



**Washington State Auditor's Office**

**Troy Kelley**

**Integrity • Respect • Independence**

## **Financial Statements and Federal Single Audit Report**

# **West Valley School District No. 363**

**Spokane County**

**For the period September 1, 2013 through August 31, 2014**

**Published April 13, 2015**

**Report No. 1013971**





**Washington State Auditor**  
**Troy Kelley**

April 13, 2015

Board of Directors  
West Valley School District No. 363  
Spokane, Washington

**Report on Financial Statements and Federal Single Audit**

Please find attached our report on West Valley School District No. 363's financial statements and compliance with federal laws and regulations.

We are issuing this report in order to provide information on the District's financial condition.

Sincerely,

TROY KELLEY  
STATE AUDITOR  
OLYMPIA, WA

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## FEDERAL SUMMARY

### **West Valley School District No. 363 Spokane County September 1, 2013 through August 31, 2014**

The results of our audit of West Valley School District No. 363 are summarized below in accordance with U.S. Office of Management and Budget Circular A-133.

#### **Financial Statements**

An unmodified opinion was issued on the financial statements.

##### **Internal Control Over Financial Reporting:**

- *Significant Deficiencies:* We reported no deficiencies in the design or operation of internal control over financial reporting that we consider to be significant deficiencies.
- *Material Weaknesses:* We identified no deficiencies that we consider to be material weaknesses.

We noted no instances of noncompliance that were material to the financial statements of the District.

#### **Federal Awards**

##### **Internal Control Over Major Programs:**

- *Significant Deficiencies:* We reported no deficiencies in the design or operation of internal control over major federal programs that we consider to be significant deficiencies.
- *Material Weaknesses:* We identified no deficiencies that we consider to be material weaknesses.

We issued an unmodified opinion on the District's compliance with requirements applicable to each of its major federal programs.

We reported no findings that are required to be disclosed under section 510(a) of OMB Circular A-133.

## Identification of Major Programs:

The following were major programs during the period under audit:

<u>CFDA No.</u>	<u>Program Title</u>
10.553	Child Nutrition Cluster - School Breakfast Program
10.555	Child Nutrition Cluster - National School Lunch Program
10.559	Child Nutrition Cluster - Summer Food Service Program
84.010	Title I, Part A Cluster - Title I Grants to Local Educational Agencies

The dollar threshold used to distinguish between Type A and Type B programs, as prescribed by OMB Circular A-133, was \$300,000.

The District qualified as a low-risk auditee under OMB Circular A-133.

**INDEPENDENT AUDITOR'S 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**

**West Valley School District No. 363  
Spokane County  
September 1, 2013 through August 31, 2014**

Board of Directors  
West Valley School District No. 363  
Spokane, Washington

We have audited, 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, the financial statements of West Valley School District No. 363, Spokane County, Washington, as of and for the year ended August 31, 2014, and the related notes to the financial statements, which collectively comprise the District's financial statements, and have issued our report thereon dated March 17, 2015. As discussed in Note 12 to the financial statements, during the year ended August 31, 2014, the District implemented Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*.

## **INTERNAL CONTROL OVER FINANCIAL REPORTING**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency,

or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

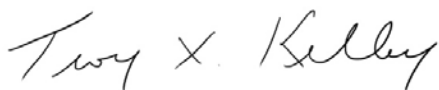
## **COMPLIANCE AND OTHER MATTERS**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of the District's compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **PURPOSE OF THIS REPORT**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.



TROY KELLEY  
STATE AUDITOR  
OLYMPIA, WA

March 17, 2015

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR  
EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL  
CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB  
CIRCULAR A-133**

**West Valley School District No. 363  
Spokane County  
September 1, 2013 through August 31, 2014**

Board of Directors  
West Valley School District No. 363  
Spokane, Washington

**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL  
PROGRAM**

We have audited the compliance of West Valley School District No. 363, Spokane County, Washington, with the types of compliance requirements described in the U.S. *Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended August 31, 2014. The District's major federal programs are identified in the accompanying Federal Summary.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. 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 the District'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 on compliance for each major federal program. Our audit does not provide a legal determination on the District's compliance.

### **Opinion on Each Major Federal Program**

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended August 31, 2014.

### **Other Matters**

We noted certain Matters that we have reported to the management of the District in a separate letter dated April 3, 2015. Our opinion on each major federal program is not modified with respect to these matters.

## **REPORT ON INTERNAL CONTROL OVER COMPLIANCE**

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program in order to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on

a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **PURPOSE OF THIS REPORT**

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.



TROY KELLEY  
STATE AUDITOR  
OLYMPIA, WA

March 17, 2015

# INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

## **West Valley School District No. 363 Spokane County September 1, 2013 through August 31, 2014**

Board of Directors  
West Valley School District No. 363  
Spokane, Washington

### **REPORT ON THE FINANCIAL STATEMENTS**

We have audited the accompanying financial statements of West Valley School District No. 363, Spokane County, Washington, as of and for the year ended August 31, 2014, and the related notes to the financial statements, which collectively comprise the District's financial statements, as listed on page 14.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of Washington State statutes and the *Accounting Manual for Public School Districts in the State of Washington* (Accounting Manual) described in Note 1. This includes determining that the basis of accounting is acceptable for the presentation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's

judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant account estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Unmodified Opinion on Regulatory Basis of Accounting (Accounting Manual)**

As described in Note 1, the District has prepared these financial statements to meet the financial reporting requirements of Washington State statutes using accounting practices prescribed by the Accounting Manual. Those accounting practices differ from accounting principles generally accepted in the United States of America (GAAP). The difference in these accounting practices is also described in Note 1.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of West Valley School District No. 363, as of August 31, 2014, and the changes in financial position thereof for the year then ended in accordance with the basis of accounting described in Note 1.

### **Unmodified Opinions on the Governmental and Fiduciary Funds Based on U.S. GAAP**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the General, ASB, Debt Service, Capital Project, Transportation Vehicle and Fiduciary funds as of August 31, 2014, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Matters of Emphasis**

As discussed in Note 12 to the financial statements, the District adopted new accounting guidance, Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*. Our opinion is not modified with respect to this matter.

