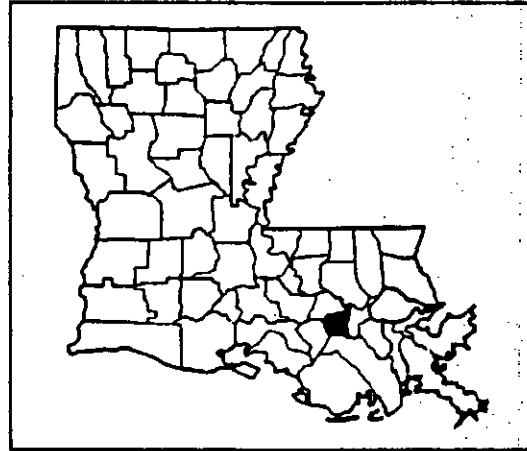


# St. James Parish

## School Board

Lutcher, Louisiana



**COMPREHENSIVE**

**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

*St. James Parish*

*School Board*

LUTCHER, LOUISIANA

**COMPREHENSIVE  
ANNUAL  
FINANCIAL  
REPORT**

**FOR FISCAL YEAR  
JULY 1, 2003 – JUNE 30, 2004**

*Prepared By:*  
James D. Mitchell  
Director of Budgetary Controls

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

## **COMPREHENSIVE ANNUAL FINANCIAL REPORT**

As of and for the Year Ended June 30, 2004

### Table of Contents

#### *Introductory Section*

Letter of Transmittal.....	iv
Principal Officials.....	x
Organizational Structure.....	xi
Government Finance Officers Association of the United States and Canada <i>Certificate of Achievement for Excellence in Financial Reporting</i> .....	xii
Association of School Business Officials International <i>Certificate of Excellence in Financial Reporting</i> .....	xiii

#### *Financial Section*

	<u>Statement</u>	<u>Page</u>
<b>INDEPENDENT AUDITORS' REPORT</b> .....		1
<b><u>Required Supplementary Information - Part I</u></b>		
Management's Discussion and Analysis.....		3
<b><u>Basic Financial Statements</u></b>		
Government-Wide Financial Statements (GWFS)		
Statement of Net Assets.....	A	10
Statement of Activities.....	B	11
Fund Financial Statements (FFS)		
Governmental Funds:		
Balance Sheet.....	C	12
Reconciliation of the Government Funds		
Balance Sheet to the Statement of Net Assets.....	D	13
Statement of Revenues, Expenditures, and Changes in Fund Balances.....	E	14
Reconciliation of the Governmental Funds		
Statement of Revenues, Expenditures and Changes in Fund Balances to Statement of Activities.....	F	16
Fiduciary Fund:		
Statement of Fiduciary Assets and Liabilities.....	G	17

# **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

## **COMPREHENSIVE ANNUAL FINANCIAL REPORT**

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

### **Table of Contents**

#### *Financial Section (continued)*

	<u>Schedule</u>	<u>Page</u>
<b><u>Basic Financial Statements (continued):</u></b>		
Notes to the Basic Financial Statements.....		18
<b><u>Required Supplementary Information - Part II</u></b>		
Fund Descriptions.....		34
<b>Budgetary Comparison Schedules for Major Funds:</b>		
General Fund.....	1	36
<b>Supplemental Information:</b>		
<b>Nonmajor Governmental Funds:</b>		
Combined Balance Sheet.....	2	38
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances.....	3	39
Combining Balance Sheet.....	4	40
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances.....	5	42
<b>Special Revenue Funds - Schedule of Revenues, Expenditures, and Changes in Fund Balances - Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)</b>		
NCLB Title I.....	6	44
NCLB Title II.....	7	45
NCLB Title IV.....	8	46
NCLB Title V.....	9	47
NCLB Reading First.....	10	48
IDEA.....	11	49
Vocational Education.....	12	50
TLTC.....	13	51
TANF.....	14	52
School Food Service.....	15	53
<b>Agency Fund:</b>		
Statement of Changes in Assets and Liabilities.....	16	54
Schedule of Changes in Deposit Balances of Individual Schools - School Activity Funds.....	17	55

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

## COMPREHENSIVE ANNUAL FINANCIAL REPORT

As of and for the Year Ended June 30, 2004

### Table of Contents

#### *Financial Section (continued)*

	<u>Schedule</u>	<u>Page</u>
<b>Supplemental Information (continued):</b>		
<b>Nonmajor Governmental Funds (continued):</b>		
<b>Capital Asset Information:</b>		
Comparative Statement by Source.....	18	56
Statement of Capital Assets by Function.....	19	57
Statement of Changes in Capital Assets by Function.....	20	58
<b>Other:</b>		
Schedule of Compensation Paid Board Members.....	21	59

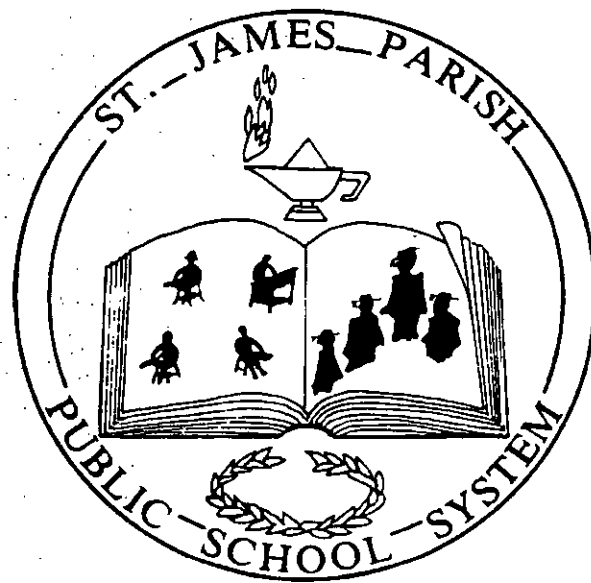
#### *Statistical Section (Unaudited)*

General School System Revenues and Program Revenues by Source - For the Last Ten Fiscal Years.....	62
General School System Expenses by Function - For the Last Ten Fiscal Years.....	62
General Fund Revenues by Source - For the Last Ten Fiscal Years.....	63
General Fund Expenditures by Function - For the Last Ten Fiscal Years.....	63
Property Tax Levies and Collections - For the Last Ten Fiscal Years.....	64
Assessed and Estimated Actual Value of Taxable Property - For the Last Ten Fiscal Years.....	65
Property Tax Rates and Tax Levies -	
Direct and Overlapping Governments - For the Last Ten Fiscal Years.....	66
Ratio of Net General Obligation Bonded Debt To	
Assessed Value and Net Bonded Debt per Capita - For the Last Ten Fiscal Years.....	68
Ratio of Annual Debt Service Expenditure to Total General Fund	
Expenditures and Total General Fund Revenues - For the Last Ten Fiscal Years.....	70
Computation of Legal Debt Margin - As of June 30, 2004.....	72
Computation of Direct and Overlapping Debt - As of June 30, 2004.....	73
State Support and Local Support Per Student and Cost Per Student - For the Last Ten Fiscal Years.....	74
Demographic Statistics - For the Last Ten Fiscal Years.....	76
Principal Taxpayers - As of June 30, 2004.....	77
Board Members' Compensation - For the Year Ended June 30, 2004.....	78
Ten Largest Employers - As of June 30, 2004.....	79
Miscellaneous Statistical Data - For the Year Ended June 30, 2004.....	80

# *St. James Parish*

## *School Board*

Lutcher, Louisiana



**INTRODUCTORY SECTION**



# St. James Parish School Board

P. O. BOX 338 • 1876 WEST MAIN STREET  
LUTCHER, LOUISIANA 70071  
(225) 869-5375  
(225) 265-3021  
[www.stjames.k12.la.us](http://www.stjames.k12.la.us)

WILLIS A. OCTAVE  
President

CAROL C. LAMBERT  
Vice President

P. EDWARD CANGIENNE, JR., PH.D.  
Superintendent

ACADEMIC SERVICES  
Fax (225) 869-3472

ADMINISTRATIVE SERVICES  
Fax (225) 869-8845

O & M  
Fax (225) 869-9313

SCHOOL FOOD SERVICES  
Fax (225) 869-8006

TITLE 1  
Fax (225) 869-1060

December 10, 2004

To the Members of the  
St. James Parish School Board  
1876 West Main Street  
Lutcher, Louisiana 70071

Louisiana law requires that certain entities of local government, including public school boards, publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with accounting principles generally accepted in the United States, and audited in accordance with auditing standards generally accepted in the United States by a licensed certified public accountant or accounting firm. Pursuant to that requirement, we hereby issue the Comprehensive Annual Financial Report (CAFR) of the St. James Parish School Board (The Board), Lutcher, Louisiana, for the fiscal year ended June 30, 2004.

This CAFR consists of management's representations concerning the finances of The Board. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented herein. To provide a reasonable basis for making these representations, management of The Board has established a comprehensive internal control framework that is designed to protect The Board's assets from loss, theft, or misuse, and to compile sufficient reliable information for the preparation of The Board's financial statements in conformity with generally accepted accounting principles (GAAP). Because the cost of internal controls should not outweigh their benefits, The Board's comprehensive framework of internal controls has been designed to provide reasonable but not absolute assurance that the financial statements will be free from material misstatement. Management asserts that, to the best of our knowledge and belief, this CAFR is complete and reliable in all material respects.

The Board's financial statements have been audited by Postlethwaite & Netterville, APAC, a firm of licensed certified public accountants headquartered in Baton Rouge, Louisiana. The goal of the independent audit was to provide reasonable assurance that the financial statements of the St. James Parish School Board, Lutcher, Louisiana, for the year ended June 30, 2004, are free from material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditors concluded, based upon their audit, that there was a reasonable basis for rendering an unqualified opinion that the St. James Parish School Board's financial statements for the fiscal year ended June 30, 2004, are fairly presented in conformity with accounting principles generally accepted in the United States. The independent auditors' report is presented as the first component of the financial section of this CAFR.

-iv-

LLOYD J. LEBLANC, JR. District 1 P.O. Box 1415 Gramercy, LA 70052	KENNETH J. FORET, SR. District 2 1178 DeSoto Street Lutcher, LA 70071	CAROL C. LAMBERT District 3 3584 Geismar Street Paulina, LA 70763	GEORGE N. NASSAR, JR. District 4 5390 Canatella Street Convent, LA 70723	WILLIS A. OCTAVE District 5 8154 Pierre No. 1 St. James, LA 70086	CHARLES T. NAILOR, SR. District 6 P.O. Box 1235 Vacherie, LA 70090	RICHARD G. REULET, JR. District 7 23185 Reulet Road Vacherie, LA 70090
--	--	--	---	--	---	---

The independent audit of the financial statements of the St. James Parish School Board, Litcher, Louisiana, was part of a broader, federally mandated "Single Audit" designed to meet the special needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also in the audited government's internal controls and legal requirements involving the administration of federal awards. These reports are available in The Board's separately issued Single Audit Report.

Accounting principles generally accepted in the United States require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The Board's MD&A can be found in the financial section immediately following the report of the independent auditors.

### PROFILE

The twelve governing subdivisions of the original Louisiana territory were drawn along the same lines of the ecclesiastical subdivisions of the Roman Catholic Church and were known as "parishes." Following Louisiana's admission to the Union in 1812, state officials retained the term, and Louisiana thus became the only one of the 50 United States that does not use the term "county" for its political subdivisions.

St. James Parish, with the parish seat in Convent, is located roughly equidistant from Louisiana's state capitol of Baton Rouge and world-renowned New Orleans. Bisected by the Mississippi River, the 250-square mile parish is situated in the heart of the industrial corridor nurtured by one of the world's most important waterways. Approximately 150 miles from the mouth of the river and access to worldwide shipping commerce, St. James Parish's major economic activity has long centered around the agricultural, chemical and refining industries. Sugarcane is the foremost agricultural product and a major sugar refinery makes its home in St. James Parish. The parish boasts some 16 major chemical and refining complexes that serve as the parish's primary employers. Virtually all of these industries are on or have direct access to the Mississippi River. In the spring of 1995, State of Louisiana and St. James Parish officials opened Veterans Memorial Bridge, a span linking the east bank community of Gramercy and Wallace (St. John the Baptist Parish) on the west bank. The long-awaited opening of the bridge ended an historic era in St. James Parish with the closure of the Litcher-Vacherie ferry, the primary mode of citizen transportation across the river for almost a century. The bridge is having a positive economic impact on both retail and industrial activity in the parish and is helping to keep some tax dollars in St. James Parish that have been spent in surrounding parishes in years past.

The Board is a political subdivision created under the authority of Louisiana Revised Statutes and is charged with governing the provision of public education to the citizenry of St. James Parish, Louisiana. Services provided include instructional personnel, instructional materials and supplies, instructional facilities, administrative support, business services, operations and maintenance, pupil transportation, and school food services. The Board is authorized to establish public schools as it deems necessary, to provide adequate school facilities for parish children, to determine the number of teachers to be employed and to determine the local supplement to their base salaries provided by the State of Louisiana. All government must be consistent with the laws of the State of Louisiana and the rules and regulations of the Louisiana Board of Elementary and Secondary Education (BESE), the governing authority of all 68 local school boards (64 parishes and four city school boards) in Louisiana.

The Board is made up of seven members elected from seven single member districts who serve four-year concurrent terms. The term of the current Board members expires on December 31, 2006. The Board



elects from its membership one person to serve as the President. That person is authorized to represent The Board at various functions, name committee members, sign legally binding documents and checks, and preside at Board meetings. A Vice-President is also elected by the members to serve in the absence of the President.

The Board selects a person who meets BESE certification requirements to be the Superintendent of Schools. This person serves as the day-to-day administrator of the school system and performs all duties incumbent upon that office as specified in Title 17 of the Revised Statutes. State law also mandates that the Superintendent is the official Secretary and Treasurer of the school district.

The Board operates ten schools, two educational sites, and five support facilities throughout the parish. Some 600 full-time employees are employed by The Board, with approximately 400 of those directly involved in the instructional process. In conjunction with the regular education programs, The Board also offers pre-kindergarten, special education, vocational education, and adult education programs. The majority of the student population served is from low-income households with some 85 percent of the pupil base meeting federal qualification guidelines for free and reduced school meals.

The Board is considered a *primary government* under the provisions of Governmental Accounting Standards Board (GASB) Statement No. 14, *The Reporting Entity*. As such, it is legally separate, has a separately elected governing board, and is fiscally independent of all other local governments. It has no component units as defined by this Statement, nor is it a component unit of any other government.

### **FACTORS AFFECTING FINANCIAL CONDITION**

Through the Minimum Foundation Program (MFP), the state's basic equalization formula, and various other grants and programs, the State of Louisiana provided The Board some \$11.9 million in Fiscal 2004 which accounted for roughly 39 percent of total General Fund revenues. Under the current formula, The Board is considered to be overfunded by the state based on the relative local taxation "capacity" and the corresponding local taxation "effort." According to 2003 budget calculations prepared by the state, St. James Parish was considered to have the fourth highest local taxation capacity while ranking 28<sup>th</sup> in local effort among the 68 school systems in the state. When the current equalization plan was implemented, The Board was, and still is, one of a handful of systems throughout the state put in a "hold harmless" position, meaning that although full implementation of the plan would call for a potentially devastating cut in The Board's MFP funding, the state would not reduce the current level of funding except for the effects of enrollment decreases. Despite the fact that the "hold harmless" issue has not been legislatively resolved, the negative effects of full formula implementation have been administratively frozen by the state.

St. James Parish is unlike most of Louisiana's 67 other public school districts in its financial support structure. Locally-generated revenues, which produced some 58 percent of The Board's General Fund operating revenues in fiscal year 2004, represent 59 percent of The Board's total revenues over the last five fiscal years. This is in stark contrast to the statewide percentages from fiscal year 2003, the most recent year for which statistics are available. For 2003, the statewide average of local support as a percentage of total revenues was 40 percent. The inverse was true for state funding. For that same five-year period from fiscal 1999-2003, The Board's state funding represented 40 percent of total revenues while the same figure from fiscal 2002 statewide was 49 percent. Quite obviously, local revenues are critical to The Board's financial health. Federal revenues accounted for in The Board's General Fund operations are statistically irrelevant.

Sales and use tax collections, The Board's largest local revenue source, amounted to \$8.3 million in Fiscal Year 2004, some \$1 million less than original budget projections. Parish voters approved an additional half-cent sales tax in May 2003 and The Board built its 2004 budget accordingly. The sharp decrease in collections resulted in The Board dipping into its surplus to absorb the collections deficit during 2004 and reducing its expenditure budget dramatically for Fiscal 2005. Early collections in 2005 indicate an upturn in sales and use tax collections, however, The Board has not retreated from the reduced 2005 budget at this point. St. James Parish has very little retail activity with some 90 percent of sales and use tax collections coming from the industrial sector. Industrial activity in the parish, which translates into tax revenue for The Board, is highly sensitive to natural resources and raw materials prices as well as worldwide supply and demand. As such, the financial condition of The Board is contingent on the vitality of the chemical and petrochemical industries.

### **LONG-TERM FINANCIAL PLANNING**

St. James Parish voters approved two tax propositions to augment Board operations in May 2003, a half-cent sales tax increase and a seven mill property tax increase. The increased taxes, effective for Fiscal Year 2004, were expected to generate some \$3.5 million annually but collections came in closer to \$2.5 million. The new tax revenue was earmarked for employee salary increases, group health insurance benefits, and further implementation of *A Blueprint for Better Schools* (Blueprint), a comprehensive re-shaping of the delivery of educational services to the citizens of St. James Parish adopted by The Board in the summer of 2001.

Over 80 percent of the new revenue was a direct pass-through to Board employees in the form of salary and benefit increases with the balance earmarked for Blueprint. The plan calls for the creation of alternative curriculum choices, intensive specialized instructional programs, community-based learning centers, the relocation of portions of the current system population as well as the physical plant repairs and renovations necessary to accommodate the plan. While most of the curriculum implementation and physical plant renovations have been completed, some facets of the package are still pending.

While preliminary state calculations indicate a modest increase in MFP funding for Fiscal Year 2005, it is unknown at this time how much of that increase will be recurring in years to come. Half of the expected increase in MFP funding is mandated by the state to be distributed to teaching staff as salary and benefit increases. If the 2005 increase is reduced in the future, The Board is still required to maintain the salary increases funded by the so-called MFP "growth money." Should that scenario unfold, it is quite obvious that The Board will face a significant challenge - to maintain current service levels in the wake of decreased state funding and declining local revenue sources.

### **CASH MANAGEMENT POLICIES AND PRACTICES**

The Board's and management's philosophy is to maximize the return on investments while minimizing the risk of loss resulting from investments. State law allows local governments to invest in U.S. Treasury obligations, instruments of certain federal agencies, bank certificates of deposit, certain commercial paper, and the Louisiana Asset Management Pool (LAMP), a short-term investment fund managed through the office of the State Treasurer. Declining amounts of idle cash available for investment during Fiscal Year 2004 reduced interest earnings to \$146,347 from \$171,341 in Fiscal 2003.

## RISK MANAGEMENT

The Board is self-insured for employee group health insurance and worker's compensation and carries third-party insurance coverage for excess group health, excess worker's compensation, property, vehicle liability, general liability, teacher liability, errors and omissions, and employee surety. The Board has limited deductible exposure on all policies, and has not had any settlement in excess of coverage in the past several years.

The Board has been impacted by the shock waves throughout the entire insurance industry over the past two years and has been forced to buy policies for property and liability coverage that are characterized by larger deductibles and greater exclusions than similar policies purchased prior to Fiscal Year 2003.

## PENSION AND OTHER POSTEMPLOYMENT BENEFITS

Board employees belong essentially to one of two statewide, cost-sharing, multiple employer retirement plans, the Teachers Retirement System of Louisiana (TRSL) and the Louisiana School Employee Retirement System (LSERS). The TRSL is open to all certified personnel, teacher aides, school clerical personnel, central office staff, and school lunch employees. Members may retire with as few as 20 years of service. The LSERS includes custodians, school bus drivers, and maintenance personnel. Members may retire at 20 years with a 2.5 percent benefit times the years of service times their highest average three years compensation. That credit rises to three percent per year for service in excess of 20 years.

Retirees have some 80 percent of the cost of their health insurance paid the The Board. The cost varies depending on whether or not Medicare is their primary health insurance provider. Retirees may continue their life insurance benefits and dental insurance at their own cost.

## AWARDS AND ACKNOWLEDGEMENTS

### Government Finance Officers Association (GFOA)

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a *Certificate of Achievement for Excellence in Financial Reporting* to the St. James Parish School Board for its Comprehensive Annual Financial Report for the year ended June 30, 2003. The certificate is a prestigious national award recognizing conformance with the highest standards for preparation of a state and local government financial report. In order to be awarded this certificate, a government unit must publish an easily readable and efficiently organized CAFR, whose contents conform to program standards. The CAFR must satisfy both generally accepted accounting principles and applicable legal requirements. A certificate is valid for a period of one year only and 2003 was the ninth consecutive year that this certificate was awarded to the St. James Parish School Board. The School Board staff believes that the 2004 Comprehensive Annual Financial Report continues to meet the certificate requirements, and as such, the 2004 report will be submitted to GFOA to determine its eligibility for another certificate.

### Association of School Business Officials (ASBO)

The St. James Parish School Board received the Association of School Business Officials *Certificate of Excellence in Financial Reporting* for the fiscal year ended June 30, 2003. This award certifies that the Comprehensive Annual Financial Report substantially conforms to the principles and standards of financial reporting as recommended and adopted by the Association of School Business Officials

International. This is the ninth consecutive year that the St. James Parish School Board has been awarded this honor. The award is granted only after an intensive technical review of financial reports by an expert panel of certified public accountants and practicing school business officials. The *Certificate of Excellence in Financial Reporting* is the highest form of recognition in school financial reporting issued by ASBO. Management believes that the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2004, which will be submitted to ASBO for review, continues to meet the standards prescribed by ASBO.

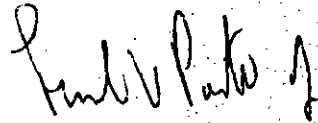
#### ACKNOWLEDGEMENTS

Preparation of this report would not have been possible without the daily efforts of the Office of Business Services staff, particularly those staff whose services directly result in the accurate recordation, summarization, and reporting of financial transactions. We would like to take this opportunity to express our sincere appreciation to those individuals. We also wish to thank the members of the St. James Parish School Board and the administration for their support in our efforts to maintain fiscal accountability and responsibility for the St. James Parish School Board and the citizens of St. James Parish, Louisiana.

