



**Office of the Washington State Auditor**  
**Pat McCarthy**

**Financial Statements and Federal Single Audit  
Report**

**Centralia School District No. 401**

**Lewis County**

**For the period September 1, 2015 through August 31, 2016**

**Published May 30, 2017**

**Report No. 1019268**





**Office of the Washington State Auditor**  
**Pat McCarthy**

May 30, 2017

Board of Directors  
Centralia School District No. 401  
Centralia, Washington

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

Please find attached our report on Centralia School District No. 401'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,

Pat McCarthy  
State Auditor  
Olympia, WA

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# SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**Centralia School District No. 401**  
**Lewis County**  
**September 1, 2015 through August 31, 2016**

## SECTION I – SUMMARY OF AUDITOR’S RESULTS

The results of our audit of Centralia School District No. 401 are summarized below in accordance with Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

### Financial Statements

We issued an unmodified opinion on the fair presentation of the District’s financial statements in accordance with its regulatory basis of accounting. Separately, we issued an unmodified opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP).

#### 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 deficiencies that we consider to be material weaknesses.

We issued an unmodified opinion on the District’s compliance with requirements applicable to its major federal program.

We reported findings that are required to be disclosed in accordance with 2 CFR 200.516(a).

### **Identification of Major Federal Programs:**

The following program was selected as a major program in our audit of compliance in accordance with the Uniform Guidance.

<u>CFDA No.</u>	<u>Program or Cluster Title</u>
84.010	Title I Grants to Local Educational Agencies

The dollar threshold used to distinguish between Type A and Type B programs, as prescribed by the Uniform Guidance, was \$750,000.

The District qualified as a low-risk auditee under the Uniform Guidance.

## **SECTION II – FINANCIAL STATEMENT FINDINGS**

None reported.

## **SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

See finding 2016-001.

**SCHEDULE OF FEDERAL AWARD FINDINGS AND  
QUESTIONED COSTS**

**Centralia School District No. 401  
Lewis County  
September 1, 2015 through August 31, 2016**

**2016-001    The District did not have adequate internal controls in place to ensure compliance with the federal Title I grant requirements for highly qualified paraprofessionals.**

<b>CFDA Number and Title:</b>	84.010 – Title I Grants to Local Educational Agencies
<b>Federal Grantor Name:</b>	U.S. Department of Education
<b>Federal Award/Contract Number:</b>	NA
<b>Pass-through Entity Name:</b>	Office of Superintendent of Public Education
<b>Pass-through Award/Contract Number:</b>	NA
<b>Questioned Cost Amount:</b>	\$118,133

***Description of Condition***

The objective of the Title I program is to improve the teaching and learning of children who are at risk of not meeting state academic standards and who reside in areas with high concentrations of children from low-income families. During fiscal year 2016, the District spent \$1,375,239 in Title I program funds.

Federal regulations require recipients of federal money to establish and follow internal controls to ensure compliance with program requirements. These controls include knowledge of grant requirements and monitoring of program controls.

To meet the highly qualified requirements, all paraprofessionals must hold a high-school diploma or its recognized equivalent and meet one of the following requirements:

- Have completed at least two years of study at an institution of higher education.
- Have obtained an associate’s or higher college degree.

- Have met a rigorous standard of quality and can demonstrate, through a formal state or local academic assessment, knowledge of and the ability to assist in instructing, reading, writing and mathematics, or reading readiness, writing readiness and mathematics readiness.

The District is responsible for ensuring all Title I paraprofessionals meet the highly qualified requirements. It must annually report highly qualified teacher data to the Office of Superintendent of Public Instruction (OSPI) and maintain documentation to support highly qualified status at the school building or District level. The District did not maintain documentation demonstrating the highly qualified requirements were met for all paraprofessionals charged to the Title I program.

We consider this deficiency in internal controls to be a material weakness.

This issue was not reported as a finding in the prior audit.

### ***Cause of Condition***

The District only recently became aware of the federal requirements to obtain evidence of a high school diploma or equivalent to support the highly qualified status for paraprofessionals. The District has been working to obtain the required documentation for all paraprofessionals.

### ***Effect of Condition and Questioned Costs***

Without adequate controls in place, the District cannot demonstrate that costs charged to the grant were allowable.

The District was unable to provide documentation evidencing a high school diploma or equivalent for 12 of the 45 paraprofessionals charged to the grant. As a result, we are questioning the salaries and benefits charged to the program, totaling \$118,133.

### ***Recommendations***

We recommend the District establish and follow internal controls to ensure all paraprofessionals meet the federal highly qualified requirements and charge only allowable costs to the program. We also recommend the District consult with OSPI about recovery of questioned costs.

### ***District's Response***

*The District appreciates the State Auditor's Office bringing recent audit issues to the District's attention. The District takes these issues seriously, and will use the information provided to strengthen internal controls to ensure compliance with*

*federal regulations. The District agrees with the State Auditor and since the issue was identified, the District has recognized the requirement to retain evidence of high school graduation for Paraeducators and has taken steps to improve its internal controls over highly qualified requirements. The District is reviewing all employee files for Paraeducators to ensure that they contain adequate evidence to support Highly Qualified regulations including verification that the Paraeducators has received a high school diploma or it's recognized equivalent. The District will contact OSPI to determine the amount of funds that may be recovered.*

### ***Auditor's Remarks***

We thank the District for its cooperation and assistance during the audit and look forward to reviewing the District's corrective action during our next audit.

### ***Applicable Laws and Regulations***

Title 2 Code of Federal Regulations, Section § 200.303 – Internal controls, states in part:

The non-Federal entity must:

- (a) Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- (b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.

Title 2 Code of Federal Regulations, Section 200.516 – Audit findings, states in part:

- (a) *Audit findings reported.* The auditor must report the following as audit findings in a schedule of findings and questioned costs:



(1) Significant deficiencies and material weaknesses in internal control over major programs and significant instances of abuse relating to major programs. The auditor's determination of whether a deficiency in internal control is a significant deficiency or material weakness for the purpose of reporting an audit finding is in relation to a type of compliance requirement for a major program identified in the Compliance Supplement.

(3) Known questioned costs that are greater than \$25,000 for a type of compliance requirement for a major program. Known questioned costs are those specifically identified by the auditor. In evaluating the effect of questioned costs on the opinion on compliance, the auditor considers the best estimate of total costs questioned (likely questioned costs), not just the questioned costs specifically identified (known questioned costs). The auditor must also report known questioned costs when likely questioned costs are greater than \$25,000 for a type of compliance requirement for a major program. In reporting questioned costs, the auditor must include information to provide proper perspective for judging the prevalence and consequences of the questioned costs.

The American Institute of Certified Public Accountants defines significant deficiencies and material weaknesses in its Codification of Statements on Auditing Standards, section 935, as follows:

.11 For purposes of adapting GAAS to a compliance audit, the following terms have the meanings attributed as follows:

**Material weakness in internal control over compliance.**

A deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement will not be prevented, or detected and corrected, on a timely basis. In this section, a reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

**Reasonably possible.** The chance of the future event or events occurring is more than remote but less than likely.

**Probable.** The future event or events are likely to occur.

**Significant deficiency in internal control over compliance.** 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.

**Material noncompliance.** In the absence of a definition of material noncompliance in the governmental audit requirement, a failure to follow compliance requirements or a violation of prohibitions included in the applicable compliance requirements that results in noncompliance that is quantitatively or qualitatively material, either individually or when aggregated with other noncompliance, to the affected government program.

Title 34, Code of Federal Regulations, Section 200.43 – Qualifications of paraprofessionals, states:

(a) *Applicability.*

(1) An LEA must ensure that each paraprofessional who is hired by the LEA and who works in a program supported with funds under subpart A of this part meets the requirements in paragraph (b) of this section and, except as provided in paragraph (e) of this section, the requirements in either paragraph (c) or (d) of this section.

(2) For the purpose of this section, the term “paraprofessional” –

(i) Means an individual who provides instructional support consistent with §200.59; and

(ii) Does not include individuals who have only non-instructional duties (such as providing technical support for computers, providing personal care services, or performing clerical duties).

