



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

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

# **Wenatchee School District No. 246**

**For the period September 1, 2017 through August 31, 2018**

**Published May 9, 2019**

**Report No. 1023743**





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

May 9, 2019

Board of Directors  
Wenatchee School District No. 246  
Wenatchee, Washington

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

Please find attached our report on Wenatchee School District No. 246'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,

A handwritten signature in black ink that reads "Pat McCarthy". The signature is written in a cursive style.

Pat McCarthy  
State Auditor  
Olympia, WA

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## SCHEDULE OF FINDINGS AND QUESTIONED COSTS

### Wenatchee School District No. 246 September 1, 2017 through August 31, 2018

#### SECTION I – SUMMARY OF AUDITOR’S RESULTS

The results of our audit of Wenatchee School District No. 246 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 adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because the financial statements are prepared using a basis of accounting other than 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 each of its major federal programs.

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

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

The following programs were selected as major programs in our audit of compliance in accordance with the Uniform Guidance.

<u>CFDA No.</u>	<u>Program or Cluster Title</u>
10.665	Forest Service Schools and Roads Cluster – Schools and Roads – Grants to States
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 2018-001.

## SCHEDULE OF FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

### Wenatchee School District No. 246 September 1, 2017 through August 31, 2018

#### **2018-001    The District did not have adequate internal controls to comply with graduation rate reporting requirements.**

<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>	N/A
<b>Pass-through Entity Name:</b>	Office of Superintendent of Public Instruction
<b>Pass-through Award/Contract Number:</b>	0202657, 0263214, 0263215, 0263216, 0263241, 0263260
<b>Questioned Cost Amount:</b>	\$0

#### ***Background***

During fiscal year 2018, the District spent \$1,632,226 in Title I program funds. 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.

Federal regulations require recipients of federal awards to establish and follow internal controls to ensure compliance with program requirements. These controls include understanding grant requirements and monitoring the effectiveness of established controls.

#### ***Description of Condition***

School districts must report graduation rate data for all public high schools to the Office of Superintendent of Public Instruction (OSPI) annually. Districts do this by submitting a graduation rate report that indicates each student's enrollment status as graduated, transferred out, dropped out, migrated to another country, or deceased. The District must retain adequate support for how it classifies a student's enrollment status. To confirm a student transferred out, the District must have

official written documentation that the student enrolled in another school or an education program that culminates in the award of a regular high school diploma.

The District's controls were not adequate to ensure accurate reporting of students as transferred out. Specifically, the District did not confirm that students reported as transferred out had appropriate supporting documentation before submitting the P-210 report. Without adequate documentation, the District may not report the students as a confirmed transfer.

We consider this internal control deficiency to be a material weakness.

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

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

The District did not restrict access to its system to only those employees authorized to make changes to the status of students. Unauthorized changes were made to the classification of certain students, but the District cannot determine who made those changes.

Additionally, the District was aware that it needed supporting transfer documents before changing the status of students, but it did not have sufficient procedures in place to ensure staff gathered and retained forms to support reporting those students as confirmed transfers.

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

The District did not obtain official written documentation to support the transfer status for five of 17 students tested. For three of these students, the District determined it incorrectly coded them as transferred out because of unauthorized changes to students' status.

Based on the transfer coding errors, the District identified six additional students that it incorrectly reported because of the unauthorized changes in its system.

We are not questioning any costs. However, incorrect graduation rate data reduces the ability of the District and OSPI to measure the effectiveness of the District's efforts to help its students.

### ***Recommendations***

We recommend the District establish and follow controls to obtain and keep support for all students coded as transferred out before submitting the annual graduation

rate report to OSPI. Further, we recommend the District monitor and restrict system access to employees who understand the reporting requirements.

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

*Transfer Code access is now restricted to four staff members who have the training and knowledge to enter correct transfer codes. Out of District Transfer Codes will not be entered until complete transfer documentation is received and verified.*

*Additionally, the procedure for final year-end review of annual graduation data is in the process of being modified to include an additional verification step to confirm graduation data matches transfer documentation.*

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

We appreciate the District's commitment to resolve this finding and thank the District for its cooperation and assistance during the audit. We will review the corrective action during the next audit.

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

The American Institute of Certified Public Accountants defines significant deficiencies and material weaknesses in its Codification of Statements on Auditing Standards, section 935, paragraph 11.

Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (Uniform Guidance), Section 303 Internal controls, establishes internal control requirements for management of Federal awards to non-Federal entities.

Title 2 CFR Part 200, (Uniform Guidance), Section 516 – Audit findings, establishes reporting requirements for audit findings.

Title 34 CFR Part 200, Title I – Improving the Academic Achievement of the Disadvantaged, Subpart A – Improving Basic Programs Operated by Local Educational Agencies, Section 34 – High School Graduation Rates, discusses requirements for reporting cohort graduation rates and how changes in student status are classified.

Title 34 CFR Part 200, Subpart A – Improving Basic Programs Operated by Local Educational Agencies, Section 19 – Other academic indicators – establishes the requirement for Districts to have official written documentation to confirm a student transferred out.

Comprehensive Education Data and Research System (CEDARS) Reporting Guidance version 10.1 describes requirements for reporting cohort graduation rates and how changes in student status are classified.