Respectfully Submitted,



P. Edward Cancienne, Jr., Ph.D.  
Superintendent



Lionel V. Porta, Jr.  
Director of Business Services

# **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

## **PRINCIPAL OFFICIALS**

### **Board Members**

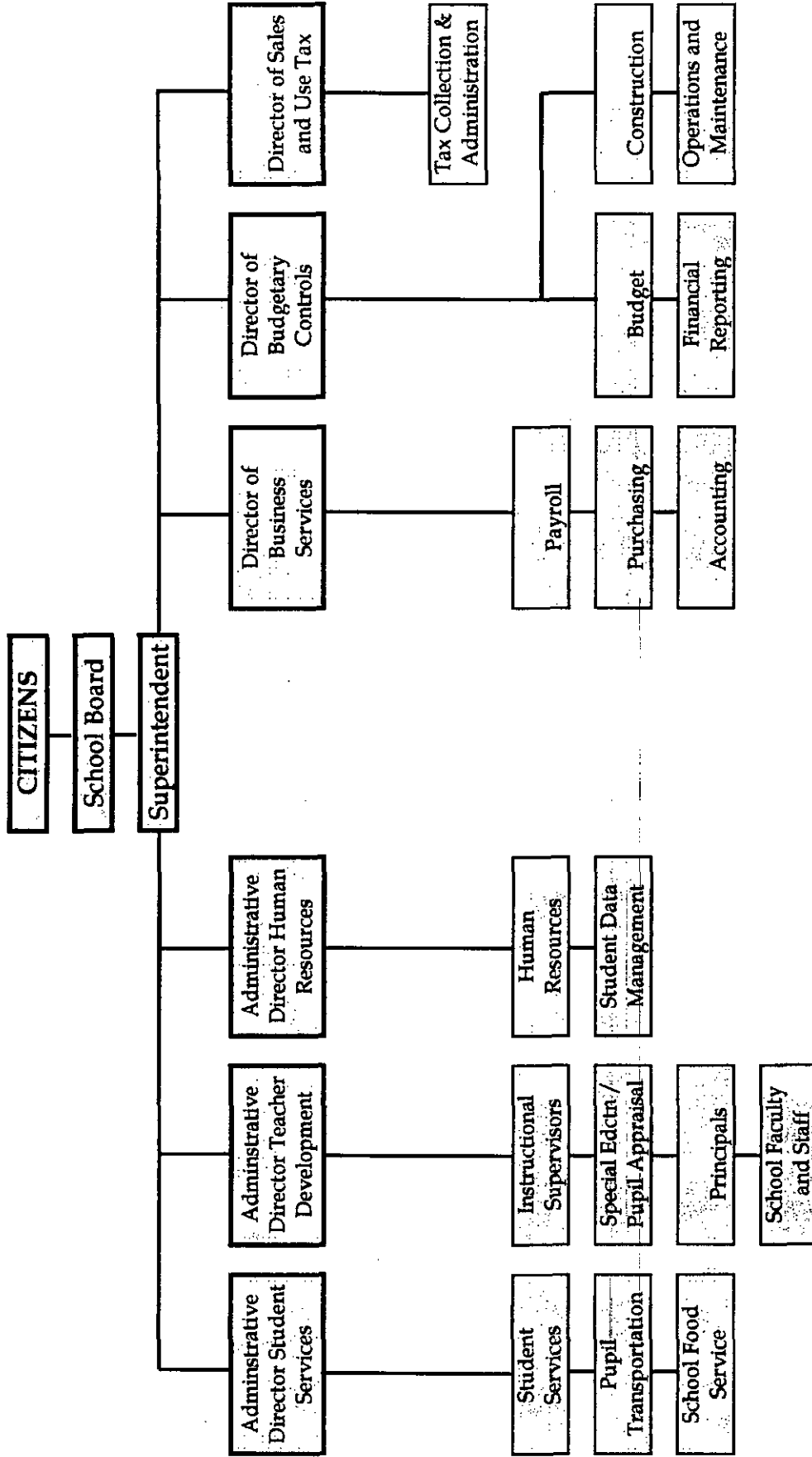
Willis A. Octave, President	District 5
Carol C. Lambert, Vice-President	District 3
Lloyd J. LeBlanc, Jr.	District 1
Kenneth J. Foret, Sr.	District 2
George N. Nassar, Jr.	District 4
Charles T. Nailor, Sr.	District 6
Richard G. Reulet, Jr.	District 7

### **Administrative Officials**

P. Edward Cancienne, Jr., Ph.D.	Superintendent
Gaynell Albert	Administrative Director of Student Services
Mary D. Edwards	Administrative Director of Teacher Development
Mildred R. Matherne	Administrative Director of Human Resources
Lionel V. Porta, Jr.	Director of Business Services
James D. Mitchell	Director of Budgetary Controls
Neshelle N. Nogess	Director of Sales and Use Tax

# ST. JAMES PARISH SCHOOL BOARD

## Organizational Structure



# Certificate of Achievement for Excellence in Financial Reporting

Presented to

St. James Parish  
School Board, Louisiana

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended  
June 30, 2003

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



*Nancy L. Zjella*

President

*Jeffrey R. Enos*

Executive Director

ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
INTERNATIONAL



This Certificate of Excellence in Financial Reporting is presented to

**ST. JAMES PARISH SCHOOL BOARD**

For its Comprehensive Annual Financial Report (CAFR)  
For the Fiscal Year Ended June 30, 2003

Upon recommendation of the Association's Panel of Review which has judged the Report substantially conforms to principles and standards of ASBO's Certificate of Excellence Program

*William A. Kelly*  
President

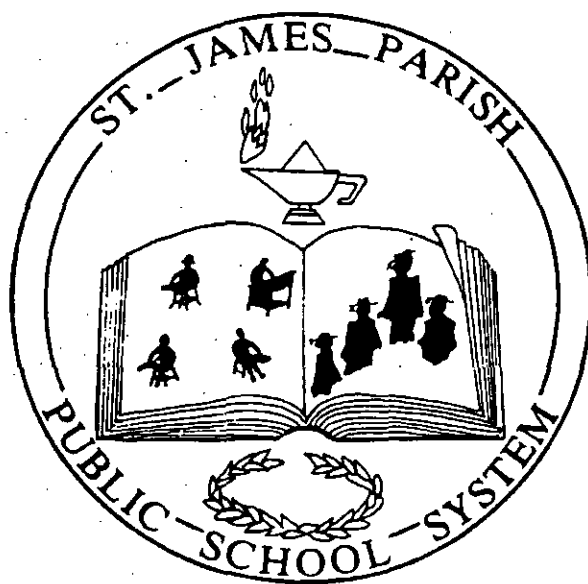
*James H. Keller*  
Executive Director



# *St. James Parish*

## *School Board*

Lutcher, Louisiana



**FINANCIAL SECTION**



## Postlethwaite & Netterville

A Professional Accounting Corporation  
Associated Offices in Principal Cities of the United States

[www.pncpa.com](http://www.pncpa.com)

### Independent Auditor's Report

The Members of the  
St. James Parish School Board  
Lutcher, Louisiana

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the St. James Parish School Board (the 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. 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 and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 3 through 9 and 36-37 are not a required part of the basic financial statements but are supplementary 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 supplementary information. However, we did not audit the information and express no opinion to it.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2004 on our consideration of the St. James Parish School Board's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the School Board's basic financial statements. The accompanying other supplementary information on pages 38 through 53 are presented for purposes of additional analysis and are not a required part of the basic financial statements. The other supplementary information have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. The information included in the performance and statistical data on pages 59 through 82 have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

*Pasathurait & Nettunally*

December 10, 2004

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

As of June 30, 2004

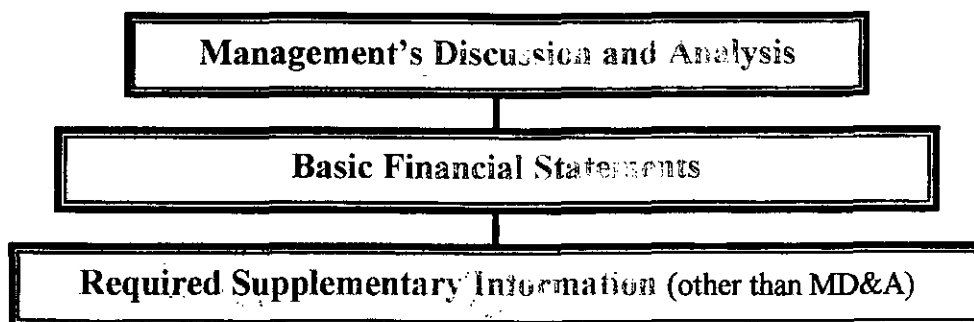
The Management's Discussion and Analysis of the St. James Parish School Board's financial performance presents a narrative overview and analysis of St. James Parish School Board's financial activities for the year ended June 30, 2004. This document focuses on the current year's activities, resulting changes, and currently known facts in comparison with the prior year's information (where available).

**FINANCIAL HIGHLIGHTS**

- The St. James Parish School Board's assets exceeded its liabilities by \$5,177,878 at the close of Fiscal Year 2004.
- Net assets decreased by \$3,009 during Fiscal Year 2004.
- Sales and use tax collections totaled \$8,273,407, a dollar increase of \$843,203 from the prior year, but an eleven percent decrease when prior year collections are adjusted for comparative purposes to the additional half-cent sales and use tax collection effective July 1, 2003.
- Expenditures and other financing uses increased by \$1,890,042 in the General Fund during Fiscal Year 2004. The 6.15 percent increase brought General Fund totals to \$32,593,644.
- June 30, 2004 Investment totals of \$2,836,354 represented a 54 percent drop from the June 30, 2003 balance of \$6,134,276.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The following graphic illustrates the minimum requirements for Special Purpose Governments Engaged in Business-Type Activities established by Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*.



**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

As of June 30, 2004

These financial statements consist of three sections – Management's Discussion and Analysis (this section), the basic financial statements (including the Notes to Financial Statements), and required supplementary information.

**Government-wide Financial Statements.** The *Government-wide Financial Statements* are designed to provide readers with a broad overview of The Board's finances, in a manner similar to private sector business.

The *Statement of Net Assets* presents information on all of The Board's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in *net assets* may serve as a useful indicator of whether the financial position of The Board is improving or deteriorating.

The *Statement of Activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g. uncollected taxes and earned but unused sick leave).

Both of the government-wide financial statements present functions of The Board that are principally supported by taxes and intergovernmental revenues (governmental activities). The Board has no functions or activities which are business-like in nature, meaning that they are primarily supported by user fees and charges for services, such as a municipally owned utility system. The governmental activities of The Board included regular and special education programs, support services, administration, maintenance, student transportation, and school food services. The Board contains no other units of government (component units) nor is it contained as a component unit of any other level of local or state government.

**Fund Financial Statements.** A *fund* is a grouping of related accounts that are used to maintain control over the resources that have been segregated for specific activities or objectives. The Board, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of The Board can be divided into two categories: governmental funds and fiduciary funds.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near term inflows and outflows of spendable resources*, as well as on *balances of spendable resources available* at the end of the fiscal year. Such information may be useful in evaluating a government's near term financial requirements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long term impact of The Board's near-term financing decisions. Both the governmental fund balance and the governmental fund statement of revenues, expenditures, and

# **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

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

As of June 30, 2004

changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. The Board maintains dozens of individual governmental funds. Information is presented separately in the government fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General Fund and the Debt Service Fund, both of which are considered major funds.

The remaining funds are combined into a single, aggregated presentation under the label of other governmental funds, which contains all non-major funds. Individual fund data for each of these non-major funds is provided in the form of combining statements elsewhere in this report.

The Board adopts annual appropriated budgets for the General Fund and Special Revenue Funds. Budgets were not adopted for the Debt Service and Capital Projects Funds. As such, a budget to actual comparison was not prepared for these fund types, despite the fact that the Debt Service Fund was classified as a major fund.

**Fiduciary Funds.** Fiduciary funds are used to account for resources held for the benefit of outside parties such as students. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support The Board's programs. The sole fiduciary fund of The Board is the School Activity Fund, which contains monies belonging to the schools, their students, and clubs and other activities.

**Notes to the Financial Statements.** The notes provide additional information that is essential to a full and complete understanding of the data provided in the government-wide and fund financial statements.

**Other Information.** In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information*. Included therein are the combining statements referred to earlier in connection with non-major governmental funds. Additionally, under the title of *other supplementary information*, certain financial data on individual school activity funds, capital assets, and other required topics are presented.

## **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As previously noted, net assets may serve over time as a useful indicator of a government's financial position.

On June 30, 2004, The Board's assets exceeded liabilities by \$5,177,878, a decrease of \$3,009 from the June 30, 2003 excess of \$5,180,887. Of the 2004 amount, \$4,699,329 (91 percent) reflected its investment in capital assets (e.g. land, buildings and improvements, furniture, fixtures and equipment) less any related debts used to acquire those assets that remains outstanding. The Board uses these capital assets in the delivery of services to its students and citizens and consequently, these assets are not available for future spending. Although The Board's investment in capital assets is reported net of related

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

As of June 30, 2004

debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate those related liabilities.

Another component of The Board's net assets represents resources that are subject to external and legal restrictions on how those resources may be used (e.g. tax dedications, bond indenture provisions, construction contracts). Accordingly, \$2,174,972 of The Board's net assets are reported as restricted since they are not available for use except as provided for in the applicable legal agreements or tax propositions.

**St. James Parish School Board, Lutcher Louisiana**

Net Assets

	<u>2004</u>	<u>2003</u>	<u>Change</u>
Current and Other Assets	\$ 7,244,803	\$ 9,826,393	\$ (2,581,590)
Land	1,013,666	1,013,666	-
Other Capital Assets, net of accumulated depreciation	<u>25,517,027</u>	<u>25,388,764</u>	<u>128,263</u>
<b>TOTAL ASSETS</b>	<b><u>33,775,496</u></b>	<b><u>36,228,823</u></b>	<b><u>(2,453,327)</u></b>
Current Liabilities	8,453,981	9,216,572	762,591
Long-Term Liabilities	<u>20,143,637</u>	<u>21,831,364</u>	<u>1,687,727</u>
<b>TOTAL LIABILITIES</b>	<b><u>28,597,618</u></b>	<b><u>31,047,936</u></b>	<b><u>2,450,318</u></b>
Net Assets:			
Invested in Capital Assets, net of related debt	4,699,329	3,013,339	1,685,990
Restricted	2,174,972	3,528,082	(1,353,110)
Unrestricted	<u>(1,696,423)</u>	<u>(1,360,534)</u>	<u>(335,889)</u>
<b>TOTAL NET ASSETS</b>	<b><u>\$ 5,177,878</u></b>	<b><u>\$ 5,180,887</u></b>	<b><u>(3,009)</u></b>

The Board's net assets decreased by \$3,009 during Fiscal Year 2004. Notable changes in financial activity impacting this decrease during 2004 were as follows:

- Increased state MFP funding in the amount of \$2,312,539 due to changes in the financial activities of the other 67 school districts in the state which impact the fluid state formula. By state law, half of that increase was paid to classroom teachers for salary and related retirement system contributions.
- Ad valorem tax collections increased by \$2,187,726 as a result of voter approval of an additional seven mills to be collected, as well as a bankruptcy settlement of 2002 taxes owed by a parish industry. This tax approval, along with the half-cent sales and use tax previously discussed, was passed by parish voters in May 2003 and both additional tax revenues were used for payment of employee salary and related benefits as well as further implementation of *A Blueprint for Better Schools*, the innovative plan for St. James Parish Schools adopted by The Board in 2001.
- Sales and use tax collections, as previously noted, increased \$843,203 from 2003.

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
As of June 30, 2004

- Almost eighty percent of the new taxation revenue was a direct pass-through expenditure to employees in the form of salaries and related benefit increases.
- Several maintenance projects that had been deferred were completed in 2004, including a performance services agreement that upgraded lighting and implemented other energy conservation measures throughout the entire school system.
- As previously discussed, The Board's sales and use tax collections returned to its' "normal" range following a one-time lump sum settlement of a long-standing legal dispute that resulted in a \$3.2 million windfall in Fiscal Year 2002.

**St. James Parish School Board, Lutcher Louisiana**  
**Changes in Net Assets**

	<u>2004</u>	<u>2003</u>	<u>Change</u>
Revenues:			
Charges for Services	\$ 226,044	\$ 201,906	\$ 24,138
Operating grants	5,584,801	4,902,213	682,588
General Revenues:			
Sales and Use Taxes	8,273,407	7,430,204	843,203
Ad Valorem Taxes	11,372,466	9,184,740	2,187,726
Minimum Foundation Program (equalization)	11,879,756	9,567,217	2,312,539
Other	<u>521,328</u>	<u>858,374</u>	<u>(337,046)</u>
TOTAL REVENUES	<u>37,857,802</u>	<u>32,144,654</u>	<u>5,713,148</u>
Expenses:			
Instruction	18,089,095	17,633,941	455,154
Student and Staff Support	3,658,325	3,005,157	653,168
Administration	5,736,666	5,451,538	285,128
Plant Services	4,926,213	4,922,740	3,473
Pupil Transportation	1,995,630	1,785,421	210,209
Food Service	2,270,280	2,081,626	188,654
Debt Service	1,023,835	1,105,835	(82,000)
Other	<u>160,767</u>	<u>400,780</u>	<u>(240,013)</u>
TOTAL EXPENSES	<u>37,860,811</u>	<u>36,387,038</u>	<u>1,473,773</u>
DECREASE IN NET ASSETS	\$ <u>(3,009)</u>	\$ <u>(4,242,384)</u>	\$ <u>4,239,375</u>

**FINANCIAL ANALYSIS OF THE BOARD'S FUNDS**

As previously noted, The Board uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.



## **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

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

As of June 30, 2004

**Governmental Funds.** The focus of The Board's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing The Board's financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of Fiscal Year 2004, The Board's governmental funds reported a combined ending fund balance of \$2,304,190, of which \$2,174,972 (94 percent) is reserved for specifically designated purposes.

The General Fund, the chief operating fund of The Board, reported fund balance reservations of \$111,014 and \$149,478 that are restricted to expenditures for salaries and related benefits and capital outlay / operations and maintenance, respectively. Those two restrictions are pursuant to the sales tax propositions that provided that revenue. The Board also reported a reserved fund balance of \$302,565 for self-insurance plans providing employee group health insurance and worker's compensation coverage. The General Fund reported an unreserved fund balance of \$129,218 on June 30, 2004.

\$1,509,552 of the reserved fund balance is in the Debt Service Fund and is legally restricted to meeting long-term debt obligations from collections of ad valorem taxes approved by parish voters over the years.

### **GENERAL FUND BUDGETARY HIGHLIGHTS**

Changes between the original and final budgets for the General Fund were significant and centered primarily around factors previously discussed in this letter. The major decrease in incoming cash flows was the reduction of the anticipated sales and use tax collections in the amount of \$900,000. That reduction was somewhat offset by an increase of some \$313,000 in state grant revenue.

Additional expenses budgeted during the year included some \$650,000 of capital outlay and maintenance projects along with costs associated with implementation of *A Blueprint for Better Schools*, specifically expenditures necessary to accommodate seventh and eighth grade students at the two system high schools. Those expenditures included renovation of the physical plants as well as new instructional materials and equipment necessary at the high school sites.

### **CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets.** The Board's investment in capital assets on June 30, 2004 amounted to \$26,530,693 (net of accumulated depreciation). This investment includes land, buildings and improvements, furniture, fixtures and equipment and work-in-progress. A summary of capital assets at June 30, 2004 with comparative totals as of June 30, 2003 is as follows:

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

As of June 30, 2004

	<u>2004</u>	<u>2003</u>	<u>Change</u>
Land	\$ 1,013,666	\$ 1,013,666	\$ -
Buildings and Improvements	51,255,342	49,670,579	1,584,763
Furniture, Fixtures, and Equipment	4,286,268	4,221,681	64,587
Work-in-Progress	749,294	646,762	102,532
Less Accumulated Depreciation	<u>(30,773,877)</u>	<u>(29,150,258)</u>	<u>(1,623,619)</u>
 TOTAL, net of depreciation	 <u>\$ 26,530,693</u>	 <u>\$ 26,402,430</u>	 <u>\$ 128,263</u>

Additional information pertaining to capital assets and depreciation may be found in the Notes to the Financial Statements.

**Long-Term Debt.** On June 30, 2004, The Board reported outstanding bonded debt of \$21,831,364, a decrease of \$1,557,727 from the June 30, 2003 balance of \$23,389,091. There was no new debt incurred during the fiscal year. Further information pertaining to long-term debt, including compensated absences, can be found in the Notes to Financial Statements.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

In August 2004 The Board adopted a General Fund budget that called for some \$500,000 in excess revenues to be added to its General Fund surplus. Some \$2.4 million in expenditures were slashed from the 2003 budget in an attempt to absorb declining sales and use tax collections revenue. Early indications are that tax collections have picked up somewhat over the 2003 pace, but The Board continues to look for ways to reduce expenditures without impacting classroom instruction.

In an effort to quell the skyrocketing cost of group health insurance, The Board in 2004 implemented a partially self-funded group health insurance plan using the same infrastructure of the primary carrier that The Board has used for several years. At June 30, 2004, The Board reported a reserved fund balance of some \$214,000 in the new plan. While still in its infancy, the plan appears to be relatively healthy and could result in reduced group health costs in the years to come.

To borrow an old adage, when all is said and done, the financial position of the St. James Parish School Board, Lutcher, Louisiana, is directly related to three things: sales tax, sales tax, and sales tax.

**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of The Board's finances for those with an interest in the government's financial position and operations. Questions concerning any of the information provided in the CAFR or requests for additional financial information should be addressed to Mr. Lionel V. Porta, Jr., Director of Business Services, St. James Parish School Board, Lutcher, Louisiana, 70071. Mr. Porta may also be reached at his e-mail address [lporta@stjames.k12.la.us](mailto:lporta@stjames.k12.la.us).