(3) For the purpose of paragraph (a) of this section, a paraprofessional working in “a program supported with funds under subpart A of this part” is –

(i) A paraprofessional in a targeted assisted school who is paid with funds under subpart A of this part;

(ii) A paraprofessional in a schoolwide program school;  
or

(iii) A paraprofessional employed by an LEA with funds under subpart A of this part to provide instructional support to a public school teacher covered under §200.55 who provides equitable services to eligible private school students under §200.62.

(b) *All paraprofessionals.* A paraprofessional covered under paragraph (a) of this section, regardless of the paraprofessional's hiring date, must have earned a secondary school diploma or its recognized equivalent.

(c) *New paraprofessionals.* A paraprofessional covered under paragraph (a) of this section who is hired after January 8, 2002 must have—

(1) Completed at least two years of study at an institution of higher education;

(2) Obtained an associate's or higher degree; or

(3)(i) Met a rigorous standard of quality, and can demonstrate—through a formal State or local academic assessment—knowledge of, and the ability to assist in instructing, as appropriate—

(A) Reading/language arts, writing, and mathematics;  
or

(B) Reading readiness, writing readiness, and mathematics readiness.

(ii) A secondary school diploma or its recognized equivalent is necessary, but not sufficient, to meet the requirement in paragraph (c)(3)(i) of this section.

(d) *Existing paraprofessionals.* Each paraprofessional who was hired on or before January 8, 2002 must meet the requirements in paragraph (c) of this section no later than January 8, 2006.

(e) *Exceptions.* A paraprofessional does not need to meet the requirements in paragraph (c) or (d) of this section if the paraprofessional –

(1)(i) Is proficient in English and a language other than English; and

(ii) Acts as a translator to enhance the participation of limited English proficient children under subpart A of this part; or

(2) Has instructional-support duties that consist solely of conducting parental involvement activities.

**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**

**Centralia School District No. 401  
Lewis County  
September 1, 2015 through August 31, 2016**

Board of Directors  
Centralia School District No. 401  
Centralia, 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 Centralia School District No. 401, Lewis County, Washington, as of and for the year ended August 31, 2016, and the related notes to the financial statements, which collectively comprise the District's financial statements, and have issued our report thereon dated May 25, 2017.

**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.



Pat McCarthy

State Auditor

Olympia, WA

May 25, 2017

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR  
EACH MAJOR FEDERAL PROGRAM AND REPORT ON  
INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE  
WITH THE UNIFORM GUIDANCE**

**Centralia School District No. 401  
Lewis County  
September 1, 2015 through August 31, 2016**

Board of Directors  
Centralia School District No. 401  
Centralia, Washington

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

We have audited the compliance of Centralia School District No. 401, Lewis County, Washington, with the types of compliance requirements described in the U.S. *Office of Management and Budget (OMB) Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended August 31, 2016. The District's major federal programs are identified in the accompanying Schedule of Findings and Questioned Costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards 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 the audit requirements of Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance 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, 2016.

## **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 the Uniform Guidance, 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 over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified certain deficiencies in internal control over compliance, as described in the accompanying Schedule of Federal Award Findings and Questioned Costs as Finding 2016-001 to be a material weakness.

### **District's Response to Findings**

The District's response to the internal control over compliance findings identified in our audit is described in the accompanying Schedule of Federal Award Findings and Questioned Costs. The District's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **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 the Uniform Guidance. 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.



Pat McCarthy  
State Auditor  
Olympia, WA

May 25, 2017

# INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

## **Centralia School District No. 401 Lewis County September 1, 2015 through August 31, 2016**

Board of Directors  
Centralia School District No. 401  
Centralia, Washington

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

We have audited the accompanying financial statements of Centralia School District No. 401, Lewis County, Washington, as of and for the year ended August 31, 2016, and the related notes to the financial statements, which collectively comprise the District's financial statements, as listed on page 21.

#### **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 Centralia School District No. 401, as of August 31, 2016, 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 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 Projects and Transportation Vehicle funds as of August 31, 2016, 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 for governmental funds.

### **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 Title 2 *U.S. Code of Federal Regulations* (CFR)

Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). 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 May 25, 2017 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.



Pat McCarthy  
State Auditor  
Olympia, WA

May 25, 2017

## **FINANCIAL SECTION**

**Centralia School District No. 401  
Lewis County  
September 1, 2015 through August 31, 2016**

### **FINANCIAL STATEMENTS**

Balance Sheet – Governmental Funds – 2016  
Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental  
Funds – 2016  
Notes to Financial Statements – 2016

### **SUPPLEMENTARY AND OTHER INFORMATION**

Schedule of Long-Term Liabilities – 2016  
Schedule of Expenditures of Federal Awards – 2016  
Notes to the Schedule of Expenditures of Federal Awards – 2016

Centralia School District No. 401

Balance Sheet

Governmental Funds

August 31, 2016

	General Fund	ASB Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Permanent Fund	Total
<b>ASSETS:</b>							
Cash and Cash Equivalents	1,210,465.72	58,458.09	0.00	126,808.38	0.00	0.00	1,395,732.19
Minus Warrants Outstanding	-1,208,290.72	-37,258.09	0.00	-126,808.38	0.00	0.00	-1,372,357.19
Taxes Receivable	2,573,317.42		0.00	0.00	0.00	0.00	2,573,317.42
Due From Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Due From Other Governmental Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Receivable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interfund Loans Receivable	0.00			0.00			0.00
Accrued Interest Receivable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Inventory	148,535.86			0.00			148,535.86
Prepaid Items	0.00				0.00		0.00
Investments	6,720,566.30	266,928.34	122,501.71	1,696,018.02	298,459.71	0.00	9,104,474.08
Investments/Cash With Trustee	0.00		0.00	0.00	0.00	0.00	0.00
Investments-Deferred Compensation	0.00			0.00			0.00
Self-Insurance Security Deposit	0.00						0.00
<b>TOTAL ASSETS</b>	<b>9,444,594.58</b>	<b>288,128.34</b>	<b>122,501.71</b>	<b>1,696,018.02</b>	<b>298,459.71</b>	<b>0.00</b>	<b>11,849,702.36</b>
<b>DEFERRED OUTFLOWS OF RESOURCES:</b>							
Deferred Outflows of Resources - Other	0.00		0.00	0.00	0.00		0.00
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOW OF RESOURCES</b>	<b>9,444,594.58</b>	<b>288,128.34</b>	<b>122,501.71</b>	<b>1,696,018.02</b>	<b>298,459.71</b>	<b>0.00</b>	<b>11,849,702.36</b>
<b>LIABILITIES:</b>							
Accounts Payable	455,462.37	730.07	0.00	252,153.08	0.00	0.00	708,345.52
Contracts Payable Current	0.00	0.00		0.00	0.00	0.00	0.00
Accrued Interest Payable			0.00				0.00
Accrued Salaries	42,718.04	0.00		0.00			42,718.04
Anticipation Notes Payable	0.00		0.00	0.00	0.00		0.00

The accompanying notes are an integral part of this financial statement.

Centralia School District No. 401

Balance Sheet

Governmental Funds

August 31, 2016

	General Fund	ASB Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Permanent Fund	Total
<b>LIABILITIES:</b>							
Payroll Deductions and Taxes Payable	28,061.54	0.00	0.00	0.00			28,061.54
Due To Other Governmental Units	74,291.53	0.00	0.00	0.00	0.00	0.00	74,291.53
Deferred Compensation Payable	0.00			0.00			0.00
Estimated Employee Benefits Payable	0.00						0.00
Due To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interfund Loans Payable	0.00		0.00	0.00	0.00		0.00
Deposits	0.00	0.00	0.00	0.00	0.00		0.00
Unearned Revenue	0.00	0.00	0.00	0.00	0.00		0.00
Matured Bonds Payable			0.00				0.00
Matured Bond Interest Payable			0.00				0.00
Arbitrage Rebate Payable	0.00		0.00	0.00	0.00		0.00
<b>TOTAL LIABILITIES</b>	<b>600,533.48</b>	<b>730.07</b>	<b>0.00</b>	<b>252,153.08</b>	<b>0.00</b>	<b>0.00</b>	<b>853,416.63</b>
<b>DEFERRED INFLOWS OF RESOURCES:</b>							
Unavailable Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unavailable Revenue - Taxes Receivable	2,573,317.42		0.00	0.00	0.00		2,573,317.42
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>2,573,317.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,573,317.42</b>
<b>FUND BALANCE:</b>							
Nonspendable Fund Balance	136,851.30	0.00	0.00	0.00	0.00	0.00	136,851.30
Restricted Fund Balance	249,643.05	287,398.27	122,501.71	0.00	298,459.71	0.00	958,002.74
Committed Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assigned Fund Balance	0.00	0.00	0.00	1,443,864.94	0.00	0.00	1,443,864.94
Unassigned Fund Balance	5,884,249.33	0.00	0.00	0.00	0.00	0.00	5,884,249.33
<b>TOTAL FUND BALANCE</b>	<b>6,270,743.68</b>	<b>287,398.27</b>	<b>122,501.71</b>	<b>1,443,864.94</b>	<b>298,459.71</b>	<b>0.00</b>	<b>8,422,968.31</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES, AND FUND BALANCE</b>	<b>9,444,594.58</b>	<b>288,128.34</b>	<b>122,501.71</b>	<b>1,696,018.02</b>	<b>298,459.71</b>	<b>0.00</b>	<b>11,849,702.36</b>

The accompanying notes are an integral part of this financial statement.