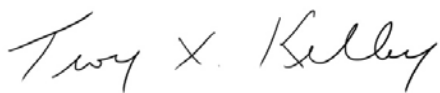
## Other Matters

### *Supplementary and Other Information*

Our audit was performed for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. The accompanying Schedule of Long-Term Liabilities is also presented for purposes of additional analysis, as required by the prescribed Accounting Manual. These schedules are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements, and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

## OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS

In accordance with *Government Auditing Standards*, we have also issued our report dated March 17, 2015 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



TROY KELLEY  
STATE AUDITOR  
OLYMPIA, WA

March 17, 2015

## **FINANCIAL SECTION**

**West Valley School District No. 363  
Spokane County  
September 1, 2013 through August 31, 2014**

### **FINANCIAL STATEMENTS**

Balance Sheet – Governmental Funds – 2014  
Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental  
Funds – 2014  
Statement of Fiduciary Net Position – Fiduciary Funds – 2014  
Statement of Changes in Fiduciary Net Position – Fiduciary Funds – 2014  
Notes to the Financial Statements – 2014

### **SUPPLEMENTARY AND OTHER INFORMATION**

Schedule of Long-Term Liabilities – 2014  
Schedule of Expenditures of Federal Awards – 2014  
Notes to the Schedule of Expenditures of Federal Awards – 2014

**West Valley School District 363**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**August 31, 2014**

	General Fund	Associated Student Body Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Total
<b>Assets</b>						
Cash and Cash Equivalents	\$1,366,777	\$18,702		\$50		\$1,385,529
Warrants Outstanding	(1,340,549)	(6,617)				(1,347,166)
Taxes Receivable	3,608,253		\$1,902,171	241,526		5,751,950
Accounts Receivable	146,068					146,068
Inventories	15,675					15,675
Prepaid Items				23,515		23,515
Investments	3,867,845	172,790	1,688,574	574,593	\$616,723	6,920,525
<b>Total Assets</b>	<b>\$7,664,069</b>	<b>\$184,875</b>	<b>\$3,590,745</b>	<b>\$839,684</b>	<b>\$616,723</b>	<b>\$12,896,096</b>
<b>Liabilities</b>						
Accounts Payable	\$596,859			\$20,648		\$617,507
Due to Other Governmental Units	1,394			263		1,657
Est Employee Ins Ben Pay	130,184					130,184
<b>Total Liabilities</b>	<b>\$728,437</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,911</b>	<b>\$0</b>	<b>\$749,348</b>
<b>Deferred Inflows of Resources</b>						
Unavailable Rev - Taxes Rec.	\$3,608,253		\$1,902,171	\$241,526		\$5,751,950
<b>Total Deferred Inflows of Res.</b>	<b>\$3,608,253</b>	<b>\$0</b>	<b>\$1,902,171</b>	<b>\$241,526</b>	<b>\$0</b>	<b>\$5,751,950</b>
<b>Fund Balance</b>						
Nonspendable Fund Balance	\$100,000					\$100,000
Restricted Fund Balance		\$184,875	\$1,688,574		\$616,723	2,490,172
Committed Fund Balance	2,533,571					2,533,571
Assigned Fund Balance	453,862			\$577,247		1,031,109
Unassigned Fund Balance	239,946					239,946
<b>Total Fund Balance</b>	<b>\$3,327,379</b>	<b>\$184,875</b>	<b>\$1,688,574</b>	<b>\$577,247</b>	<b>\$616,723</b>	<b>\$6,394,798</b>
<b>Total Liabilities, Deferred Inflow of Resources and Fund Balance</b>	<b>\$7,664,069</b>	<b>\$184,875</b>	<b>\$3,590,745</b>	<b>\$839,684</b>	<b>\$616,723</b>	<b>\$12,896,096</b>

The accompanying notes are an integral part of this statement

**West Valley School District 363**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUNDS**  
**For The Fiscal Year Ended August 31, 2014**

	General Fund	Associated Student Body Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Total
<b>Revenues</b>						
Local	\$8,081,761	\$461,856	\$3,832,287	\$504,835	\$43,475	\$12,924,214
State	26,699,622		303	41	335,461	27,035,427
Federal	2,777,429					2,777,429
Other	570,116					570,116
<b>Total Revenues</b>	<b>\$38,128,929</b>	<b>\$461,856</b>	<b>\$3,832,590</b>	<b>\$504,876</b>	<b>\$378,936</b>	<b>\$43,307,187</b>
<b>Expenditures</b>						
Current:						
Regular Instruction	\$19,201,389					\$19,201,389
Special Education	4,651,645					4,651,645
Vocational Education	1,796,088					1,796,088
Compensatory Programs	2,290,433					2,290,433
Other Instructional Programs	297,781					297,781
Community Services	33,177					33,177
Support Services	8,678,006					8,678,006
Student Activities/Other		\$423,066				423,066
Capital Outlay:						
Equipment				\$450,101		450,101
Transportation Equipment					\$220,492	220,492
Other	2,494,362					2,494,362
Debt Service:						
Bond/Levy Issuance and/or Election					1,058	1,058
Principal	12,428		\$2,769,112		196,434	2,977,974
Interest and Other	1,725		1,221,177		40,327	1,263,229
<b>Total Expenditures</b>	<b>\$39,457,034</b>	<b>\$423,066</b>	<b>\$3,990,289</b>	<b>\$450,101</b>	<b>\$458,311</b>	<b>\$44,778,801</b>
<b>Revenues Over (Under)</b>						
Expenditures:	(\$1,328,105)	\$38,790	(\$157,699)	\$54,775	(\$79,375)	(\$1,471,614)
<b>Other Financing Sources (Uses)</b>						
Bond Sales	\$1,500,000				\$200,000	\$1,700,000
Long-Term Financing	77,553					77,553
Transfers In			\$320,104			320,104
Transfers Out	(186,998)				(133,105)	(320,103)
Other						
<b>Total Other Financing Sources (Uses)</b>	<b>\$1,390,555</b>	<b>\$0</b>	<b>\$320,104</b>	<b>\$0</b>	<b>\$66,895</b>	<b>\$1,777,554</b>
<b>Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</b>	<b>\$62,450</b>	<b>\$38,790</b>	<b>\$162,405</b>	<b>\$54,775</b>	<b>(\$12,480)</b>	<b>\$305,940</b>
<b>Fund Balance September 1</b>	<b>\$2,746,312</b>	<b>\$146,085</b>	<b>\$1,526,169</b>	<b>\$522,472</b>	<b>\$629,203</b>	<b>\$5,570,241</b>
<b>Correction of Prior Years</b>						
Errors and Other Restatements	518,617					518,617
<b>Fund Balance August 31</b>	<b>\$3,327,379</b>	<b>\$184,875</b>	<b>\$1,688,574</b>	<b>\$577,247</b>	<b>\$616,723</b>	<b>\$6,394,798</b>

