienville Parish School Board**



**Bienville Parish School Board**

**COMBINING  
NONMAJOR GOVERNMENTAL FUNDS -  
BY FUND TYPE**



**BIENVILLE PARISH SCHOOL BOARD**  
**NONMAJOR GOVERNMENTAL FUNDS**  
**Combining Balance Sheet - By Fund Type**  
**June 30, 2004**

Exhibit 2

	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	TOTAL
<b>ASSETS</b>				
Cash and cash equivalents	\$ 1,346,314	\$ 435,687	\$ 198,149	\$ 1,980,150
Investments	38,674	507,268	99,162	645,104
Receivables	1,234,786	0	0	1,234,786
Interfund receivables	226,695	0	0	226,695
Other assets	0	0	0	0
	<u>2,846,469</u>	<u>942,955</u>	<u>297,311</u>	<u>4,086,735</u>
<b>TOTAL ASSETS</b>				
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities:</b>				
Accounts, salaries and other payables	703,850	0	18,670	722,520
Interfund payables	716,418	0	20,001	736,419
Deferred revenue	207	0	0	207
	<u>1,420,475</u>	<u>0</u>	<u>38,671</u>	<u>1,459,146</u>
<b>Total Liabilities</b>				
<b>Fund Balances:</b>				
Reserved for debt service	0	942,955	0	942,955
Unreserved, reported in				
Special revenue	1,425,994	0	0	1,425,994
Capital projects	0	0	258,640	258,640
	<u>1,425,994</u>	<u>942,955</u>	<u>258,640</u>	<u>2,627,589</u>
<b>Total Fund Balances</b>				
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 2,846,469</u>	<u>\$ 942,955</u>	<u>\$ 297,311</u>	<u>\$ 4,086,735</u>

**BIENVILLE PARISH SCHOOL BOARD**

**NONMAJOR GOVERNMENTAL FUNDS  
Combining Statement of Revenues, Expenditures,  
and Changes in Fund Balances - By Fund Type  
For the Year Ended June 30, 2004**

Exhibit 3

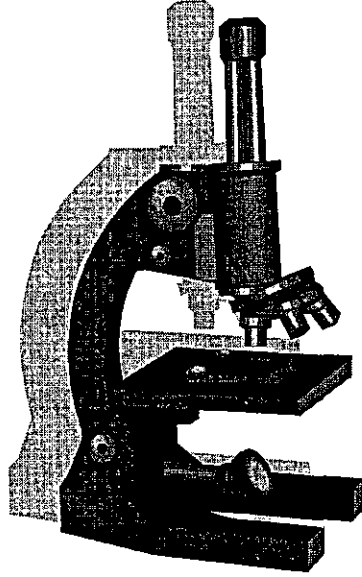
	<u>SPECIAL</u>	<u>DEBT</u>	<u>CAPITAL</u>	
	<u>REVENUE</u>	<u>SERVICE</u>	<u>PROJECTS</u>	<u>TOTAL</u>
<b>REVENUES</b>				
Local sources:				
Taxes:				
Ad valorem	\$ 1,367,896	\$ 1,266,479	\$ 0	\$ 2,634,375
Sales tax	1,464,813	0	0	1,464,813
Interest earnings	21,994	12,441	7,034	41,469
Other	83,978	12,510	0	96,488
State sources:				0
Other	95,422	0	0	95,422
Federal sources	2,740,115	0	0	2,740,115
<b>Total Revenues</b>	<u>5,774,218</u>	<u>1,291,430</u>	<u>7,034</u>	<u>7,072,682</u>
<b>EXPENDITURES</b>				
Current:				
Instruction:				
Regular programs	804,402	0	0	804,402
Special programs	497,640	0	0	497,640
Other instructional programs	1,634,445	0	0	1,634,445
Support services:				
Student services	109,802	0	0	109,802
Instructional staff support	297,490	0	0	297,490
General administration	491,802	41,900	0	533,702
School administration	102,058	0	0	102,058
Business services	28,912	0	0	28,912
Plant services	673,177	0	45,456	718,633
Student transportation services	167,238	0	0	167,238
Central services	188,651	0	0	188,651
Food services	110,686	0	0	110,686
Capital outlay	219,150	0	130,428	349,578
Debt service:				
Principal retirement	0	800,000	0	800,000
Interest and bank charges	0	276,927	0	276,927
<b>Total Expenditures</b>	<u>5,325,453</u>	<u>1,118,827</u>	<u>175,884</u>	<u>6,620,164</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	<u>448,765</u>	<u>172,603</u>	<u>(168,850)</u>	<u>452,518</u>

**BIENVILLE PARISH SCHOOL BOARD**  
**NONMAJOR GOVERNMENTAL FUNDS**  
**Combining Statement of Revenues, Expenditures,**  
**and Changes in Fund Balances - By Fund Type**  
**For the Year Ended June 30, 2004**

Exhibit 3

	<u>SPECIAL REVENUE</u>	<u>DEBT SERVICE</u>	<u>CAPITAL PROJECTS</u>	<u>TOTAL</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	0	0	0	0
Transfers out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Financing Sources (Uses)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Change in Fund Balance	<u>448,765</u>	<u>172,603</u>	<u>(168,850)</u>	<u>452,518</u>
FUND BALANCES - BEGINNING	<u>977,229</u>	<u>770,352</u>	<u>427,490</u>	<u>2,175,071</u>
FUND BALANCES - ENDING	<u>\$ 1,425,994</u>	<u>\$ 942,955</u>	<u>\$ 258,640</u>	<u>\$ 2,627,589</u>

**Bienville Parish School Board**



**Bienville Parish School Board  
Nonmajor Special Revenue Funds**

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

**TITLE VI** This grant assists state and local educational agencies to improve elementary and secondary education.

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

**SPECIAL EDUCATION**

**STATE GRANTS** These grants to states to assist them in providing a free appropriate public education to all children with disabilities.

**SUMMER SCHOOL PROGRAM** The summer school program fund is a state program that provides a summer school program for exceptional students.

**TITLE II** This program was designed to improve the skills of teachers and the quality of instruction in mathematics and science, also to increase the accessibility of such instruction to all students.

**TITLE IV** This program was designed to assist state and local educational agencies to improve elementary and secondary education. Grants are awarded for student; at risk of failure in school; instructional materials; school-wide improvements and effective school programs; training and professional development; early identification of children with reading disabilities, personal excellence of students and student achievements; innovative enhancement projects to the educational program and climate of the school; and additional teaching staff in grades 1-3 to reduce instructional class size.

**PRESCHOOL**

**PRESCHOOL GRANTS** The preschool incentive is a federally financed program designed to initiate early intervention techniques on identified preschool students so as to reduce learning problems these students will encounter upon entering school and to provide a continuum of services from the infant program up to the regular kindergarten program.

**STARTING POINTS** The purpose of this program is to increase the availability, affordability, and quality of child care and to increase the availability of early childhood development and before- and after-school programs.

**ADULT AND VOCATIONAL EDUCATION**

**ADULT EDUCATION - STATE-ADMINISTERED BASIC GRANT PROGRAM** This program was designed to improve educational opportunities for adults and to encourage the establishment of adult education programs that will enable all adults to acquire basic educational skills necessary to function in a literate society, enable adults who so desire to complete secondary school, and enable adults to benefit from job training and retraining programs and obtain productive employment to more fully enjoy the benefits and responsibilities of citizenship.

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

**VOCATIONAL EDUCATION - BASIC GRANTS TO STATES** The purpose of these grants are to make the United States more competitive in the world economy by developing more fully the academic and occupational skills of all

**Bienville Parish School Board  
Nonmajor Special Revenue Funds**

segments of the population, principally through concentrating resources on improving educational programs leading to academic and occupational skills needed to work in a technologically advanced society.

**CONSOLIDATED SALES TAX EXPENSE** The consolidated sales tax expense fund accounts for fees earned from the collection of sales taxes by the sales tax department on behalf of the six taxing authorities located within Bienville Parish for the operation of the sales tax department.

**SPECIAL SALES TAX** The special sales tax fund accounts for the proceeds of a one percent parish-wide sales and use tax for maintaining and operating the parish schools and for capital improvements.

**EMPLOYEE BENEFITS** The employees benefit fund accounts for a parish-wide ad valorem tax received for the purpose of paying salaries and benefits for employees and retirees of the Bienville Parish School Board.

**MISCELLANEOUS FUNDS** These include various federal and state grants.

**ENHANCING EDUCATION THRU TECHNOLOGY** The purpose of these funds is to integrate educational technology into classrooms to improve teaching and student achievement.