Centralia School District No. 401

Statement of Revenues, Expenditures, and Changes in Fund Balance

Governmental Funds

For the Year Ended August 31, 2016

	General Fund	ASB Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Permanent Fund	Total
<b>REVENUES:</b>							
Local	5,967,951.44	294,253.78	429.43	28,889.05	904.00		6,292,427.70
State	32,034,185.27		0.00	0.00	183,253.34		32,217,438.61
Federal	4,554,551.51		0.00	0.00	0.00		4,554,551.51
Federal Stimulus	0.00						0.00
Other	889,614.13			0.00	0.00	0.00	889,614.13
<b>TOTAL REVENUES</b>	<b>43,446,302.35</b>	<b>294,253.78</b>	<b>429.43</b>	<b>28,889.05</b>	<b>184,157.34</b>	<b>0.00</b>	<b>43,954,031.95</b>
<b>EXPENDITURES:</b>							
<b>CURRENT:</b>							
Regular Instruction	20,527,089.35						20,527,089.35
Federal Stimulus	0.00						0.00
Special Education	5,300,215.17						5,300,215.17
Vocational Education	1,307,268.49						1,307,268.49
Skill Center	0.00						0.00
Compensatory Programs	3,338,311.65						3,338,311.65
Other Instructional Programs	107,952.82						107,952.82
Community Services	123,317.95						123,317.95
Support Services	10,469,511.38						10,469,511.38
Student Activities/Other		323,479.08				0.00	323,479.08
<b>CAPITAL OUTLAY:</b>							
Sites				4,420.38			4,420.38
Building				533,628.74			533,628.74
Equipment				0.00			0.00
Instructional Technology				0.00			0.00
Energy				0.00			0.00
Transportation Equipment					0.00		0.00
Sales and Lease				1,994.66			1,994.66
Other	6,311.35						6,311.35
<b>DEBT SERVICE:</b>							
Principal	0.00		287,211.48	0.00	0.00		287,211.48
Interest and Other Charges	0.00		47,801.64	0.00	0.00		47,801.64
Bond/Levy Issuance			0.00	0.00	0.00		0.00
<b>TOTAL EXPENDITURES</b>	<b>41,179,978.16</b>	<b>323,479.08</b>	<b>335,013.12</b>	<b>540,043.78</b>	<b>0.00</b>	<b>0.00</b>	<b>42,378,514.14</b>

The accompanying notes are an integral part of this financial statement.



Centralia School District No. 401

Statement of Revenues, Expenditures, and Changes in Fund Balance

Governmental Funds

For the Year Ended August 31, 2016

	General Fund	ASB Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Permanent Fund	Total
<b>DEBT SERVICE:</b>							
REVENUES OVER (UNDER) EXPENDITURES	2,266,324.19	-29,225.30	-334,583.69	-511,154.73	184,157.34	0.00	1,575,517.81
<b>OTHER FINANCING SOURCES (USES):</b>							
Bond Sales & Refunding Bond Sales	0.00		0.00	0.00	0.00		0.00
Long-Term Financing	0.00			0.00	0.00		0.00
Transfers In	0.00		335,522.03	1,000,000.00	0.00		1,335,522.03
Transfers Out (GL 536)	-1,127,318.28		0.00	0.00	-208,203.75	0.00	-1,335,522.03
Other Financing Uses (GL 535)	0.00		0.00	0.00	0.00		0.00
Other	0.00		0.00	0.00	2,388.95		2,388.95
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-1,127,318.28</b>		<b>335,522.03</b>	<b>1,000,000.00</b>	<b>-205,814.80</b>	<b>0.00</b>	<b>2,388.95</b>
<b>EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<b>1,139,005.91</b>	<b>-29,225.30</b>	<b>938.34</b>	<b>488,845.27</b>	<b>-21,657.46</b>	<b>0.00</b>	<b>1,577,906.76</b>
<b>BEGINNING TOTAL FUND BALANCE</b>	<b>5,131,737.77</b>	<b>316,623.57</b>	<b>121,563.37</b>	<b>955,019.67</b>	<b>320,117.17</b>	<b>0.00</b>	<b>6,845,061.55</b>
Prior Year(s) Corrections or Restatements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>ENDING TOTAL FUND BALANCE</b>	<b>6,270,743.68</b>	<b>287,398.27</b>	<b>122,501.71</b>	<b>1,443,864.94</b>	<b>298,459.71</b>	<b>0.00</b>	<b>8,422,968.31</b>

The accompanying notes are an integral part of this financial statement.

**Centralia School District No 401**  
**Notes to the Financial Statements**  
**September 1, 2015 through August 31, 2016**

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

The Centralia School District No 401 (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 principal 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.

### **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 are considered to be available only if they are collected within 30 days after year-end. 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 un-matured 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.

Non-spendable Fund Balance. The amounts reported as Non-spendable 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 Superintendent and the Executive Director of Fiscal Services 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, Un-assigned fund balance represents a deficit ending spendable fund balance once all restrictions and commitments are considered.

A negative Un-assigned 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.

## **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 Non-spendable. 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: DEPOSITS AND INVESTMENTS**

The Lewis County Treasurer is the *ex officio* treasurer for the District and holds all accounts of the District. 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.

The district's deposits and certificates of deposit are entirely covered by federal depository insurance (FDIC) or by collateral held in a multiple financial institution collateral pool administered by the Washington Public Deposit Protection Commission (PDPC).

All of the District's investments during the year and at year-end were insured or registered and held by the District or its agent in the District's name.

Washington State statutes authorize the district to invest in the following types of securities:

- Certificates, notes, or bonds of the United States, its agencies, or any corporation wholly owned by the government of the United States,
- Obligations of government-sponsored corporations which are eligible as collateral for advances to member banks as determined by the Board of Governors of the Federal Reserve System,
- Bankers' acceptances purchased on the secondary market,
- Repurchase agreements for securities listed in the three items above, provided that the transaction is structured so that the public treasurer obtains control over the underlying securities,

- Investment deposits with qualified public depositories,
- Washington State Local Government Investment Pool, and
- County Treasurer Investment Pools.

The District's investments as of August 31, 2016, are as follows:

Type of Investment	District's own investments	Investments held by district as an agent for other organizations	Total
County Treasurer's Investment Pool	\$9,104,474.08	0.00	\$9,104,474.08

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

#### **CR ESD 113 Insurance Cooperative**

In September 1991, the District joined the CR ESD 113 Insurance Cooperative (Co-op), a public entity risk pool for property and casualty insurance.

This Co-op was created to allow its members to combine their purchasing power to obtain favorable and consistent insurance rates. Under terms of the Co-op, the individual districts were liable for the first \$1,000 of the deductible; the Co-op paid the remaining \$24,000 of the deductible. Losses above \$25,000 were covered by traditional insurance policies in which the individual districts were the named insured. Effective September 1, 2003, the Co-op closed down and member districts established other insurance services for future liabilities. By agreement, the Co-op assets remained available for the deductible on any claims as of August 31, 2003, and arising during the time of the cooperative.

#### Co-op Dissolution

On October 22, 2014, the member districts elected to close the Co-op operations and distribute remaining Co-op assets to the member districts in accordance with the agreement. The distribution was made on February 20, 2015.

#### Unpaid Claims Liabilities

At August 31, 2015, the Co-op was closed. Liability for any future claims arising after this termination date are the responsibility of each member district.