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

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

Statement A

**ASSETS:**

**Current Assets:**

Cash and Cash Equivalents	\$	2,147,997
Investments		2,836,354
Receivables		2,196,147
Inventory		64,305

**Non-current Assets:**

Land		1,013,666
Capital Assets, net of accumulated depreciation		<u>25,517,027</u>

<b>TOTAL ASSETS</b>	<b>\$</b>	<b><u>33,775,496</u></b>
---------------------	-----------	--------------------------

**LIABILITIES**

**Current Liabilities:**

Accounts, Salaries, and Other Payables	\$	4,662,231
Deferred Revenue		278,381
Interest Payable		325,525
Compensated Absences Payable		1,500,117
Current Portion of Long-Term Liabilities		1,687,727

**Non-current Liabilities:**

Long-Term Obligations due in more than one year		<u>20,143,637</u>
---	--	-------------------

<b>TOTAL LIABILITIES</b>		<b><u>28,597,618</u></b>
--------------------------	--	--------------------------

**NET ASSETS**

Invested in Capital Assets, net of related debt		4,699,329
Restricted for:		
Debt Service		1,509,552
Salaries		111,014
Capital Outlay / Operations and Maintenance		251,841
Self-Insurances		302,565
Unrestricted		<u>(1,696,423)</u>

<b>TOTAL NET ASSETS</b>	<b>\$</b>	<b><u>5,177,878</u></b>
-------------------------	-----------	-------------------------

The accompanying Notes to Financial Statements are an integral part of this statement.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Statement B

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

	<u>Expenses</u>	<u>Charges for Services</u>	<u>Program Revenues Operating Grants and Contributions</u>	NET (EXPENSE)REVENUE AND CHANGES <u>IN NET ASSETS</u> GOVERNMENTAL ACTIVITIES <u>2004</u>
<b><u>FUNCTIONS / PROGRAMS:</u></b>				
Governmental Activities:				
Instruction:				
Regular Programs	\$ 12,294,312	\$ -	\$ 315,644	\$ (11,978,668)
Special Programs	3,718,045	-	481,490	(3,236,555)
Vocational Programs	145,961	-	96,722	(49,239)
All Other Programs	1,930,777	-	1,582,319	(348,458)
Support Services:				
Pupil Support	1,762,788	-	412,934	(1,349,854)
Instructional Staff Support	1,895,537	-	641,017	(1,254,520)
General Administration	2,637,696	-	11,355	(2,626,341)
School Administration	2,108,932	-	-	(2,108,932)
Business Services	422,320	-	-	(422,320)
Plant Services	4,926,213	-	1,300	(4,924,913)
Pupil Transportation	1,995,630	-	25,394	(1,970,236)
Central Services	567,718	-	-	(567,718)
Food Services	2,270,280	226,044	2,016,626	(27,610)
Community Services	4,735	-	-	(4,735)
Capital Outlay	156,032	-	-	(156,032)
Interest on Long-Term Debt	1,023,835	-	-	(1,023,835)
Total Governmental Activities	<u>37,860,811</u>	<u>226,044</u>	<u>5,584,801</u>	<u>(32,049,966)</u>
Taxes:				
Property taxes, levied for general purposes				8,956,413
Property taxes, levied for debt service				2,416,053
Sales and use taxes, levied for general purposes				8,273,407
State revenue sharing				87,438
Grants and contributions not restricted to specific purposes:				
Minimum Foundation Program				11,879,756
Interest and investment earnings				146,347
Miscellaneous				287,543
Total general revenues and special items				<u>32,046,957</u>
Decrease in net assets				(3,009)
Net Assets - beginning of year				<u>5,180,887</u>
NET ASSETS - END OF YEAR				<u>\$ 5,177,878</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Statement C

## GOVERNMENTAL FUNDS

Balance Sheet

June 30, 2004

With Comparative Totals for June 30, 2003

	GENERAL	DEBT SERVICE	OTHER GOVERNMENTAL	TOTALS	
				2004	2003
<b>ASSETS</b>					
Cash and Cash Equivalents	\$ 1,392,955	\$ 453,577	\$ 301,465	\$ 2,147,997	\$ 2,329,241
Investments	2,836,354	-	-	2,836,354	6,134,276
Receivables	1,164,118	131,920	900,109	2,196,147	1,283,902
Interfund Receivables	63,542	980,172	-	1,043,714	443,994
Inventory	-	-	64,305	64,305	78,974
<b>TOTAL ASSETS</b>	<b>\$ 5,456,969</b>	<b>\$ 1,565,669</b>	<b>\$ 1,265,879</b>	<b>\$ 8,288,517</b>	<b>\$ 10,270,387</b>
<b>LIABILITIES AND FUND BALANCES</b>					
<b>Liabilities:</b>					
Accounts, Salaries, Other Payables	\$ 4,072,142	\$ 2,280	\$ 587,809	\$ 4,662,231	\$ 5,619,445
Interfund Payables	468,008	-	575,707	1,043,715	443,994
Deferred Revenues	224,544	53,837	-	278,381	190,246
<b>Total Liabilities</b>	<b>4,764,694</b>	<b>56,117</b>	<b>1,163,516</b>	<b>5,984,327</b>	<b>6,253,685</b>
<b>Fund Balances:</b>					
<b>Reserved for:</b>					
Debt Service	-	1,509,552	-	1,509,552	1,556,390
Salaries	111,014	-	-	111,014	636,348
Capital Outlay / Maintenance	149,478	-	102,363	251,841	1,433,617
Self-Insurances	302,565	-	-	302,565	-
<b>Unreserved:</b>					
Undesignated	129,218	-	-	129,218	390,347
<b>Total Fund Balances</b>	<b>692,275</b>	<b>1,509,552</b>	<b>102,363</b>	<b>2,304,190</b>	<b>4,016,702</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 5,456,969</b>	<b>\$ 1,565,669</b>	<b>\$ 1,265,879</b>	<b>\$ 8,288,517</b>	<b>\$ 10,270,387</b>

The accompanying Notes to Financial Statements are an integral part of this statement.

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

Statement D

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

Total Fund Balances at June 30, 2004 - Governmental Funds		\$	2,304,190
Cost of capital assets at June 30, 2004	\$	57,304,570	
Less: Accumulated Depreciation as of June 30, 2004:			
Buildings		(27,717,051)	
Furniture, Fixtures, and Equipment		<u>(3,056,826)</u>	26,530,693
Long-Term Liabilities at June 30, 2004:			
Compensated Absences Payable		(1,500,117)	
Bonds Payable		(21,831,364)	
Accrued Interest Payable		<u>(325,524)</u>	<u>(23,657,005)</u>
NET ASSETS AT JUNE 30, 2004		\$	<u>5,177,878</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Statement E

## GOVERNMENTAL FUNDS

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Year Ended June 30, 2004

With Comparative Totals for the Year Ended June 30, 2003

	GENERAL	DEBT SERVICE	OTHER GOVERNMENTAL	TOTALS	
				2004	2003
<b>REVENUES</b>					
<b>Local Sources:</b>					
Taxes: Ad Valorem	\$ 8,956,413	\$ 2,416,053	\$ -	\$ 11,372,466	\$ 9,184,740
Sales and Use	8,273,407	-	-	8,273,407	7,430,204
Interest Earnings	116,697	22,136	7,514	146,347	171,341
Charges for Services	-	-	226,044	226,044	201,906
Other	543,828	-	-	543,828	667,104
<b>Total Local Sources</b>	<b>17,890,345</b>	<b>2,438,189</b>	<b>233,558</b>	<b>20,562,092</b>	<b>17,655,295</b>
<b>State Sources:</b>					
Minimum Foundation Program	11,879,756	-	-	11,879,756	9,567,217
Other	950,260	-	-	950,260	870,247
<b>Total State Sources</b>	<b>12,830,016</b>	<b>-</b>	<b>-</b>	<b>12,830,016</b>	<b>10,437,464</b>
<b>Federal Sources</b>	<b>42,101</b>	<b>-</b>	<b>4,423,593</b>	<b>4,465,694</b>	<b>4,043,009</b>
<b>TOTAL REVENUES</b>	<b>30,762,462</b>	<b>2,438,189</b>	<b>4,657,151</b>	<b>37,857,802</b>	<b>32,135,768</b>
<b>EXPENDITURES</b>					
<b>Current:</b>					
<b>Instruction:</b>					
Regular Programs	11,915,956	-	70,690	11,986,646	11,347,128
Special Programs	3,343,996	-	367,929	3,711,925	3,297,071
Vocational Programs	840,453	-	94,004	934,457	1,002,121
All Other Programs	1,523,808	-	1,371,448	2,895,256	1,916,442
<b>Support Services:</b>					
Pupil Support	1,490,535	-	250,815	1,741,350	1,545,881
Instructional Staff Support	1,379,211	-	493,273	1,872,484	1,419,260
General Administration	1,180,789	84,305	6,303	1,271,397	1,405,278
School Administration	2,083,279	-	-	2,083,279	1,993,781
Business Services	417,184	-	-	417,184	380,139
Plant Services	3,700,458	-	1,300	3,701,758	3,516,020
Pupil Transportation	1,945,966	-	25,394	1,971,360	1,761,542
Central Services	560,814	-	-	560,814	500,873
Food Services	-	-	2,242,670	2,242,670	2,053,734
Community Services	4,735	-	-	4,735	15,319
Capital Outlay	1,181,937	-	1,500	1,183,437	3,751,111
Debt Service: Principal Retirement	557,727	1,410,000	-	1,967,727	1,712,727
Interest and Bank Charges	33,113	990,722	-	1,023,835	1,108,130
<b>TOTAL EXPENDITURES</b>	<b>32,159,961</b>	<b>2,485,027</b>	<b>4,925,326</b>	<b>39,570,314</b>	<b>38,726,557</b>

The accompanying Notes to Financial Statements are an integral part of this statement.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Statement E

## GOVERNMENTAL FUNDS

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Year Ended June 30, 2004

With Comparative Totals for the Year Ended June 30, 2003

	GENERAL	DEBT SERVICE	OTHER GOVERNMENTAL	TOTALS	
				2004	2003
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(1,397,499)	(46,838)	(268,175)	(1,712,512)	(6,590,789)
OTHER FINANCING SOURCE (Uses):					
Bond Issue Proceeds	-	-	-	-	1,875,000
Interfund Transfers In	161,418	-	433,683	595,101	1,055,008
Interfund Transfers Out	(433,683)	-	(161,418)	(595,101)	(1,055,008)
TOTAL OTHER FINANCING SOURCES / (Uses)	(272,265)	-	272,265	0	1,875,000
NET CHANGES IN FUND BALANCES	(1,669,764)	(46,838)	4,090	(1,712,512)	(4,715,789)
FUND BALANCES - BEGINNING	2,362,039	1,556,390	98,273	4,016,702	8,732,491
FUND BALANCES - ENDING	\$ 692,275	\$ 1,509,552	\$ 102,363	\$ 2,304,190	\$ 4,016,702

Concluded

The accompanying Notes to Financial Statements are an integral part of this statement.



**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**Statement F**

**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**

Total Net Changes in Fund Balances for the year ended June 30, 2004	\$	(1,712,512)
Add: Capital Outlay which is considered expenditures on Statement E		1,399,993
Less: Depreciation Expense for the year ended June 30, 2004		(1,652,471)
Add: Accumulated Depreciation on capital assets retired during the year ended June 30, 2004		28,852
Less: Cost Basis of capital assets retired during the year ended June 30, 2004		(52,959)
Add: Bond Principal Retirement which is considered an expenditure on Statement E		1,967,727
Bonds Issued during the year		-
Less: Excess of Compensated Absences used over Compensated Absences earned		(2,576)
Add: Difference between interest on long-term debt on modified accrual basis versus interest on long-term debt on an accrual basis		<u>20,937</u>
<b>TOTAL CHANGES IN NET ASSETS, for year ended June 30, 2004, per Statement B</b>	<b>\$</b>	<b><u><u>(3,009)</u></u></b>

The accompanying Notes to Financial Statements are an integral part of this statement.

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**Statement G**

**FIDUCIARY FUND**

**Comparative Statement of Fiduciary Assets and Liabilities  
June 30, 2004 and June 30, 2003**

	<u>SCHOOL ACTIVITY FUNDS</u>	
	<u>2004</u>	<u>2003</u>
<b>ASSETS</b>		
Cash and Cash Equivalents	\$ <u>361,051</u>	\$ <u>329,702</u>
<b>TOTAL ASSETS</b>	\$ <u><u>361,051</u></u>	\$ <u><u>329,702</u></u>
<b>LIABILITIES</b>		
Deposits Due Others	\$ <u>361,051</u>	\$ <u>329,702</u>
<b>TOTAL LIABILITIES</b>	\$ <u><u>361,051</u></u>	\$ <u><u>329,702</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement.

# **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

## **NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

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

#### **A. Introduction**

The St. James Parish School Board (The Board) is a political subdivision of the State of Louisiana. It was created by Louisiana Statutes Annotated Revised Statute (LSA-R.S.) 17:51 to provide public education for the children of St. James Parish. The 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 Board is composed of seven members elected concurrently from seven single-member districts for terms of four years. The terms of the current Board members expire on December 31, 2006.

The Board operated ten schools, two educational sites, a Central Office, and five support facilities within the Parish and served an enrollment of some 3,800 students. In conjunction with the regular educational programs, all or some schools offer special education, vocational education, and / or adult education classes. The Board also operates an Alternative Center, which serves those students that opt for this educational opportunity in lieu of expulsion from the system. In addition to these educational services, The Board provides transportation and food service for its' students.

#### **B. Basis of Presentation**

The financial statements of The Board have been prepared in conformity with accounting principles generally accepted in the United States of American 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. The GASB has issued its *Codification of Governmental Accounting and Financial Reporting Standards* dated June 30, 2002. This Codification and subsequent GASB pronouncements are recognized as GAAP for state and local governments in the United States.

This financial report has been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, issued in June 1999. This is the second year that The Board's financial statements have been prepared in conformity with GASB Statement No. 34.

#### **C. Reporting Entity**

GASB Statement No. 14, *The Reporting Entity*, and GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units*, establish criteria for determining the governmental reporting entity and component units, which should be included within the reporting entity. Under provisions of these Statements, The Board is considered a *primary government* since it is a *single 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 No. 14, the term "fiscally independent" means that The 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 Board has no *component units*, defined by GASB Statement Nos. 14 and 39 as other *legally separate organizations* for which the elected School Board members are financially accountable. There are no other primary governments with which The Board has a significant relationship.

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

Under GASB Statement No. 34, the government-wide financial statements (i.e. the statements of net assets and the statement of changes in net assets) report information on all the non-fiduciary activities of The Board. For the most part, the effect of interfund activity has been removed from these statements.

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**June 30, 2004**

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include: 1) charges to customers or users who purchase, use or directly benefit from goods or services provided by a given function, and 2) grants that are restricted to meeting the operational or capital requirements of a particular function. Taxes or other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for the governmental funds and the fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

**E. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability has been incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Sales and use taxes are recognized as revenues when collected. Grants and similar items, including the state Minimum Foundation Program (MFP) distribution are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, The Board considers revenues to be available if they are collected within sixty (60) days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, sales and use taxes, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenues are considered to be measurable and available when cash has been received by The Board.

The Board reports the following *major funds*:

The **General Fund** is The Board's primary operating fund. It accounts for all financial resources of The Board, except those required to be accounted for in another fund.

The **Debt Service Fund** accounts for the resources accumulated and payments made for principal, interest and related charges on general long-term obligation debt of The Board.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide funds to the extent that those standards do not conflict with or contradict guidance from the GASB. The Board has elected *not* to follow subsequently issued private-sector guidance. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

**F. Assets, Liabilities, and Net Assets or Equity**

**1) Deposits and Investments**

Cash and cash equivalents are considered to be cash on hand, interest-bearing demand deposits, and short-term investments (usually time certificates of deposit), including investments in the Louisiana Asset Management Pool

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**June 30, 2004**

(LAMP). All of these cited instruments are considered cash equivalents, as long as their original maturities are of three months or less from the date of acquisition. Also, certificates of deposit having a maturity date in excess of three months are considered cash equivalents if they are covered by federal deposit insurance.

State statutes authorize The Board to invest in United States Treasury Securities (e.g. treasury bills), or certificates or time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. Public entities in Louisiana are also authorized to invest in the LAMP, a non-profit corporation organized under Louisiana law and operated by the State Treasurer as a local government investment pool. Since LAMP investments may be liquidated in whole or in part at any time at par, the cost of LAMP investments is also the fair market value of the investments.

2) Receivables and Payables

Activity between funds that indicates lending or borrowing arrangements outstanding at the end of the fiscal year is referred to as "Interfund Receivables / Payables". There is an assumed obligation on the part of the borrowing fund to repay that amount to the lending fund.

3) Ad Valorem Taxes

Ad valorem (property) taxes were levied by The Board on August 24, 2003, based on assessed valuation of property as of January 1, 2003. These taxes become due and payable on November 15 of each year, and become delinquent after December 31 of the year levied. However, before the taxes can be collected, the assessment list (i.e. tax roll) must be submitted to the Louisiana Tax Commission for approval. From the day the tax roll is filed with the St. James Parish Clerk of Court's Office, it shall act as a lien on each specific piece of real estate thereon assessed, which shall be subject to a legal mortgage after the 31<sup>st</sup> day of December of the current year for the payment of the taxes due thereon. Over 98% of ad valorem taxes are generally collected in December, January, and February of the fiscal year. A list of property on which taxes have not been paid is published in the official journal by the St. James Parish Tax Collector, which is a division of the St. James Parish Sheriff's Office (in Louisiana, the Sheriff's Office is the legally authorized collection agency for property taxes in each parish). If taxes are not paid within the time stipulated in the public notice, the property is sold for taxes due at a tax sale, usually held prior to the end of The Board's fiscal year. Consequently, any taxes left unpaid at June 30 of each year are usually immaterial.

The Board authorized and levied the following ad valorem taxes for 2003:

<u>Parishwide Taxes</u>	<u>Authorized Mills</u>	<u>Levied Mills</u>
Constitutional	4.02	4.02
Maintenance	6.04	6.04
Salaries and Benefits 1994	6.00	6.00
Salaries and Benefits 1997	9.00	9.00
Early Childhood Development 1997	3.00	3.00
Salaries and Benefits 2003	7.00	7.00
Debt Service	10.00	10.00

Under the Louisiana Constitution, ad valorem taxes other than the Constitutional Tax must be renewed by popular vote every ten (10) years. The bonded indebtedness tax (Debt Service) remains in effect until all bond principal, interest and associated fees have been paid in full.

4) Sales and Use Taxes

The Board is authorized to collect a two and one-half (2.5) percent sales and use tax within St. James Parish. The first one percent, approved by parish voters on August 17, 1965, is dedicated to the payment of teacher salaries and

## **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

### **NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

or operation of the public schools in St. James Parish. The next one percent, approved by voters on January 17, 1981, is dedicated for two purposes, with 60 percent of the proceeds used for the payment of salaries of teachers and other school employees and the remaining 40 percent used for operations and maintenance costs and / or capital improvements to the public schools of the parish. The additional one-half percent was approved by parish voters in May 2003 for employee salaries and or operation of the public schools. The Board is also authorized to collect a one percent sales and use tax levied by the St. James Parish Council (The Council). The Board imposes a collection fee based on the pro-rata share of administrative and collections costs attributable to the sales and use tax collected on behalf of The Council. Collection and distribution of taxes, as well as collection fees, are accounted for in the General Fund. All sales and use taxes are levied in perpetuity and do not require renewal by parish voters.

#### **5) Inventories**

Inventories of the School Food Service Special Revenue Fund consist of food purchased by The Board and commodities granted by the United States Department of Agriculture (USDA) through the Louisiana Department of Agriculture and Forestry. Inventory items purchased are valued at cost using the "first-in, first-out" (FIFO) method. Costs are recorded as expenditures at the time the individual items are consumed (consumption method). Commodities are assigned values based on information provided by the USDA, also on a FIFO basis.

#### **6) Restricted Assets**

Restricted assets are cash, cash equivalents, or investments whose use is limited by legal requirements such as a bond indenture. Restricted assets, if any, are reported only in the government-wide financial statements.

#### **7) Capital Assets**

Capital assets, which include land, buildings and improvements, and furniture, fixtures, and equipment, are reported in the government-wide financial statements. Capital assets are not included within the depreciable assets (those subject to depreciation) of The Board unless they cost on an individual basis \$1,000 or more and have an estimated useful life of five or more years. Items costing less than that are "expensed" at the time of purchase rather than depreciated. Depreciable assets do not have an assigned salvage value since any such amount would generally be immaterial. However, for purposes of insurance and maintaining an accountability of items generally subject to theft or misuse, The Board keeps a separate inventory of those particular items not meeting the dollar and useful life threshold but having "street value" (e.g., televisions, VCR's, DVD players, smaller computer equipment, etc.)

Capital assets purchased or constructed are recorded at historical cost, or, estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Capital assets are depreciated using the straight-line method over useful lives of 5 to 15 years for furniture, fixtures, and equipment and 40 years for buildings and improvements.

The Board does not possess any material amounts of infrastructure assets, such as sidewalks and parking lots. Amounts expended prior to June 30, 2002 for such items were considered to be part of the cost of the buildings or other immovable property such as stadiums. In the future, if such items are built or constructed, and are material in relation to the class of assets, they will be capitalized and depreciated.

#### **8) Compensated Absences**

Sick Leave - Teachers and other school employees accrue ten days of sick leave per year, which may be accumulated without limitation. Upon death or retirement, however, unused accumulated sick leave of a maximum of 25 days is paid to employees or their heirs at the employee's current rate of pay. The accrual computation for

## **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

### **NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

earned sick leave is calculated on, or any portion thereof, a 25-day maximum per employee. Sick leave is not payable upon discharge or termination. Under the Teachers Retirement System of Louisiana (TRSL), the total unused sick leave (including any amount which may be compensated as mentioned above), is used in retirement benefit calculations as earned service for leave earned prior to July 1, 1988. For sick leave earned after June 30, 1988 under the TRSL and for sick leave earned under the School Employees Retirement System (LSERS), all unpaid sick leave, which excludes the above state compensated days, is used in retirement benefit computations as earned service. Sick leave may be accumulated without limitation and is earned on a June 30 fiscal year basis. Certified employees may carry their accumulated sick leave from one public school district to another public school district in Louisiana.

Amounts reported as compensated absences include only the salary component and not related benefits (e.g., the Medicare portion of social security), since any such benefit amounts would be immaterial.

Vacation - Full-time employees who work 12-month schedules are granted vacations in varying amounts as established by Board policy. Vacation time cannot be carried forward into a succeeding fiscal year and in the event of termination, an employee receives salary and related benefit compensation for any unused earned vacation.

Sabbatical Leave - Any employee with a teaching certificate is entitled to one semester of sabbatical leave after three or more years of continuous service or two semesters of sabbatical leave after six or more years of continuous service. Unused sabbatical leave may be carried forward to one or more periods subsequent to that in which it is earned, but not more than two semesters of leave may be accumulated. Sabbatical leave does not vest. Sabbatical leave may only be taken for rest and recuperation (with a doctor's approval) or for professional and cultural improvement. Persons on sabbatical leave are paid 65 percent of their daily rate of pay for the number of days they are on sabbatical leave. Although Board policy concerning sabbatical leave is determined by state law, The Board must still approve all sabbatical leave.

According to the provisions of GASB Statement No. 16, *Accounting for Compensated Absences*, sabbatical leave that involves professional and cultural improvement provides a continuing benefit to The Board and should not be accrued. Sabbatical leave granted for rest and recuperation is essentially considered an extended sick leave benefit and should not be accrued as sabbatical leave benefits. Accordingly, sabbatical leave benefits are recorded as current expenditures in the period the leave is taken and are not reflected as a liability on the government-wide financial statements.

#### **9) Long-Term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the life of the related debt.

In the fund financial statements, governmental fund types recognize bond premium or discount, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as "Other Financing Sources" while discounts on debt issuances are reported as "Other Financing Uses". Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as Debt Service expenditures.

#### **10) Fund Equity**

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

# **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

## **NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

### **11) Comparative Data / Reclassifications**

Comparative data for prior years have been presented in both the government-wide and fund financial statements in order to facilitate the making of comparisons between years and to reconcile changes in financial position from year-to-year. Also, certain amounts presented in prior year data have been reclassified in order to be consistent with the current year's presentation.

### **12) Use of Estimates**

The preparation of financial statements in conformity with U.S. generally accepted accounting principles 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 statements and the reported amounts of revenues and expenses / expenditures during the reporting period. Actual results could differ from those estimates.