**MEDICAID** Medicaid provides financial assistance to states for payments of medical assistance on behalf of cash assistance recipients, children, pregnant women, the aged who meet income and resource requirements, and other categorically-eligible groups.

**RURAL EDUCATION ACHIEVEMENT** To provide financial assistance to rural districts to carry out activities to help improve the quality of teaching and learning.

**BIENVILLE PARISH SCHOOL BOARD**  
**NONMAJOR SPECIAL REVENUE FUNDS**  
**Combining Balance Sheet**  
**June 30, 2004**

	<u>TITLE I</u>	<u>TITLE VI</u>	<u>SPECIAL EDUCATION</u>	<u>TITLE II</u>
<b>ASSETS</b>				
Cash and cash equivalents	\$ 74,537	\$ 191	\$ 23,030	\$ 3,671
Investments	0	0	0	0
Receivables	324,096	19,023	213,169	107,754
Interfund receivables	0	0	0	0
Inventory	0	0	0	0
Other assets	0	0	0	0
<b>TOTAL ASSETS</b>	<b><u>398,633</u></b>	<b><u>19,214</u></b>	<b><u>236,199</u></b>	<b><u>111,425</u></b>
<b>LIABILITIES AND FUND BALANCES (Deficit)</b>				
<b>Liabilities</b>				
Accounts, salaries and other payables	231,970	3,214	58,919	73,205
Interfund payables	166,663	16,000	177,280	38,220
Deferred revenue	0	0	0	0
<b>Total Liabilities</b>	<b><u>398,633</u></b>	<b><u>19,214</u></b>	<b><u>236,199</u></b>	<b><u>111,425</u></b>
<b>Fund Balances (Deficit):</b>				
Reserved for inventory	0	0	0	0
Unreserved and undesignated	0	0	0	0
<b>Total Fund Balances (Deficit)</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES (Deficit)</b>	<b><u>\$ 398,633</u></b>	<b><u>\$ 19,214</u></b>	<b><u>\$ 236,199</u></b>	<b><u>\$ 111,425</u></b>

Exhibit 4

TITLE IV	PRESCHOOL	ADULT AND VOCATIONAL EDUCATION	CONSOLIDATED SALES TAX EXPENSE	SPECIAL SALES TAX	EMPLOYEE BENEFITS	MISCELLANEOUS FUNDS
\$ 0	\$ 8,507	\$ 5,266	\$ 2,032	\$ 1,032,020	\$ 148,094	\$ 9,897
0	0	0	2,358	34,564	1,752	0
2,169	18,609	25,097	18,424	149,587	0	330,007
0	0	0	20,001	205,408	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
<u>2,169</u>	<u>27,116</u>	<u>30,363</u>	<u>42,815</u>	<u>1,421,579</u>	<u>149,846</u>	<u>339,904</u>
2,169	16,781	20,363	64,898	50,932	100,081	73,935
0	10,335	10,000	158	0	0	265,762
0	0	0	0	0	0	207
<u>2,169</u>	<u>27,116</u>	<u>30,363</u>	<u>65,056</u>	<u>50,932</u>	<u>100,081</u>	<u>339,904</u>
0	0	0	0	0	0	0
0	0	0	(22,241)	1,370,647	49,765	0
0	0	0	(22,241)	1,370,647	49,765	0
<u>\$ 2,169</u>	<u>\$ 27,116</u>	<u>\$ 30,363</u>	<u>\$ 42,815</u>	<u>\$ 1,421,579</u>	<u>\$ 149,846</u>	<u>\$ 339,904</u>

(CONTINUED)



**BIENVILLE PARISH SCHOOL BOARD**  
**NONMAJOR SPECIAL REVENUE FUNDS**  
**Combining Balance Sheet**  
**June 30, 2004**

Exhibit 4

	ENHANCING EDUCATION THRU TECHNOLOGY	MEDICAID	RURAL EDUCATION ACHIEVEMENT	TOTAL
<b>ASSETS</b>				
Cash and cash equivalents	\$ 4,238	\$ 25,057	\$ 9,774	\$ 1,346,314
Investments	0	0	0	38,674
Receivables	5,767	8,858	12,226	1,234,786
Interfund receivables	0	1,286	0	226,695
Inventory	0	0	0	0
Other assets	0	0	0	0
<b>TOTAL ASSETS</b>	<b>10,005</b>	<b>35,201</b>	<b>22,000</b>	<b>2,846,469</b>
<b>LIABILITIES AND FUND BALANCES (Deficit)</b>				
<b>Liabilities</b>				
Accounts, salaries and other payables	5	7,378	0	703,850
Interfund payables	10,000	0	22,000	716,418
Deferred revenue	0	0	0	207
<b>Total Liabilities</b>	<b>10,005</b>	<b>7,378</b>	<b>22,000</b>	<b>1,420,475</b>
<b>Fund Balances (Deficit):</b>				
Reserved for inventory	0	0	0	0
Unreserved and undesignated	0	27,823	0	1,425,994
<b>Total Fund Balances (Deficit)</b>	<b>0</b>	<b>27,823</b>	<b>0</b>	<b>1,425,994</b>
<b>TOTAL LIABILITIES AND FUND BALANCES (Deficit)</b>	<b>\$ 10,005</b>	<b>\$ 35,201</b>	<b>\$ 22,000</b>	<b>\$ 2,846,469</b>

(CONCLUDED)

**Bienville Parish School Board**



**BIENVILLE PARISH SCHOOL BOARD**

**NONMAJOR SPECIAL REVENUE FUNDS  
Combining Statement of Revenues, Expenditures,  
and Changes in Fund Balances (Deficit)  
For the Year Ended June 30, 2004**

	<u>TITLE I</u>	<u>TITLE VI</u>	<u>SPECIAL EDUCATION</u>	<u>TITLE II</u>
<b>REVENUES</b>				
Local sources:				
Taxes:				
Ad Valorem	\$ 0	\$ 0	\$ 0	\$ 0
Sales tax	0	0	0	0
Interest earnings	0	0	0	0
Food services	0	0	0	0
Other	0	0	0	0
State sources:				
Equalization	0	0	0	0
Other	0	0	0	0
Federal sources	<u>1,226,731</u>	<u>22,136</u>	<u>452,410</u>	<u>296,424</u>
 Total Revenues	 <u>1,226,731</u>	 <u>22,136</u>	 <u>452,410</u>	 <u>296,424</u>
 <b>EXPENDITURES</b>				
Current:				
Instruction:				
Regular programs	0	0	0	0
Special programs	0	0	320,770	0
Other instructional programs	963,134	0	0	218,028
Support services:				
Student services	0	22,136	59,858	0
Instructional staff support	73,037	0	25,775	36,755
General administration	163,870	0	31,040	41,641
School administration	0	0	0	0
Business services	11,708	0	0	0
Plant services	0	0	0	0
Student transportation services	0	0	0	0
Central services	1,541	0	3,559	0
Food services	0	0	0	0
Capital outlay	<u>13,441</u>	<u>0</u>	<u>11,408</u>	<u>0</u>
 Total Expenditures	 <u>1,226,731</u>	 <u>22,136</u>	 <u>452,410</u>	 <u>296,424</u>
 <b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	 <u>\$ 0</u>	 <u>\$ 0</u>	 <u>\$ 0</u>	 <u>\$ 0</u>

Exhibit 5

TITLE IV	PRESCHOOL	ADULT AND VOCATIONAL EDUCATION	CONSOLIDATED SALES TAX EXPENSE	SPECIAL SALES TAX	EMPLOYEE BENEFITS	MISCELLANEOUS FUNDS
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	1,367,896	\$ 0
0	0	0	0	1,464,813	0	0
0	0	0	62	14,074	7,858	0
0	0	0	0	0	0	0
0	0	0	83,978	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	60,909
2,169	67,071	112,270	0	0	0	422,446
2,169	67,071	112,270	84,040	1,478,887	1,375,754	483,355
0	0	22,314	0	42,588	695,358	0
0	21,950	0	0	0	145,708	0
0	44,786	50,680	0	0	63,805	294,012
2,169	0	0	0	0	25,639	0
0	0	0	0	0	69,228	92,695
0	335	0	106,797	26,414	95,943	25,762
0	0	0	0	0	102,058	0
0	0	0	0	0	17,204	0
0	0	0	0	632,331	40,846	0
0	0	0	0	0	151,512	15,726
0	0	0	0	183,551	0	0
0	0	0	0	0	110,686	0
0	0	39,276	5,549	0	0	55,160
2,169	67,071	112,270	112,346	884,884	1,517,987	483,355
\$ 0	\$ 0	\$ 0	(28,306)	\$ 594,003	(142,233)	\$ 0