### **NOTE 4: PENSION PLANS**

#### **General Information**

The Washington State Department of Retirement Systems (DRS), a department within the primary government of the state of Washington, prepares a stand-alone comprehensive annual financial report (CAFR) that includes financial statements and required supplementary information for each pension plan. The pension plan's basic financial statement is accounted for using the accrual basis of accounting. The measurement date of the pension plans is June 30.

Benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

The school district is reporting the net pension liability in the notes and on the Schedule of Long-term Liabilities calculated as the district's proportionate allocation percentage multiplied by the total plan collective net pension liability.

Detailed information about the pension plans' fiduciary net position is available in the separately issued DRS CAFR. Copies of the report may be obtained by contacting the Washington State Department of Retirement Systems, P.O. Box 48380, Olympia, WA 98504-8380; or online at <http://www.drs.wa.gov/administrations/annual-report>.

### Membership Participation

Substantially all school 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 DRS: Teachers' Retirement System (TRS), Public Employees' Retirement System (PERS) and School Employees' Retirement System (SERS).

Membership participation by retirement plan as of June 30, 2016, was as follows:

Plan	Retirees and Beneficiaries Receiving Benefits	Inactive Plan Members Entitled to but not yet Receiving Benefits	Active Plan Members
PERS 1	49,417	827	3,230
SERS 2	7,391	5,704	26,127
SERS 3	6,715	7,899	32,409
TRS 1	34,859	223	962
TRS 2	4,700	2,443	17,612
TRS 3	8,866	8,373	53,417

### Membership & Plan Benefits

Certificated employees are members of TRS. Classified 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. TRS 1 and PERS 1 are closed to new entrants.

TRS is a cost-sharing multiple-employer retirement system comprised of three separate plans for membership purposes: Plans 1 and 2 are defined benefit plans and Plan 3 is a defined benefit plan with a defined contribution component. TRS eligibility for membership requires service as a certificated public school employee working in an instructional, administrative or supervisory capacity.

TRS is comprised of three separate plans for accounting purposes: Plan 1, Plan 2/3, and Plan 3. Plan 1 accounts for the defined benefits of Plan 1 members. Plan 2/3 accounts for the defined benefits of Plan 2 members and the defined benefit portion of benefits for Plan 3 members. Plan 3 accounts for the defined contribution portion of benefits for Plan 3 members. Although members can only be a member of either Plan 2 or Plan 3, the defined benefit portions of Plan 2

and Plan 3 are accounted for in the same pension trust fund. All assets of this Plan 2/3 defined benefit plan may legally be used to pay the defined benefits of any of the Plan 2 or Plan 3 members or beneficiaries, as defined by the terms of the plan. Therefore, Plan 2/3 is considered to be a single plan for accounting purposes.

TRS Plan 1 provides retirement, disability and death benefits. TRS 1 members were vested after the completion of five years of eligible service. Retirement benefits are determined as two percent of the average final compensation (AFC), for each year of service credit, up to a maximum of 60 percent, divided by twelve. The AFC is the total earnable compensation for the two consecutive highest-paid fiscal years, divided by two. Members are eligible for retirement at any age after 30 years of service, or at the age of 60 with five years of service, or at the age of 55 with 25 years of service. Other benefits include temporary and permanent disability payments, an optional cost-of-living adjustment (COLA), and a one-time duty-related death benefit, if found eligible by the Department of Labor and Industries.

TRS Plan 2/3 provides retirement, disability and death benefits. Retirement benefits are determined as two percent of the average final compensation (AFC) per year of service for Plan 2 members and one percent of AFC for Plan 3 members. The AFC is the monthly average of the 60 consecutive highest-paid service credit months. There is no cap on years of service credit. Members are eligible for normal retirement at the age of 65 with at least five years of service credit. Retirement before age 65 is considered an early retirement. TRS Plan 2/3 members, who have at least 20 years of service credit and are 55 years of age or older, are eligible for early retirement with a reduced benefit.

The benefit is reduced by a factor that varies according to age, for each year before age 65. TRS Plan 2/3 members who have 30 or more years of service credit, were hired prior to May 1, 2013, and are at least 55 years old, can retire under one of two provisions: With a benefit that is reduced by three percent for each year before age 65; or with a benefit that has a smaller (or no) reduction (depending on age) that imposes stricter return-to-work rules.

TRS Plan 2/3 members hired on or after May 1, 2013 have the option to retire early by accepting a reduction of five percent for each year of retirement before age 65. This option is available only to those who are age 55 or older and have at least 30 years of service. TRS Plan 2/3 retirement benefits are also actuarially reduced to reflect the choice of a survivor benefit.

Other benefits include duty and non-duty disability payments, a cost-of-living allowance (based on the Consumer Price Index), capped at three percent annually and a one-time duty-related death benefit, if found eligible by the Department of Labor and Industries.

PERS Plan 1 provides retirement, disability and death benefits. PERS 1 members were vested after the completion of five years of eligible service. Retirement benefits are determined as two percent of the member's average final compensation (AFC) times the member's years of service. The AFC is the average of the member's 24 highest consecutive service months. Members are eligible for retirement from active status at any age with at least 30 years of service, at age 55 with at least 25 years of service, or at age 60 with at least five years of service.

Members retiring from inactive status prior to the age of 65 may receive actuarially reduced benefits. PERS Plan 1 retirement benefits are actuarially reduced to reflect the choice of a survivor benefit. Other benefits include duty and non-duty disability payments, an optional cost-



of-living adjustment (COLA), and a one-time duty-related death benefit, if found eligible by the Department of Labor and Industries.

SERS is a cost-sharing multiple-employer retirement system comprised of two separate plans for membership purposes. SERS Plan 2 is a defined benefit plan and SERS Plan 3 is a defined benefit plan with a defined contribution component. SERS members include classified employees of school districts and educational service districts.

SERS is reported as two separate plans for accounting purposes: Plan 2/3 and Plan 3. Plan 2/3 accounts for the defined benefits of Plan 2 members and the defined benefit portion of benefits for Plan 3 members. Plan 3 accounts for the defined contribution portion of benefits for Plan 3 members.

Although members can only be a member of either Plan 2 or Plan 3, the defined benefit portions of Plan 2 and Plan 3 are accounted for in the same pension trust fund. All assets of this Plan 2/3 defined benefit plan may legally be used to pay the defined benefits of any of the Plan 2 or Plan 3 members or beneficiaries. Therefore, Plan 2/3 is considered to be a single plan for accounting purposes.

SERS provides retirement, disability and death benefits. Retirement benefits are determined as two percent of the member's average final compensation (AFC) times the member's years of service for Plan 2 and one percent of AFC for Plan 3. The AFC is the monthly average of the member's 60 highest-paid consecutive service months before retirement, termination or death. There is no cap on years of service credit. Members are eligible for retirement with a full benefit at 65 with at least five years of service credit. Retirement before age 65 is considered an early retirement. SERS members, who have at least 20 years of service credit and are 55 years of age or older, are eligible for early retirement with a reduced benefit.

The benefit is reduced by a factor that varies according to age, for each year before age 65. SERS members who have 30 or more years of service credit and are at least 55 years old can retire under one of two provisions, if hired prior to May 2, 2013: With a benefit that is reduced by three percent for each year before age 65; or with a benefit that has a smaller (or no) reduction (depending on age) that imposes stricter return-to-work rules.

SERS members hired on or after May 1, 2013, have the option to retire early by accepting a reduction of five percent for each year of retirement before age 65. This option is available only to those who are age 55 or older and have at least 30 years of service. SERS retirement benefits are also actuarially reduced to reflect the choice of a survivor benefit. Other benefits include duty and non-duty disability payments, a cost-of-living allowance (based on the Consumer Price Index), capped at three percent annually and a one-time duty-related death benefit, if found eligible by the Department of Labor and Industries.

## **Plan Contributions**

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 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. Employers do not contribute to the defined contribution portions of TRS Plan 3 or SERS Plan 3. Under current law the employer must contribute 100 percent of the

employer-required contribution. The employee contribution rate for Plan 1 in PERS and TRS is set by statute at six percent and does not vary from year to year.