## **II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

### **A. Budgetary Information**

The Board follows these procedures in establishing the budgetary data contained in the financial statements.

Prior to September 15 of each year, The Superintendent submits to The Board proposed annual budgets for the General Fund and all Special Revenue Funds for the fiscal year commencing the prior July 1. The General Fund budget includes all proposed general operational expenditures and the means of financing those expenditures. With the exception of the School Food Service program, all Special Revenue Funds budgets are based on grantor-approved project applications. The School Food Service program is reimbursed by state and federal grantors based on the number of meals served during the year and as such, proposed expenditures and the means of financing the proposed expenditures are budgeted in a manner similar to the proposed General Fund budget. In accordance with state law, a summary of the proposed budgets is published in The Board's Official Journal and The Board makes the proposed budgets available for public inspection. After a public hearing(s), The Board then acts on the proposed budgets, and through the adoption process, legally appropriates funding for the fiscal year in accordance with the adopted budgets.

Formal budgetary integration is employed as a management control device for the General Fund and the Special Revenue Funds. Formal budgetary integration is not employed for the Debt Service and Capital Projects Funds, which effectively achieve budgetary control through bond indenture provisions and Board-adopted construction plans, respectively.

The General Fund budget and Special Revenue Funds budgets as adopted are prepared on a modified accrual basis of accounting. All appropriations lapse at the end of the fiscal year, and any material current year transactions directly related to the prior year's budget are rebudgeted in the current year. All budgets are prepared and presented in accordance with the provisions of the Louisiana Uniform Accounting Guide and Handbook (Bulletin 1929) issued by the Louisiana Department of Education. The legal level of budgetary control is set at the fund level.

State law, and Board policy pursuant thereto, mandates that governmental units must revise their budgets when projected revenues decrease five percent from original budget amounts and when projected expenditures increase five percent from original budget amounts. Budgets included in this report are presented as originally adopted adjusted for revisions adopted by The Board during the fiscal year. Significant revisions to the General Fund budget during the year included a sizable decrease in sales and use tax collections as well as increased costs associated with maintenance and capital outlay projects.



**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

Encumbrance accounting is employed in the governmental funds. Encumbrances (e.g., purchase orders) outstanding at year-end are generally immaterial to the General fund budget and are reported as reservations of fund balances (if material) since they do not constitute expenditures or liabilities. As goods and services are subsequently received and contracts are executed, liabilities and expenditures are recorded and the related encumbrances are liquidated.

**B. Excess of Expenditures over Appropriations**

For the year ended June 30, 2004, expenditures and other financing uses exceeded budgeted appropriations in the following funds by the amounts listed:

<b>Fund</b>	<b>Amount in Excess of Appropriations</b>
NCLB Title IV	\$ 11,483
NCLB Title V	1,816
NCLB IDEA	29,172
Vocational Education	527
School Food Service	40,171

All of the funds listed are Special Revenue Funds and with the exception of the School Food Service Fund, the deficits were absorbed through grant budget modifications. The School Food Service deficit was absorbed primarily through programmatic revenue collections that also exceeded their budgeted amounts.

**III. DETAILED NOTES ON ALL FUNDS**

**A. Deposits and Investments**

On June 30, 2004, The Board's carrying amount of deposits was \$ 2,433,203 while the total bank balance was \$ 2,803,290. Of the bank balance, \$ 253,885 was covered by federal deposit insurance through the Federal Deposit Insurance Corporation (FDIC), while \$1,406,182 was insured or collateralized with securities held by The Board or The Board's fiscal agent in the name of The Board (GASB Category 1) and \$1,063,223 was collateralized with securities held by The Board's fiscal agent trust department in the name of The Board (GASB Category 2). On June 30, 2004, The Board's investments consisted entirely of short-term U.S. Treasury obligation held by an agent of The Board in The Board's name (GASB Category 1). The carrying value of the investments, which are stated at fair value, was \$2,836,354.

The Board also had \$ 80,388 invested in the LAMP (see note F-1) on June 30, 2004. In accordance with GASB Codification Section 150:126, the investment in LAMP is not categorized according to the three categories in GASB Codification Section 150:125 because the investment in the LAMP is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. The Board considers the LAMP investment as a "cash equivalent" due to its short-term nature. The fair value of The Board's position in the LAMP is the same as the value of its pool shares.

**A. Receivables**

The receivables of \$ 2,196,147 on June 30, 2004 consisted of the following:

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**June 30, 2004**

	General Fund	Debt Service Fund	Other Non-Major Governmental Funds	<b>TOTALS</b>
Ad Valorem Taxes	\$ 375,137	\$ 131,920	\$ -	\$ 507,057
Federal Grants	-	-	900,109	900,109
State Grants	728,794	-	-	728,794
Local Grants / Other	60,187	-	-	60,187
<b>TOTALS</b>	<b>\$ 1,164,118</b>	<b>\$ 131,920</b>	<b>\$ 900,109</b>	<b>\$ 2,196,147</b>

**B. Capital Assets**

Capital asset and depreciation activity as of and for the year ended June 30, 2004 is as follows:

	Land	Buildings and Improvements	Furniture, Fixtures, and Equipment	Work in Progress	<b>TOTALS</b>
Cost, July 1, 2003	1,013,666	49,670,579	4,221,681	646,762	55,552,688
Additions	-	1,584,763	117,547	102,532	1,804,842
Deletions	-	-	52,960	-	52,960
Cost, June 30, 2004	<u>1,013,666</u>	<u>51,255,342</u>	<u>4,286,268</u>	<u>749,294</u>	<u>57,304,570</u>

**Depreciation:**

Accumulated, July 1, 2003	\$ -	\$ 26,484,633	\$ 2,665,625	\$ -	\$ 29,150,258
Additions	-	1,232,418	420,053	-	1,652,471
Deletions	-	-	28,852	-	28,852
Accumulated, June 30, 2004	<u>\$ -</u>	<u>\$ 27,717,051</u>	<u>\$ 3,056,826</u>	<u>\$ -</u>	<u>\$ 30,773,877</u>

**Capital Assets, net of Accumulated**

Depreciation, June 30, 2004	<u>\$ 1,013,666</u>	<u>\$ 23,538,291</u>	<u>\$ 1,229,442</u>	<u>\$ 749,294</u>	<u>\$ 26,530,693</u>
-----------------------------	---------------------	----------------------	---------------------	-------------------	----------------------

Depreciation expense of \$ 1,652,471 for the year ended June 30, 2004 was charged to the following government functions:

**Instruction:**

Regular Instruction	\$ 147,570
Special Instruction	45,698
Vocational Education	11,504
All Other Programs	35,644

**Support Services:**

Pupil Support	21,438
Instructional Staff Support	23,053

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

General Administration	1,232,418
School Administration	25,653
Business Services	5,136
Plant Services	45,573
Pupil Transportation	24,270
Central Services	6,904
Food Services	27,610

**TOTAL** \$ 1,652,471

**D. Accounts, Salaries, and Contracts Payable**

The payables of \$ 4,662,231 on June 30, 2004 consisted of the following:

	General Fund	Debt Service Fund	Other Non-Major Governmental Funds	TOTALS
Accounts	\$ 189,011	\$ 2,280	\$ 144,250	\$ 335,541
Salaries and Benefits	3,461,828	-	385,976	3,847,804
Contracts	66,039	-	57,583	123,622
Worker's Comp Reserve	88,059	-	-	88,059
Health Insurance Reserve	267,205	-	-	267,205
<b>TOTALS</b>	<b>\$ 4,072,142</b>	<b>\$ 2,280</b>	<b>\$ 587,809</b>	<b>\$ 4,662,231</b>

**E. Interfund Receivables, Payables, and Transfers**

Amounts of interfund receivables and payables at June 30, 2004 and interfund transfers for the year then ended are as follows:

	Receivables / Payables		Transfers	
	Interfund Receivables	Interfund Payables	Interfund Transfers In	Interfund Transfers Out
General Fund	\$ 63,542	\$ 468,007	\$ 161,418	\$ 433,683
Debt Service Fund	980,172	-	-	-
Other Non-Major Governmental Funds				
NCLB Title I	-	303,680	-	61,949
NCLB Title II	-	89,721	-	17,737
NCLB Title IV	-	6,268	-	228
NCLB Title V	-	13,329	-	1,771
NCLB Reading First	-	17,854	-	5,704
NCLB IDEA	-	76,729	-	64,240
Vocational Education	-	57,862	-	-
TLTC	-	10,264	-	9,789
School Food Service	-	-	433,683	-
<b>TOTALS</b>	<b>\$ 1,043,714</b>	<b>\$ 1,043,714</b>	<b>\$ 595,101</b>	<b>\$ 595,101</b>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

Interfund receivables and payables arise as a result of the consolidated cash account utilized by The Board. All operating funds are deposited in a single bank account and disbursements are made through two zero-balance checking accounts. Due to the reimbursement nature of the federal funds operated by The Board, negative cash balances arise throughout the year and are accordingly reported as interfund receivables and payables.

Interfund transfers reflect primarily indirect cost funding provided to the General Fund from federal grants based on programmatic expenditures. An interfund transfer is also reported for state equalization monies provided to the School Food Service fund from the General Fund, where the state funding is reported as revenue.

**F. Long-Term Liabilities**

Long-term liabilities consist entirely of bonded indebtedness and compensated absences payable. A summary of the changes in long-term debt for the year ended June 30, 2004 follows:

	Balance, July 1, 2003	Additions	Retirements	Balance, June 30, 2004
Bonded Indebtedness	\$ 23,389,091	\$ -	\$ 1,557,727	\$ 21,831,364
Compensated Absences	1,502,693	106,157	108,733	1,500,117
<b>TOTALS</b>	<b>\$ 24,891,784</b>	<b>\$ 106,157</b>	<b>\$ 1,666,460</b>	<b>\$ 23,331,481</b>

**General Obligation Bonds and Certificates of Indebtedness**

The Board has several bond issues outstanding at June 30, 2004. The April 1, 1982 bond issue proceeds were used to rebuild fire-destroyed St. James High School, while the October 1, 2000 issue was used to fund parishwide facility improvements and / or capital equipment acquisition. The August 1, 1995, April 30, 1997, and March 1, 2002 bonds were for the advance refunding of the June 1, 1991 Sales Tax School Bonds, the April 1, 1990 general obligation bonds, and September 1, 1994 general obligation bonds, respectively. The March 1, 1994 certificates of indebtedness funded parishwide capital improvements while the February 1, 2002 certificates of indebtedness, interest-free Qualified Zone Academy Bonds (QZAB) monies, funded the conversion of Lutcher Junior High School to the new Lutcher Elementary School. The April 1, 2003 certificates of indebtedness were used for capital upgrades to parishwide facilities as part of a performance services agreement. A summary of general obligation bonds and certificates of indebtedness at June 30, 2004 follows:

<u>Date of Issue:</u>	<u>Original Issue</u>	<u>Interest Rates</u>	<u>Final Payment Due</u>	<u>Interest to Maturity</u>	<u>Principal Outstanding</u>
<i>General Obligation Bonds:</i>					
April 1, 1982	3,000,000	5-11.5%	4-1-07	\$ 15	\$ 15,000
August 1, 1995	7,970,000	5-5.125%	3-1-11	925,380	4,295,000
April 30, 1997	2,595,000	4-5.5%	4-1-10	333,960	1,690,000
October 1, 2000	6,000,000	4-9-7%	4-1-20	2,771,282	5,445,000
March 1, 2002	7,990,000	3-4.5%	3-1-14	2,142,180	7,840,000
				<u>6,172,817</u>	<u>19,285,000</u>
<i>Certificates of Indebtedness:</i>					
February 1, 2002	1,000,000	-	11-1-15	-	836,364
April 1, 2003	1,875,000	0.0369	9-1-13	338,547	1,710,000
<b>TOTALS</b>				<b>\$ 6,511,364</b>	<b>\$ 21,831,364</b>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

Future debt service requirements on bonded indebtedness is as follows:

Fiscal Year	Certificates of Indebtedness							TOTALS	
	4-1-82	8-1-95	4-30-97	10-1-00	3-1-02	2-1-02	4-1-03		
2005	Prncpl	5,000	520,000	235,000	210,000	515,000	72,727	130,000	1,687,727
	Intrst	8	219,225	89,055	291,255	316,478		60,554	976,575
2006	Prncpl	5,000	545,000	255,000	220,000	525,000	72,727	140,000	1,762,727
	Intrst	5	192,705	77,305	280,440	303,665		55,586	909,706
2007	Prncpl	5,000	575,000	270,000	235,000	550,000	72,727	150,000	1,857,727
	Intrst	2	164,910	64,300	269,220	285,857		50,250	834,539
2008	Prncpl		610,000	290,000	250,000	575,000	72,727	160,000	1,957,727
	Intrst		135,585	50,260	252,770	265,679		44,546	748,840
2009	Prncpl		645,000	310,000	265,000	605,000	72,727	170,000	2,067,727
	Intrst		104,475	34,890	236,520	243,329		38,474	657,688
2010 - 2014	Prncpl		1,400,000	330,000	1,595,000	5,070,000	363,635	960,000	9,718,635
	Intrst		108,480	18,150	938,060	713,672		89,137	1,867,499
2015 - 2019	Prncpl				2,155,000		109,094		2,264,094
	Intrst				476,626	13,500			490,126
2020	Prncpl				515,000				515,000
	Intrst				26,391				26,391
Totals:	Prncpl	15,000	4,295,000	1,690,000	5,445,000	7,840,000	836,364	1,710,000	21,831,364
	Intrst	15	925,380	333,960	2,771,282	2,142,180	0	338,547	6,511,364
<b>TOTALS</b>		<b>\$ 15,015</b>	<b>\$ 5,220,380</b>	<b>\$ 2,023,960</b>	<b>\$ 8,216,282</b>	<b>\$ 9,982,180</b>	<b>\$ 836,364</b>	<b>\$ 2,048,547</b>	<b>\$ 28,342,728</b>

The current portion (due within twelve months) of long-term bonded debt is \$ 1,687,727 while the long-term portion is \$ 20,143,637. All principal and interest requirements are funded in accordance with Louisiana law by the annual tax levy on taxable property within the parish taxing district, with the exception of the Certificates of Indebtedness which are funded by the avails of payments-in-lieu of taxes previously statutorily earmarked for the retirement of general obligation bonds and other excess General Fund revenues. At June 30, 2004, The Board had accumulated \$1,509,552 in the Debt Service Fund for future bonded debt requirements. The Board is legally restricted from incurring long-term debt financed through property taxes in excess of 25% of the assessed valuation of taxable property. At June 30, 2004, the statutory limit was \$66,306,907 and the remaining debt margin was \$48,531,459.

On August 1, 1995, The Board issued \$7.97 million in General Obligation Bonds with an average interest rate of 5.1 percent to advance refund \$8.045 million of outstanding Series 1991 Sales Tax School Bonds, dated April 1, 1990, with an average interest rate of 7.9 percent. The net proceeds of \$7.8 million (after payment of \$156,000 in underwriting fees, insurance, and other issuance costs) plus an additional \$1 million of Series 1991 sinking and reserve fund monies were used to purchase U.S. Government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the Series 1991 bonds. As a result, \$8.045 million of the Series 1991 Bonds are considered to be defeased and the liability for those bonds has been removed from The Board's long-term debt schedules. Of the advance refunded amount, \$4.3 million remains outstanding.

**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**  
**June 30, 2004**

On April 30, 1997, The Board issued \$2.595 million in General Obligation Bonds with an average interest rate of 4.86 percent to advance refund \$2.465 million of outstanding Series 1990 General Obligation Bonds, dated April 1, 1990, with an average interest rate of 6.8 percent. The net proceeds of \$2.529 million (after payment of \$66,000 in underwriting fees, insurance, and other issuance costs) plus an additional \$28,564 of existing sinking fund monies were used to purchase U.S. Government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the Series 1990 Bonds. As a result, \$2.465 million of the Series 1990 Bonds are considered to be defeased and the liability for those bonds has been removed from The Board's long-term debt schedules. Of the advance refunded amount, \$1.7 million remains outstanding.

On March 1, 2002, The Board issued \$7.99 million in General Obligation Bonds with an average interest rate of 3.8 percent to advance refund \$8.26 million of outstanding Series 1994 General Obligation Bonds, dated September 1, 1994, with an average interest rate of 7.25 percent. The net proceeds of \$7.8 million (after payment of \$152,581 in underwriting fees, insurance, and other issuance costs) plus an additional \$43,116 of existing sinking fund monies were used to purchase U.S. Government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the Series 1994 Bonds. As a result, \$8.26 million of the Series 1994 Bonds are considered to be defeased and the liability for those bonds has been removed from The Board's long-term debt schedules. Of the advance refunded amount, \$7.84 million remains outstanding.

**Compensated Absences**

Compensated absences consist of that portion of accumulated regular sick leave for which The Board may have an obligation to pay for up to twenty-five (25) days thereof. All amounts reported are computed using the employee's daily rate of pay as of June 30, 2004 and are liquidated through the fund where the leave has been earned by the employee.

**G. Reservations of Fund Balance**

Portions of fund balances are reserved for future use and therefore are not available for appropriation or expenditure. The General Fund reports fund balance reservations for Salaries, Capital Outlay / Operations and Maintenance, and the self-insured Health Insurance and Worker's Compensation funds. Prior year's balances have been restated to properly reflect the self-insurance reserve amounts. Since all material outstanding items were rebudgeted in Fiscal Year 2005, The Board reported no reserve for encumbrances as of June 30, 2004. The Reserve for Salaries is used to maintain local supplements to basic state salary funding. The Reserve for Salaries and the Reserve for Capital Outlay/Operations and Maintenance are segregated in accordance with the applicable tax propositions as further explained in Note 6. The Reserve for Fund Balances reported in the Debt Service Fund and Other Non-Major Governmental Funds are reserved for retirement of long-term bonded debt and capital outlay, respectively, in accordance with the legal provisions pursuant to bond indentures and tax propositions passed by parish voters. The Fund Balance reported in the Fiduciary Fund Types is reserved in accordance with the provisions of the trust agreement that is accounted for in that fund. A summary of General Fund fund balance reservations reported for the past three fiscal years is as follows:

<u>Fund Balance - General Fund:</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Salaries	\$ 111,014	\$ 636,348	\$ 1,588,600
Capital Outlay / O&M	149,478	1,335,344	2,239,843
Self-Insurances	302,565	198,591	152,336
TOTALS	\$ <u>563,057</u>	\$ <u>2,170,283</u>	\$ <u>3,980,779</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

**H. Defined Benefit Pension Plans**

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. Each system is administered and controlled at the state level by a separated board of trustees, with contribution rates and benefit provisions approved by the Louisiana Legislature. Participation in the Teachers Retirement System is divided into two plans - the Teachers' Regular Plan and the Teachers Plan A. Ten years of service credit is required to become vested for retirement benefits and five years to become vested for disability and survivor benefits under each plan.

Each System issues annual financial reports that include financial statements and required supplementary information. These reports are available to the public and may be obtained from:

Teachers Retirement System  
8401 United Plaza Boulevard  
P.O. Box 94123  
Baton Rouge, LA 70804-9123  
(225) 925-6446

School Employees Retirement System  
8660 United Plaza Boulevard  
Baton Rouge, LA 70809  
(225) 925-6484

Contributions to the plans are required and determined by statute and are expressed as a percentage of covered payroll. The contribution rates in effect for the year ended June 30, 2004 for The Board and covered employees were as follows:

	<u>School Board</u>	<u>Employees</u>
Teachers Retirement System:		
Regular Plan	13.8 %	8.00%
Plan A	13.8%	9.10%
School Employees Retirement System	8.5%	7.50%

As provided by Louisiana Revised Statute 11:103, The Board's contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. Actual contributions made to The Systems for the past three fiscal years, which substantially equaled the required contributions for each of these years, were as follows:

	<u>FY 2004</u>	<u>FY 2003</u>	<u>FY 2002</u>
Teachers Retirement System:			
Regular Plan	\$ 3,825,449	\$ 3,077,991	\$ 2,964,415
Plan A	91,992	86,693	91,391
School Employees Retirement System	278,621	119,258	112,754

In accordance with state law, The Board provides certain post-retirement health care and life insurance benefits to its retired employees. Substantially all Board employees may become eligible for such benefits upon reaching retirement age. The health insurance premiums are paid by The Board and its employees. For the year ended June 30, 2004, The Board paid approximately 79% of the health insurance premiums for retired employees. The cost of retirement health care is recognized as an expenditure as premiums are paid. For fiscal year 2004, The Board's cost for providing all health care and life insurance benefits to the 482 active and 283 retired employees and their dependents amounted to \$2,489,697 and \$846,783 respectively. The Board has a continuing future obligation for life insurance and health care benefits for retired teachers and non-instructional employees and their dependents. This future liability is not funded but will be payable by the General Fund out of future year's operations. Although actuarial consultants estimated that this future liability is significant, current generally accepted accounting principles do not require The Board to reflect this liability in the general purpose financial statements. Retirees contribute 14% of the retiree-only coverage and 36% of the cost of dependent coverage. Retirees who are eligible

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

for Parts A and B of Medicare contribute 29% of single premium. The Board's obligation to retirees does not end at age 65, however, Medicare for those eligible becomes the primary carrier while The Board's group carrier becomes secondary carrier.

**I. Risk Management**

The Board is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omission; injuries to employees; and natural disasters. Except as noted below, for the year ended June 30, 2004, The Board purchased commercial insurance policies to satisfy any claims related to general liability, vehicle liability, property and casualty, athletic participation, employee health and accident, and errors and omissions. The General Fund, since there is no Internal Service Fund, accounts for all risk-financing activity.

During the year ended June 30, 2004, there was no significant reduction in insurance coverage in any of the risk categories mentioned above. Additionally, The Board has had no settlements in excess of insurance coverage during any of the past three fiscal years.

The Board is self-insured for employee group health insurance and maintains additional reinsurance from an independent carrier for any claims incurred in excess of specified limits. Those funds with covered employees remit monthly premiums to the Health Insurance Reserve Fund which pays claims based on invoices submitted by The Board's third-party administrator. The plan was established on October 1, 2003 and all financial activity is reported in the General Fund.

The Board is also self-insured for worker's compensation up to \$175,000 per occurrence and subject to an aggregate loss fund in an amount equal to 80% of the standard manual premium. An independent carrier insures The Board for excess worker's compensation claims over and above the afore-mentioned limits. Claims expenditures are funded through budgetary appropriations of the General Fund and those Special Revenue Funds that incur claims liabilities. A reconciliation of claims liability is as follows:

	<u>Beginning Fiscal Year Liability</u>	<u>Current Claims and Changes in Estimates</u>	<u>Claims Paid</u>	<u>Ending Fiscal Year Liability</u>
<u>2004</u>				
Worker's Comp	198,591	72,143	182,675	88,059
Health Insurance	-	4,212,563	3,998,057	214,506
<b>TOTALS</b>	<u>198,591</u>	<u>4,284,706</u>	<u>4,180,732</u>	<u>302,565</u>
<u>2003</u>				
Worker's Comp	<u>152,336</u>	<u>243,689</u>	<u>197,434</u>	<u>198,591</u>
<u>2002</u>				
Worker's Comp	<u>147,959</u>	<u>102,361</u>	<u>97,984</u>	<u>152,336</u>

**J. Subsequent Event**

On September 1, 2004, The Board borrowed \$3,000,000 from the Louisiana Public Facilities Authority. Due to the cyclical nature of ad valorem tax revenues, this amount was borrowed to provide short-term financing for operating



# **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

## **NOTES TO THE FINANCIAL STATEMENTS**

**June 30, 2004**

requirements. The loan bears interest at an annual rate of 1.89%. These borrowings are due to be repaid in entirety of principal plus interest on March 1, 2005.