The accompanying notes are an integral part of this statement



**West Valley School District 363**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
**August 31, 2014**

	Private Purpose Trust
<b>Assets</b>	
Imprest Cash	
Cash on Hand	\$20
Cash on Deposit w/ County Treasurer	11
Warrants Outstanding	(11)
Cash w/ Fiscal Agent	
Taxes Receivable	
Accounts Receivable	
Due From Other Funds	
Intergovernmental Receivable	
Prepaid Items	
Inventories	
Investments	60,701
<b>Total Assets and Other Debits</b>	<u><u>\$60,721</u></u>
<b>Liabilities</b>	
Accounts Payable	
Sick Leave Payable	
Est Employee Ins Ben Pay	
Due to Other Funds	
Matured Bonds Payable	
Bonds Payable Long-Term	
Defer Revenue	
Defer Rev - Taxes Rec	
<b>Total Liabilities</b>	<u><u>\$0</u></u>
<b>Net Position</b>	
Held in Trust for Scholarships	\$60,721
<b>Total Net Position</b>	<u><u>\$60,721</u></u>

The accompanying notes are an integral part of this statement

**West Valley School District 363**  
**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
**For The Fiscal Year Ended August 31, 2014**

	Private Purpose Trust
<b>ADDITIONS</b>	
Contributions	
Private Donations	
Employer	
Members	
Other	\$3,658
Total Contributions	<u>\$3,658</u>
Investment Income	
Net Appreciation (Depreciation) in Fair Value	
Interest	\$460
Less Investment Expenses	
Net Investment Income	<u>\$460</u>
Less Investment Expense	
Total Additions	<u>\$4,118</u>
<b>DEDUCTIONS</b>	
Benefits	
Refund of Contributions	
Administrative Expenses	
Scholarships	\$5,646
Other	
Total Deductions	<u>\$5,646</u>
Net Increase (Decrease)	(\$1,528)
Net Position - Beginning of Year	62,249
Correction of Prior Year(s) Errors	
Net Position - End of Year	<u><u>\$60,721</u></u>

The accompanying notes are an integral part of this statement

**WEST VALLEY SCHOOL DISTRICT**  
**Notes to the Financial Statements**  
**September 1, 2013 through August 31, 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The West Valley School District is a municipal corporation organized pursuant to Title 28A of the Revised Code of Washington (RCW) for the purposes of providing public school services to students in grades K–12. Oversight responsibility for the District's operations is vested with the independently elected board of directors. Management of the District is appointed by and is accountable to the board of directors. Fiscal responsibility, including budget authority and the power to set fees, levy property taxes, and issue debt consistent with provisions of state statutes, also rests with the board of directors.

The District presents governmental fund financial statements and related notes on the modified accrual basis of accounting in accordance with the *Accounting Manual for Public School Districts in the State of Washington*, issued jointly by the State Auditor's Office and the Superintendent of Public Instruction by the authority of RCW 43.09.200, RCW 28A.505.140, RCW 28A.505.010(1) and RCW 28A.505.020. This manual prescribes a financial reporting framework that differs from generally accepted accounting principles (GAAP) in the following manner:

- (1) Districtwide statements, as defined in GAAP, are not presented.
- (2) A Schedule of Long-Term Liabilities is presented as supplementary information.
- (3) Supplementary information required by GAAP is not presented.

**Fund Accounting**

Financial transactions of the District are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures (or expenses) as appropriate. All funds are considered major funds. The various funds in the report are grouped into governmental (and fiduciary) funds as follows:

***Governmental Funds***

**General Fund**

This fund is used to account for all expendable financial resources, except for those that are required to be accounted for in another fund. In keeping with the principle of having as few funds as are necessary, activities such as food services, maintenance, data processing, printing, and student transportation are included in the General Fund.

**Capital Projects Funds**

These funds account for financial resources that are to be used for the construction or acquisition of major capital assets. There are two funds that are considered to be of the capital projects fund type: the Capital Projects Fund and the Transportation Vehicle Fund.

Capital Projects Fund. This fund is used to account for resources set aside for the acquisition and construction of major capital assets such as land and buildings.

Transportation Vehicle Fund. This fund is used to account for the purchase, major repair, rebuilding, and debt service expenditures that relate to pupil transportation equipment.

### Debt Service Fund

This fund is used to account for the accumulation of resources for and the payment of matured general long-term debt principle and interest.

### Special Revenue Fund

In Washington State, the only allowable special revenue fund for school districts is the Associated Student Body (ASB) Fund. This fund is accounted for in the District's financial statements as the financial resources legally belong to the District. As a special revenue fund, amounts within the ASB Fund may only be used for those purposes that relate to the operation of the Associated Student Body of the District.

### Permanent Funds

These funds are used to report resources that are legally restricted such that only earnings, and not principal, may be expended. Amounts in the Permanent Fund may only be spent in support of the District's programs and may not be used to the benefit of any individual.

### Fiduciary Funds

Fiduciary funds include pension and other employee benefit trust funds, private-purpose trust funds, and agency funds, and are used to account for assets that are held in trust by the District in a trustee and agency capacity.

### Private-Purpose Trust Fund

This fund is used to account for resources that are legally held in trust by the District. The trust agreement details whether principal and interest may both be spent, or whether only interest may be spent. Money from a Private-Purpose Trust Fund may not be used to support the District's programs, and may be used to benefit individuals, private organizations, or other governments.

## **Measurement focus, basis of accounting and fund financial statement presentation**

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 measurable and available. Revenues are considered "measurable" if the amount of the transaction can be readily determined. Revenues are considered "available" when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days after year-end. Property taxes receivable are measurable but not available and are, therefore, not accrued. Categorical program claims and inter-district billings are measurable and available and are, therefore, accrued.