(CONTINUED)

**BIENVILLE PARISH SCHOOL BOARD**

**NONMAJOR SPECIAL REVENUE FUNDS  
Combining Statement of Revenues, Expenditures,  
and Changes in Fund Balances (Deficit)  
For the Year Ended June 30, 2004**

	<u>TITLE I</u>	<u>TITLE VI</u>	<u>SPECIAL EDUCATION</u>	<u>TITLE II</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	\$ 0	\$ 0	\$ 0	\$ 0
Transfers out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total other financing sources (uses)</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Change in Fund Balance	0	0	0	0
FUND BALANCES - BEGINNING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCES - ENDING	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Exhibit 5

TITLE IV	PRESCHOOL	ADULT AND VOCATIONAL EDUCATION	CONSOLIDATED SALES TAX EXPENSE	SPECIAL SALES TAX	EMPLOYEE BENEFITS	MISCELLANEOUS FUNDS
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	(28,306)	594,003	(142,233)	0
0	0	0	6,065	776,644	191,998	0
<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (22,241)</u>	<u>\$ 1,370,647</u>	<u>\$ 49,765</u>	<u>\$ 0</u>

(CONTINUED)

**BIENVILLE PARISH SCHOOL BOARD**

**NONMAJOR SPECIAL REVENUE FUNDS  
Combining Statement of Revenues, Expenditures,  
and Changes in Fund Balances (Deficit)  
For the Year Ended June 30, 2004**

Exhibit 5

	<u>ENHANCING EDUCATION THRU TECHNOLOGY</u>	<u>MEDICAID</u>	<u>RURAL EDUCATION ACHIEVEMENT</u>	<u>TOTAL</u>
<b>REVENUES</b>				
Local sources:				
Taxes:				
Ad Valorem	\$ 0	\$ 0	\$ 0	\$ 1,367,896
Sales tax	0	0	0	1,464,813
Interest earnings	0	0	0	21,994
Food services	0	0	0	0
Other	0	0	0	83,978
State sources:				
Equalization	0	0	0	0
Other	0	34,513	0	95,422
Federal sources	<u>32,308</u>	<u>0</u>	<u>106,150</u>	<u>2,740,115</u>
 Total Revenues	 <u>32,308</u>	 <u>34,513</u>	 <u>106,150</u>	 <u>5,774,218</u>
 <b>EXPENDITURES</b>				
Current:				
Instruction:				
Regular programs	9,013	0	35,129	804,402
Special programs	0	9,212	0	497,640
Other instructional programs	0	0	0	1,634,445
Support services:				
Student services	0	0	0	109,802
Instructional staff support	0	0	0	297,490
General administration	0	0	0	491,802
School administration	0	0	0	102,058
Business services	0	0	0	28,912
Plant services	0	0	0	673,177
Student transportation services	0	0	0	167,238
Central services	0	0	0	188,651
Food services	0	0	0	110,686
Capital outlay	<u>23,295</u>	<u>0</u>	<u>71,021</u>	<u>219,150</u>
 Total Expenditures	 <u>32,308</u>	 <u>9,212</u>	 <u>106,150</u>	 <u>5,325,453</u>
 <b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	 <b>\$ 0</b>	 <b>\$ 25,301</b>	 <b>\$ 0</b>	 <b>\$ 448,765</b>

(CONTINUED)

**BIENVILLE PARISH SCHOOL BOARD**  
**NONMAJOR SPECIAL REVENUE FUNDS**  
**Combining Statement of Revenues, Expenditures,**  
**and Changes in Fund Balances (Deficit)**  
**For the Year Ended June 30, 2004**

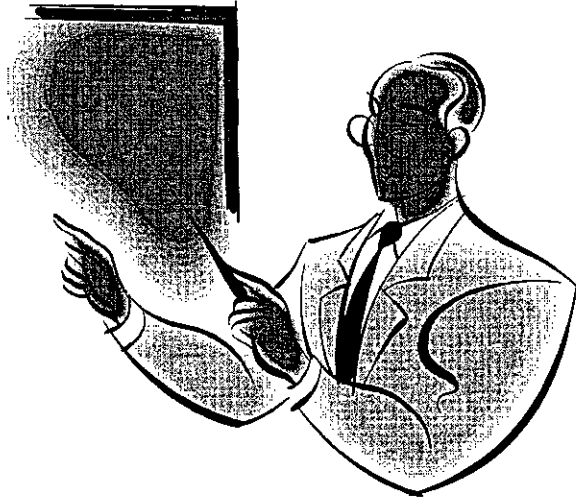
Exhibit 5

	ENCHANCING EDUCATION THRU TECHNOLOGY	MEDICAID	RURAL EDUCATION ACHIEVEMENT	TOTAL
OTHER FINANCING SOURCES (USES)				
Transfers in	\$ 0	\$ 0	\$ 0	0
Transfers out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total other financing sources (uses)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Change in Fund Balance	0	25,301	0	448,765
FUND BALANCES - BEGINNING	<u>0</u>	<u>2,522</u>	<u>0</u>	<u>977,229</u>
FUND BALANCES - ENDING	<u>\$ 0</u>	<u>\$ 27,823</u>	<u>\$ 0</u>	<u>\$ 1,425,994</u>

(CONCLUDED)



**Bienville Parish School Board**



**Bienville Parish School Board  
Nonmajor Debt Service Funds**

School District #1  
School District #2  
School District #4 and 5  
School District #16  
School District #16-37  
School District #28  
School District #33

The debt service funds are used to accumulate monies to pay outstanding bond issues. The bonds were issued by the respective school districts to acquire lands for building sites and to purchase, erect, and improve school buildings, equipment, and furnishings. The bond issues are financed by an ad valorem tax on property within the territorial boundaries of the respective wards.

**BIENVILLE PARISH SCHOOL BOARD**

**NONMAJOR DEBT SERVICE FUNDS  
Combining Balance Sheet  
June 30, 2004**

	<u>DISTRICT #1</u>	<u>DISTRICT #2</u>	<u>DISTRICT #4 &amp; 5</u>	<u>DISTRICT #16</u>
<b>ASSETS</b>				
Cash and cash equivalents	\$ 636	\$ 104,725	\$ 182,055	\$ 9,565
Investments	<u>21,446</u>	<u>146,906</u>	<u>19,627</u>	<u>11,198</u>
<b>TOTAL ASSETS</b>	<u>22,082</u>	<u>251,631</u>	<u>201,682</u>	<u>20,763</u>
 <b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities</b>				
Interfund payables	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total liabilities</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
 <b>Fund balances</b>				
Reserved for debt service	<u>22,082</u>	<u>251,631</u>	<u>201,682</u>	<u>20,763</u>
<b>Total fund balances</b>	<u>22,082</u>	<u>251,631</u>	<u>201,682</u>	<u>20,763</u>
 <b>TOTAL LIABILITIES AND FUND BALANCES</b>	 <u>\$ 22,082</u>	 <u>\$ 251,631</u>	 <u>\$ 201,682</u>	 <u>\$ 20,763</u>

Exhibit 6

<u>DISTRICT #16-37</u>	<u>DISTRICT #28</u>	<u>DISTRICT #33</u>	<u>TOTAL</u>
\$ 20,006	\$ 58,589	\$ 60,111	435,687
<u>58,486</u>	<u>19,449</u>	<u>230,156</u>	<u>507,268</u>
<u>78,492</u>	<u>78,038</u>	<u>290,267</u>	<u>942,955</u>
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>78,492</u>	<u>78,038</u>	<u>290,267</u>	<u>942,955</u>
<u>78,492</u>	<u>78,038</u>	<u>290,267</u>	<u>942,955</u>
<u>\$ 78,492</u>	<u>\$ 78,038</u>	<u>\$ 290,267</u>	<u>\$ 942,955</u>

**BIENVILLE PARISH SCHOOL BOARD**  
**NONMAJOR DEBT SERVICE FUNDS**  
**Combining Statement of Revenues, Expenditures,**  
**and Changes In Fund Balances**  
**For the Year Ended June 30, 2004**