The Employer and employee contribution rates for the PERS plan are effective as of July 1. SERS and TRS contribution rates are effective as of September 1. The pension plan contribution rates (expressed as a percentage of covered payroll) for 2016 were as follows:

<b>Pension Rates</b>			
	7/1/16 Rate	7/1/15 Rate	
<b>PERS 1</b>			
Member Contribution Rate	6.00%	6.00%	
Employer Contribution Rate	11.18%	11.18%	
<b>Pension Rates</b>			
	9/1/16 Rate	9/1/15 Rate	
<b>TRS 1</b>			
Member Contribution Rate	6.00%	6.00%	
Employer Contribution Rate	13.13%	13.13%	
<b>TRS 2</b>			
Member Contribution Rate	5.95%	5.95%	
Employer Contribution Rate	13.13%	13.13%	
<b>TRS 3</b>			
Member Contribution Rate	varies*	varies*	
Employer Contribution Rate	13.13%	13.13%	**
<b>SERS 2</b>			
Member Contribution Rate	5.63%	5.63%	
Employer Contribution Rate	11.58%	11.58%	
<b>SERS 3</b>			
Member Contribution Rate	varies*	varies*	
Employer Contribution Rate	11.58%	11.58%	**
<i>Note: The DRS administrative rate of .0018 is included in the employer rate.</i>			
* = Variable from 5% to 15% based on rate selected by the member.			
** = Defined benefit portion only.			

### The Collective Net Pension Liability

The collective net pension liabilities for the pension plans districts participated in are reported in the following tables.

The Net Pension Liability as of June 30, 2016:				
Dollars in Thousands	PERS 1	SERS 2/3	TRS 1	TRS 2/3
Total Pension Liability	\$12,496,872	\$4,870,806	\$9,001,257	\$12,172,222
Plan fiduciary net position	(\$7,126,401)	(\$4,214,039)	(\$5,587,020)	(\$10,798,925)

Participating employers' net pension liability	\$5,370,471	\$656,767	\$3,414,237	\$1,373,297
Plan fiduciary net position as a percentage of the total pension liability	57.03%	86.52%	62.07%	88.72%

**The School District's Proportionate Share of the Net Pension Liability (NPL)**

At June 30, 2016, the school district reported a total liability of \$19,062,768 for its proportionate shares of the individual plans' collective net pension liability. Proportion of net pension liability is based on annual contributions for each of the employers participating in the DRS administered plans. At June 30, 2016, the district's proportionate share of each plan's net pension liability is reported below:

June 30, 2016	PERS 1	SERS 2/3	TRS 1	TRS 2/3
District's Annual Contributions	298,192	405,056	898,558	931,857
Proportionate Share of the Net Pension Liability	2,823,913	2,223,674	10,094,520	3,920,661

At June 30, 2016, the school district's percentage of the proportionate share of the collective net pension liability was as follows and the change in the allocation percentage from the prior period is illustrated below.

Allocation percentages	PERS 1	SERS 2/3	TRS 1	TRS 2/3
<b>Current year proportionate share of the Net Pension Liability</b>	0.052582%	0.338579%	0.295660%	0.285493%
<b>Prior year proportionate share of the Net Pension Liability</b>	0.050297%	0.326933%	0.292916%	0.287550%
<b>Net difference percentage</b>	0.002285%	0.011646%	0.002744%	-0.002057%

**Actuarial Assumptions**

Capital Market Assumptions (CMAs) and expected rates of return by asset class provided by the Washington State Investment Board. The Office of the State Actuary relied on the CMAs in the selection of the long-term expected rate of return for reporting purposes.

The total pension liabilities for TRS 1, TRS 2/3, PERS 1 and SERS 2/3 were determined by actuarial valuation as of June 30, 2015, with the results rolled forward to June 30, 2016, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation	3.0% total economic inflation, 3.75% salary inflation
Salary increases	In addition to the base 3.75% salary inflation assumption, salaries are also expected to grow by promotions and longevity.

Investment rate of return	7.50%
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**Mortality Rates**

Mortality rates used in the plans were based on the RP-2000 Combined Healthy Table and Combined Disabled Table published by the Society of Actuaries. The Office of the State Actuary applied offsets to the base table and recognized future improvements in mortality by projecting the mortality rates using 100 percent Scale BB. Mortality rates are applied on a generational basis, meaning members are assumed to receive additional mortality improvements in each future year, throughout their lifetime. The actuarial assumptions used in the June 30, 2015, valuation were based on the results of the 2007–2012 Experience Study. Additional assumptions for subsequent events and law changes are current as of the 2015 actuarial valuation report.

**Long-term Expected Rate of Return**

The long-term expected rate of return on pension plan investments was determined using a building-block method in which a best-estimate of expected future rates of return (expected returns, net of pension plan investment expense, but including inflation) are developed for each major asset class by the Washington State Investment Board (WSIB). Those expected returns make up one component of WSIB’s CMAs. The CMAs contain three pieces of information for each class of assets the WSIB currently invest in:

- Expected annual return
- Standard deviation of the annual return
- Correlations between the annual returns of each asset class with every other asset class

WSIB uses the CMAs and their target asset allocation to simulate future investment returns over various time horizons.

The long-term expected rate of return of 7.50% percent approximately equals the median of the simulated investment returns over a fifty-year time horizon, increased slightly to remove WSIB’s implicit and small short-term downward adjustment due to assumed mean reversion. WSIB’s implicit short-term adjustment, while small and appropriate over a ten to fifteen-year period, becomes amplified over a fifty-year measurement period.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plans’ target asset allocation as of June 30, 2016, are summarized in the following table:

TRS 1, TRS 2/3, PERS 1, and SERS 2/3		
Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Fixed Income	20.00%	1.70%
Tangible Assets	5.00%	4.40%
Real Estate	15.00%	5.80%
Global Equity	37.00%	6.60%
Private Equity	23.00%	9.60%

The inflation component used to create the above table is 2.20 percent, and represents WSIB’s most recent long-term estimate of broad economic inflation.

## Discount Rate

The discount rate used to measure the total pension liability was 7.50 percent. To determine the discount rate, an asset sufficiency test was completed to test whether the pension plan's fiduciary net position was sufficient to make all projected future benefit payments of current plan members. Consistent with current law, the completed asset sufficiency test included an assumed 7.70 percent long-term discount rate to determine funding liabilities for calculating future contributions rate requirements. Consistent with the long-term expected rate of return, a 7.50 percent future investment rate of return on invested assets was assumed for the test. Contributions from plan members and employers are assumed to continue to be made at contractually required rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members.

Therefore, the long-term expected rate of return of 7.50 percent on pension plan investments was applied to determine the total pension liability.

## Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following table presents the Centralia School District's proportionate share of the collective net pension liability (NPL) calculated using the discount rate of 7.50 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (6.50 percent) or one percentage-point higher (8.50 percent) than the current rate. Amounts are calculated using the school district's specific allocation percentage, by plan, to determine the proportionate share of the collective net pension liability.

	1% Decrease 6.5%	Current Discount Rate 7.5%	1% Increase 8.5%
<b>PERS 1 NPL</b>	\$6,476,248,000	\$5,370,471,000	\$4,418,882,000
Allocation Percentage	0.052582%	0.052582%	0.052582%
Proportionate Share of Collective NPL	\$3,405,355	\$2,823,913	\$2,323,547
<b>SERS 2/3 NPL</b>	\$1,600,655,000	\$656,767,000	(\$75,324,000)
Allocation Percentage	0.338579%	0.338579%	0.338579%
Proportionate Share of Collective NPL	\$5,419,512	\$2,223,674	(\$255,031)
<b>TRS 1 NPL</b>	\$4,197,137,000	\$3,414,237,000	\$2,739,882,000
Allocation Percentage	0.295660%	0.295660%	0.295660%
Proportionate Share of Collective NPL	\$12,409,239	\$10,094,520	\$8,100,725

<b>TRS 2/3 NPL</b>	\$3,107,958,000	\$1,373,297,000	(\$1,595,357,000)
Allocation Percentage	0.285493%	0.285493%	0.285493%
Proportionate Share of Collective NPL	\$8,872,990	\$3,920,661	(\$4,554,626)

**NOTE 5: 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), 60 of the state’s K–12 school districts and educational service districts (ESDs), and 221 political subdivisions and tribal governments. Additionally, the PEBB plan is available to the retirees of the remaining 237 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 2015-16, the District was required to pay the HCA \$65.25 per month per full-time equivalent employee to support the program, for a total payment of \$329,542.81. 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.