Expenditures are recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for unmatured principal and interest on long-term debt which are recorded when due. Purchases of capital assets are expensed during the year of acquisition. For federal grants, the recognition of expenditures is dependent on the obligation date. (Obligation means a purchase order has been issued, contracts have been awarded, or goods and/or services have been received.)

## Budgets

Chapter 28A.505 RCW and Chapter 392-123 Washington Administrative Code (WAC) mandate school district budget policies and procedures. The board adopts annual appropriated budgets for all governmental funds. These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level. Appropriations lapse at the end of the fiscal period.

Budgets are adopted on the same modified accrual basis as used for financial reporting. Fund balance is budgeted as available resources and, under statute, may not be negative, unless the District enters into binding conditions with state oversight pursuant to RCW 28A.505.110.

### **The government's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.**

The District receives state funding for specific categorical education-related programs. Amounts that are received for these programs that are not used in the current fiscal year may be carried forward into the subsequent fiscal year, where they may be used only for the same purpose as they were originally received. When the District has such carryover, those funds are expended before any amounts received in the current year are expended.

Additionally, the District has other restrictions placed on its financial resources. When expenditures are recorded for purposes for which a restriction or commitment of fund balance is available, those funds that are restricted or committed to that purpose are considered first before any unrestricted or unassigned amounts are expended.

### **The government's fund balance classifications policies and procedures.**

The District classifies ending fund balance for its governmental funds into five categories.

**Nonspendable Fund Balance.** The amounts reported as Nonspendable are resources of the District that are not in spendable format. They are either non-liquid resources such as inventory or prepaid items, or the resources are legally or contractually required to be maintained intact.

**Restricted Fund Balance.** Amounts that are reported as Restricted are those resources of the District that have had a legal restriction placed on their use either from statute, WAC, or other legal requirements that are beyond the control of the board of directors. Restricted fund balance includes anticipated recovery of revenues that have been received but are restricted as to their usage.

**Committed Fund Balance.** Amounts that are reported as Committed are those resources of the District that have had a limitation placed upon their usage by formal action of the District's board of directors. Commitments are made either through a formal adopted board resolution or are related to a school board policy. Commitments may only be changed when the resources are used for the intended purpose or the limitation is removed by a subsequent formal action of the board of directors.

**Assigned Fund Balance.** In the General Fund, amounts that are reported as Assigned are those resources that the District has set aside for specific purposes. These accounts reflect tentative management plans for future financial resource use such as the replacement of equipment or the assignment of resources for contingencies. Assignments reduce the amount reported as Unassigned Fund Balance, but may not reduce that balance below zero.

In other governmental funds, Assigned fund balance represents a positive ending spendable fund balance once all restrictions and commitments are considered. These resources are only available for expenditure in that fund and may not be used in any other fund without formal action by the District's board of directors and as allowed by statute.

The District's board of directors are the only persons who have the authority to create Assignments of fund balance.

Unassigned Fund Balance. In the General Fund, amounts that are reported as Unassigned are those net spendable resources of the District that are not otherwise Restricted, Committed, or Assigned, and may be used for any purpose within the General Fund.

In other governmental funds, Unassigned fund balance represents a deficit ending spendable fund balance once all restrictions and commitments are considered.

A negative Unassigned fund balance means that the legal restrictions and formal commitments of the District exceed its currently available resources.

### **Cash and Cash Equivalents**

All of the District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

### **Receivables and Payables**

There are no receivables or payables not expected to be collected within one year.

### **Inventory**

Inventory is valued at cost using the first-in, first-out (FIFO) method. The consumption method of inventory is used, which charges inventory as an expenditure when it is consumed. A portion of fund balance, representing inventory, is considered Nonspendable. Such reserves for inventory indicate that a portion of net current assets is set aside to replace or increase the inventory. USDA commodity inventory consists of food donated by the United States Department of Agriculture. It is valued at the prices paid by the USDA for the commodities.

## **NOTE 2: CASH DEPOSITS WITH FINANCIAL INSTITUTIONS**

The Spokane County Treasurer is the *ex officio* treasurer for the District and holds all accounts of the District except \$518,618 held by the ESD101 for the future compensated absences. The District directs the County Treasurer to invest those financial resources of the District that the District has determined are not needed to meet the current financial obligations of the District.

All of the District's investments (except for investments of deferred compensation plans) during the year and at year-end were insured or registered and held by the District or its agent in the District's name.

The District's investments as of August 31, 2014, are as follows:

	<b>Carrying Amount</b>	<b>Market Value</b>
County Treasurer's Investment Pool	\$ 6,920,524	\$ 6,957,220
Total Investments	\$ 6,920,524	\$ 6,957,220

Market value of investments includes a gain or loss in the value of the investments as realized by GASB 31. This amount is not recorded as a gain or loss in the financial statements, as it is the policy of the Spokane County Treasurer to hold investments until maturity. Accordingly these amounts do not reflect the funds available to the District.

### **NOTE 3: SIGNIFICANT CONTINGENT LIABILITIES**

#### **Litigation**

The District has no known legal obligations that would materially impact the financial position of the District.

### **NOTE 4: SIGNIFICANT EFFECTS OF SUBSEQUENT EVENTS**

The District has no subsequent events which would materially impact the financial position of the District.

### **NOTE 5: ANNUAL PENSION COST AND NET PENSION OBLIGATIONS**

#### **General Information**

Substantially all District full-time and qualifying part-time employees participate in one of the following three contributory, multi-employer, cost-sharing statewide retirement systems managed by the Washington State Department of Retirement Systems (DRS): Teachers' Retirement System (TRS), Public Employees' Retirement System (PERS) and School Employees' Retirement System (SERS). Participation in the programs was as follows:

Membership by retirement system program as of June 30, 2014:

<u>Program</u>	<u>Active Members</u>	<u>Inactive Vested Members</u>	<u>Retired Members</u>
TRS	65,935	9,823	44,220
PERS	150,706	31,047	85,328
SERS	52,295	11,588	9,079

*Data is as of last actuarial valuation date of June 30, 2014.*

Certificated public employees are members of TRS. Noncertificated public employees are members of PERS (if Plan 1) or SERS.

Plan 1 under the TRS and PERS programs are defined benefit pension plans whose members joined the system on or before September 30, 1977. Plan 1 members are eligible to retire with full benefits after five years of credited service and attainment of age 60, after 25 years of credited service and attainment of age 55, or after 30 years of credited service.