The Board entered into a similar agreement on September 1, 2003, borrowing \$2,500,000 at an annual interest rate of 2.17%. The fiscal year 2004 interest expenditure on this note, reported in the Business Services line item of the General Fund, amounted to \$ 23,885.

### **K. Commitments**

The Board is entered into several different contracts which result in commitments in various phases of The Board's operations. The two material contractual obligations outstanding at June 30, 2004 were both construction contracts, one for the resurfacing of running tracks at Lutcher and St. James High Schools, and the other for the replacement of the Central Office roof. A summary of the commitments follows:

	<u>Paid Through June 30, 2004</u>	<u>Payable at June 30, 2004</u>	<u>Outstanding Commitment</u>	<u>Total Contract</u>
Resurfacing of Tracks	510,597	59,507	46,829	616,933
Central Office Roof	90,493	66,039	-	156,532
	<u>601,090</u>	<u>125,546</u>	<u>46,829</u>	<u>773,465</u>

The track resurfacing projects, currently in litigation, are funded through the Series 2000 General Obligation Bonds Capital Projects Fund while the Central Office Roof replacement project is funded by General Fund monies.

### **L. Litigation**

At June 30, 2004, The Board was a defendant in several different lawsuits. Board management and legal counsel believe that claims against The Board not covered by insurance would not have a material impact on The Board's financial statements. There have been no material judgements rendered against The Board in the last several fiscal years.

### **M. Federal Grants**

The Board participates in a number of federally-assisted grant programs. These programs are subject to program compliance audits by the grantors. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time. Based on prior experience, Board management believes such disallowances, if any, would be immaterial.



**ST. JAMES PARISH SCHOOL BOARD**  
**Lutcher, Louisiana**

**FUND DESCRIPTIONS**

**General Fund** – The General Fund accounts for all financial resources and transactions except those required to be accounted for in another fund.

**Special Revenue Funds** – Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes. Most Special Revenue Funds are operated on a cost-reimbursement basis.

**NO CHILD LEFT BEHIND ACT (NCLB)**

**Title I** - This program provides instruction in language development and reading. These programs strive to meet the needs of economically and educationally deprived children through federal funding for teachers, aides, instructional materials, equipment, and parental involvement.

**Title II** - This program provides federally-funded training and retraining activities for certified math and science instructors and also provides salary funding to meet the programmatic goal of reducing student-teacher ratios.

**Title IV** - Serving students in grades K-12, this program established and implements federally-funded comprehensive drug abuse education and prevention training to address current societal needs in this area.

**Title V** - This program provides federal funding for audio-visual materials and library resources to be used in concert with the regular educational curriculum.

**Reading First** – The goal of this federally-funded program is to bring all kindergarten through third-grade students up to reading on the appropriate grade levels.

**Individuals With Disabilities Education Act (IDEA)** - This program provides federally-funded free education in the least restrictive environment for those students with physical and mental exceptionalities.

**Vocational Education** - This fund accounts for federal monies used to implement the Carl D. Perkins Vocational Act. These funds are used only for those programs that can be demonstrated to prepare students for employment, that are necessary to prepare students for successful completion of vocational programs, or be of significant assistance to students in making meaningful occupational choices.

**Teaching, Learning, and Technology Center (TLTC)** - This federal program provides monies for the integration of professional development training into a standards-based curriculum to schools in the system. The grant provides for the installation and operation of a computer laboratory at the St. James Parish Career and Technology Center as well as funding for an Assistant Technology Facilitator and new classroom technology courses.

**Targeted Assistance for Needy Families (TANF)** - This fund accounts for federal funding earmarked for assistance to families that qualify based on certain demographic factors. The Starting Points program

## **ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

### **FUND DESCRIPTIONS**

#### **Special Revenue Funds (continued):**

offers educational readiness programs for students prior to their entrance into the K-12 system while the Pre-GED program prepares those qualifying individuals for the testing required to receive a Graduate Equivalency Diploma.

*School Food Service* - This fund includes lunch and breakfast operations and accounts for the financial activities of the school food service program in the school system during the regular school term. The basic goals of this program are to serve nutritionally adequate, attractive, and moderately priced meals, to help children grow both socially and emotionally, to extend educational influence to the home of school children, and to provide learning experiences that will improve children's food habits with the ultimate goal of physically-fit adults.

**Capital Projects Fund.** Capital Projects Funds are used to account for financial resources to be used for the acquisition and/or construction of capital equipment and capital facility items, other than those financed by the General Fund and Special Revenue Funds. Capital Projects Funds generally account for the utilization of bond proceeds.

*Series 2000 General Obligation (G/O) Bonds* - This fund accounts for the financial activity related to the bond issue dated October 1, 2000, which is funded by property tax collections. This bond issue provides for various capital improvements at schools parishwide.

**Agency Fund.** The Agency Fund accounts for assets held in a fiduciary capacity by The Board.

*School Activity Funds* - The financial activities of the various school accounts are accounted for in the school activity funds. While these funds are under the supervision and oversight of The Board, these funds belong to the individual school or their student bodies and are not available for use by The Board.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 1

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

	BUDGET		ACTUAL (Budgetary Basis)	VARIANCE WITH FINAL BUDGET
	ORIGINAL	FINAL		Positive(Negative)
<b>REVENUES</b>				
<b>Local Sources:</b>				
Taxes: Ad Valorem	\$ 8,621,311	\$ 8,600,000	\$ 8,956,413	\$ 356,413
Sales and Use	9,250,000	8,350,000	8,273,407	(76,593)
Interest Earnings	250,000	130,000	116,697	(13,303)
Other	568,000	580,000	543,828	(36,172)
Total Local Sources	<u>18,689,311</u>	<u>17,660,000</u>	<u>17,890,345</u>	<u>230,345</u>
<b>State Sources:</b>				
Minimum Foundation Program	11,750,816	11,879,756	11,879,756	0
Other	633,335	946,214	950,260	4,046
Total State Sources	<u>12,384,151</u>	<u>12,825,970</u>	<u>12,830,016</u>	<u>4,046</u>
Federal Sources	<u>71,000</u>	<u>81,000</u>	<u>42,101</u>	<u>(38,899)</u>
<b>TOTAL REVENUES</b>	<b>31,144,462</b>	<b>30,566,970</b>	<b>30,762,462</b>	<b>195,492</b>
<b>EXPENDITURES</b>				
<b>Current:</b>				
<b>Instruction:</b>				
Regular Programs	12,302,680	11,918,924	11,915,956	(2,968)
Special Programs	3,343,517	3,419,574	3,343,996	(75,578)
Vocational Programs	959,344	863,800	840,453	(23,347)
All Other Programs	1,101,641	1,523,224	1,523,808	584
<b>Support Services:</b>				
Pupil Support	1,439,592	1,470,620	1,490,535	19,915
Instructional Staff Support	1,124,474	1,462,717	1,379,211	(83,506)
General Administration	1,094,134	1,215,681	1,180,789	(34,892)
School Administration	1,984,640	2,056,260	2,083,279	27,019
Business Services	402,652	413,446	417,184	3,738
Plant Services	3,436,244	3,832,515	3,700,458	(132,057)
Pupil Transportation	1,852,631	1,949,592	1,945,966	(3,626)
Central Services	533,205	550,799	560,814	10,015
Food Services	-	-	-	-
Community Services	6,000	6,000	4,735	(1,265)
Capital Outlay	925,128	1,182,545	1,181,937	(608)
Debt Service: Principal	392,727	523,727	557,727	34,000
Interest	17,723	40,270	33,113	(7,157)
<b>TOTAL EXPENDITURES</b>	<b>30,916,332</b>	<b>32,429,694</b>	<b>32,159,961</b>	<b>(269,733)</b>

The accompanying Notes to Financial Statements are an integral part of this statement.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 1

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

	BUDGET		ACTUAL (Budgetary Basis)	VARIANCE WITH FINAL BUDGET
	ORIGINAL	FINAL		Positive(Negative)
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	228,130	(1,862,724)	(1,397,499)	465,225
OTHER FINANCING SOURCE (Uses):				
Interfund Transfers In	129,661	153,121	161,418	8,297
Interfund Transfers Out	(698,831)	(427,956)	(433,683)	(5,727)
TOTAL OTHER FINANCING SOURCES / (Uses)	(569,170)	(274,835)	(272,265)	2,570
<b>NET CHANGES IN FUND BALANCES</b>	<b>\$ (341,040)</b>	<b>\$ (2,137,559)</b>	<b>\$ (1,669,764)</b>	<b>\$ 467,795</b>

Concluded

The accompanying Notes to Financial Statements are an integral part of this statement.

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**Schedule 2**

**NONMAJOR GOVERNMENTAL FUNDS**

**Combined Balance Sheet**

**June 30, 2004**

**ASSETS**

Cash and Cash Equivalents	\$	301,465
Receivables		900,109
Inventory		<u>64,305</u>

<b>TOTAL ASSETS</b>	<b>\$</b>	<b><u><u>1,265,879</u></u></b>
---------------------	-----------	--------------------------------

**LIABILITIES AND FUND BALANCES**

**Liabilities**

Accounts, Salaries, and Other Payables	\$	587,809
Interfund Payables		<u>575,707</u>

<b>Total Liabilities</b>		<b>1,163,516</b>
--------------------------	--	------------------

<b>Fund Balances</b>		<b><u>102,363</u></b>
----------------------	--	-----------------------

<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$</b>	<b><u><u>1,265,879</u></u></b>
--	-----------	--------------------------------

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 3

## NONMAJOR GOVERNMENTAL FUNDS

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

### REVENUES

#### Local Sources:

Charges for Services	\$	226,044
Interest Earnings		7,514

#### Federal Sources:

Federal Grants		4,423,593
----------------	--	-----------

<b>TOTAL REVENUES</b>		<b>4,657,151</b>
-----------------------	--	------------------

### EXPENDITURES

#### Current:

##### Instruction:

Regular Programs	70,690
Special Programs	367,929
Vocational Programs	94,004
All Other Programs	1,371,448

##### Support Services:

Pupil Support	250,815
Instructional Staff Support	493,273
General Administration	6,303
Plant Services	1,300
Pupil Transportation	25,394
Food Services	2,242,670

Capital Outlay	1,500
----------------	-------

<b>TOTAL EXPENDITURES</b>	<b>4,925,326</b>
---------------------------	------------------

EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(268,175)
--	-----------

#### OTHER FINANCING SOURCE (Uses):

Interfund Transfers In	433,683
Interfund Transfers Out	(161,418)

TOTAL OTHER FINANCING SOURCES / (Uses)	272,265
--	---------

EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	4,090
---	-------

FUND BALANCE - BEGINNING	98,273
--------------------------	--------

FUND BALANCE - ENDING	\$ 102,363
-----------------------	------------



# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 4

## NONMAJOR GOVERNMENTAL FUNDS

Combining Balance Sheet

June 30, 2004

ASSETS	Special Revenue Funds					
	NO CHILD LEFT BEHIND (NCLB)					
	TITLE I	TITLE II	TITLE IV	TITLE V	READING FIRST	IDEA
Cash and Cash Equivalents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Receivables	428,038	126,922	10,627	16,915	115,642	124,740
Inventory	-	-	-	-	-	-
<b>TOTAL ASSETS</b>	<b>\$ 428,038</b>	<b>\$ 126,922</b>	<b>\$ 10,627</b>	<b>\$ 16,915</b>	<b>\$ 115,642</b>	<b>\$ 124,740</b>
<b>LIABILITIES AND FUND BALANCES</b>						
<b>Liabilities:</b>						
Accounts, Salaries, Other Payables	\$ 124,358	\$ 37,201	\$ 4,359	\$ 3,586	97,788	48,011
Interfund Payables	303,680	89,721	6,268	13,329	17,854	76,729
<b>Total Liabilities</b>	<b>428,038</b>	<b>126,922</b>	<b>10,627</b>	<b>16,915</b>	<b>115,642</b>	<b>124,740</b>
Fund Balances	-	-	-	-	-	-
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 428,038</b>	<b>\$ 126,922</b>	<b>\$ 10,627</b>	<b>\$ 16,915</b>	<b>\$ 115,642</b>	<b>\$ 124,740</b>

**ST. JAMES PARISH SCHOOL BOARD**

Lutcher, Louisiana

Schedule 4

**NONMAJOR GOVERNMENTAL FUNDS**

Combining Balance Sheet

June 30, 2004

	Special Revenue Funds				Capital Projects Fund	TOTAL
	VOCATIONAL EDUCATION	TLTC	TANF	SCHOOL FOOD SERVICE	SERIES 2000 G/O BONDS	
	<b>ASSETS</b>					
Cash and Cash Equivalents	\$ -	\$ -	\$ 7,783	\$ 131,812	\$ 161,870	\$ 301,465
Receivables	62,960	14,265	-	-	-	900,109
Inventory	-	-	-	64,305	-	64,305
<b>TOTAL ASSETS</b>	<b>\$ 62,960</b>	<b>\$ 14,265</b>	<b>\$ 7,783</b>	<b>\$ 196,117</b>	<b>\$ 161,870</b>	<b>\$ 1,265,879</b>
<b>LIABILITIES AND FUND BALANCES</b>						
<b>Liabilities:</b>						
Accounts, Salaries, Other Payables	\$ 5,098	\$ 4,001	\$ 7,783	\$ 196,117	\$ 59,507	\$ 587,809
Interfund Payables	57,862	10,264	-	-	-	575,707
<b>Total Liabilities</b>	<b>62,960</b>	<b>14,265</b>	<b>7,783</b>	<b>196,117</b>	<b>59,507</b>	<b>1,163,516</b>
<b>Fund Balances</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>102,363</b>	<b>102,363</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 62,960</b>	<b>\$ 14,265</b>	<b>\$ 7,783</b>	<b>\$ 196,117</b>	<b>\$ 161,870</b>	<b>\$ 1,265,879</b>

Concluded

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 5

## NONMAJOR GOVERNMENTAL FUNDS

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

	Special Revenue Funds					
	NO CHILD LEFT BEHIND (NCLB)					
	TITLE I	TITLE II	TITLE IV	TITLE V	READING FIRST	IDEA
<b>REVENUES</b>						
Local Sources:						
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Earnings	-	-	-	-	-	-
Federal Sources:						
Federal Grants	1,264,238	304,622	19,908	31,119	133,094	767,208
<b>TOTAL REVENUES</b>	<b>1,264,238</b>	<b>304,622</b>	<b>19,908</b>	<b>31,119</b>	<b>133,094</b>	<b>767,208</b>
<b>EXPENDITURES</b>						
Current:						
Instruction:						
Regular Programs	-	-	-	-	-	-
Special Programs	-	-	-	-	-	367,929
Vocational Programs	-	-	-	-	-	29,312
All Other Programs	876,412	286,681	19,680	27,612	127,390	-
Support Services:						
Pupil Support	-	-	-	-	-	250,815
Instructional Staff Support	316,654	-	-	1,736	-	33,477
General Administration	2,263	204	-	-	-	1,701
Plant Services	1,300	-	-	-	-	-
Pupil Transportation	5,660	-	-	-	-	19,734
Food Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,202,289</b>	<b>286,885</b>	<b>19,680</b>	<b>29,348</b>	<b>127,390</b>	<b>702,968</b>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	<b>61,949</b>	<b>17,737</b>	<b>228</b>	<b>1,771</b>	<b>5,704</b>	<b>64,240</b>
<b>OTHER FINANCING SOURCE (Uses):</b>						
Interfund Transfers In	-	-	-	-	-	-
Interfund Transfers Out	(61,949)	(17,737)	(228)	(1,771)	(5,704)	(64,240)
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	<b>(61,949)</b>	<b>(17,737)</b>	<b>(228)</b>	<b>(1,771)</b>	<b>(5,704)</b>	<b>(64,240)</b>
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCE - BEGINNING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 5

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

	Special Revenue Funds				Capital Projects Fund	TOTAL
	VOCATIONAL EDUCATION	TLTC	TANF	SCHOOL FOOD SERVICE	SERIES 2000 G/O BONDS	
<b>REVENUES</b>						
<b>Local Sources:</b>						
Charges for Services	\$ -	\$ -	\$ -	\$ 226,044	\$ -	\$ 226,044
Interest Earnings	-	-	-	-	7,514	7,514
<b>Federal Sources:</b>						
Federal Grants	62,960	196,570	60,931	1,582,943	-	4,423,593
<b>TOTAL REVENUES</b>	<b>62,960</b>	<b>196,570</b>	<b>60,931</b>	<b>1,808,987</b>	<b>7,514</b>	<b>4,657,151</b>
<b>EXPENDITURES</b>						
<b>Current:</b>						
<b>Instruction:</b>						
Regular Programs	-	45,164	25,526	-	-	70,690
Special Programs	-	-	-	-	-	367,929
Vocational Programs	62,960	-	1,732	-	-	94,004
All Other Programs	-	-	33,673	-	-	1,371,448
<b>Support Services:</b>						
Pupil Support	-	-	-	-	-	250,815
Instructional Staff Support	-	141,406	-	-	-	493,273
General Administration	-	211	-	-	1,924	6,303
Plant Services	-	-	-	-	-	1,300
Pupil Transportation	-	-	-	-	-	25,394
Food Services	-	-	-	2,242,670	-	2,242,670
Capital Outlay	-	-	-	-	1,500	1,500
<b>TOTAL EXPENDITURES</b>	<b>62,960</b>	<b>186,781</b>	<b>60,931</b>	<b>2,242,670</b>	<b>3,424</b>	<b>4,925,326</b>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	<b>-</b>	<b>9,789</b>	<b>-</b>	<b>(433,683)</b>	<b>4,090</b>	<b>(268,175)</b>
<b>OTHER FINANCING SOURCE (Uses):</b>						
Interfund Transfers In	-	-	-	433,683	-	433,683
Interfund Transfers Out	-	(9,789)	-	-	-	(161,418)
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	<b>-</b>	<b>(9,789)</b>	<b>-</b>	<b>433,683</b>	<b>-</b>	<b>272,265</b>
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,090</b>	<b>4,090</b>
<b>FUND BALANCE - BEGINNING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>98,273</b>	<b>98,273</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 102,363</b>	<b>\$ 102,363</b>

Concluded

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 6

## NONMAJOR SPECIAL REVENUE FUND

Schedule of Revenues, Expenditures, and Changes in Fund Balance -  
Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)  
For the Year Ended June 30, 2004

### NCLB TITLE I

	FINAL BUDGET	ACTUAL	VARIANCE Favorable (Unfavorable)
REVENUES			
Federal Sources: Grants	\$ 1,476,892	\$ 1,264,238	\$ (212,654)
EXPENDITURES			
Current:			
Instruction:			
All Other Programs	965,583	876,412	89,171
Support Services:			
Instructional Staff Support	427,867	316,654	111,213
General Administration	4,500	2,263	2,237
Plant Services	1,750	1,300	450
Pupil Transportation	7,028	5,660	1,368
TOTAL EXPENDITURES	1,406,728	1,202,289	204,439
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	70,164	61,949	(8,215)
OTHER FINANCING SOURCE (Uses):			
Interfund Transfers In	-	-	-
Interfund Transfers Out	(70,164)	(61,949)	8,215
TOTAL OTHER FINANCING SOURCES / (Uses)	(70,164)	(61,949)	8,215
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$ -	\$ -	\$ -

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 7

**NONMAJOR SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)**  
**For the Year Ended June 30, 2004**

**NCLB TITLE II**

	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Federal Sources: Grants	\$ 428,031	\$ 304,622	\$ (123,409)
<b>EXPENDITURES</b>			
Current:			
Instruction:			
All Other Programs	405,905	286,681	119,224
Support Services:			
General Administration	650	204	446
<b>TOTAL EXPENDITURES</b>	<u>406,555</u>	<u>286,885</u>	<u>119,670</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	21,476	17,737	(3,739)
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	(21,476)	(17,737)	3,739
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	(21,476)	(17,737)	3,739
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**Schedule 8**

**NONMAJOR SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)**  
**For the Year Ended June 30, 2004**

**NCLB TITLE IV**

	<u>FINAL</u> <u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u> <u>Favorable</u> <u>(Unfavorable)</u>
<b>REVENUES</b>			
Federal Sources: Grants	\$ 8,364	\$ 19,908	\$ 11,544
<b>EXPENDITURES</b>			
Current:			
Instruction:			
All Other Programs	<u>8,197</u>	<u>19,680</u>	<u>(11,483)</u>
<b>TOTAL EXPENDITURES</b>	<u>8,197</u>	<u>19,680</u>	<u>(11,483)</u>
<b>EXCESS (Deficiency) OF REVENUES</b> <b>OVER EXPENDITURES</b>	167	228	61
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	<u>(167)</u>	<u>(228)</u>	<u>(61)</u>
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	(167)	(228)	(61)
<b>EXCESS (Deficiency) OF REVENUES</b> <b>AND OTHER SOURCES OVER</b> <b>EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 9

**NONMAJOR SPECIAL REVENUE FUND**

**Schedule of Revenues, Expenditures, and Changes in Fund Balance -  
Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)  
For the Year Ended June 30, 2004**

**NCLB TITLE V**

	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Federal Sources: Grants	\$ 28,975	\$ 31,119	\$ 2,144
<b>EXPENDITURES</b>			
Current:			
Instruction:			
All Other Programs	26,432	27,612	(1,180)
Support Services:			
Instructional Staff Support	<u>1,100</u>	<u>1,736</u>	<u>(636)</u>
<b>TOTAL EXPENDITURES</b>	<u>27,532</u>	<u>29,348</u>	<u>(1,816)</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	1,443	1,771	328
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	<u>(1,443)</u>	<u>(1,771)</u>	<u>(328)</u>
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	(1,443)	(1,771)	(328)
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 10

**NONMAJOR SPECIAL REVENUE FUND**

Schedule of Revenues, Expenditures, and Changes in Fund Balance -  
Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)  
For the Year Ended June 30, 2004

**NCLB READING FIRST**

	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Federal Sources: Grants	\$ 355,830	\$ 133,094	\$ (222,736)
<b>EXPENDITURES</b>			
Current:			
Instruction:			
All Other Programs	<u>340,747</u>	<u>127,390</u>	<u>213,357</u>
Support Services:			
<b>TOTAL EXPENDITURES</b>	<u>340,747</u>	<u>127,390</u>	<u>213,357</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	15,083	5,704	(9,379)
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	<u>(15,083)</u>	<u>(5,704)</u>	<u>9,379</u>
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	(15,083)	(5,704)	9,379
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 11