**NOTE 6: COMMITMENTS UNDER LEASES**

For the fiscal year ended August 31, 2016, the District had incurred additional long-term debt as follows:

Contracts Payable: The district leases some of its copiers. There leases are all incurred as three year leases.

Lease-Purchase Commitments	Beginning Balance	Annual Installment	Original Issue Date	Final Installment Date	Balance
DeLage Financial-25206501\$214.86 \$7,734.96 10-12-12-2	429.72	429.72	11/05/2012	11/05/2015	0.00
DeLage Financial-25318510\$197.00 \$7,092.00 9-12-12-12	3,152.00	2,364.00	12/31/014	12/31/2017	788.00
DeLage Financial-25368410\$214.86 \$7,734.96 10-12-12-2	429.72	429.72	11/25/2012	11/25/2015	0.00
DeLage Financial-25264914\$681.95 \$24,906.60 9-12-12-3	9,547.30	8,183.40	12/18/2013	12/18/2016	1,364.30
DeLage Financial-25239915\$144.00 \$5,184.00 3-12-12-10	1,440.00	1,440.00	06/17/2013	06/17/2016	0.00
DeLage Financial-25206472\$214.86 \$7,734.96 10-12-12-2	429.72	429.72	11/05/2012	11/05/2015	0.00
DeLage Financial-25318536\$197.00 \$7,092.00 9-12-12-12	3,152.00	2,364.00	12/31/2014	12/31/2017	788.00
DeLage Financial-25368413\$214.86 \$7,734.9610-12-12-10	7,734.96	2,148.60	11/30/2015	11/30/2018	5,586.36
DeLage Financial-25206501\$214.86 \$7,734.9610-12-12-10	7,734.96	2,148.60	11/05/2015	11/05/2018	5,586.36
DeLage Financial-25206472\$214.86 \$7,734.9610-12-12-10	7,734.96	2,148.60	11/05/2015	11/05/2018	5,586.36
DeLage Financial-25368410\$214.86 \$7,734.9610-12-12-10	7,734.96	2,148.60	11/05/2015	11/05/2018	5,586.36
DeLage Financial-25239915\$144.00 \$5,184.00 06-17-13-3	5,184.00	432.00	06/17/2016	06/17/2019	4,752.00
<b>Total</b>					<b>30,037.74</b>

**NOTE 7: OTHER SIGNIFICANT COMMITMENTS**

Construction in progress is composed of:

Project	Project Authorization Amount	Expended as of 8/31/16	Additional Local Funds Committed	Additional State Funds Committed
K-12 STEM Grant Program 07.01.16	3,616,403	0.00	0.00	3,616,403
Total	3,616,403	0.00	0.00	3,616,403

## Encumbrances

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.

## **NOTE 8: REQUIRED DISCLOSURES ABOUT CAPITAL ASSETS**

The District's capital assets are insured in the amount of \$134,098,908 for fiscal year 2016. In the opinion of the District's insurance consultant, the amount is sufficient to adequately fund replacement of the District's assets.

The district owns a .39 acre radio and television transmitter site known as Crego Hill. Space on the antenna and equipment in the buildings are leased to outside organizations. All leases are cancelable. Annual gross lease payments were \$23,853.30 and are deposited in the Capital Projects Fund.

## **NOTE 9: REQUIRED DISCLOSURES ABOUT LONG-TERM LIABILITIES**

### Long-Term Debt – Non Voted

Bonds payable at August 31, 2016, are comprised of the following individual issues:

Issue Name	Amount Authorized	Annual Installments	Final Maturity	Interest Rate(s)	Amount Outstanding
Local-Equipment 2013	329,113.86	113,208.98	06/01/2016	.68223%	0.00
Local-Equipment 2014	216,402.87	72,074.19	06/01/2017	.70725%	75,770.30
Local-Equipment 2015	272,692.48	0.00	12/01/2018	1.02016%	272,692.48
Local-Energy-Efficiency 2010	695,000.00	70,194.27	06/01/2020	2.97089%	302,424.14
Local-Energy-Efficiency 2013	363,615.74	31,734.04	06/01/2023	1.92697%	271,360.59
Total	1,876,824.95	287,211.48			922,247.51

The following is a summary of general obligation long-term debt transactions of the District for the fiscal year(s) ended August 31, 2016:

Long-Term Debt Payable at 9/1/2015	936,766.51
New Issues	272,692.48
Debt Retired	287,211.48
Long-Term Debt Payable at 8/31/2016	922,247.51



The following is a schedule of annual requirements to amortize debt at August 31, 2016:

Years Ending August 31	Principal	Interest	Total
2017	265,375.55	37,340.07	302,715.62
2018	201,350.85	25,325.32	226,676.17
2019	209,968.72	16,637.21	226,605.93
2020	117,555.22	10,092.67	127,647.89
2021	40,550.65	6,399.86	46,950.51
2022 - 2023	87,446.52	6,613.14	94,059.66
Total	922,247.51	102,408.27	1,024,655.78

The district has used the Local Option Capital Asset Lending (LOCAL) program as provided by the State of Washington, Chapter 291, and Laws of 1998 to finance the purchase of school buses and finance energy efficiency projects in conjunction with an energy efficiency grant. This financing required principal payments of \$287,211.48 and interest payments of \$47,801.64 in the 2015-16 year. This debt is serviced by annual transfers from the Transportation Vehicle Fund (Bus Depreciation) to the Debt Service Fund and from the General Fund (Fund Balance and Energy Efficiency Savings) to the Debt Service Fund.

At August 31, 2016, the District had \$122,501.71 available in the Debt Service Fund to service the general obligation bonds.

**NOTE 10: INTERFUND BALANCES AND TRANSFERS**

The following table depicts interfund transfer activity:

Transferred From Fund 535 or 536	Transferred To Fund 965 9900	Amount	Description
Transportation Vehicle Fund	Debt Service Fund	208,203.75	Local-Equipment
General Fund	Debt Service Fund	127,318.28	Local-Energy Equipment
General Fund	Capital Projects Fund	1,000,000.00	Capital Improvements

**NOTE 11: ENTITY RISK MANAGEMENT ACTIVITIES**

Centralia School District is a member of Schools Insurance Association of Washington (SIAW). Chapter 48.62 RCW authorizes the governing body of any one or more governmental entities to form together into or join a program 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 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, 1995, when seven mid-sized school districts in the state of Washington joined together by signing an Interlocal Agreement to pool their self-insured losses and jointly purchase insurance and administrative services. Presently, the SIAW program has 37 member 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 Acts 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, Earthquake, General Liability, Automotive Liability, Equipment Breakdown, Crime, and Wrongful Acts Liability.

The program acquires Liability insurance through their administrator, Clear Risk Solutions, which is subject to a per-occurrence self-insured retention (SIR) of \$100,000. Members are responsible for a standard deductible of \$2,500 for each claim (some member deductibles vary), while the program is responsible for the \$100,000 SIR. Insurance carriers cover insured losses over \$102,500 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 \$2,807,854, which it fully funds in its annual budget.

Property insurance is subject to a per-occurrence SIR of \$250,000. Members are responsible for a \$10,000 deductible for each claim (some member deductibles vary), while the program is responsible for the \$250,000 SIR. Insurance carriers cover insured losses over \$260,000 to the limits of each policy. Equipment Breakdown insurance is subject to a per-occurrence deductible of \$10,000. Members are responsible for the deductible amount of each claim.

Members contract to remain in the program for one year and must give notice before December 31 to terminate participation the following September 1. Renewal of the Interlocal Agreement occurs 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 Interlocal Agreement.

The program is fully funded by its member participants. Claims are filed by members with Clear Risk Solutions, which has been contracted to perform program administration, claims adjustment and administration, and loss prevention for the program. Fees paid to the third party administrator under this arrangement for the year ending August 31, 2016, were \$3,219,449.68.

A board of directors consisting of eight members is selected by the membership from the east and west side of the state and is responsible for conducting the business affairs of the program. The Board of Directors has contracted with Clear Risk Solutions to perform day-to-day administration of the program. This program has no employees.

### **Workers Compensation**

In July, 1983, the District joined the CR ESD 113 Workers' Compensation Trust (Trust), a public entity risk pool.