Plan 2 under the TRS or SERS programs are defined benefit pension plans whose members joined on or after October 1, 1977, but before June 30, 1996 or August 31, 2000, for TRS or SERS programs, respectively. Members of TRS and SERS are eligible to retire with full benefits after five years of credited service and attainment of age 65, after 20 years of credited service and attainment of age 55 with the benefit actuarially reduced from age 65, or 30 years of credited service and receive either a reduced benefit or stricter return-to-work rules.

Plan 3 under the TRS and SERS programs are defined benefit, defined contribution pension plans whose members joined on or after July 1, 1996, or September 1, 2000, for TRS and SERS, respectively. Members are eligible to retire with full benefits at age 65, or they may retire at age 55 with at least ten service years with a reduced benefit amount, or they may retire at age 55 with at least 30 service years and receive either a reduced benefit or stricter return-to-work rules.

Average final compensation (AFC) of Plan 1 TRS and PERS members is the highest average salary during any two consecutive years. For Plan 2 and Plan 3 TRS and SERS members, it is the highest average salary during any five consecutive years.

The retirement allowance of Plan 1 TRS and PERS members is the AFC multiplied by 2 percent per year of service capped at 60 percent with a cost-of-living adjustment. For Plan 2 TRS and SERS members, it is the AFC multiplied by 2 percent per year of service with provision for a cost-of-living adjustment. For the defined benefit portion of Plan 3 TRS and SERS it is the AFC multiplied by 1 percent per year of service with a cost-of-living adjustment.

The employer contribution rates for PERS, TRS, and SERS (Plans 1, 2, and 3) and the TRS and SERS Plan 2 employee contribution rates are established by the Pension Funding Council based upon the rates set by the Legislature. The employee contribution rate for Plan 1 in PERS and TRS is set by statute at 6 percent and does not vary from year to year. The employer rate is the same for all plans in a system. The methods used to determine the contribution requirements are established under chapters 41.40, 41.32, and 41.35 RCW for PERS, TRS and SERS respectively.

The district contribution represents its full liability under both systems, except that future rates may be adjusted to meet the system needs.

### Contributions

Employee contribution rates effective September 1, 2013 through August 31, 2014:

Plan 1 TRS	6.00%	Plan 1 PERS	6.00%
Plan 2 TRS	4.96%	Plan 2 SERS	4.64%
Plan 3 TRS and SERS	Minimum 5.00%	Maximum 15.00%	

For Plan 3 TRS and SERS, rates adjusted based upon age may be chosen. The optional rates range begins at 5 percent and increase to a maximum of 15 percent.



Employer contribution rates effective September 1, 2013 through August 31, 2014:

Plan 1 TRS	10.39%	Plan 1 PERS	9.21%
Plan 2 TRS	10.39%	Plan 2 SERS	9.82%
Plan 3 TRS	10.39%	Plan 3 SERS	9.82%

Under current law the employer must contribute 100 percent of the employer-required contribution. Employer required contributions in dollars (Participant information for all plans is as of August 31):

<u>Plan</u>	<u>Fiscal Year 2014</u>
Plan 1 TRS	64,770
Plan 2 TRS	235,797
Plan 3 TRS	1,251,851
Plan 1 PERS	11,014
Plan 2 SERS	194,783
Plan 3 SERS	375,493

Historical trend information showing TRS, PERS and SERS progress in accumulating sufficient assets to pay benefits when due is presented in the state of Washington's June 30, 20XX, comprehensive annual financial report. Refer to this report for detailed trend information. It is available from:

State of Washington  
Office of Financial Management  
300 Insurance Building  
PO BOX 43113  
Olympia, WA 98504-3113

## **NOTE 6: ANNUAL OTHER POST-EMPLOYMENT BENEFIT COST AND NET OPEB OBLIGATIONS**

The State, through the Health Care Authority (HCA), administers an agent multi-employer Other Post-Employment Benefit plan. The Public Employees Benefits Board (PEBB), created within the HCA, is authorized to design benefits and determine the terms and conditions of employee and retired employee participation and coverage, including establishment of eligibility criteria for both active and retired employees. Programs include medical, dental, life insurance and long-term disability insurance.

Employers participating in the plan include the State of Washington (which includes general government agencies and higher education institutions), 57 of the state's K-12 school districts and educational service districts (ESDs), and 206 political subdivisions and tribal governments. Additionally, the PEBB plan is available to the retirees of the remaining 247 K-12 school districts and ESDs. The District's retirees are eligible to participate in the PEBB plan under this arrangement.

According to state law, the Washington State Treasurer collects a fee from all school district entities which have employees that are not current active members of the state Health Care Authority but participate in the state retirement system. The purpose of this fee is to cover the impact of the subsidized rate of health care benefits for school retirees that elect to purchase their health care benefits through the state Health Care Authority. For the fiscal year 2013-2014, the District was required to pay the HCA \$66.64 per month per full-time equivalent employee to support the program, for a total payment of \$337,527. This assessment to the District is set forth in the State's operating budget and is subject to change on an annual basis. This amount is not actuarially determined and is not placed in a trust to pay the obligations for post-employment health care benefits.

The District has no control over the benefits offered to retirees, the rates charged to retirees, nor the fee paid to the Health Care Authority. The District does not determine its Annual Required Contribution nor the Net Other Post-Employment Benefit obligation associated with this plan. Accordingly, these amounts are not shown on the financial statements. This is a departure from GAAP.

## **NOTE 7: COMMITMENTS UNDER NONCAPITALIZED (OPERATING) LEASES**

For the fiscal year ended August 31, 2014, the District had non-capitalized leases as follows:

<b>Lessor</b>	<b>Description</b>	<b>Amount</b>	<b>Annual Installment</b>	<b>Final Installment Date</b>	<b>Interest Rate</b>	<b>Balance</b>
ABC	Copiers	44,036	11,678	December 1, 2018	11.71%	39,573
ABC	Copiers	18,416	4,884	April 27, 2019	11.71%	17,494
ABC	Copiers	7,038	1,627	March 1, 2016	5.86%	2,455
IKON	Copiers	66,455	17,349	December 1, 2018	11.03%	59,555
IKON	Copiers	93,493	24,515	April 20, 2019	11.22%	87,538
Great America Leasing	Postage Machine & Meter	7,000	1,679	January 1, 2016	7.40%	2,252
Total Operating Leases						\$ 208,867

## **NOTE 8: CONSTRUCTION AND OTHER SIGNIFICANT COMMITMENTS INCLUDING ENCUMBRANCES, IF APPROPRIATE**

Encumbrance accounting is employed in governmental funds. Purchase orders, contracts, and other commitments for the expenditure of moneys are recorded in order to reserve a portion of the applicable appropriation. Encumbrances lapse at the end of the fiscal year and may be re-encumbered the following year. There were no encumbrances within the General Fund that were re-encumbered on September 1, 2014.