	<u>DISTRICT #1</u>	<u>DISTRICT #2</u>	<u>DISTRICT #4 &amp; 5</u>	<u>DISTRICT #16</u>
<b>REVENUES</b>				
Local sources:				
Taxes:				
Ad valorem	\$ 0	\$ 244,801	\$ 622,840	\$ 0
Interest earnings	244	2,619	2,811	293
Other	<u>0</u>	<u>0</u>	<u>12,510</u>	<u>0</u>
<b>Total Revenues</b>	<u>244</u>	<u>247,420</u>	<u>638,161</u>	<u>293</u>
<b>EXPENDITURES</b>				
Current:				
Support services:				
General administration	0	7,656	21,383	0
Debt Service:				
Principal retirement	0	165,000	360,000	5,000
Interest and bank charges	<u>0</u>	<u>86,820</u>	<u>88,804</u>	<u>850</u>
<b>Total Expenditures</b>	<u>0</u>	<u>259,476</u>	<u>470,187</u>	<u>5,850</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	<u>244</u>	<u>(12,056)</u>	<u>167,974</u>	<u>(5,557)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Proceeds from bond	0	0	0	0
Payments to escrow	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Change in Fund Balance</b>	244	(12,056)	167,974	(5,557)
<b>FUND BALANCES - BEGINNING</b>	<u>21,838</u>	<u>263,687</u>	<u>33,708</u>	<u>26,320</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 22,082</u>	<u>\$ 251,631</u>	<u>\$ 201,682</u>	<u>\$ 20,763</u>

Exhibit 7

<u>DISTRICT #16-37</u>	<u>DISTRICT #28</u>	<u>DISTRICT #33</u>	<u>TOTAL</u>
\$ 143,475	\$ 0	\$ 255,363	\$ 1,266,479
1,154	1,271	4,049	12,441
<u>0</u>	<u>0</u>	<u>0</u>	<u>12,510</u>
<u>144,629</u>	<u>1,271</u>	<u>259,412</u>	<u>1,291,430</u>
4,608	0	8,253	41,900
120,000	0	150,000	800,000
<u>18,328</u>	<u>0</u>	<u>82,125</u>	<u>276,927</u>
<u>142,936</u>	<u>0</u>	<u>240,378</u>	<u>1,118,827</u>
<u>1,693</u>	<u>1,271</u>	<u>19,034</u>	<u>172,603</u>
0	0	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
1,693	1,271	19,034	172,603
<u>76,799</u>	<u>76,767</u>	<u>271,233</u>	<u>770,352</u>
<u>\$ 78,492</u>	<u>\$ 78,038</u>	<u>\$ 290,267</u>	<u>\$ 942,955</u>

**Bienville Parish School Board  
Nonmajor Capital Projects Funds**

**Consolidated School District #1 Sales Tax** This fund is used to account for financial resources to be used to acquire, construct, or improve facilities within School District #1.

**School District #2 Building Fund** This fund is used to account for financial resources to be used to acquire, construct, or improve facilities within School District #2.

**School District #33 Building Fund** This fund is used to account for financial resources to be used to acquire, construct, or improve facilities within School District #33.

**BIENVILLE PARISH SCHOOL BOARD**  
**NONMAJOR CAPITAL PROJECTS FUNDS**  
**Combining Balance Sheet**  
**June 30, 2004**

Exhibit 8

	CONSOLIDATED SCHOOL DISTRICT #1 SALES TAX	SCHOOL DISTRICT #2 BUILDING FUND	SCHOOL DISTRICT #33 BUILDING FUND	TOTAL
<b>ASSETS</b>				
Cash and cash equivalents	\$ 12,291	\$ 163,704	\$ 22,154	\$ 198,149
Investments	848	6,384	91,930	99,162
<b>TOTAL ASSETS</b>	<b>13,139</b>	<b>170,088</b>	<b>114,084</b>	<b>297,311</b>
<b>LIABILITIES AND FUND BALANCES (Deficit)</b>				
<b>Liabilities</b>				
Accounts, salaries and other payables	0	7,820	10,850	18,670
Interfund payable	20,001	0	0	20,001
<b>Total liabilities</b>	<b>20,001</b>	<b>7,820</b>	<b>10,850</b>	<b>38,671</b>
<b>Fund balances:</b>				
Undesignated	(6,862)	162,268	103,234	258,640
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 13,139</b>	<b>\$ 170,088</b>	<b>\$ 114,084</b>	<b>\$ 297,311</b>



**BIENVILLE PARISH SCHOOL BOARD**

**NONMAJOR CAPITAL PROJECTS FUNDS  
Combining Statement of Revenues, Expenditures,  
and Changes In Fund Balances (Deficit)  
For the Year Ended June 30, 2004**

Exhibit 9

	CONSOLIDATED SCHOOL DISTRICT #1	SCHOOL DISTRICT #2	SCHOOL DISTRICT #33	TOTAL
	SALES TAX	BUILDING FUND	BUILDING FUND	
<b>REVENUES</b>				
Local sources:				
Taxes:				
Ad valorem	\$ 0	\$ 0	\$ 0	\$ 0
Interest earnings	235	5,458	1,341	7,034
<b>Total Revenues</b>	<b>235</b>	<b>5,458</b>	<b>1,341</b>	<b>7,034</b>
<b>EXPENDITURES</b>				
Support services:				
Plant services	610	28,200	16,646	45,456
Capital outlay	0	130,428	0	130,428
<b>Total Expenditures</b>	<b>610</b>	<b>158,628</b>	<b>16,646</b>	<b>175,884</b>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	<b>(375)</b>	<b>(153,170)</b>	<b>(15,305)</b>	<b>(168,850)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Bond proceeds	0	0	0	0
Accrued interest and premiums	0	0	0	0
<b>Total other financing sources (uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net change in fund balance</b>	<b>(375)</b>	<b>(153,170)</b>	<b>(15,305)</b>	<b>(168,850)</b>
<b>FUND BALANCES - BEGINNING</b>	<b>(6,487)</b>	<b>315,438</b>	<b>118,539</b>	<b>427,490</b>
<b>FUND BALANCES - ENDING</b>	<b>\$ (6,862)</b>	<b>\$ 162,268</b>	<b>\$ 103,234</b>	<b>\$ 258,640</b>

**Bienville Parish School Board  
Agency Funds**

**SCHOOL ACTIVITIES AGENCY FUND** The activities of the various individual school accounts are accounted for in the school activities agencies fund. While the accounts are under the supervision of the School Board, they belong to the individual schools or their student bodies and are not available for use by the School Board.

**SALES TAX AGENCY FUND** The sales tax agency fund accounts for the collection and distribution of sales taxes by the sales tax department of the Bienville Parish School Board on behalf of the seven taxing authorities located within Bienville Parish.

BIENVILLE PARISH SCHOOL BOARD

AGENCY FUNDS  
Combining Schedule of Assets and Liabilities  
June 30, 2004

Exhibit 10

	<u>SCHOOL ACTIVITIES AGENCY FUND</u>	<u>SALES TAX AGENCY FUND</u>	<u>TOTAL</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ <u>261,302</u>	\$ <u>8,192</u>	\$ <u>269,494</u>
Total Assets	<u>261,302</u>	<u>8,192</u>	<u>269,494</u>
<b>LIABILITIES</b>			
Deposits due others	<u>261,302</u>	<u>8,192</u>	<u>269,494</u>
Total Liabilities	<u>\$ 261,302</u>	<u>\$ 8,192</u>	<u>\$ 269,494</u>

**BIENVILLE PARISH SCHOOL BOARD**  
**SCHOOL ACTIVITIES AGENCY FUND**  
**Schedule of Changes in Deposits Due Others**  
**For the Year Ended June 30, 2004**

Exhibit 11

SCHOOL	Balance, Beginning	Additions	Deductions	Balance, Ending
Arcadia High School	\$ 9,605	\$ 116,225	\$ 113,105	\$ 12,725
Bienville High School	5,567	41,333	43,723	3,177
Castor High School	77,739	178,207	167,352	88,594
Crawford Elementary School	15,275	27,879	29,622	13,532
Gibsland-Coleman High School	28,873	53,844	57,262	25,455
Ringgold Elementary School	38,767	96,514	102,995	32,286
Ringgold High School	28,660	95,856	88,142	36,374
Saline High School	<u>40,470</u>	<u>106,061</u>	<u>97,372</u>	<u>49,159</u>
Total	<u>\$ 244,956</u>	<u>\$ 715,919</u>	<u>\$ 699,573</u>	<u>\$ 261,302</u>

**BIENVILLE PARISH SCHOOL BOARD**  
**SALES TAX AGENCY FUND**  
**Schedule of Changes in Deposits Due Others**  
**For the Year Ended June 30, 2004**