The Trust is organized pursuant to Title 51.14 RCW for the purpose of managing workers' compensation payroll taxes, employee claims, and safety programs. Membership is established by execution of an agreement between the CR ESD 113 and each local school district.

The Trust provides industrial injury accident insurance coverage for its 45 member districts. The Trust is fully funded by its member participants. Member contributions are calculated

based on the members' hours worked and the members' experience rated contribution factor. The Trust retains responsibility for the payment of claims within specified self-insured retention limits prior to the application of coverage provided by its excess insurance contracts that the Trust acquires insurance from unrelated underwriters. The Trust's per-occurrence retention limit is \$450,000 and the annual aggregate retention is \$18,464,200 minimum for a two-year period FY 2015-18. Since the Trust is a cooperative program, there is joint liability among participating members.

For fiscal year 2016, there are 45 members in the pool including 44 participating school districts. A Board comprised of one designated representative from each participating member and a six member Executive Board governs the Trust. The Executive Board has five members elected by the Board and the CR ESD 113's Superintendent.

The CR ESD 113 is responsible for conducting the business affairs of the Trust. As of August 31, 2016, the amount of claim liabilities totaled \$7,470,000. This liability is the CR ESD 113's best estimate based on available information including actuarial reports. Changes in the reported liability since August 31, 2015, resulted in the following:

	Beginning Balance 9/1/2015	Current Year Claims and Changes in Estimates	Ending Balance 8/31/2016
Incurred but not Reported	2,517,486		2,689,820
Open Claims	3,394,514	207,000	3,429,180
Future L&I Assessments	1,202,000	(261,000)	941,000
Estimated Unallocated Loss Adjustment	396,000	14,000	410,000

**Unemployment Insurance**

In February, 2016, the District joined with other school districts in the state to form the Unemployment Compensation Pool (Pool). The Pool is organized pursuant to Title 50.44 RCW for the purpose of managing unemployment compensation payroll taxes and employee claims. Membership is established by execution of an agreement between the CR ESD 113 and each member school district.

The Pool provides unemployment compensation coverage for members of the Pool arising from former employees. The Pool is fully funded by its member participants. Member districts pay a percentage of their employee's wages. These contributions plus investment earnings pays for unemployment claims and for the administration of the Pool. There is provision that members can be additionally assessed if the Pool needs additional funding.

For fiscal year 2016, there are 38 school district members in the Pool in addition to the CR ESD 113. The Pool is governed by a Cooperative Board, which is comprised of one designated representative from each participating member and a six member Executive Board. Five members elected by the Cooperative Board and the CR ESD 113 Superintendent comprise the Executive Board.

As of August 31, 2016, the amount of claim reserves totaled \$107,615. This liability is the CR ESD 113's best estimate based on available information. Changes in the reported liability since August 31, 2015, resulted in the following:

	Beginning Balance 9/1/2015	Current Year Claims and Changes in Estimates	Ending Balance 8/31/2016
Claims Reserves	534,374	(426,759)	\$107,615

## **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. Property taxes receivable are measurable but are considered to be available only if they are collected within 30 days after year-end.

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

The District is the lead agency in the Centralia Chehalis Student Transportation Cooperative. Chehalis is an adjacent district of similar size. The districts share certain administrative and support cost and Chehalis reimburses the district for its portion of the shared cost. For fiscal year 2015-16 these cooperative revenue totaled \$377,444.45, which includes revenues received from Chehalis School District. Cooperative expenditures totaled \$828,230.25. Expenditures for the cooperative are split between districts based upon the STARS funding program which is driven mainly by miles driven by each district. The percentages for the fiscal 2015-16 school year were:

Centralia 59.17% and Chehalis 40.83%

Pursuant to direction of the Office of Superintendent's instructions, revenue and expenditures for the transportation cooperative are reflected in the financial statement as gross amounts, rather than net. Centralia records the full expenditures for the cooperative. Chehalis records their expenditure portion as a payment to other school district (activity 29) and Centralia records the receipt of that payment as revenue from another school district (71).

The total transportation cooperative expenditures for the fiscal 2015-16 year were \$1,174,037.14. Those expenditures are reduced by revenues brought in by outside work revenues generated from vehicle repairs and maintenance of other school district's vehicles and other municipality's vehicles as well as costs for repairs of Chehalis motor pool vehicles. These revenues totaled \$451,881.26 and Chehalis motor pool repairs totaled \$22,221.81. Centralia School District carries an accounts receivable balance for work performed by cooperative mechanics for outside agency billable work; Chehalis School District's monthly billing is credited with the cooperative defined percentage of this revenue. The net cooperative expenditures to split between the Centralia and Chehalis School revenue.

The district is in a cooperative with the Chehalis School District for special education services. The Chehalis School District is the lead agency in the Student Support Special Services Cooperative. The districts share certain administrative and support cost and Centralia pays a

monthly allotment which is reconciled at year end with the Special Services Director and the Fiscal Directors from both districts. For the 2015-16 school year Centralia paid \$1,492,495.37 for its share of cooperative costs. Expenditures for the cooperative are split between districts based upon the special education certificated staffing full-time equivalency or other mutually agreed upon methodology. The percentages for the 2015-16 school year were:

Centralia 58.77% and Chehalis 41.23%

Pursuant to direction of the Office of Superintendent's instructions, revenues and expenditures for the special education cooperative are reflected in the financial statements as gross amounts, rather than net. Chehalis records the full expenditures for the cooperative. Centralia records their expenditure portion as a payment to other school district using program 21, 22 and 01, activity 29 and object code 7.

The total special education cooperative expenditures for the 2015-16 year were \$1,492,495.37. Those expenditures are reduced by revenues brought in by other special education cooperative agreements with other school districts in the area. Those revenues totaled \$117,049. The net cooperative expenditures to split between the Centralia and Chehalis School Districts were \$2,538,548.72. Additionally, Centralia School District paid Chehalis School District \$48,774.03 in indirect pursuant to the cooperative agreement. During the year Centralia operated the Birth to Age 3 program that was utilized by both districts. By Board resolution the District dissolved operations of the Student Support Special Cooperative as of August 31, 2016.

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 by resolution and has remained in the joint venture ever since. The District's current equity of \$27,818.96 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 ten 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
Non-spendable Fund Balance					
Inventory and Prepaid Items 840	\$136,851.30				
Restricted Fund Balance					
For Fund Purpose 819		\$287,398.27			\$123,257.63

For Carryover of Restricted Revenues 821	\$119,954.51				
For Other Service 810	\$2,175.00				
For Debt Service 830	\$127,513.54			\$122,501.71	\$175,202.08
Assigned to Fund Purposes 889			\$1,443,864.94		
Unassigned Fund Balance 890	\$5,884,249.33				

**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 two types of deferrals: elective deferrals (employee contribution) and non-elective contribution (employer matching).

The District complies with IRS regulations 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 11 to 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 buyout 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 termination payment method.

Vacation leave and vested sick leave are entered as outstanding debt in the general fund; schedule of long term debt. Prior to 2004-05, all expenditures for these items were recorded when paid.

The district is a member of the CR ESD 113 Capital Compensated Absence Pool (Pool). This Pool was established to allow districts to set aside monies to meet the future payouts for accrued leave to employees upon termination or retirement. This Pool does not share risks among its members and therefor monies held by the CR ESD 113 under this arrangement are considered to be cash with fiscal agent.

Beginning unfunded liability as of September 1, 2015 was \$13,291.25. Payments made to the Compensated Absence Pool \$54,085.90. Withdrawals from the Compensated Absence Pool including receivables \$67,600.77. Other decreases to the amount of liability \$223.62. As of August 31, 2016 the CR ESD 113 Pool holds a zero balance for the 2015-16 school year. By Board resolution the District ended membership in the CR ESD 113 Capital Compensated Absence Pool as of August 31, 2016.