## **NOTE 9: REQUIRED DISCLOSURES ABOUT CAPITAL ASSETS**

The District's capital assets are insured in the amount of \$164,343,892 for fiscal year 2014. In the opinion of the District's insurance consultant, the amount is sufficient to adequately fund replacement of the District's assets.

The District entered into three School Bus Lease-To-Purchase contracts with East Valley School District to lease eight busses. For the fiscal year ended August 31, 2014, the District had lessor capitalized leases as follows:

Description	Lessee	Term	Final Installment Date	Monthly Installment	Annual Installment
2 Busses	East Valley School District	59 Months	August 2018	800	9,600
1 Bus	East Valley School District	58 Months	August 2018	400	4,800
Total Lease to Purchase Contracts				\$ 1,200	\$ 14,400

For

the fiscal year ended August 31, 2014, the District had capitalized leases as follows:

Lessor	Description	Amount	Annual Installment	Final Installment Date	Interest Rate	Balance
Banner Bank	12 Busses	434,837	76,714	November 30, 2017	4.25%	246,755
Banner Bank	6 Busses	346,298	65,514	May 31, 2017	4.25%	182,517
Banner Bank	1 Bus	62,947	11,105	November 30, 2017	4.25%	35,720
Banner Bank	1 Bus	65,680	12,421	May 31, 2017	4.25%	34,605
Banner Bank	3 Busses	207,556	34,349	May 30, 2018	4.25%	124,964
Banner Bank	3 Busses	248,098	36,658	May 30, 2019	4.25%	163,303
Banner Bank	2 Vans/Security	77,554	27,804	December 1, 2016	3.80%	65,126
Total Capital Leases						\$ 852,990

## **NOTE 10: REQUIRED DISCLOSURES ABOUT LONG-TERM LIABILITIES**

### **Long-Term Debt**

Bonds payable at August 31, 2014, are comprised of the following individual issues:

<b>Issue name</b>	<b>Amount Authorized</b>	<b>Annual Installments</b>	<b>Final Maturity</b>	<b>Interest Rate(s)</b>	<b>Amount Outstanding</b>
General Obligation Bonds - 2007 Issue	14,750,000	200,000 to 3,100,000	2019	4.00% to 5.75%	11,045,000
General Obligation Bonds - 2011 Issue	13,905,000	30,000 to 2,750,000	2021	2.00% to 5.00%	13,775,000
Limited General Obligation Bonds - 06/01/2012 Issue	700,000	83,361	2022	3.40%	578,445
Limited General Obligation Bonds - 012/01/2012 Issue	275,000	32,748	2022	3.40%	239,480
Limited General Obligation Bonds - 07/02/2013 Issue	230,000	27,390	2022	3.40%	220,259
Limited General Obligation Bonds - 07/02/2013 Issue	1,500,000	128,930	2027	3.40%	1,461,318
Limited General Obligation Bonds -06/06/2014 Issue	200,000	17,083	2024	3.40%	200,000
Limited General Obligation Bonds -06/06/2014 Issue	1,500,000	128,122	2024	3.40%	1,500,000
<b>Total Limited &amp; General Obligation Bonds</b>					<b>\$ 29,019,502</b>

The following is a summary of general obligation long-term debt transactions of the district for the fiscal year ended August 31, 2014:

Long-term Debt Payable at September 1	30,088,614
New Issues	1,700,000
Debt Retired	2,769,112
Long-term Debt Payable at August 31	<b>\$ 29,019,502</b>

The following is a schedule of annual requirements to amortize debt at August 31, 2014:

<b>Years Ending August 31</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2015	3,063,675	1,171,279	4,234,954
2016	3,234,111	1,045,893	4,280,004
2017	3,476,424	894,698	4,371,122
2018	3,713,817	733,774	4,447,591
2019	3,956,641	555,451	4,512,092
2020-	11,574,834	857,426	12,432,260
<b>Total</b>	<b>\$ 29,019,502</b>	<b>\$ 5,258,521</b>	<b>\$ 34,278,023</b>

On August 31, 2014, the district had \$1,688,574 available in the Debt Service Fund to service the general obligation bonds.

## **NOTE 11: ENTITY RISK MANAGEMENT ACTIVITIES**

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

The District made payments totaling \$245,834 to the industrial insurance pool, which is administered by Educational Service District No. 101 on behalf of several local school districts for fiscal year 2014. These funds are operated for the District's benefit in lieu of the District having to make monthly premium payments to the State of Washington for industrial insurance beneficiaries as they occur and minimizes the District's cost for the programs.

The District is a self-insurer of unemployment compensation for all of its employees. Actual employee claims are paid by the State of Washington Department of Employment Security and then reimbursed by the District. This self-insurance program costs the District less than full participation in the state unemployment compensation program. The District made unemployment compensation payments totaling \$2,804 in fiscal year 2014, and has set aside \$130,184 in payables for fiscal year 2014 to ensure payment of these claims.

The West Valley School District is a member of United Schools Insurance Program. Chapter 48.62 RCW authorizes the governing body of any one or more governmental entities to form together into or join a pool or organization for the joint purchasing of insurance, and/or joint self-insuring, and/or joint hiring or contracting for risk management services to the same extent that they may individually purchase insurance, self-insure, or hire or contract for risk management services. An agreement to form a pooling arrangement was made pursuant to the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act. The program was formed on September 1, 1985, when 29 school districts in the state of Washington joined together by signing a Joint Purchasing Agreement to pool their self-insured losses and jointly purchase insurance and administrative services. Current membership includes 155 school districts.

The program allows members to jointly purchase insurance coverage and provide related services, such as administration, risk management, claims administration, etc. Coverage for Wrongful Act Liability and Employee Benefit Liability is on a claims-made basis. All other coverages are on an occurrence basis. The program provides the following forms of group purchased insurance coverage for its members: Property, General Liability, Automotive Liability, Wrongful Acts Liability, and Crime.