Exhibit 12

DEPOSIT BALANCE AT BEGINNING OF YEAR	\$ <u>64,595</u>
ADDITIONS	
Sales tax collections	<u>5,637,784</u>
DEDUCTIONS	
Payments to:	
Bienville Parish School Board	2,859,558
Bienville Parish Police Jury	1,427,666
Town of Arcadia	976,770
Town of Gibsland	54,729
Town of Ringgold	214,598
Village of Castor	29,405
Fees for audit of sales tax vendors	89,093
Other expenses	<u>42,368</u>
Total deductions	<u>5,694,187</u>
DEPOSIT BALANCE AT END OF YEAR	\$ <u>8,192</u>

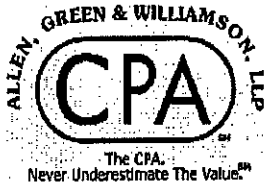
**Bienville Parish School Board  
General**

**Schedule of Compensation Paid Board Memebers  
For the Year Ended June 30, 2004**

**Schedule 13**

The schedule of compensation paid to the School Board members is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the School Board members is included in the general administrative expenditures of the general fund. In accordance with Louisiana Revised Statute 17:56, the School Board members have elected the monthly payment method of compensation. Under this method, each member of the School Board receives \$600 per month, members of the executive committee receive an additional \$50 per month and the president receives an additional \$100 per month for performing the duties of his office.

<u>Board Member</u>	<u>District</u>	<u>Amount</u>
Dan Loe, President	1	7,800
Larry Knotts, Vice President	6	8,100
Esther Sullivan	2	7,500
Johnnie Thomas	3	7,500
Clarence Mason	4	7,500
Tommy Madden	5	7,500
Richard Walker	7	<u>7,500</u>
Total		<u>\$ 53,400</u>



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### **Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards**

#### Board Members

Bienville Parish School Board

Arcadia, Louisiana

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Bienville Parish School Board, as of and for the year ended June 30, 2004, which collectively comprise the School Board's basic financial statements, and have issued our report thereon dated December 21, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the School Board's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the 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 over financial reporting and its operation that we consider to be material weaknesses.

#### Compliance and Other Matters

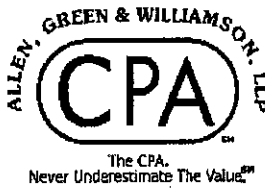
As part of obtaining reasonable assurance about whether the School Board's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under Government Auditing Standards which is described in the accompanying Schedule of Findings and Questioned Costs as item 04-F1.

This report is intended solely for the information and use of the Board, management, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

*Allen, Green & Williamson, LLP*

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana  
December 21, 2004



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### **Report on Compliance With Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance With OMB Circular No. A-133**

Board Members  
Bienville Parish School Board  
Arcadia, Louisiana

#### Compliance

We have audited the compliance of the Bienville Parish School Board with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular No. A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2004. The School Board's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the School Board's management. Our responsibility is to express an opinion on the School Board's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America; and OMB Circular No. A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular No. A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the School Board's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the School Board's compliance with those requirements.

In our opinion, the School Board complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2004.

#### Internal Control Over Compliance

The management of the School Board is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the School Board's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular No. A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants caused by error or fraud that would be material in relation to a major federal program 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 over compliance and its operation that we consider to be material weaknesses.



This report is intended solely for the information and use of the Board, management, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

*Allen, Green + Williamson, LLP*

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana  
December 21, 2004

**Bienville Parish School Board  
Schedule of Expenditures of Federal Awards  
For the Year Ended June 30, 2004**

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM NAME	CFDA Number	Pass Through Grantor No.	Expenditures
<b>CASH FEDERAL AWARDS</b>			
<i>United States Department of Agriculture</i>			
Passed Through Louisiana Department of Education:			
National School Lunch Program	10.555	N/A	\$ 575,240
School Breakfast Program	10.553	N/A	171,703
Total United States Department of Agriculture			<u>746,943</u>
<i>United States Department of Education</i>			
Passed through Louisiana Department of Education:			
Adult Educaiton - State Grant Program	84.002	N/A	39,259
Title I	84.010	04-IASA-07-I	1,226,731
Special Education:			
Grants to States (Part B)	84.027	04-IB-07	452,410
Preschool Grants	84.173	04-IP-07	22,285
Vocational Education:			
Basic Grants to States	84.048	28-04-07-2B/BG	50,697
Title V	84.298	04-IASA-07-V	22,314
Title II (Improving Teacher Quality State Grants)	84.367	04-50-07-I	296,424
Title IV (Safe and Drug-Free Schools - State Grants)	84.186	04-70-07	2,169
Title VI - Innovative Education	84.298	04-IASA-07-VI	22,136
Rural Education Achievement Program	84.358B	04-RE-07	106,150
LA 21st Century Community Learning Centers	84.287C	03-CC-07	418,510
Enhancing Education Through Technology (Ed-Tech) State Program	84.318	280449-07	32,308
Total United States Department of Education			<u>2,691,393</u>
<i>United States Department of Health and Human Services</i>			
Passed through the Louisiana Department of Education			
Temporary Assitance to Needy Families (TANF)	93.558	04-36-56	48,722
<b>TOTAL CASH FEDERAL AWARDS</b>			<b>3,487,058</b>
<b>NONCASH FEDERAL AWARDS</b>			
<i>United States Department of Agriculture and Forestry:</i>			
Passed Through Louisiana Department of Agriculture and Forestry:			
Food Distribution Program (Commodities)	10.550	N/A	49,594
<b>TOTAL FEDERAL AWARDS</b>			<b><u>\$ 3,536,652</u></b>

**Bienville Parish School Board**  
**Notes to the Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2004**

**NOTE 1 - GENERAL** The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the Bienville Parish School Board, Arcadia, Louisiana. The Bienville Parish School Board (the School Board) reporting entity is defined in Note 1 to the School Board's basic financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through other government agencies, is included in the schedule.

**NOTE 2 - BASIS OF ACCOUNTING** The accompanying schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting, which is described in Note 1 to the School Board's basic financial statements.

**NOTE 3 - RELATIONSHIP TO BASIC FINANCIAL STATEMENTS** Federal awards revenues are reported in the School Board's basic financial statements as follows:

	Federal Sources
School Food Service	\$ 796,537
Other Governmental	
Title I	1,226,731
Title VI	22,136
Special Education	452,410
Title II	296,424
Title IV	2,169
Preschool	67,071
Adult and Vocational Education	112,270
Miscellaneous Funds	422,446
Enhancing Education Through Technology	32,308
Rural Education Achievement	106,150
Total	\$ 3,536,652

**NOTE 4 - RELATIONSHIP TO FEDERAL FINANCIAL REPORTS** Amounts reported in the accompanying schedule agree with the amounts reported in the related federal financial reports except for changes made to reflect amounts in accordance with accounting principles generally accepted in the United States of America.

**NOTE 5 - MATCHING REVENUES** For those funds that have matching revenues and state funding, federal expenditures were determined by deducting matching revenues from total expenditures.

**NOTE 6 - NONCASH PROGRAMS** The commodities received, which are noncash revenues, are valued using prices provided by the United States Department of Agriculture.

**Bienville Parish School Board  
Schedule of Findings and Questioned Costs  
For the Year Ended June 30, 2004**

**PART I - Summary of the Auditors' Results**

**Financial Statement Audit**

- i. The type of audit report issued was unqualified.
- ii. There were no reportable conditions required to be disclosed by Government Auditing Standards issued by the Comptroller General of the United States of America.
- iii. *There was an instance of noncompliance considered material, as defined by the Government Auditing Standards, to the financial statement.*

**Audit of Federal Awards**

- iv. There were no reportable conditions required to be disclosed by OMB Circular No. A-133.
- v. The type of report the auditor issued on compliance for major programs was unqualified.
- vi. *The audit disclosed no audit findings which the auditor is required to report under OMB Circular No. A-133, Section .510(a).*
- vii. The major federal programs are:

CFDA #84.287C	LA 21 <sup>st</sup> Century Community Learning Centers
Special Education Cluster:	
CFDA #84.027	Grants to State (Part B)
CFDA #84.173	Preschool Grants
- viii. The dollar threshold used to distinguish between Type A and Type B programs as described in OMB Circular No. A-133, Section .520(b) was \$300,000.
- ix. The auditee does qualify as a low-risk auditee under OMB Circular No. A-133, Section .530.