Centralia School District No. 401  
 Schedule of Long-Term Liabilities  
 For the Year Ended August 31, 2016

Description	Beginning Outstanding Debt September 1, 2015	Amount Issued / Increased	Amount Redeemed / Decreased	Ending Outstanding Debt August 31, 2016	Amount Due Within One Year
<b>Voted Debt</b>					
Voted Bonds	0.00	0.00	0.00	0.00	0.00
LOCAL Program Proceeds Issued in Lieu of Bonds	0.00	0.00	0.00	0.00	0.00
<b>Non-Voted Debt and Liabilities</b>					
Non-Voted Bonds	936,766.51	272,992.48	287,211.48	922,247.51	265,375.55
LOCAL Program Proceeds	0.00	0.00	0.00	0.00	0.00
Capital Leases	0.00	0.00	0.00	0.00	0.00
Contracts Payable	12,297.09	0.00	12,297.09	0.00	0.00
Non-Cancellable Operating Leases	0.00	0.00	0.00	0.00	0.00
Claims & Judgements	0.00	0.00	0.00	0.00	0.00
Compensated Absences	1,544,628.05	323,599.21	146,648.26	1,721,579.00	168,645.49
Long-Term Notes	0.00	0.00	0.00	0.00	0.00
Anticipation Notes Payable	0.00	0.00	0.00	0.00	0.00
Lines of Credit	0.00	0.00	0.00	0.00	0.00
Other Non-Voted Debt	0.00	0.00	0.00	0.00	0.00
<b>Other Liabilities</b>					
<b>Non-Voted Notes Not Recorded as Debt</b>					
Net Pension Liabilities:					
Net Pension Liabilities TRS 1	9,279,987.00	814,533.00	0.00	10,094,520.00	0.00
Net Pension Liabilities TRS 2/3	2,426,353.00	1,494,308.00	0.00	3,920,661.00	0.00
Net Pension Liabilities SERS 2/3	1,327,842.00	895,832.00	0.00	2,223,674.00	0.00
Net Pension Liabilities PERS 1	2,631,019.00	192,894.00	0.00	2,823,913.00	0.00
<b>Total Long-Term Liabilities</b>	17,475,123.17	4,443,260.56	446,156.83	21,472,226.90	434,021.04



Centralia School District No 401  
 Schedule of Expenditures of Federal Awards  
 For The Year Ending August 31, 2016

1	2	3	4	5	6	7	8	9	10
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Federal Agency Name	Pass Through Agency	Federal Program Title	CFDA No.	Other Identification No.	From Direct Award	EXPENDITURE Pass Through	Total	Passed Through to Subrecipients	Footnote
<b>U.S. DEPARTMENT OF AGRICULTURE</b>									
WAIOSPI		Child and Adult Care Food Program	10.558	N/A 6188		48,168.57	48,168.57		Note 6
WAIOSPI		School Breakfast Program	10.553	N/A 6198		333,228.62	333,228.62		Note 6
WAIOSPI		National School Lunch Program Non-Cash Assistance	10.555	N/A 6998		113,284.12	113,284.12		Note 3 & 6
WAIOSPI		National School Lunch Program Cash Assistance	10.555	N/A 6198		1,125,530.37	1,125,530.37		Note 6
WAIOSPI		Summer Food Service Program for Children	10.559	N/A 6189		24,462.17	24,462.17		Note 6
		Total Child Nutrition Cluster				1,644,673.85			
WAIOSPI		Schools and Roads - Grants to States	10.665	N/A 5500		257,641.56	257,641.56		Note 6
		Total U.S. Department of Agriculture				1,902,315.41	1,902,315.41		

<b>U S DEPARTMENT OF EDUCATION INDIRECT</b>									
WAIOSPI		Special Education_Grants to States	84.027	0305497 6124-00		754,514.00	754,514.00		Note 2 & 5
WAIOSPI		Special Education_Preschool Grants	84.173	0363487 6124-71		37,175.00	37,175.00		Note 2 & 5
		Total Special Education Cluster				791,689.00			
WAIOSPI		Career and Technical Education-Basic Grants to States	84.048	0173483 6138-61		30,587.00	30,587.00		Note 5
WAIOSPI		Title I Grants to Local Educational Agencies	84.010	0202278 6151-21		1,375,239.00	1,375,239.00		Note 4 & 5
WAIOSPI		Education for Homeless Children and Youth	84.196	0456188 6151-51		24,669.27	24,669.27		Note 4 & 5
WAIOSPI		Improving Teacher Quality State Grants	84.367	0523843 6152-79		109,365.40	109,365.40		Note 5
WAIOSPI		Rural Education	84.358	0461439 6152-70		55,603.03	55,603.03		Note 5
WAIOSPI		Migrant Education_State Grant Program	84.011	0281191 6153-00		67,861.58	67,861.58		Note 5
WAIOSPI		Migrant Education_State Grant Program	84.011	0290794 6153-21		16,583.00	16,583.00		Note 5
WAIOSPI		English Language Acquisition State Grants	84.365	0402186 6164-00		74,541.81	74,541.81		Note 5
		Total U S Department of Education Indirect				2,546,139.09	2,546,139.09		

<b>U S DEPARTMENT OF HEALTH &amp; HUMAN SERVICES</b>									
WAIOSPI		Pregnancy Assistance Fund Program	93.500	0179157 6100-79		10,000.00	10,000.00		Note 5
WAIHCA		Medical Assistance Program	93.778	N/A 6321		55,766.88	55,766.88		Note 6
		Total U S Department of Health & Human Services				65,766.88	65,766.88		

**GRAND TOTAL FEDERAL FINANCIAL ASSISTANCE** 4,514,221.38

Notes to the Schedule of Expenditures of Federal Awards:

Note 1 - Basis of Accounting: The Schedule of Expenditure of Federal Awards is prepared on the same basis as the Centralia School District No 401 financial statements. The District uses the modified accrual basis of accounting. Expenditures represent only the federal funded portions of the program.

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 cost, including the Centralia School District's local matching share, may be more than shown.

Note 3 - Noncash Awards: The amount of food commodities reported on the schedule is the value of the food commodities distributed by the Centralia School District No 401 during the current year and priced as prescribed by USDA.

Note 4 - Schoolwide Programs: The Centralia School District No 401 operates a "schoolwide program" in five elementary and one middle schools. Using federal funding, schoolwide programs are designed to upgrade an entire educational program within a school for all students, rather than limit services to certain targeted students. The following federal program amounts were expended by the Centralia School District No 401 in its schoolwide program. Title I (84.010) \$1,375,239.00, TPQ (84.367) \$109,365.40 and LEP (84.365) \$74,541.81.

Note 5 - Federal Indirect Rate: The Centralia School District No 401 used the federal restricted rate of .0305% except Title III LEP (84.365) and the restricted rate of .0200%. The Centralia School District No 401 has not restricted to use the 10% de minimis indirect cost rate allowed un the Uniform Guidance.

Note 6 - Not Available (N/A): The Centralia School District No 401 was unavailable to obtain other identification numbers.

**CORRECTIVE ACTION PLAN FOR FINDINGS REPORTED  
UNDER UNIFORM GUIDANCE**

**Centralia School District No. 401  
Lewis County  
September 1, 2015 through August 31, 2016**

This schedule presents the corrective action planned by the auditee for findings reported in this report in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The information in this schedule is the representation of the Centralia School District No. 401.

<p><b>Finding ref number:</b> 2016-001</p>	<p><b>Finding caption:</b> The District did not have adequate internal controls in place to ensure compliance with the federal Title I grant requirements for highly qualified paraprofessionals.</p>
<p><b>Name, address, and telephone of auditee contact person:</b> Karen Curtis, Executive Director of Fiscal Services P.O. Box 610 Centralia, WA 98531-0610 (360) 827-6381</p>	
<p><b>Corrective action the auditee plans to take in response to the finding:</b> <i>The District appreciates the State Auditor’s Office bringing recent audit issues to the District’s attention. The District takes these issues seriously, and will use the information provided to strengthen internal controls to ensure compliance with federal regulations. The District agrees with the State Auditor and since the issue was identified, the District has recognized the requirement to retain evidence of high school graduation for Paraeducators and has taken steps to improve its internal controls over highly qualified requirements. The District is reviewing all employee files for Paraeducators to ensure that they contain adequate evidence to support Highly Qualified regulations including verification that the Paraeducators has received a high school diploma or its recognized equivalent.</i></p>	
<p><b>Anticipated date to complete the corrective action:</b> June 30, 2017</p>	

## 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.

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<b>Contact information for the State Auditor's Office</b>	
<b>Public Records requests</b>	<a href="mailto:PublicRecords@sao.wa.gov">PublicRecords@sao.wa.gov</a>
<b>Main telephone</b>	(360) 902-0370
<b>Toll-free Citizen Hotline</b>	(866) 902-3900
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