Liability insurance is subject to a self-insured retention of \$100,000. Members are responsible for a \$1,000 deductible for each claim (member deductibles may vary), while the program is responsible for the \$100,000 self-insured retention (SIR). Insurance carriers cover insured losses over \$101,000 to the limits of each policy. Since the program is a cooperative program, there is a joint liability among the participating members towards the sharing of the \$100,000 SIR. The program also purchases a stop loss policy with an attachment point of \$995,000, as an additional layer of protection for its members.

Property insurance is subject to a per-occurrence deductible of \$100,000. Members are responsible for \$1,000 deductible for each claim (Member deductibles may vary), while the program is responsible for the \$100,000 SIR.

Equipment Breakdown insurance is subject to a per-occurrence deductible of 10,000. Members are responsible for the deductible amount of each claim.

Each new member now pays the program an admittance fee. This amount covers the member's share of unrestricted reserves. Members contract to remain in the program for a minimum of one year, and must give notice before August 31 to terminate participation the following September 1. The Interlocal

Agreement is renewed automatically each year. Even after termination, a member is still responsible for contributions to the program for any unresolved, unreported, and in-process claims for the period they were a signatory to the Joint Purchasing Agreement.

The program is fully funded by its member participants. Claims are filed by members with Canfield, which has been contracted to perform program administration, claims adjustment, and loss prevention for the program. Fees paid to the third party administrator under this arrangement for the year ending August 31, 2014, were \$1,514,980.35.

A board of directors of nine members is selected by the membership from six areas of the state on a staggered term basis and is responsible for conducting the business affairs of the program. The Board of Directors has contracted with Canfield to perform day-to-day administration of the program. This program has no employees.

## **NOTE 12: PROPERTY TAXES**

Property tax revenues are collected as the result of special levies passed by the voters in the District. Taxes are levied on January 1. The taxpayer has the obligation of paying all taxes on April 30 or one-half then and one-half on October 31. Typically, slightly more than half of the collections are made on the April 30 date. The October 31 collection is not available in time to cover liabilities for the fiscal period ended August 31. Therefore, the fall portion of property taxes is not accrued as revenue. Instead, the property taxes due on October 31 are recorded as deferred revenue.

Effective for the 2013-2014 school year, the district implemented provisions of GASB Statement No. 65 Items Previously Reported as Assets and Liabilities. As a result, deferred property taxes were reclassified from liabilities to deferred inflows of resources.

## **NOTE 13: JOINT VENTURES AND JOINTLY GOVERNED ORGANIZATIONS**

The District is a member of the King County Director's Association (KCDA). KCDA is a purchasing cooperative designed to pool the member districts' purchasing power. The board authorized joining the association and has remained in the joint venture ever since. The District's current equity of \$3,267 is the accumulation of the annual assignment of KCDA's operating surplus based upon the percentage derived from KCDA's total sales to the District compared to all other districts applied against paid administrative fees. The District may withdraw from the joint venture and will receive its equity in 10 annual allocations of merchandise or 15 annual payments.

## **NOTE 14: FUND BALANCE CLASSIFICATION DETAILS**

The District's financial statements include the following amounts presented in the aggregate.

	General Fund	ASB Fund	Capital Projects Fund	Debt Service Fund	Transportation Vehicle Fund
<b>Nonspendable Fund Balance</b>					
Inventory and Prepaid Items	100,000				
<b>Restricted Fund Balance</b>					
Carryover of Restricted Revenues					
Debt Service				1,688,574	
Arbitrage Rebate					
Uninsured Risks					
Other Items		184,875			616,723
<b>Committed Fund Balance</b>					
Minimum Fund Balance Policy	2,533,571				
Other Commitments					
<b>Assigned Fund Balance</b>					
Contingencies					
Other Capital Projects	453,862				
Other Purpose					
Fund Purposes			577,247		

## **NOTE 15: POST-EMPLOYMENT BENEFIT PLANS OTHER THAN PENSION PLANS—BOTH IN SEPARATELY ISSUED PLAN FINANCIAL STATEMENTS AND EMPLOYER STATEMENTS**

### **457 Plan – Deferred Compensation Plan**

District employees have the option of participating in a deferred compensation plan as defined in §457 of the Internal Revenue Code that is administered by the state deferred compensation plan, or the District.

### **403(b) Plan – Tax Sheltered Annuity (TSA)**

The District offers a tax deferred annuity plan for its employees. The plan permits participants to defer a portion of their salary until future years under elective deferrals (employee contribution).

The District complies with IRS regulation that require school districts to have a written plan to include participating investment companies, types of investments, loans, transfers, and various requirements. The plan is administered by a third party administrator. The plan assets are assets of the District employees, not the school district, and are therefore not reflected on these financial statements.

## **NOTE 16: TERMINATION BENEFITS**

### **Compensated Absences**

Employees earn sick leave at a rate of 12 days per year up to a maximum of one contract year.

Under the provisions of RCW 28A.400.210, sick leave accumulated by District employees is reimbursed at death or retirement at the rate of one day for each four days of accrued leave, limited to 180 accrued days. This chapter also provides for an annual buy out of an amount up to the maximum annual accumulation of 12 days. For buyout purposes, employees may accumulate such leave to a maximum of 192 days, including the annual accumulation, as of December 31 of each year.

These expenditures are recorded when paid, except termination sick leave that is accrued upon death, retirement, or upon termination provided the employee is at least 55 years of age and has sufficient years of service. Vested sick leave was computed using the vesting method.

Vacation pay, including benefits, that is expected to be liquidated with expendable available financial resources is reported as expenditures and a fund liability of the governmental fund that will pay it.

The District is a member of the Northwest Educational Service District 101 (NEWESD 101) compensation absences liability pool cooperative designed to pool the member districts' liability for compensated leave reimbursement. The board authorized joining the cooperative by passing Resolution 04-19 dated December 8, 2004, and has remained in the pool ever since. The District's current equity of \$518,618 is the accumulation of the annual contributions to the pool. The general purpose of the cooperative is the collection, investment and payment of funds for the purpose of meeting school district payments for cash-outs of unused accrued leave.

No unrecorded liability exists for other employee benefits.