**Bienville Parish School Board  
Schedule of Findings and Questioned Costs  
For the Year Ended June 30, 2004**

**PART II - Findings related to the financial statements which are required to be reported in accordance with Generally Accepted Government Auditing Standards:**

**Reference # and title: 04-F1 Five Percent Budget Variances**

**Entity-wide or program/department specific:** This finding is specific to the Consolidated Sales Tax Expense fund and Employee Benefits fund.

**Criteria or specific requirement:** LSA-R.S. 39:1311 requires the chief executive or administrative officer to advise the governing authority or independently elected official in writing when total expenditures and other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures and other uses by five percent or more and, when total revenue and other sources for the remainder of the year, within a fund, are failing to meet total budgeted revenues and other sources by five percent or more.

**Condition found:** Expenditures exceeded total budgeted expenditures by 5% or more in the following funds:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
Consolidated Sales Tax Expense	\$89,199	\$112,346	\$23,147
Employee Benefits	1,416,682	1,517,987	101,305

**Proper perspective for judging the prevalence and consequences:** The School Board is required by state statute to adopt budgets for the general fund and all special revenue funds.

**Possible asserted effect (cause and effect):**

**Cause:** Unknown.

**Effect:** The School Board is in violation of LSA-R.S. 39:1311.

**Recommendations to prevent future occurrences:** The School Board should monitor expenditures and amend budgets as needed.

**Bienville Parish School Board  
Summary Schedule of Prior Audit Findings  
June 30, 2004**

**Finding reference # and title:    03-F1            Bank Reconciliations**

**Initially occurred:** Fiscal year ended June 30, 2002

**Condition:** Internal controls require bank accounts be reconciled to the general ledger balance in a timely manner.

Workers' compensation and the retirees' clearing accounts are not being reconciled to the general ledger balance and many entries are not being posted to the books.

**Corrective action taken:** Bank reconciliations are being reconciled monthly to the general ledger and entries are being posted to the books.

**Person responsible for corrective action:**

Connie Hampton, Business Manager	Telephone: (318) 263-9416
Bienville Parish School Board	Fax: (318) 263-3100
P. O. Box 418	
Arcadia, LA 71001-0418	

**Finding reference # and title:    03-F2            Safeguarding of Fixed Assets**

**Initially occurred:** Fiscal year ended June 30, 2002

**Condition:** The fixed asset listing and safeguarding of fixed assets were tested at two locations. To test fixed assets, assets were chosen from the fixed asset listing and traced to the assets, and assets were chosen and traced back to the listing. The results were as follows:

1. Of the 20 items chosen from the listing to be traced to the physical assets, three items were not traceable.
2. Of the 20 items chosen to be traced back to this listing, nine items were not found on the fixed asset listing.

**Corrective action taken:** An inventory was taken at each location to verify the accuracy of the fixed asset listing.

**Person responsible for corrective action:**

Connie Hampton, Business Manager	Telephone: (318) 263-9416
Bienville Parish School Board	Fax: (318) 263-3100
P. O. Box 418	
Arcadia, LA 71001-0418.	

**Finding reference # and title:    03-F3            Late Submission of the Audit Report**

**Initially occurred:** Fiscal year ended June 30, 2003

**Condition:** In accordance with LSA-R.S. 24:513A (5)(a) "Audits shall be completed within six months of the close of the entity's fiscal year."

The audit report was filed with the Legislative Auditor's office after the deadline.

**Corrective action taken:** The audit report will be submitted in timely manner.

**Bienville Parish School Board  
Summary Schedule of Prior Audit Findings  
June 30, 2004**

**Person responsible for corrective action:**

Connie Hampton, Business Manager Telephone: (318) 263-9416  
Bienville Parish School Board Fax: (318) 263-3100  
P. O. Box 418  
Arcadia, LA 71001-0418

**Finding reference # and title:    03-F4            Five Percent Budget Variances**

**Initially occurred:** Fiscal year ended June 30, 2002

**Condition:** LSA-R.S. 39:1311 requires the chief executive or administrative officer to advise the governing authority or independently elected official in writing when total expenditures and other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures and other uses by five percent or more and, when total revenue and other sources for the remainder of the year, within a fund, are failing to meet total budgeted revenues and other sources by five percent or more.

**Condition found:**

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
23 Mill	\$1,808,764	\$1,962,206	\$153,442
Repairs and upkeep	917,967	1,177,129	259,162
Title VI	43,400	48,680	5,280
Special sales tax	1,255,429	1,354,319	98,890
School Food Service	1,100,500	1,161,466	60,966

**Corrective action planned:** See current year finding 04-F1.

**Person responsible for corrective action:**

Connie Hampton, Business Manager Telephone: (318) 263-9416  
Bienville Parish School Board Fax: (318) 263-3100  
P. O. Box 418  
Arcadia, LA 71001-0418

**Finding reference # and title:    03-F5            Inadequate Separation of Duties**

**Initially occurred:** Fiscal year ended June 30, 2002

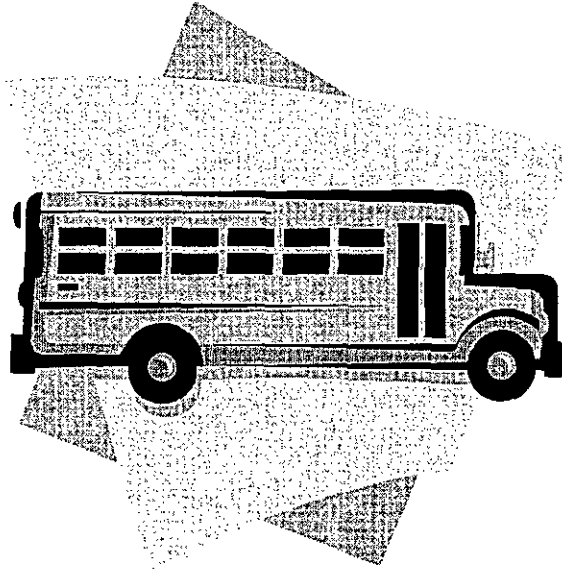
**Condition:** The payroll clerk and coordinator have job duties in which they enter information into the computer, print checks, run checks through check-signing machine, and distribute checks.

**Corrective action taken:** The distribution of checks has been assigned to someone other than the payroll clerk and coordinator.

**Person responsible for corrective action:**

Connie Hampton, Business Manager Telephone: (318) 263-9416  
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**Bienville Parish School Board**





**Bienville Parish School Board  
Corrective Action Plan for Current-Year Findings and Questioned Costs  
June 30, 2004**

**Reference # and title: 04-F1 Five Percent Budget Variances**

**Condition:** LSA-R.S. 39:1311 requires the chief executive or administrative officer to advise the governing authority or independently elected official in writing when total expenditures and other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures and other uses by five percent or more and, when total revenue and other sources for the remainder of the year, within a fund, are failing to meet total budgeted revenues and other sources by five percent or more.

Expenditures exceeded total budgeted expenditures by 5% or more in the following funds:

<u>Fund</u>	<u>Budget</u>	<u>Actual</u>	<u>Unfavorable Variance</u>
Consolidated Sales Tax Expense	\$89,199	\$112,346	\$23,147
Employee Benefits	1,416,682	1,517,987	101,305

**Corrective action planned:** The business department will monitor the expenditures and revise the budget, if necessary.

**Person responsible for corrective action:**

Connie Hampton, Business Manager  
Bienville Parish School Board  
P. O. Box 418  
Arcadia, Louisiana 71001-0418

Telephone: (318) 263-9416  
Fax: (318) 263-3100

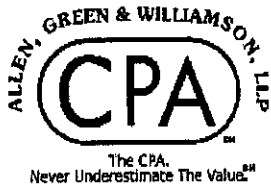
**Anticipated completion date:** June 30, 2005

**Bienville Parish School Board  
Status of Prior Management Letter Items  
June 30, 2004**

**03-M1   Miscoding of Salaries**

**Comment:** While reviewing the maintenance and repairs and supplies accounts for transactions we found salary amounts were being charged to a supplies account. The account number is 001-610-1100.16 and the account's name is Remediation. This account is used for extra pay for teachers who stay after school and tutor children.