**NONMAJOR SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)**  
**For the Year Ended June 30, 2004**

	<b>NCLB IDEA</b>		<b>VARIANCE</b>
	<b>FINAL</b>	<b>ACTUAL</b>	<b>Favorable</b>
	<b>BUDGET</b>		<b>(Unfavorable)</b>
<b>REVENUES</b>			
Federal Sources: Grants	\$ 708,194	\$ 767,208	\$ 59,014
<b>EXPENDITURES</b>			
Current:			
Instruction:			
Special Programs	341,820	367,929	(26,109)
All Other Programs	32,500	29,312	3,188
Support Services:			
Pupil Support	242,019	250,815	(8,796)
Instructional Staff Support	41,712	33,477	8,235
General Administration	1,500	1,701	(201)
Pupil Transportation	14,245	19,734	(5,489)
<b>TOTAL EXPENDITURES</b>	<u>673,796</u>	<u>702,968</u>	<u>(29,172)</u>
<b>EXCESS (Deficiency) OF REVENUES</b>			
<b>OVER EXPENDITURES</b>	34,398	64,240	29,842
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	<u>(34,398)</u>	<u>(64,240)</u>	<u>(29,842)</u>
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	<u>(34,398)</u>	<u>(64,240)</u>	<u>(29,842)</u>
<b>EXCESS (Deficiency) OF REVENUES</b>			
<b>AND OTHER SOURCES OVER</b>			
<b>EXPENDITURES AND OTHER USES</b>	<u>\$</u>	<u>\$</u>	<u>\$</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 12

**NONMAJOR SPECIAL REVENUE FUND**

Schedule of Revenues, Expenditures, and Changes in Fund Balance -  
Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)  
For the Year Ended June 30, 2004

**VOCATIONAL EDUCATION**

	<u>FINAL BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Federal Sources: Grants	\$ 62,433	\$ 62,960	\$ 527
<b>EXPENDITURES</b>			
Current:			
Instruction:			
Vocational Programs	<u>62,433</u>	<u>62,960</u>	<u>(527)</u>
<b>TOTAL EXPENDITURES</b>	<u>62,433</u>	<u>62,960</u>	<u>(527)</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	-	-	-
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	-	-	-
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 13

**NONMAJOR SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)**  
**For the Year Ended June 30, 2004**

	TLTC		VARIANCE
	FINAL	ACTUAL	Favorable
	BUDGET		(Unfavorable)
<b>REVENUES</b>			
Federal Sources: Grants	\$ 212,361	\$ 196,570	\$ (15,791)
<b>EXPENDITURES</b>			
Current:			
Instruction:			
Regular Programs	48,315	45,164	3,151
Support Services:			
Instructional Staff Support	153,356	141,406	11,950
General Administration	300	211	89
<b>TOTAL EXPENDITURES</b>	<u>201,971</u>	<u>186,781</u>	<u>15,190</u>
<b>EXCESS (Deficiency) OF REVENUES</b>			
<b>OVER EXPENDITURES</b>	10,390	9,789	(601)
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	(10,390)	(9,789)	601
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	<u>(10,390)</u>	<u>(9,789)</u>	<u>601</u>
<b>EXCESS (Deficiency) OF REVENUES</b>			
<b>AND OTHER SOURCES OVER</b>			
<b>EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 14

**NONMAJOR SPECIAL REVENUE FUND**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance -**  
**Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)**  
**For the Year Ended June 30, 2004**

	TANF		VARIANCE
	FINAL BUDGET	ACTUAL	Favorable (Unfavorable)
<b>REVENUES</b>			
Federal Sources: Grants	\$ 97,066	\$ 60,931	\$ (36,135)
<b>EXPENDITURES</b>			
Current:			
Instruction:			
Regular Programs	44,675	25,526	19,149
Vocational Programs	2,000	1,732	268
All Other Programs	50,391	33,673	16,718
<b>TOTAL EXPENDITURES</b>	<u>97,066</u>	<u>60,931</u>	<u>36,135</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	-	-	-
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	-	-	-
Interfund Transfers Out	-	-	-
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	-	-	-
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 15

**NONMAJOR SPECIAL REVENUE FUND**  
Schedule of Revenues, Expenditures, and Changes in Fund Balance -  
Final Budget (Modified Accrual Basis) and Actual (Modified Accrual Basis)  
For the Year Ended June 30, 2004

**SCHOOL FOOD SERVICE FUND**

	FINAL BUDGET	ACTUAL	VARIANCE Favorable (Unfavorable)
<b>REVENUES</b>			
Local Sources:			
Charges for Services	\$ 227,368	\$ 226,044	\$ (1,324)
Federal Sources:			
Federal Grants	1,547,175	1,582,943	35,768
<b>TOTAL REVENUES</b>	<u>1,774,543</u>	<u>1,808,987</u>	<u>34,444</u>
<b>EXPENDITURES</b>			
Current:			
Support Services:			
Food Services	2,202,499	2,242,670	(40,171)
<b>TOTAL EXPENDITURES</b>	<u>2,202,499</u>	<u>2,242,670</u>	<u>(40,171)</u>
<b>EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES</b>	(427,956)	(433,683)	(5,727)
<b>OTHER FINANCING SOURCE (Uses):</b>			
Interfund Transfers In	427,956	433,683	5,727
Interfund Transfers Out	-	-	-
<b>TOTAL OTHER FINANCING SOURCES / (Uses)</b>	<u>427,956</u>	<u>433,683</u>	<u>5,727</u>
<b>EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 16

**AGENCY FUND**  
**Statement of Changes in Assets and Liabilities**  
**For the Year Ended June 30, 2004**

	<u>BALANCE</u> <u>JULY 1, 2003</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>BALANCE</u> <u>JUNE 30, 2004</u>
<b>Assets:</b>				
Cash	\$ <u>329,702</u>	\$ <u>1,362,009</u>	\$ <u>1,330,660</u>	\$ <u>361,051</u>
<b>Liabilities:</b>				
Deposits Due Others	\$ <u>329,702</u>	\$ <u>1,362,009</u>	\$ <u>1,330,660</u>	\$ <u>361,051</u>

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 17

## AGENCY FUND

Schedule of Changes in Deposit Balances of Individual Schools  
For the Year Ended June 30, 2004

	BALANCE JULY 1, 2003	ADDITIONS	DELETIONS	BALANCE JUNE 30, 2004
Fifth Ward Elementary School	\$ 2,821	\$ 29,378	\$ 27,768	\$ 4,431
Gramercy Elementary School	21,664	49,579	46,287	24,956
Lutcher Elementary School	7,747	15,929	13,399	10,277
Lutcher High School	109,114	620,133	583,660	145,587
Paulina Elementary	29,153	129,211	122,096	36,268
Romeville Elementary	9,018	15,470	12,408	12,080
St. James High School	42,764	219,808	225,074	37,498
St. James Junior High School	4,669	7,746	7,649	4,766
St. James Parish Science & Math Academy	4,825	117,821	107,851	14,795
Sixth Ward Elementary School	5,188	68,372	63,353	10,207
Vacherie Elementary School	48,249	33,146	52,748	28,647
Vacherie Primary School	44,490	55,416	68,367	31,539
<b>TOTALS</b>	<b>\$ 329,702</b>	<b>\$ 1,362,009</b>	<b>\$ 1,330,660</b>	<b>\$ 361,051</b>



# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

Schedule 18

## CAPITAL ASSETS Comparative Statement by Source June 30, 2004 and 2003

	<u>2004</u>	<u>2003</u>
<b>CAPITAL ASSETS</b>		
Land	\$ 1,013,666	\$ 1,013,666
Buildings and Improvements	51,255,342	49,670,579
Furniture, Fixtures, and Equipment	4,286,268	4,221,681
Work-in-Progress	749,294	646,762
<b>TOTAL CAPITAL ASSETS</b>	<b>\$ 57,304,570</b>	<b>\$ 55,552,688</b>
<b>SOURCES OF FUNDING FOR CAPITAL ASSETS</b>	<b>\$</b>	<b>\$</b>
General Fund	2,873,792	2,322,457
Special Revenue Funds	1,815,168	1,824,105
Capital Projects Funds	52,526,625	51,317,141
Gifts and Donations	88,985	88,985
<b>TOTAL INVESTMENT IN CAPITAL ASSETS</b>	<b>\$ 57,304,570</b>	<b>\$ 55,552,688</b>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 19

**CAPITAL ASSETS**  
**Statement of Capital Assets by Function**  
**June 30, 2004**

	<u>LAND</u>	<u>BUILDINGS AND IMPROVEMENTS</u>	<u>FURNITURE, FIXTURES, AND EQUIPMENT</u>	<u>WORK IN PROGRESS</u>	<u>TOTALS</u>
Instructional Services	\$ 1,011,566	\$ 47,545,915	\$ 2,902,535	\$ 646,762	\$ 52,106,778
Support Services	<u>2,100</u>	<u>3,709,427</u>	<u>1,383,733</u>	<u>102,532</u>	<u>5,197,792</u>
<b>TOTAL CAPITAL ASSETS</b>	<b>\$ <u>1,013,666</u></b>	<b>\$ <u>51,255,342</u></b>	<b>\$ <u>4,286,268</u></b>	<b>\$ <u>749,294</u></b>	<b>\$ <u>57,304,570</u></b>

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

Schedule 20

**CAPITAL ASSETS**  
**Statement of Changes in Capital Assets by Function**  
**For the Year Ended June 30, 2004**

	<u>BALANCE,</u> <u>JULY 1, 2003</u>	<u>ADDITIONS</u> <u>AND</u> <u>RECLASSIFICATIONS</u>	<u>RETIREMENTS</u> <u>DELETIONS, AND</u> <u>RECLASSIFICATIONS</u>	<u>BALANCE,</u> <u>JUNE 30, 2004</u>
Instructional Services	\$ 50,481,764	\$ 1,651,116	\$ 26,102	\$ 52,106,778
Support Services	<u>5,070,924</u>	<u>153,725</u>	<u>26,857</u>	<u>5,197,792</u>
<b>TOTAL CAPITAL ASSETS</b>	<b>\$ 55,552,688</b>	<b>\$ 1,804,841</b>	<b>\$ 52,959</b>	<b>\$ 57,304,570</b>

# ST. JAMES PARISH SCHOOL BOARD

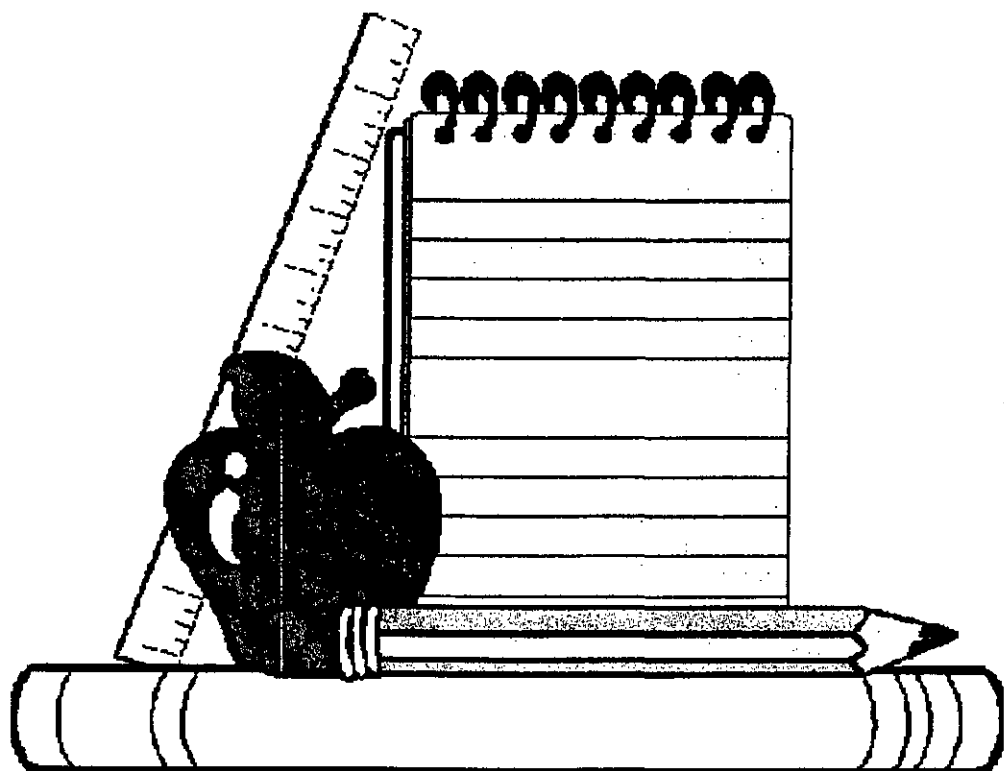
Lutcher, Louisiana

Schedule 21

## Schedule of Compensation Paid Board Members For the Year Ended June 30, 2004

The Schedule of Compensation Paid 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 Administration line item expenditures in the General Fund. In accordance with Louisiana Statutes Annotated Revised Statute 17:56, the school board members have elected the monthly payment method of compensation. Under this method, each member receives \$800 per month, and the president receives \$900 per month (\*) for performing the duties of his office.

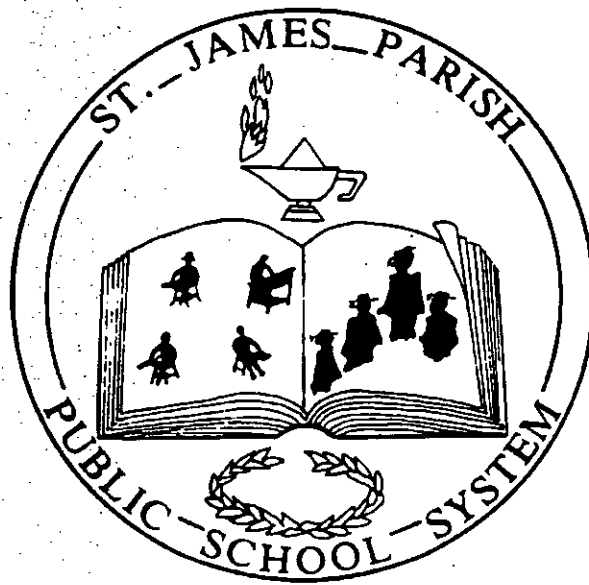
<u>SCHOOL BOARD MEMBER</u>	<u>DISTRICT</u>	<u>COMPENSATION PAID</u>
Lloyd J. LeBlanc, Jr.	1	\$ 9,600
Kenneth J. Foret, Sr. *	2	10,200
Carol C. Lambert	3	9,600
George N. Nassar, Jr.	4	9,600
Willis A. Octave*	5	10,200
Charles T. Nailor, Sr.	6	9,600
Richard G. Reulet, Jr.	7	9,600
	<b>TOTAL</b>	<b>\$ 68,400</b>



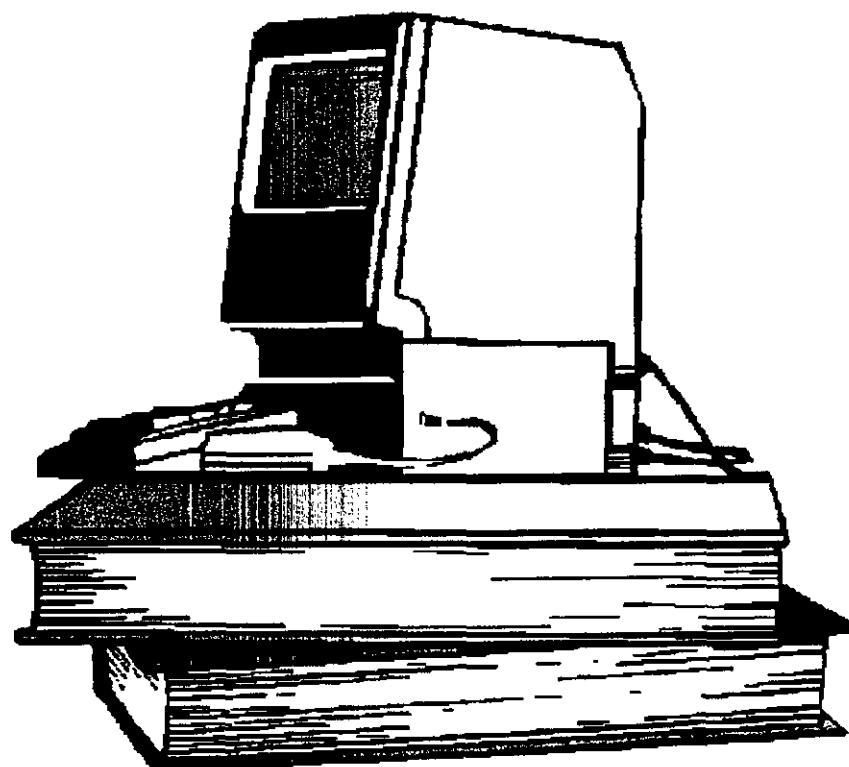
# *St. James Parish*

## *School Board*

Lutcher, Louisiana



**STATISTICAL SECTION**



**ST. JAMES PARISH SCHOOL BOARD**

Lutcher, Louisiana

**GENERAL SCHOOL SYSTEM REVENUES AND PROGRAM REVENUES BY SOURCE (Unaudited)**  
**For the Last Ten Fiscal Years**

<u>Fiscal Year</u>	<u>Ad Valorem Taxes &amp; Revenue Sharing</u>	<u>Sales and Use Taxes</u>	<u>Minimum Foundation Program (state)</u>	<u>Grants and Contributions</u>	<u>Interest and Miscellaneous</u>	<u>TOTALS</u>
2004	\$ 11,459,904	\$ 8,273,407	\$ 11,879,756	\$ 5,810,845	\$ 433,890	\$ 37,857,802
2003	9,272,075	7,430,204	9,567,217	5,104,119	771,039	32,144,654
2002	-	-	-	-	-	-
2001	-	-	-	-	-	-
2000	-	-	-	-	-	-
1999	-	-	-	-	-	-
1998	-	-	-	-	-	-
1997	-	-	-	-	-	-
1996	-	-	-	-	-	-
1995	-	-	-	-	-	-

**GENERAL SCHOOL SYSTEM EXPENSES BY FUNCTION (Unaudited)**  
**For the Last Ten Fiscal Years**

<u>Fiscal Year</u>	<u>Instructional</u>	<u>Maintenance and Operations</u>	<u>Pupil Transportation</u>	<u>Food Service</u>	<u>General Admin/ Business/ Miscellaneous</u>	<u>TOTALS</u>
2004	\$ 23,856,352	\$ 4,926,213	\$ 1,995,630	\$ 2,270,280	\$ 4,812,336	\$ 37,860,811
2003	22,659,952	4,922,740	1,785,421	2,081,626	4,937,299	36,387,038
2002	-	-	-	-	-	-
2001	-	-	-	-	-	-
2000	-	-	-	-	-	-
1999	-	-	-	-	-	-
1998	-	-	-	-	-	-
1997	-	-	-	-	-	-
1996	-	-	-	-	-	-
1995	-	-	-	-	-	-

The consolidated information presented on this schedule is not readily available for fiscal years 1995-2002. The initial implementation of GASB 34 occurred in Fiscal Year 2003.



**ST. JAMES PARISH SCHOOL BOARD**

Lutcher, Louisiana

**GENERAL FUND REVENUES BY SOURCE (Unaudited)**

For the Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Ad Valorem Taxes &amp; Revenue Sharing</u>	<u>Sales and Use Taxes</u>	<u>Minimum Foundation Program (state)</u>	<u>Grants and Contributions</u>	<u>Interest and Miscellaneous</u>	<u>TOTALS</u>
2004	\$ 8,956,413	\$ 8,273,407	\$ 11,879,756	\$ 992,361	\$ 660,525	\$ 30,762,462
2003	6,927,179	7,430,204	9,567,217	1,016,563	815,860	25,757,023
2002	6,513,601	10,713,686	9,797,456	816,777	826,143	28,667,663
2001	6,571,992	8,745,885	9,234,988	1,180,505	828,633	26,562,003
2000	6,494,637	7,337,063	9,547,147	896,634	756,564	25,032,045
1999	5,821,410	6,784,229	10,189,256	1,350,039	704,533	24,849,467
1998	5,008,154	8,333,928	10,006,589	1,075,094	697,338	25,121,103
1997	3,825,854	7,466,764	9,661,138	808,679	708,620	22,471,055
1996	3,719,601	7,289,250	9,338,546	734,829	675,762	21,757,988
1995	3,007,582	5,902,955	9,755,597	742,613	520,046	19,928,793

**GENERAL FUND EXPENDITURES BY FUNCTION (Unaudited)**

For the Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Instructional</u>	<u>Maintenance and Operations</u>	<u>Pupil Transportation</u>	<u>Food Service</u>	<u>General Admin/ Business/ Miscellaneous</u>	<u>TOTALS</u>
2004	\$ 22,577,641	\$ 3,700,458	\$ 1,945,966	\$ -	\$ 3,345,459	\$ 31,569,524
2003	19,988,858	3,514,769	1,736,458	-	4,565,616	29,805,701
2002	18,765,854	3,317,343	1,558,931	96,219	2,810,526	26,548,873
2001	18,182,142	3,256,769	1,506,851	99,414	2,978,324	26,023,500
2000	19,160,514	2,867,775	1,548,256	98,094	2,662,393	26,337,032
1999	18,646,821	2,929,252	1,409,931	93,646	1,843,238	24,922,888
1998	17,132,757	2,771,828	1,383,071	99,478	1,936,019	23,323,153
1997	15,822,253	2,670,297	1,336,936	79,867	1,452,844	21,362,197
1996	14,700,458	2,466,043	1,335,862	88,962	1,692,099	20,283,424
1995	15,575,873	2,661,045	1,388,074	79,273	2,056,645	21,760,910

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**PROPERTY TAX LEVIES AND COLLECTIONS (Unaudited)**  
**For the Last Ten Fiscal Years**

<b><u>Fiscal Year</u></b>	<b>(1)</b> <b><u>Amount of Tax Levied</u></b>	<b>(2)</b> <b><u>Amount of Tax Collected</u></b>	<b><u>Percent of Levy Collected</u></b>
2004	\$ 10,593,185	\$ 10,353,016	97.73%
2003	8,938,024	8,692,991	97.26%
2002	8,306,924	8,163,169	98.27%
2001	8,486,395	8,244,409	97.15%
2000	8,303,797	8,143,179	98.07%
1999	7,527,817	7,509,675	99.76%
1998	6,746,454	6,652,365	98.61%
1997	5,293,053	5,266,414	99.50%
1996	5,196,411	5,177,913	99.64%
1995	4,148,068	4,103,714	98.93%

(1) Source: St. James Parish Assessor. Amount represents Assessor's original levy less homestead exemption.

(2) Source: St. James Parish School Board. Amount represents School Board levies and collections only.

Amounts do not include payments-in-lieu of taxes, which are reported on the general-purpose financial statements in the Ad Valorem Taxes line item.

## ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

### ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY (Unaudited) For the Last Ten Fiscal Years

<u>Fiscal Year</u>	(1) <u>Assessed Value</u>	<u>Estimated Actual Value</u>	(2) <u>Ratio of Total Assessed Value to Estimated Actual Value</u>
2004	\$ 265,227,638	\$ 2,411,160,345	11%
2003	266,645,270	2,424,047,909	11%
2002	247,464,754	2,249,679,582	11%
2001	244,381,799	2,221,652,718	11%
2000	241,845,928	2,198,599,345	11%
1999	237,481,329	2,115,510,145	11%
1998	232,706,116	2,043,512,036	11%
1997	224,786,324	1,993,472,518	11%
1996	219,281,977	1,621,866,036	11%
1995	178,405,264	1,597,875,155	11%

(1) Source: St. James Parish Assessor.

(2) Residential properties are assessed at 10% of fair market value; other property and electric cooperative properties, excluding land, are to be assessed at 25% of fair market value. The overall assessed value is estimated to be 11% of fair market value.

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**PROPERTY TAX RATES AND TAX LEVIES -  
DIRECT AND OVERLAPPING GOVERNMENTS (Unaudited)  
For the Last Ten Fiscal Years**

**TAX RATES (Mills per Dollar) (1)**

<u>Fiscal Year</u>	<u>Sheriff's Office</u>	<u>School Taxes</u>	<u>Road Taxes</u>	<u>Parish Council</u>	<u>Recreation Districts</u>
2004	20.96	45.06	6.25	25.15	5.61
2003	20.65	38.06	6.25	25.15	5.61
2002	20.65	38.06	6.25	26.85	5.61
2001	20.65	38.06	6.25	26.85	5.61
2000	20.96	38.06	6.25	27.15	6.43
1999	20.96	35.06	6.25	27.40	6.43
1998	20.96	32.06	6.25	28.40	6.43
1997	14.46	26.06	8.75	22.65	5.93
1996	14.46	26.06	13.25	22.65	5.93
1995	14.46	26.06	11.95	21.65	6.43

**TAX LEVIES (1)**

<u>Fiscal Year</u>	<u>Sheriff's Office</u>	<u>School Taxes</u>	<u>Road Taxes</u>	<u>Parish Council</u>	<u>Recreation Districts</u>
2004	\$ 4,927,512	\$ 10,593,185	\$ 1,423,103	\$ 5,912,549	\$ 216,839
2003	4,892,853	8,938,024	1,436,600	6,038,921	214,479
2002	4,507,041	8,306,924	1,319,130	5,860,244	188,355
2001	4,524,668	8,486,395	1,322,715	5,888,634	196,465
2000	4,572,974	8,303,797	1,325,095	5,923,485	201,481
1999	4,500,373	7,527,817	1,309,358	5,883,120	174,915
1998	4,410,662	6,746,454	1,278,597	5,976,277	181,074
1997	2,936,975	5,293,053	1,745,069	4,600,456	147,940
1996	2,883,350	5,196,411	1,659,311	4,516,459	143,064
1995	2,301,653	4,148,068	1,118,812	3,446,120	161,128

(1) Source: St. James Parish Assessor.

(2) 1995-2002 entries include 80 mills for the Louisiana Agriculture and Forestry Commission on assessed valuation of .00034 of total parishwide assessed valuation. 1995-2001 entries in "Other Taxes" column represent operational taxes for St. James Parish Assessor.

**ST. JAMES PARISH SCHOOL BOARD**

Lutcher, Louisiana

**PROPERTY TAX RATES AND TAX LEVIES -  
DIRECT AND OVERLAPPING GOVERNMENTS (Unaudited)  
For the Last Ten Fiscal Years**

**TAX RATES (Mills per Dollar) (1)**

<u>Public Safety</u>	<u>Detention Center</u>	<u>Levee Districts</u>	<u>Drainage Taxes</u>	<u>Fire Protection</u>	<u>(2) Other Taxes</u>	<u>Parish Totals</u>
5.19	1.00	7.76	3.00	0.74	1.70	122.42
5.19	1.00	7.91	3.00	0.74	1.68	115.24
5.19	1.00	6.94	1.96	0.74	81.60	194.85
5.19	1.00	6.94	1.96	0.74	81.60	194.85
5.25	1.00	7.11	1.96	0.74	81.62	196.53
5.25	1.00	7.11	1.96	0.74	81.62	193.78
5.25	1.00	7.11	1.96	0.74	81.62	191.78
5.00	5.00	8.11	1.96	0.74	81.00	179.66
5.00	5.00	8.25	1.96	0.74	81.12	184.42
5.00	6.20	8.25	1.96	0.74	81.25	183.95

**TAX LEVIES (1)**

<u>Public Safety</u>	<u>Detention Center</u>	<u>Levee Districts</u>	<u>Drainage Taxes</u>	<u>Fire Protection</u>	<u>(2) Other Taxes</u>	<u>Parish Totals</u>
1,220,126	\$ 235,091	\$ 902,746	\$ 705,273	\$ 146,602	\$ 330,416	\$ 26,613,442
1,229,736	236,943	924,415	710,828	149,111	328,235	25,100,145
1,132,762	218,259	778,108	427,787	134,875	305,067	23,178,552
1,139,082	218,214	784,915	427,701	136,166	307,012	23,431,967
1,145,425	218,176	795,669	427,625	138,650	309,946	23,362,323
1,127,240	214,712	783,810	420,836	139,587	305,006	22,386,774
1,104,769	210,432	773,718	412,447	134,046	298,877	21,527,353
1,015,551	1,015,551	798,115	398,097	131,264	162,594	18,244,665
997,009	997,009	797,299	390,828	127,583	183,659	17,891,982
795,868	986,877	641,739	311,982	98,803	169,450	14,180,500

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**RATIO OF NET GENERAL OBLIGATION BONDED DEBT  
TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA (Unaudited)**  
**For the Last Ten Fiscal Years**

<b><u>Fiscal Year</u></b>	<b><u>(1) Estimated Population</u></b>	<b><u>(2) Assessed Value</u></b>	<b><u>General Obligation Bonded Debt</u></b>
2004	21,112	\$ 265,227,638	\$ 19,285,000
2003	21,139	266,645,270	20,285,000
2002	21,293	247,464,754	21,235,000
2001	21,221	244,381,799	22,700,000
2000	21,216	241,845,928	17,660,000
1999	21,362	237,481,329	18,580,000
1998	21,289	232,706,116	19,445,000
1997	21,569	224,786,324	20,260,000
1996	21,652	219,281,977	20,890,000
1995	21,712	178,405,264	14,460,000

(1) Source: Louisiana Tech University College of Administration and Business. 2004 amount is estimated.

(2) Source: St. James Parish Assessor.

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**RATIO OF NET GENERAL OBLIGATION BONDED DEBT  
TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA (Unaudited)**

**For the Last Ten Fiscal Years**

<b><u>Less Available Debt Service Funds</u></b>	<b><u>Net General Obligation Bonded Debt</u></b>	<b><u>Ratio of Net General Obligation Bonded Debt to Assessed Value</u></b>	<b><u>Net General Obligation Bonded Debt Per Capita</u></b>
\$ 1,509,552	\$ 17,775,448	6.70%	\$ 842
1,556,390	18,728,610	7.02%	886
1,780,722	19,454,278	7.86%	914
2,068,147	20,631,853	8.44%	972
1,960,173	15,699,827	6.49%	740
1,780,375	16,799,625	7.07%	786
1,617,960	17,827,040	7.66%	837
1,519,326	18,740,674	8.34%	869
1,429,681	19,460,319	8.87%	899
2,084,928	12,375,072	6.94%	570

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**RATIO OF ANNUAL DEBT SERVICE EXPENDITURES  
TO TOTAL GENERAL FUND EXPENDITURES AND TOTAL GENERAL FUND REVENUES (Unaudited)**  
For the Last Ten Fiscal Years

<b><u>Fiscal Year</u></b>	<b><u>Principal</u></b>	<b><u>Interest and Bank Charges</u></b>	<b><u>Total Debt Service</u></b>
2004	\$ 1,967,727	\$ 1,023,835	\$ 2,991,562
2003	1,712,727	1,108,130	2,820,857
2002	1,503,182	1,255,849	2,759,031
2001	1,235,000	1,197,191	2,432,191
2000	1,180,000	1,112,716	2,292,716
1999	1,115,000	1,181,800	2,296,800
1998	1,055,000	1,233,577	2,288,577
1997	990,000	1,335,775	2,325,775
1996	1,760,000	1,282,243	3,042,243
1995	1,610,000	1,419,163	3,029,163



**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**RATIO OF ANNUAL DEBT SERVICE EXPENDITURES  
TO TOTAL GENERAL FUND EXPENDITURES AND TOTAL GENERAL FUND REVENUES (Unaudited)**  
For the Last Ten Fiscal Years

<b><u>Total General Fund Expenditures</u></b>	<b><u>Ratio of Debt Service to General Fund Expenditures</u></b>	<b><u>Total General Fund Revenues</u></b>	<b><u>Ratio of Debt Service to General Fund Revenues</u></b>
\$ 31,569,524	9.48%	\$ 30,762,462	9.72%
29,805,701	9.46%	25,757,023	10.95%
26,548,873	10.39%	28,667,663	9.62%
26,023,500	9.35%	26,562,003	9.16%
26,337,032	8.71%	25,032,045	9.16%
24,922,888	9.22%	24,849,467	9.24%
23,323,153	9.81%	25,121,103	9.11%
21,362,197	10.89%	22,471,055	10.35%
20,283,424	15.00%	21,757,988	13.98%
21,760,910	13.92%	19,928,793	15.20%

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**COMPUTATION OF LEGAL DEBT MARGIN (Unaudited)**

**As of June 30, 2004**

Net Assessed Value of Parish Taxable Property	\$	235,090,667
Add Exempt Property		<u>30,136,971</u>
Total Assessed Value		<u>265,227,638</u>
Legal Debt Limit - 25 Percent of Total Assessed Value (1)		66,306,907
Debt Applicable to Legal Limit:		
Total Bonded Debt (2)	\$	19,285,000
Less Assets Available in Debt Service Fund		<u>1,509,552</u>
Total Amount of Debt Applicable to Legal Limit		<u>17,775,448</u>
<b>LEGAL DEBT MARGIN</b>	<b>\$</b>	<b><u>48,531,459</u></b>

(1) Legal debt limit of 25 percent of assessed value is established by Louisiana Revised Statute Title 39, Section 562.

(2) Legal debt margin is calculated using bonded indebtedness of property tax bonds only.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

## COMPUTATION OF DIRECT AND OVERLAPPING DEBT (Unaudited)

As of June 30, 2004

<u>Taxing Body</u>	<u>Gross Bonded Debt Outstanding</u>	<u>Amount in Debt Service for Principal</u>	<u>Net Bonded Debt Outstanding</u>
Town of Gramercy	\$ 190,000	\$ 44,156	\$ 145,844
Town of Lutcher (1)	463,000	220,421	242,579
St. James Parish Council (2):			
- Consolidated G/O Bonds	6,955,000	1,738,644	5,216,356
- Public Improvement Bonds	<u>219,000</u>	<u>130,677</u>	<u>88,323</u>
Total - St. James Parish Council	7,174,000	1,869,321	5,304,679
St. James Parish School Board	<u>19,285,000</u>	<u>1,509,552</u>	<u>17,775,448</u>
<b>TOTALS</b>	<b>\$ <u><u>27,112,000</u></u></b>	<b>\$ <u><u>3,643,450</u></u></b>	<b>\$ <u><u>23,468,550</u></u></b>

(1) As of April 30, 2004.

(2) As of December 31, 2003.

**ST. JAMES PARISH SCHOOL BOARD, LUTCHER, LOUISIANA**

**Lutcher, Louisiana**

**STATE SUPPORT AND LOCAL SUPPORT PER STUDENT AND COST PER STUDENT (Unaudited)**

**For the Last Ten Fiscal Years**

<b><u>Fiscal Year</u></b>	<b><u>Total Students</u></b>		<b><u>Total State Support</u></b>		<b><u>State Support Per Student</u></b>
2004	3,761	\$	12,830,016	\$	3,411
2003	3,892		10,437,464		2,682
2002	3,883		10,566,560		2,721
2001	4,081		10,204,473		2,500
2000	4,226		10,398,611		2,461
1999	4,359		11,276,121		2,587
1998	4,655		11,056,670		2,375
1997	4,487		10,447,960		2,328
1996	4,459		10,028,212		2,249
1995	4,503		10,464,907		2,324

**ST. JAMES PARISH SCHOOL BOARD, LUTCHER, LOUISIANA**

**Lutcher, Louisiana**

**STATE SUPPORT AND LOCAL SUPPORT PER STUDENT AND COST PER STUDENT (Unaudited)**

**For the Last Ten Fiscal Years**

<b><u>Total Local Support</u></b>	<b><u>Local Support Per Student</u></b>	<b><u>Total General Fund Expenditures</u></b>	<b><u>Cost Per Student</u></b>
\$ 17,890,345	\$ 4,757	\$ 31,569,524	\$ 8,394
15,173,243	3,899	29,805,701	7,658
18,053,430	4,649	26,548,873	6,837
16,146,510	3,957	26,023,500	6,377
14,588,264	3,452	26,337,032	6,232
13,310,172	3,053	24,922,888	5,718
14,039,420	3,016	23,323,153	5,010
12,001,238	2,675	21,362,197	4,761
11,684,613	2,620	20,283,424	4,549
9,430,583	2,094	21,760,910	4,833

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

## DEMOGRAPHIC STATISTICS (Unaudited) For the Last Ten Fiscal Years

<u>Fiscal Year</u>	(1) <u>Estimated Population</u>	(1) <u>Per Capita Income</u>	(2) <u>Median Age</u>	<u>Public Enrollment</u>	<u>Non-Public Enrollment</u>	(3) <u>Jobs as Rate</u>
2004	21,112	\$ 18,221	33.9	3,761	391	11.4%
2003	21,139	18,212	33.8	3,892	381	11.1%
2002	21,293	18,144	34.0	3,883	376	12.6%
2001	21,221	19,105	32.8	4,081	388	9.9%
2000	21,216	17,412	32.3	4,226	390	12.5%
1999	21,362	17,588	31.6	4,359	396	11.6%
1998	21,289	17,481	31.3	4,655	388	9.5%
1997	21,569	17,466	31.1	4,487	392	10.6%
1996	21,652	17,312	31.4	4,459	373	12.7%
1995	21,712	17,176	31.1	4,503	382	13.9%

(1) Source: Louisiana Tech University College of Administration and Business. 2004 amount is estimated.

(2) Source: 2000 age is from 2000 U.S. Census of Population. All other amounts are projections from the Louisiana Department of Economic Development.

(3) Source: Center for Business and Economic Research, University of Louisiana at Monroe.

**ST. JAMES PARISH SCHOOL BOARD**

**Lutcher, Louisiana**

**PRINCIPAL TAXPAYERS (Unaudited)**

**As of June 30, 2004**

<u>(1)</u> <u>Taxpayer</u>	<u>(1)</u> <u>Type of Business</u>	<u>(1)</u> <u>2004</u> <u>Assessed</u> <u>Valuation</u>	<u>Percent of Total</u> <u>Assessed</u> <u>Valuation</u>
Motiva, Inc.	Petroleum Refining	\$ 49,203,903	18.55%
Chevron Phillips Chemical Co.	Chemical Plant	27,162,884	10.24%
Kaiser Aluminum and Chemical	Chemical Plant	11,738,726	4.43%
IMC-Phosphate (Agrico)	Chemical Plant	11,454,323	4.32%
IMC-Phosphate (Freeport)	Chemical Plant	10,688,192	4.03%
Occidental Chemical Corporation	Chemical Plant	9,320,314	3.51%
LoCap, Inc.	Public Service Pipeline	7,582,810	2.86%
Entergy Louisiana, Inc.	Public Service Utility	7,139,320	2.69%
Capline System, Equilon	Public Service Pipeline	6,630,300	2.50%
Zen-Noh Grain Corp.	Grain	<u>6,576,376</u>	<u>2.48%</u>
<b>TOTALS</b>		<b>\$ <u>147,497,148</u></b>	<b><u>55.61%</u></b>

(1) Source: St. James Parish Assessor's Office

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

## BOARD MEMBERS COMPENSATION (Unaudited)

For the Year Ended June 30, 2004

<u>(1)</u> <u>Board Member</u>	<u>District</u>	<u>(2)</u> <u>Compensation</u>	<u>(3)</u> <u>Travel</u> <u>Reimbursement</u>
Lloyd J. LeBlanc, Jr.	1	\$ 9,600	\$ -
Kenneth J. Foret, Sr. (4)	2	10,200	94
Carol C. Lambert	3	9,600	-
George N. Nassar, Jr.	4	9,600	87
Willis A. Octave (4)	5	10,200	836
Charles T. Nailor, Sr. (5)	6	9,600	710
Richard G. Reulet, Jr.	7	<u>9,600</u>	<u>118</u>
<b>TOTALS</b>		<b>\$ <u>68,400</u></b>	<b>\$ <u>1,845</u></b>

(1) Board members elected to serve January 1, 2003 - December 31, 2006.

(2) Board members compensated at \$800 per month. Board President compensated at \$900 per month.

(3) Board members reimbursed for actual expenses.

(4) Board President serves calendar-year term.

(5) Board Vice-President serves calendar-year term.



## ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

### TEN LARGEST EMPLOYERS - PARISHWIDE (Unaudited)

As of June 30, 2004

<u>(1)</u> <u>Employer</u>	<u>(1)</u> <u>Type of Business</u>	<u>(1)</u> <u>Approximate Number of Employees</u>
St. James Parish School Board	Public Education	600
Motiva, Inc.	Petroleum Refining	525
Kaiser Aluminum and Chemical	Chemical Plant	500
St. James Parish Council	Parish Government	365
IMC-Agrico, Faustina, and Uncle Sam	Chemical Plant	261
Colonial Sugars	Sugar Refinery	239
Winn-Dixie	Retail Grocery	145
Zen-Noh Grain	Grain	135
Occidental Chemical Corporation	Chemical Plant	134
Chevron U.S.A. Inc.	Chemical Plant	134

(1) Source: St. James Parish Council.

# ST. JAMES PARISH SCHOOL BOARD

Lutcher, Louisiana

## MISCELLANEOUS STATISTICAL DATA (Unaudited)

As of and For the Year Ended June 30, 2004

Year of Incorporation	1921
Form of Government	President / School Board
Area of Parish	249.8 Square Miles
Regular School Term	180 Days

### ST. JAMES PARISH PUBLIC SCHOOLS

<u>Grade Level</u>	<u>Number of Schools</u>	<u>Student Enrollment</u>
K - 3	1	223
K - 6	6	1,719
4 - 8	1	140
7 - 12	2	1,679
<b>TOTALS</b>	<b>10</b>	<b>3,761</b>

<u>Academic Degree</u>	<u>Number of Teachers</u>	<u>Percent of Total</u>
Bachelor's	208	72.47%
Master's	50	17.42%
Master's + 30 Hours	25	8.71%
Education Specialist	3	1.05%
Doctorate	1	0.35%
<b>TOTALS</b>	<b>287</b>	<b>100.00%</b>

<u>Years of Experience</u>		
0 - 9	143	49.83%
10 - 19	63	21.95%
20 - 24	20	6.97%
25 and Over	61	21.25%
<b>TOTALS</b>	<b>287</b>	<b>100.00%</b>

---

**ST. JAMES PARISH SCHOOL BOARD**

**REPORTS ON COMPLIANCE, INTERNAL CONTROL  
AND AGREED UPON PROCEDURES**

**JUNE 30, 2004**

---



**Postlethwaite & Netterville**

A Professional Accounting Corporation

[www.pncpa.com](http://www.pncpa.com)

ST. JAMES PARISH SCHOOL BOARD

REPORTS ON COMPLIANCE, INTERNAL CONTROL  
AND AGREED UPON PROCEDURES

## TABLE OF CONTENTS

	<u>Page</u>
Report on Internal Control Over Financial Reporting And Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	1
Report on Compliance with Requirements Applicable To Each Major Program and Internal Control Over Compliance in Accordance With OMB Circular A-133	2-3
Schedule of Expenditures of Federal Awards	4-5
Notes to Schedule of Expenditures of Federal Awards	6
Schedule of Findings and Questioned Cost	7-8
Summary Schedule of Prior Audit Findings	9
Corrective Action Plan	10-11
Performance and Statistical Data	12-13
Independent Accountant's Report on Agreed-Upon Procedures	14-17
Schedules A through I	18-26



**Postlethwaite & Netterville**

A Professional Accounting Corporation  
Associated Offices in Principal Cities of the United States

www.pncpa.com

**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**

To the St. James Parish School Board

We have audited the financial statements of the St. James Parish School Board as of and for the year ended June 30, 2004, and have issued our report thereon dated December 10, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the St. James Parish School Board's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 2004-1.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered St. James Parish 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 assurance 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 over financial reporting that might be material weaknesses. A material weakness is a 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.

This report is intended solely for the information of the School Board, management, and 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. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*Postlethwaite & Netterville*

December 10, 2004



**Postlethwaite & Netterville**

A Professional Accounting Corporation  
Associated Offices in Principal Cities of the United States

www.pncpa.com

**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the St. James Parish School Board

**Compliance**

We have audited the compliance of the St. James Parish School Board with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2004. St. James Parish School Board's major federal programs are identified in the summary of auditor's result 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 St. James Parish School Board's management. Our responsibility is to express an opinion on St. James Parish 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; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular 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 St. James Parish 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 St. James Parish School Board's compliance with those requirements.

In our opinion, St. James Parish School Board's 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. However, the results of our auditing procedures disclosed instances of noncompliance with those requirements, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as item 2004-2 and 2004-3.

**Internal Control Over Compliance**

The management of St. James Parish 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 St. James Parish 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 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 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 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.

#### **Schedule of Expenditures of Federal Awards**

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of St. James Parish School Board as of and for the year ended June 30, 2004, and have issued our report thereon dated December 10, 2004. Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise St. James Parish School Board's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for the purpose of additional analysis as required by OMB Circular A-133 and is not required as a part of the basic financial statements. Such information has been subjected to 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.