**West Valley School District 363**  
**SCHEDULE OF LONG-TERM LIABILITIES**  
**For The Fiscal Year Ended August 31, 2014**

Description	Beginning Outstanding Debt	Amount Issued	Amount Redeemed	Ending Outstanding Balance	Amount Due Within One Year
<b>GENERAL FUND</b>					
<b>Non-Voted Debt and Liabilities:</b>					
Capital Leases	\$77,554		\$12,428	\$65,126	\$12,905
Non-Cancelable Operating Leases	32,532	\$222,400	46,064	208,868	40,374
Compensated Absences	1,112,889	233,850	99,498	1,247,241	173,485
Other Non-Voted Debt	1,600,000	1,500,000	138,682	2,961,318	207,886
<b>Long-Term Liabilities</b>	<b>\$2,822,975</b>	<b>\$1,956,250</b>	<b>\$296,672</b>	<b>\$4,482,553</b>	<b>\$434,650</b>
<b>DEBT SERVICE FUND</b>					
<b>Voted Debt</b>					
Total Voted Bonds	\$27,355,000		\$2,535,000	\$24,820,000	\$2,730,000
<b>Long-Term Liabilities</b>	<b>\$27,355,000</b>	<b>\$0</b>	<b>\$2,535,000</b>	<b>\$24,820,000</b>	<b>\$2,730,000</b>
<b>TRANSPORTATION VEHICLE FUND</b>					
<b>Non-Voted Debt and Liabilities:</b>					
Capital Leases	\$984,298		\$196,434	\$787,864	\$204,990
Other Non-Voted Debt	1,133,614	\$200,000	95,430	1,238,184	125,789
<b>Long-Term Liabilities</b>	<b>\$2,117,912</b>	<b>\$200,000</b>	<b>\$291,864</b>	<b>\$2,026,048</b>	<b>\$330,779</b>
<b>TOTAL LONG TERM LIABILITITES</b>	<b>\$32,295,887</b>	<b>\$2,156,250</b>	<b>\$3,123,536</b>	<b>\$31,328,601</b>	<b>\$3,495,429</b>

West Valley School District No. 363  
Schedule of Expenditure of Federal Awards  
For Year Ending August 31, 2014

Federal Agency Name	Pass Through Agency	Federal Program Title	Other Identification Number	CFDA Number	Expenditures		Total	Foot Note
					From Direct Awards	From Pass Through Awards		
U.S. Dept. of Agriculture	OSPI	School Breakfast Program	32-363	10.553	\$	135,485	\$ 135,485	
	OSPI	Nat'l School Lunch Program	32-363	10.555				
		Cash Assistance				\$ 677,259	\$ 677,259	
		Non-cash Assistance (Commodities)	32-363			\$ 95,549	\$ 95,549	3
	OSPI	Summer Food Service Program For Children	32-1058	10.559	\$	23,435	\$ 23,435	
<b>Subtotal US Dept. of Agriculture</b>					<b>\$</b>	<b>931,728</b>	<b>\$ 931,728</b>	
U.S. Dept. of the Interior		Fish, Wildlife and Plant Conservation Resource Management	L10AC20429	15.231	\$	5,482	\$ 5,482	
		<b>Subtotal US Dept. of the Interior</b>			<b>\$</b>	<b>5,482</b>	<b>\$ 5,482</b>	
U.S. Dept. of Education	OSPI	Title I Grants to Local Educational Agencies	0201581	84.010	\$	591,094	\$ 591,094	4
	OSPI	Special Education Grants to States	0304632 & 0337687	84.027*	\$	678,773	\$ 678,773	4
	OSPI	Career and Technical Education Basic Grants to States	0173137	84.048	\$	22,761	\$ 22,761	4
	OSPI	Special Education Preschool Grants	0364629	84.173	\$	32,691	\$ 32,691	4
		Gaining Early Aware & Readiness for Undergrad Programs	15-IA019	84.334	\$	127,866	\$ 127,866	2
	OSPI	English Language Acquisition State Grants	0401828	84.365	\$	17,059	\$ 17,059	4
	OSPI	Improving Teacher Quality State Grant	0523236	84.367	\$	155,584	\$ 155,584	4
	Eastern Washington University	Improving Teacher Quality State Grant	C2007890	84.367	\$	2,629	\$ 2,629	
	Eastern Washington University	Mathematics and Science Partnerships	C2007890	84.366	\$	2,629	\$ 2,629	
	<b>Subtotal US Dept. of Education</b>				<b>\$</b>	<b>1,631,085</b>	<b>\$ 1,631,085</b>	
U.S. Dept. of Health/Human Srv		Medical Assist Program	1065-84660 & 1165-40583	93.778*	\$	208,206	\$ 208,206	2
		<b>Subtotal US Dept. of Health/Human Services</b>			<b>\$</b>	<b>208,206</b>	<b>\$ 208,206</b>	

**TOTAL FEDERAL AWARDS EXPENDED**

**\$ 5,482 \$ 2,771,019 \$ 2,776,500**

\*Note

93.778 Includes:

Medicaid Administrative Match 118,075  
Medicaid Reimbursement 90,131

84.027 Includes:

Idea Part B Section 611 689,199  
Idea Part B Safety Net 9,574

The Accompanying Notes to the Schedule of Expenditures of Federal Awards are an Integral Part of this Schedule.

## **Notes to the Schedule of Expenditures of Federal Awards**

### **NOTE 1—BASIS OF ACCOUNTING**

The Schedule of Expenditures of Federal Awards is prepared on the same basis of accounting as the West Valley School District's financial statements. The West Valley School District uses the modified accrual basis of accounting. Expenditures represent only the federally funded portions of the program. District records should be consulted to determine amounts expended or matched from non-federal sources.

### **NOTE 2—PROGRAM COSTS/MATCHING CONTRIBUTIONS**

The amounts shown as current year expenses represent only the federal grant portion of the program costs. Entire program costs, including the West Valley School District's local matching share, may be more than shown.

### **NOTE 3—NONCASH AWARDS**

The amount of commodities reported on the schedule is the value of commodities distributed by the West Valley School District during the current year and priced as prescribed by the State of Washington Office of Superintendent of Public Instruction.

### **NOTE 4—FEDERAL INDIRECT RATE**

The West Valley School District used the federal restricted rate of 2.69%.

## ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

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