**Corrective action taken:** Salaries have been properly coded to the correct accounts.



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## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

### Board Members

Bienville Parish School Board  
Arcadia, Louisiana

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of the Bienville Parish School Board, Arcadia, Louisiana, and the Legislative Auditor, State of Louisiana, solely to assist users in evaluating management's assertions about the performance and statistical data accompanying the annual financial statements of the School Board and to determine whether the specified schedules are free of obvious errors and omissions as provided by the Board of Elementary and Secondary Education (BESE). This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the reports. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings relate to the accompanying schedules of supplemental information and are as follows:

### General Fund Instructional and Support Expenditures and Certain Local Revenue Sources (Schedule 1)

1. We selected a random sample of 25 transactions and reviewed supporting documentation to determine if the sampled expenditures/revenues are classified correctly and are reported in the proper amounts for each of the following amounts reported on the schedule:
  - Total General Fund Instructional Expenditures,
  - Total General Fund Equipment Expenditures,
  - Total Local Taxation Revenue,
  - Total Local Earnings on Investment in Real Property,
  - Total State Revenue in Lieu of Taxes,
  - Nonpublic Textbook Revenue, and
  - Nonpublic Transportation Revenue.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

Education Levels of Public School Staff (Schedule 2)

2. We reconciled the total number of full-time classroom teachers per the schedule "Experience of Public Principals and Full-time Classroom Teachers" (Schedule 4) to the combined total number of full-time classroom teachers per this schedule and to school board supporting payroll records as of October 1.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

3. We reconciled the combined total of principals and assistant principals per the schedule "Experience of Public Principals and Full-time Classroom Teachers" (Schedule 4) to the combined total of principals and assistant principals per this schedule.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

4. We obtained a list of full-time teachers, principals, and assistant principals by classification as of October 1 and as reported on the schedule. We traced a random sample of 25 teachers to the individual's personnel file and determine if the individual's education level was properly classified on the schedule.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

Number and Type of Public Schools (Schedule 3)

5. We obtained a list of schools by type as reported on the schedule. We compared the list to the schools and grade levels as reported on the Title I Grants to Local Educational Agencies (CFDA 84.010) application and/or the National School Lunch Program (CFDA 10.555)

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

Experience of Public Principals and Full-time Classroom Teachers (Schedule 4)

6. We obtained a list of full-time teachers, principals, and assistant principals by classification as of October reported on the schedule and traced the same sample used in procedure 4 to the individual's personnel file and determined if the individual's experience was properly classified on the schedule.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

Public Staff Data (Schedule 5)

7. We obtained a list of all classroom teachers including their base salary, extra compensation, and ROTC or rehired retiree status as well as full-time equivalent as reported on the schedule and traced a random sample of 25 teachers to the individual's personnel file and determined if the individual's salary, extra compensation, and full-time equivalents were properly included on the schedule.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

8. We recalculated the average salaries and full-time equivalents reported in the schedule.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

Class Size Characteristics Schedule 6)

9. We obtained a list of classes by school, school type, and class size as reported on the schedule and reconciled school type classifications to Schedule 3 data, as obtained in procedure 5. We then traced a random sample of 10 classes to the October 1 roll books for those classes and determined if the class was properly classified on the schedule.

**Comment:** Of the ten classes that we selected to test, three of them had differences in enrollment counts between the roll books and the input sheets that were used to prepare the annual school report. These differences could not be explained.

**Management's Response:** Procedures on how input sheets are prepared will be discussed with principals in an administrative meeting.

Louisiana Educational Assessment Program (LEAP) for the 21st century (Schedule 7)

10. We obtained test scores as provided by the testing authority and reconciled scores as reported by the testing authority to scores reported in the schedule by the School Board.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

The Graduation Exit Exam for the 21st Century(Schedule 8)

11. We obtained test scores as provided by the testing authority and reconciled scores as reported by the testing authority to scores reported in the schedule by the School Board.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

The Iowa Tests(Schedule 9)

12. We obtained test scores as provided by the testing authority and reconciled scores as reported by the testing authority to scores reported in the schedule by the School Board.

**Comment:** No exceptions were noted as a result of applying agreed-upon procedures.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the Bienville Parish School Board, the Louisiana Department of Education, the Louisiana Legislature, and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*Allen, Green + Williamson, LLP*  
ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana  
October 26, 2004

**BIENVILLE PARISH SCHOOL BOARD**  
**Arcadia, Louisiana**

**General Fund Instructional and Support Expenditures  
and Certain Local Revenue Sources  
For the Year Ended June 30, 2004**

**General Fund Instructional and Equipment Expenditures***General Fund Instructional Expenditures:*

## Teacher and Student Interaction Activities:

Classroom Teacher Salaries	\$ 7,182,406	
Other Instructional Staff Activities	637,760	
Employee Benefits	2,829,857	
Purchased Professional and Technical Services	49,272	
Instructional Materials and Supplies	517,717	
Instructional Equipment	4,746	
Total Teacher and Student Interaction Activities	<u>11,221,758</u>	\$ 11,221,758

## Other Instructional Activities

Pupil Support Activities	332,584	
Less: Equipment for Pupil Support Activities	<u>-</u>	
Net Pupil Support Activities		\$ 332,584

Instructional Staff Services	698,078	
Less: Equipment for Instructional Staff Services	<u>-</u>	
Net Instructional Staff Services		\$ 698,078

Total General Fund Instructional Expenditures \$ 12,252,420

## Total General Fund Equipment Expenditures

-

**Certain Local Revenue Sources**

## Local Taxation Revenue:

Constitutional Ad Valorem Taxes	742,652	
Renewable Ad Valorem Tax	5,971,664	
Debt Service Ad Valorem Tax	1,266,479	
Up to 1% of Collections by the Sheriff on Taxes Other than School Taxes	-	
Sales and Use Taxes	2,929,672	
Total Local Taxation Revenue	<u>10,910,467</u>	\$ 10,910,467

## Local Earnings on Investment in Real Property:

Earnings from 16th Section Property	-	
Earnings from Other Real Property	1,379	
Total Local Earnings on Investment in Real Property	<u>1,379</u>	\$ 1,379

## State Revenue in Lieu of Taxes:

Revenue Sharing - Constitutional Tax	40,794	
Revenue Sharing - Other Taxes	96,775	
Revenue Sharing - Excess Portion	1,380	
Other Revenue in Lieu of Taxes	-	
Total State Revenue in Lieu of Taxes	<u>138,949</u>	\$ 138,949

Nonpublic Textbook Revenue \$ -

Nonpublic Transportation Revenue \$ -

**BIENVILLE PARISH SCHOOL BOARD  
Arcadia, Louisiana**

**Education Levels of Public School Staff  
As of October 1, 2003**

Category	Full-time Classroom Teachers				Principals & Assistant Principals			
	Certificated		Uncertificated		Certificated		Uncertificated	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Less than a Bachelor's Degree	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Bachelor's Degree	134	64.42%	0	0.00%	0	0.00%	0	0.00%
Master's Degree	38	18.27%	0	0.00%	0	0.00%	0	0.00%
Master's Degree + 30	32	15.38%	0	0.00%	10	0.00%	0	0.00%
Specialist in Education	1	0.48%	0	0.00%	0	0.00%	0	0.00%
Ph. D. or Ed. D.	3	1.44%	0	0.00%	0	0.00%	0	0.00%
<b>Total</b>	<b>208</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>10</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>

**BIENVILLE PARISH SCHOOL BOARD**  
**Arcadia, Louisiana**

**Number and Type of Public Schools**  
**For the Year Ended June 30, 2004**

<b>Type</b>	<b>Number</b>
Elementary	2
Middle/Jr. High	0
Secondary	2
Combination	4
<b>Total</b>	<b>8</b>

Note: Schools opened or closed during the fiscal year are included in this schedule.



**BIENVILLE PARISH SCHOOL BOARD**  
**Arcadia, Louisiana**

**Experience of Public Principals and Full-time Classroom Teachers**  
**As of October 1, 2003**

	0-1 Yr.	2-3 Yrs.	4-10 Yrs.	11-14 Yrs.	15-19 Yrs.	20-24 Yrs.	25+ Yrs.	Total
Assistant Principals	0	0	0	0	0	1	1	2
Principals	0	0	0	0	1	1	6	8
Classroom Teachers	26	20	42	29	27	19	45	208
<b>Total</b>	26	20	42	29	28	21	52	218

**BIENVILLE PARISH SCHOOL BOARD  
Arcadia, Louisiana**

**Public School Staff Data  
For the Year Ended June 30, 2004**

	<b>All Classroom Teachers</b>	<b>Classroom Teachers Excluding ROTC and Rehired Retirees</b>
<b>Average Classroom Teachers' Salary Including Extra Compensation</b>	\$41,247.17	\$39,823.88
<b>Average Classroom Teachers' Salary Excluding Extra Compensation</b>	\$38,687.39	\$37,254.36
<b>Number of Teacher Full-time Equivalent (FTEs) used in Computation of Average Salaries</b>	191.379	151.9018

**Note:** Figures reported include all sources of funding (i.e., federal, state, and local) but exclude employee benefits. Generally, retired teachers rehired to teach receive less compensation than non-retired teachers and ROTC teachers receive more compensation because of a federal supplement. Therefore, these teachers are excluded from the computation in the last column. This schedule excludes day-to-day substitutes and temporary employees.