This report is intended for the information of the School Board, management and 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. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*Postlethwaite & Nettleton*

December 10, 2004



**ST. JAMES PARISH SCHOOL BOARD, LUTCHER, LOUISIANA**

**Schedule of Expenditures of Federal Awards**

**For the Year Ended June 30, 2004**

Federal Grantor/ Pass-Through Grantor/ Program Title	Federal CFDA Number	Pass-Through Grantor's Award Number	Federal Expenditures
<b>U.S. Department of Agriculture:</b>			
Passed Through Louisiana			
Department of Education:			
National School Lunch	10.555	N/A	\$ 986,021
School Breakfast Program	10.553	N/A	481,158
Passed Through Louisiana			
Department of Agriculture:			
Commodities Food Distribution	10.550	N/A	<u>115,764</u>
<b>Total U.S. Department of Agriculture</b>			<u><b>1,582,943</b></u>
<b>U.S. Department of Education:</b>			
Passed Through Louisiana			
Department of Education:			
Vocational Education Act of 1968	84.048	0304-47	62,960
Improving America's Schools Act (IASA):			
Title I - Education Needs			
of the Disadvantaged:			
2004 Regular	84.010A	04-T1-47	1,108,106
2003 Regular	84.010A	03-T1-47	156,132
Title II - Eisenhower Math and Science			
2004 Regular	84.281A	04-50-47	218,896
2003 Regular	84.281A	03-50-47	85,726
Title IV - Drug-Free Schools			
2004 Regular	84.186A	04-70-47	11,158
2003 Regular	84.186A	03-70-47	8,750
Title V - Improving Schools Program			
2004 Regular	84.298A	04-80-47	28,975
2003 Regular	84.298A	03-80-47	2,144
Reading First			
2004 Regular	84.357A	04-RF-47	<u>133,094</u>
<b>Total U.S. Department of Education, carried forward</b>			<u><b>\$ 1,815,941</b></u>

**ST. JAMES PARISH SCHOOL BOARD, LUTCHER, LOUISIANA**

**Schedule of Expenditures of Federal Awards**

**For the Year Ended June 30, 2004**

Federal Grantor/ Pass-Through Grantor/ Program Title	Federal CFDA Number	Pass-Through Grantor's Award Number	Federal Expenditures
<i>Total U.S. Department of Education, carried forward</i>			\$ 1,815,941
<b>U.S. Department of Education (continued):</b>			
Passed Through Louisiana			
Department of Education (continued):			
Individuals With Disabilities Education Act (IDEA):			
Part B:			
2004 Regular	84.181A	04-B3-47	468,496
2003 Regular	84.181A	03-B3-47	145,707
Preschool Incentive:			
2004 Regular	84.181A	04-PI-47	16,491
2003 Regular	84.181A	03-PI-47	60,690
Technology:			
2004 Regular	84.181A	04-T-47	75,824
Technology Literacy Challenge - TLTC			
2004 Regular	84.318X	0414-47	142,159
2003 Regular	84.318X	0314-47	40,505
Technology Literacy Challenge - High School			
2004 Regular	84.318X	0448-47	11,781
2003 Regular	84.318X	0348-47	2,125
Adult Education -			
State-Administered Program	84.002	Various	42,101
Temporary Assistance for Needy Families (TANF):			
Starting Points	93.558	0438-47	35,129
Pre - GED	93.558	0436-47	25,802
<b>Total U.S. Department of Education</b>			<b><u>2,882,751</u></b>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>			<b>\$ <u><u>4,465,694</u></u></b>

**ST. JAMES PARISH SCHOOL BOARD**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED JUNE 30, 2004**

**NOTE A – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of St. James Parish School Board and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

**NOTE B – FOOD DISTRIBUTION**

Nonmonetary assistance is reported in the schedule at the fair market value of the commodities received and disbursed. At June 30, 2004, the organization had food commodities totaling \$2,987 in inventory.

**ST. JAMES PARISH SCHOOL BOARD**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED JUNE 30, 2004**

**A. SUMMARY OF AUDIT RESULTS**

1. The auditor's report expresses an unqualified opinion on the basic financial statements of St. James Parish School Board.
2. No reportable conditions were disclosed during the audit of the financial statements.
3. There was one instance of noncompliance relative to the financial statements of the St. James Parish School Board and is reported in Part B of this schedule.
4. Two reportable conditions relating to the audit of the major federal award programs is referenced in the Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133.
5. The auditor's report on compliance for the major federal award programs for the St. James Parish School Board expresses an unqualified opinion on all major federal programs.
6. Audit findings relative to the major federal award programs for St. James Parish School Board are reported in Part C of this schedule.
7. The program tested as major programs include School Lunch- CFDA No. 10.555 and 10.553 and Title II- CFDA No. 84.367.
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. St. James Parish School Board was determined to be a low-risk auditee.

**B. FINDINGS – FINANCIAL STATEMENTS AUDIT**

**2004-1 State Budget Violation**

Condition: The IDEA program had expenditures that exceeded budgeted expenditures by more than 5% for the year ended June 30, 2004.

Criteria: Louisiana Revised Statute 39:1311 states that actual expenditures may not exceed budgeted expenditures by more than 5% for funds that have over \$250,000 in total expenditures for the year.

Effect: Because expenditures in IDEA exceeded budgeted expenditures by more than 5%, the School Board did not comply with LSA-RS 39:1311.

Recommendation: The School Board should review all budgeted amounts near year end to determine if amendments to the budgets are necessary to comply with State Budget Laws.

**ST. JAMES PARISH SCHOOL BOARD**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED JUNE 30, 2004**

**C. FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS  
AUDIT**

**2004-02 Title II- CFDA No. 84.367**

**Condition:** All 12 employees charged to the grant also worked for other programs. No records for time and effort were maintained documenting the allocation of salaries paid.

**Criteria:** An employee paid in part from a Single Cost Objective and in part from other revenue sources, must maintain time and effort distribution records in accordance with OMB Circular A-87 by documenting the portion of time and effort dedicated to each.

**Effect:** Because no records were maintained documenting allocation of time and effort, the School Board does not comply with OMB Circular A-87, Attachment B paragraph 11.h.4.

**Recommendation:** The School Board should have all employees maintain time and effort distribution records documenting the portion of time dedicated to the single cost objective and each program or other cost objective supported by the other revenue sources.

**2004-3 School Lunch- CFDA No. 10.555 and 10.553**

**Condition:** The required signed certifications were not obtained for employees paid by the program. Despite the lack of these certifications, the School Board's finance staff does take steps to ensure that all workers charged to a federal program are in-fact assigned duties to that program through communications and correspondence.

**Criteria:** According to OMB Circular A-87, where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on the program for the period covered by the certification. Said certifications must be signed by the employee or his/her supervisor.

**Effect:** The School Board is in technical violation of the allowability provisions of OMB Cost Circular A-87.

**Recommendation:** The required certifications on employees working solely for federal programs should be signed by the program supervisors on a semi-annual basis as required by OMB Circular A-87.

**ST. JAMES PARISH SCHOOL BOARD**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
**YEAR ENDED JUNE 30, 2004**

**FINDINGS – FINANCIAL STATEMENT AUDIT**

None



# St. James Parish School Board

P. O. BOX 338 • 1876 WEST MAIN STREET  
LUTCHER, LOUISIANA 70071  
(225) 869-5375  
(225) 265-3021  
www.stjames.k12.la.us

WILLIS A. OCTAVE  
President

CAROL C. LAMBERT  
Vice President

P. EDWARD CANGIENNE, JR., PH.D.  
Superintendent

ACADEMIC SERVICES  
Fax (225) 869-3472

ADMINISTRATIVE SERVICES  
Fax (225) 869-8845

O & M  
Fax (225) 869-9313

SCHOOL FOOD SERVICES  
Fax (225) 869-8006

TITLE 1  
Fax (225) 869-1060

## CORRECTIVE ACTION PLAN

December 10, 2004

Louisiana Legislative Auditor

St. James Parish School Board respectfully submits the following corrective action plan for the year ended June 30, 2004.

Name and address of independent public accounting firm: Postlethwaite & Netterville, APAC  
326 E. Cornerview  
Gonzales, LA 70737

Audit period: July 1, 2003 – June 30, 2004

The findings from the December 10, 2004 schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule.

### **FINDINGS – FINANCIAL STATEMENT AUDIT**

#### **2004-1 State Budget Violation**

Recommendation: The School Board should review all budgeted amounts near year end to determine if amendments to the budgets are necessary to comply with State Budget Laws.

Action taken: School board personnel will diligently review budgeted amounts next year to ensure that amendments are made if necessary.

### **FINDINGS AND QUESTIONED COSTS- MAJOR FEDERAL AWARD PROGRAMS AUDIT**

#### **2004-2 Allowable Costs**

Recommendation: The School Board should have all employees maintain time and effort distribution records documenting the portion of time dedicated to the single cost objective and each program or other cost objective supported by the other revenue sources.

Action taken: School Board will have employees maintain records documenting time and effort for allocation of salaries.

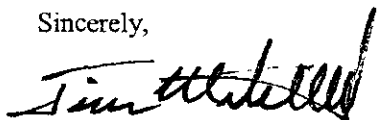
**2004- 3 Allowable Costs**

Recommendation: The required certifications on employees working solely for federal programs should be signed by the program supervisors on a semi-annual basis as required by OMB Circular A-87.

Action taken: The School Board will have all employees working solely for federal programs sign certifications.

If the Louisiana Legislative Auditor has questions regarding this plan, please call Jim Mitchell at (225) 869-5375 ext 233.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Mitchell", written in a cursive style.

Jim Mitchell  
Director of Budgetary Controls



**ST. JAMES PARISH SCHOOL BOARD**  
**ST. JAMES, LOUISIANA**

**Schedules Required by State Law (R.S. 24:514 - Performance and Statistical Data)**  
**As of and for the Year Ended June 30, 2004**

**Schedule A - General Fund Instructional and Support Expenditures and Certain Local Revenue Sources**

This schedule includes general fund instructional and equipment expenditures. It also contains local taxation revenue, earnings on investments, revenue in lieu of taxes, and nonpublic textbook and transportation revenue.

This data is used either in the Minimum Foundation Program (MFP) formula or is presented annually in the MFP 70% Expenditure Requirement Report.

**Schedule B - Education Levels of Public School Staff**

This schedule includes the certificated and uncertificated number and percentage of full-time classroom teachers and the number and percentage of principals and assistant principal's with less than a Bachelor's; Master's; Master's +30; Specialist in Education; and Ph. D or Ed. D. degrees. This data is currently reported to the Legislature in the Annual Financial and Statistical Report (AFSR).

**Schedule C - Number and Type of Public Schools**

This schedule includes the number of elementary, middle/junior high, secondary and combination schools in operation during the fiscal year. This data is currently reported to the Legislature in the Annual Financial Statistical Report (AFSR).

**Schedule D - Experience of Public Teachers and Full-time Classroom Teachers**

This schedule includes the number of years of experience in teaching for assistant principals, principals, and full-time classroom teachers. This data is currently reported to the Legislature in the Annual Financial and Statistical Report (AFSR).

**Schedule E - Public School Staff Data**

This schedule includes average classroom teachers salary using full-time equivalents, including and excluding ROTC and rehired retiree teachers. This data is currently reported to the Legislature in the Annual Financial and Statistical Report (AFSR).

**Schedule F - Class Size Characteristics**

This schedule includes the percent and number of classes with student enrollment in the following ranges: 1-20, 21-26, 27-33, and 34+ students. This data is currently reported to the legislature in the Annual School Report (ASR).

**Schedule G - Louisiana Educational Assessment Program (LEAP)**

This schedule represents student performance testing data and includes summary scores by district for grades 4 and 8 in each category tested. Scores are reported as Advanced, Proficient, Basic, Approaching Basic, and Unsatisfactory. This schedule includes three years of data.

**Schedule H - The Graduation Exit Exam**

This schedule represents student performance testing data and includes summary scores by district for grades 10 and 11 in each category tested. Scores are reported as Advanced, Proficient, Basic, Approaching Basic, and Unsatisfactory. This schedule includes three years of data.

**Schedule I - The IOWA Tests**

This schedule represents student performance testing data and includes a summary score for grades 3, 5, 6, 7 and 9 for each district. *The summary score reported is the National Percentile Rank showing relative position or rank as compared to a large, representative sample of students in the same grade from the entire nation.* This schedule includes three years of data.



**Postlethwaite & Netterville**

A Professional Accounting Corporation  
Associated Offices in Principal Cities of the United States  
www.pncpa.com

**Independent Accountant's Report  
On Applying Agreed-Upon Procedures**

To the Members of the  
St. James Parish School Board

Page 1 of 4

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of St. James Parish School Board 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 St. James Parish 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) Bulletin. 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 report. 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 A)**  
**Procedure #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.

Results of procedure # 1:

In performing the testing on the sample of expenditures/revenues, we noted no transactions that were inappropriately classified or were recorded at an inappropriate amount.

Education Levels of Public School Staff (Schedule B)

Procedure # 2

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

Results of Procedure # 2:

No differences were noted between the number of full-time classroom teachers per schedule 4 and schedule 2, or between the schedules and the Oct. 1 payroll records.

Procedure # 3

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

Results of procedure # 3

No differences were noted between the number of principals and assistant principals per schedule D and schedule B, or between the schedules and the Oct. 1 payroll records.

Procedure # 4

We obtained a list of full-time teachers, principals, and assistant principals by classification as of October 1st 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.

Results of Procedure # 4:

In our sample of 25 employees, no discrepancies existed between the aforementioned listing and the schedule.

Number and Type of Public Schools (Schedule C)

Procedure # 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 National School Lunch Program (CFDA 10.555) application.

Results of Procedure # 5:

We noted no discrepancies between the schools as listed in the National School Lunch Program application and the list supporting the schools represented in the schedule.

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

Procedure #6

We obtained a list of full-time teachers, principals, and assistant principals by classification as of October 1 and as 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.

Results of Procedure # 6:

In our sample of 25 employees, no discrepancies existed between the aforementioned listing and the schedule.

**Public Staff Data (Schedule E)**

Procedure # 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.

Results of procedure # 7:

In our sample of 25, the individual's salary, extra compensation and full-time equivalents were properly included on the schedule.

Procedure # 8

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

Results of procedure # 8:

We noted no differences in the averages reported on the schedule and our calculations.

**Class Size Characteristics (Schedule F)**

Procedure # 9

We obtained a list of teachers and the classes that they teach with the class size and reconciled that list to the total classes for each class size category as reported on the schedule. We then traced a random sample of 10 classes to the October 1st roll books for those classes and determined if the class was properly classified on the schedule.

Results of Procedure # 9

Page 4 of 4

In our sample of 10 classes, only 9 roll books were provided and no discrepancies existed between the aforementioned listing and the schedule.

Louisiana Educational Assessment Program (LEAP) for the 21st Century (Schedule G)

Procedure # 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 St. James Parish School Board.

Results of Procedure # 10:

No differences were noted.

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

Procedure # 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 St. James Parish School Board.

Results of Procedure # 11

We noted differences in the scores reported in the schedule compared to the test scores provided by the testing authority.

The Iowa Tests (Schedule I)

Procedure # 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 St. James Parish School Board.

Results of Procedure # 12

No differences were noted.

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 St. James 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.

*Postlethwaite & Nettles*

December 10, 2004

Schedule A

**ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, 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	\$ 12,871,820	
Other Instructional Staff Activities	25,609	
Employee Benefits	3,800,864	
Purchased Professional and Technical Services	82,815	
Instructional Materials and Supplies	641,831	
Instructional Equipment	176,750	
Total Teacher and Student Interaction Activities		\$ 17,599,689

Other Instructional Activities 164,352

Pupil Support Activities	1,499,517	
Less: Equipment for Pupil Support	2,402	
Net Pupil Support Activities		1,497,115

Instructional Staff Services	1,387,235	
Less: Equipment for Instructional Staff Services	1,149	
Net Instructional Staff Services		1,386,086

Total General Fund Instructional Expenditures \$ 20,647,242

Total General Fund Equipment Expenditures \$ 274,895

**Certain Local Revenue Sources**

Local Taxation Revenue:

Constitutional Ad Valorem Taxes	\$ 1,017,038
Renewable Ad Valorem Tax	7,939,375
Debt Service Ad Valorem Tax	2,425,221
Up to 1% of Collections by the Sheriff on Taxes Other than School Taxes	305,476
Sales and Use Taxes	8,273,407
Total Local Taxation Revenue	\$ 19,960,517

Local Earnings on Investment in Real Property  
Earnings from 16th Section Property \$ 2,230

State Revenue in Lieu of Taxes:

Revenue Sharing - Constitutional Tax	\$ 36,462
Revenue Sharing - Other Taxes	50,976
Revenue Sharing - Excess Portion	-
Other Revenue in Lieu of Taxes	-
Total State Revenue in Lieu of Taxes	\$ 87,438

Nonpublic Textbook Revenue \$ 10,639

Nonpublic Transportation Revenue \$ 68,840

Schedule B

ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, LOUISIANA

Education Levels of Public School Staff  
As of October 1, 2003  
For the Year Ended June 30, 2004

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	1	0.38%	0	0.00%	0	0.00%	0	0.00%
Bachelor's Degree	189	71.32%	18	81.82%	1	5.88%	0	0.00%
Master's Degree	47	17.74%	3	13.64%	6	35.29%	0	0.00%
Master's Degree + 30	25	9.43%	0	0.00%	10	58.82%	0	0.00%
Specialist in Education	2	0.75%	1	4.55%	0	0.00%	0	0.00%
Ph. D. or Ed. D.	1	0.38%	0	0.00%	0	0.00%	0	0.00%
<b>Total</b>	<b>265</b>	<b>100.00%</b>	<b>22</b>	<b>100.00%</b>	<b>17</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>



**ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, LOUISIANA****Number and Type of Public Schools  
For the Year Ended June 30, 2004**

Type	Number
Elementary	8
Middle/Jr. High	0
Secondary	2
Combination	0
<b>Total</b>	<b>10</b>

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

**ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, LOUISIANA****Experience of Public Principals and Full-time Classroom Teachers  
As of October 1, 2003  
For the Year Ended June 30, 2004**

	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	2	0	4	6
Principals	0	0	0	1	1	2	7	11
Classroom Teachers	27	37	86	24	32	20	61	287
<b>Total</b>	<b>27</b>	<b>37</b>	<b>86</b>	<b>25</b>	<b>35</b>	<b>22</b>	<b>72</b>	<b>304</b>

**ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, LOUISIANA**

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

	All Classroom Teachers	Classroom Teachers Excluding ROTC and Rehired Retirees
<b>Average Classroom Teachers' Salary Including Extra Compensation</b>	\$ 42,494	\$ 42,472
<b>Average Classroom Teachers' Salary Excluding Extra Compensation</b>	\$ 40,616	\$ 40,591
<b>Number of Teacher Full-time Equivalents (FTEs) used in Computation of Average Salaries</b>	285	284

**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.

**ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, LOUISIANA**

**Class Size Characteristics  
As of October 1, 2003  
For the Year Ended June 30, 2004**

School Type	Class Size Range							
	1 - 20		21 - 26		27 - 33		34+	
	Percent	Number	Percent	Number	Percent	Number	Percent	Number
Elementary	61.6%	446	33.4%	242	5.0%	36	0.0%	0
Elementary Activity Classes	57.1%	40	34.3%	24	7.1%	5	1.4%	1
High	58.5%	158	36.7%	99	4.8%	13	0.0%	0
High Activity Classes	81.7%	58	11.3%	8	7.0%	5	0.0%	0
Combination	0.0%	0	0.0%	0	0.0%	0	0.0%	0
Combination Activity Classes	0.0%	0	0.0%	0	0.0%	0	0.0%	0

**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.

Schedule G

ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, 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
<b>Grade 4</b>												
Advanced	5	1.69%	5	1.57%	5	1.52%	7	2.36%	7	2.19%	5	1.52%
Proficient	45	15.20%	34	10.66%	33	10.06%	35	11.82%	41	12.85%	31	9.45%
Basic	113	38.18%	124	38.87%	118	35.98%	105	35.47%	122	38.24%	110	33.54%
Approaching Basic	76	25.68%	101	31.66%	121	38.89%	78	26.35%	92	28.84%	107	32.62%
Unsatisfactory	57	19.26%	55	17.24%	51	15.56%	71	23.99%	57	17.87%	75	22.87%
<b>Total</b>	<b>296</b>	<b>100.00%</b>	<b>319</b>	<b>100.00%</b>	<b>328</b>	<b>100.00%</b>	<b>296</b>	<b>100.00%</b>	<b>319</b>	<b>100.00%</b>	<b>328</b>	<b>100.00%</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	3	1.08%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Proficient	36	13.00%	25	8.42%	13	5.02%	17	6.18%	10	3.40%	2	0.77%
Basic	87	31.41%	87	29.29%	78	30.12%	118	42.91%	105	35.71%	100	38.46%
Approaching Basic	86	31.05%	115	38.72%	106	40.93%	84	30.55%	113	38.44%	90	34.62%
Unsatisfactory	65	23.47%	70	23.57%	62	23.94%	56	20.36%	66	22.45%	68	26.15%
<b>Total</b>	<b>277</b>	<b>100.00%</b>	<b>297</b>	<b>100.00%</b>	<b>259</b>	<b>100.00%</b>	<b>275</b>	<b>100.00%</b>	<b>294</b>	<b>100.00%</b>	<b>260</b>	<b>100.00%</b>

Schedule H

ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, 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	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 10</b>												
Advanced	1	0.35%	0	0.00%	1	0.38%	12	4.14%	14	5.24%	13	4.69%
Proficient	29	10.28%	13	5.31%	24	9.06%	41	14.14%	34	12.73%	28	10.11%
Basic	97	34.40%	75	30.61%	93	35.09%	110	37.93%	83	31.09%	80	28.88%
Approaching Basic	74	26.24%	80	32.65%	64	24.15%	37	12.76%	55	20.60%	34	12.27%
Unsatisfactory	81	28.72%	77	31.43%	83	31.32%	90	31.03%	81	30.34%	122	44.04%
<b>Total</b>	<b>282</b>	<b>100.00%</b>	<b>245</b>	<b>100.00%</b>	<b>265</b>	<b>100.00%</b>	<b>290</b>	<b>100.00%</b>	<b>267</b>	<b>100.00%</b>	<b>277</b>	<b>100.00%</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 11</b>												
Pass												
Fail												
Advanced	7	3.85%	3	1.34%	4	1.53%	0	0.00%	14	1.65%	0	0.00%
Proficient	21	10.94%	18	8.04%	22	8.43%	15	7.81%	121	14.24%	16	6.15%
Basic	64	33.33%	72	32.14%	96	36.78%	86	44.79%	482	56.71%	100	38.46%
Approaching Basic	60	31.25%	63	28.13%	63	24.14%	62	32.29%	162	19.06%	73	28.08%
Unsatisfactory	40	20.83%	68	30.36%	76	29.12%	29	15.10%	71	8.35%	71	27.31%
<b>Total</b>	<b>192</b>	<b>100.00%</b>	<b>224</b>	<b>100.00%</b>	<b>261</b>	<b>100.00%</b>	<b>192</b>	<b>100.00%</b>	<b>850</b>	<b>100.00%</b>	<b>260</b>	<b>100.00%</b>

For those years with no data, district could not provide information.

**ST. JAMES PARISH SCHOOL BOARD  
LUTCHER, LOUISIANA**

The IOWA Tests  
For the Year Ended June 30, 2004

	Composite		
	2004	2003	2002
<b>Test of Basic Skills (ITBS)</b>			
Grade 3	57%	56%	52%
Grade 5	51%	48%	45%
Grade 6	44%	45%	51%
Grade 7	47%	44%	37%
<b>Tests of Educational Development (ITED)</b>			
Grade 9	48%	40%	38%

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 or better than 72 percent of the students in the norm group.