**BIENVILLE PARISH SCHOOL BOARD**  
Arcadia, Louisiana

**Class Size Characteristics**  
As of October 1, 2003

School Type	Class Size Range							
	1 - 20		21 - 26		27 - 33		34+	
	Percent	Number	Percent	Number	Percent	Number	Percent	Number
Elementary	65.1%	28	32.6%	14	2.3%	1	0.0%	0
Elementary Activity Classes	8.7%	2	78.3%	18	13.0%	3	0.0%	0
Middle/Jr. High	0.0%	0	0.0%	0	0.0%	0	0.0%	0
Middle/Jr. High Activity Classes	0.0%	0	0.0%	0	0.0%	0	0.0%	0
High	79.1%	140	16.4%	29	4.5%	8	0.0%	0
High Activity Classes	81.5%	22	7.4%	2	7.4%	2	3.7%	1
Combination	83.0%	259	13.8%	43	3.2%	10	0.0%	0
Combination Activity Classes	41.9%	18	32.6%	14	14.0%	6	11.6%	5

**Note:** The Board of Elementary and Secondary Education has set specific limits on the maximum size of classes at various grade levels. The maximum enrollment in grades K-3 is 26 students and maximum enrollment in grades 4-12 is 33 students. These limits do not apply to activity classes such as physical education, chorus, band, and other classes without maximum enrollment standards. Therefore, these classes are included only as separate line items.

BIENVILLE PARISH SCHOOL BOARD  
Arcadia, Louisiana

Louisiana Educational Assessment Program (LEAP) for the 21st Century  
For the Year Ended June 30, 2004

District Achievement Level Results	English Language Arts						Mathematics					
	2004		2003		2002		2004		2003		2002	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Grade 4												
Advanced	0	0.00%	1	0.48%	2	0.93%	2	1.09%	3	1.44%	5	2.33%
Mastery	21	11.48%	18	8.61%	29	13.49%	16	8.74%	23	11.00%	19	8.84%
Basic	84	45.90%	90	43.06%	82	38.14%	81	44.26%	83	39.71%	83	38.60%
Approaching Basic	48	26.23%	69	33.01%	71	33.02%	42	22.95%	57	27.27%	56	26.05%
Unsatisfactory	30	16.39%	31	14.83%	31	14.42%	42	22.95%	43	20.57%	52	24.19%
Total	183	100%	209	100%	215	100%	183	100%	209	100%	215	100%

District Achievement Level Results	Science						Social Studies					
	2004		2003		2002		2004		2003		2002	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Grade 4												
Advanced	1	0.55%	2	0.96%	4	1.85%	0	0.00%	1	0.48%	4	1.86%
Mastery	13	7.10%	14	6.70%	15	6.94%	15	8.20%	14	6.70%	11	5.12%
Basic	72	39.34%	75	35.89%	63	29.30%	76	41.53%	66	31.58%	80	37.21%
Approaching Basic	77	42.08%	90	43.06%	79	36.57%	53	28.96%	59	28.23%	71	33.02%
Unsatisfactory	20	10.93%	28	13.40%	35	16.20%	39	21.31%	49	23.44%	49	22.79%
Total	183	100%	209	100%	216	100%	183	100%	209	100%	215	100%

District Achievement Level Results	English Language Arts						Mathematics					
	2004		2003		2002		2004		2003		2002	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 8</b>												
Advanced	0	0.00%	0	0.00%	4	1.97%	1	0.47%	4	2.11%	2	0.92%
Mastery	13	6.74%	19	11.31%	15	7.39%	5	2.36%	1	0.53%	1	0.46%
Basic	64	33.16%	61	36.31%	51	25.12%	85	40.09%	78	41.05%	52	23.96%
Approaching Basic	80	41.45%	62	36.90%	100	49.26%	52	24.53%	49	25.79%	82	37.79%
Unsatisfactory	36	18.65%	26	15.48%	33	16.26%	69	32.55%	58	30.53%	80	36.87%
<b>Total</b>	<b>193</b>	<b>100%</b>	<b>168</b>	<b>100%</b>	<b>203</b>	<b>100%</b>	<b>212</b>	<b>100%</b>	<b>190</b>	<b>100%</b>	<b>217</b>	<b>100%</b>

District Achievement Level Results	Science						Social Studies					
	2004		2003		2002		2004		2003		2002	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 8</b>												
Advanced	1	0.53%	0	0.00%	2	1.01%	0	0.00%	0	0.00%	0	0.00%
Mastery	19	10.16%	19	11.66%	21	10.61%	8	4.28%	6	3.68%	6	3.05%
Basic	54	28.88%	58	35.58%	40	20.20%	81	43.32%	65	39.88%	73	37.06%
Approaching Basic	69	36.90%	58	35.58%	88	44.44%	57	30.48%	58	35.58%	64	32.49%
Unsatisfactory	44	23.53%	28	17.18%	47	23.74%	41	21.98%	34	20.86%	54	27.41%
<b>Total</b>	<b>187</b>	<b>100%</b>	<b>163</b>	<b>100%</b>	<b>198</b>	<b>100%</b>	<b>187</b>	<b>100%</b>	<b>163</b>	<b>100%</b>	<b>197</b>	<b>100%</b>

**BIENVILLE PARISH SCHOOL BOARD**  
Arcadia, Louisiana

**The Graduation Exit Exam for the 21st Century**  
For the Year Ended June 30, 2004

District Achievement Level Results	English Language Arts						Mathematics					
	2004		2003		2002		2004		2003		2002	
Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 10</b>												
Advanced	3	1.79%	0	0.00%	1	0.50%	5	3.07%	7	3.57%	13	5.70%
Mastery	18	10.71%	18	9.78%	20	10.05%	31	19.02%	24	12.24%	17	7.46%
Basic	77	45.83%	61	33.15%	60	30.15%	68	41.72%	74	37.76%	64	28.07%
Approaching Basic	39	23.21%	49	26.63%	59	29.65%	24	14.72%	40	20.41%	45	19.74%
Unsatisfactory	31	18.45%	56	30.43%	59	29.65%	35	21.47%	51	26.02%	89	39.04%
<b>Total</b>	<b>168</b>	<b>100%</b>	<b>184</b>	<b>100%</b>	<b>199</b>	<b>100%</b>	<b>163</b>	<b>100%</b>	<b>196</b>	<b>100%</b>	<b>228</b>	<b>100%</b>

District Achievement Level Results	Science						Social Studies					
	2004		2003		2002		2004		2003		2002	
Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 11</b>												
Advanced	0	0.00%	1	0.60%	1	0.62%	0	0.00%	2	1.20%	2	1.24%
Mastery	17	11.97%	14	8.38%	15	9.32%	4	2.84%	6	3.59%	0	0.00%
Basic	53	37.32%	62	37.13%	35	21.74%	72	51.06%	60	35.93%	53	32.92%
Approaching Basic	47	33.10%	51	30.54%	44	27.33%	33	23.40%	45	26.95%	36	22.36%
Unsatisfactory	25	17.61%	39	23.35%	66	40.99%	32	22.70%	54	32.34%	70	43.48%
<b>Total</b>	<b>142</b>	<b>100%</b>	<b>167</b>	<b>100%</b>	<b>161</b>	<b>100%</b>	<b>141</b>	<b>100%</b>	<b>167</b>	<b>100%</b>	<b>161</b>	<b>100%</b>

**BIENVILLE PARISH SCHOOL BOARD**  
Arcadia, Louisiana

**The IOWA Tests**  
**For the Year Ended June 30, 2004**

	<b>Composite</b>		
	2004	2003	2002
<b>Test of Basic Skills (ITBS)</b>			
Grade 3	49	42	38
Grade 5	56	52	42
Grade 6	48	40	44
Grade 7	45	35	41
<b>Tests of Educational Development (ITED)</b>			
Grade 9	43	42	42

Scores are reported by National Percentile Rank. A student's National Percentile Rank shows the student's relative position or rank as compared to a large, representative sample of students in the same grade from the entire nation. A student with a score of 72 indicates that the student scored the same of better than 72 percent of the students in the norm group.