**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**

**Wenatchee School District No. 246  
September 1, 2017 through August 31, 2018**

Board of Directors  
Wenatchee School District No. 246  
Wenatchee, 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 Wenatchee School District No. 246, as of and for the year ended August 31, 2018, and the related notes to the financial statements, which collectively comprise the District's financial statements, and have issued our report thereon dated April 12, 2019.

We issued an unmodified opinion on the fair presentation of the District's financial statements in accordance with its regulatory basis of accounting. We issued an adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because, as described in Note 1, the *Accounting Manual for Public School Districts in the State of Washington* does not require the District to prepare the government-wide statements presenting the financial position and changes in financial position of its governmental activities as required by GAAP. The effects on the financial statements of the variances between the basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

**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 opinions 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.

A handwritten signature in black ink that reads "Pat McCarthy". The signature is written in a cursive style with a large, stylized "P" and "M".

Pat McCarthy

State Auditor

Olympia, WA

April 12, 2019

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

**Wenatchee School District No. 246  
September 1, 2017 through August 31, 2018**

Board of Directors  
Wenatchee School District No. 246  
Wenatchee, Washington

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

We have audited the compliance of Wenatchee School District No. 246, 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, 2018. 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, 2018.

### **Other Matters**

The results of our auditing procedures disclosed an instance of noncompliance with those requirements, which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying Schedule of Federal Award Findings and Questioned Costs as Finding 2018-001. Our opinion on each major federal program is not modified with respect to these matters.

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

The District's response to the noncompliance 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.

## **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 2018-001 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.

A handwritten signature in cursive script that reads "Pat McCarthy". The signature is written in dark ink and is positioned above the printed name.

Pat McCarthy

State Auditor

Olympia, WA

April 12, 2019

# INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

## Wenatchee School District No. 246 September 1, 2017 through August 31, 2018

Board of Directors  
Wenatchee School District No. 246  
Wenatchee, Washington

### REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying financial statements of Wenatchee School District No. 246, as of and for the year ended August 31, 2018, 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 opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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 Wenatchee School District No. 246, as of August 31, 2018, and the changes in financial position thereof for the year then ended in accordance with the basis of accounting described in Note 1.

### **Basis for Adverse Opinion on U.S. GAAP**

Auditing standards issued by the American Institute of Certified Public Accountants (AICPA) require auditors to formally acknowledge when governments do not prepare their financial statements, intended for general use, in accordance with GAAP. GAAP requires presentation of government-wide financial statements to display the financial position and changes in financial position of its governmental activities.

As described in Note 1, the Accounting Manual does not require the District to prepare the government-wide financial statements, and consequently such amounts have not been determined or presented. We are therefore required to issue an adverse opinion on whether the financial statements are presented fairly, in all material respects, in accordance with GAAP.

## **Adverse Opinion on U.S. GAAP**

The financial statements referred to above were not intended to, and in our opinion they do not, present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of Wenatchee School District No. 246, as of August 31, 2018, or the changes in financial position or cash flows for the year then ended, due to the significance of the matter discussed in the above “Basis for Adverse Opinion on U.S. GAAP” paragraph.

## **Other Matters**

### ***Supplementary and Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The 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 Schedule of Long-Term Liabilities is 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 April 12, 2019 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.

A handwritten signature in cursive script that reads "Pat McCarthy".

Pat McCarthy

State Auditor

Olympia, WA

April 12, 2019

## **FINANCIAL SECTION**

### **Wenatchee School District No. 246 September 1, 2017 through August 31, 2018**

#### **FINANCIAL STATEMENTS**

Balance Sheet – Governmental Funds – 2018

Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental  
Funds – 2018

Notes to Financial Statements – 2018

#### **SUPPLEMENTARY AND OTHER INFORMATION**

Schedule of Long-Term Liabilities – 2018

Schedule of Expenditures of Federal Awards – 2018

Notes to the Schedule of Expenditures of Federal Awards – 2018

Wenatchee School District No. 246

Balance Sheet

Governmental Funds

August 31, 2018

	General Fund	ASB Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Permanent Fund	Total
<b>ASSETS:</b>							
Cash and Cash Equivalents	1,718,753.76	53,809.41	1,227.10	7,060.82	21.00	0.00	1,780,872.09
Minus Warrants Outstanding	-1,683,009.05	-46,062.42	0.00	-7,060.82	0.00	0.00	-1,736,132.29
Taxes Receivable	5,801,083.08		2,467,848.94	0.00	0.00		8,268,932.02
Due From Other Funds	0.00	1,443.19	0.00	0.00	0.00	0.00	1,443.19
Due From Other Governmental Units	689,748.83	0.00	0.00	9,681.92	0.00	0.00	699,430.75
Accounts Receivable	133,957.28	0.00	0.00	0.00	0.00	0.00	133,957.28
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	11,152.97	0.00		0.00			11,152.97
Prepaid Items	14,413.33	0.00			0.00	0.00	14,413.33
Investments	10,646,052.29	699,081.56	2,424,044.35	5,467,738.30	248,250.12	0.00	19,485,166.62
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	0.00
Self-Insurance Security Deposit	0.00						0.00
<b>TOTAL ASSETS</b>	<b>17,332,152.49</b>	<b>708,271.74</b>	<b>4,893,120.39</b>	<b>5,477,420.22</b>	<b>248,271.12</b>	<b>0.00</b>	<b>28,659,235.96</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>17,332,152.49</b>	<b>708,271.74</b>	<b>4,893,120.39</b>	<b>5,477,420.22</b>	<b>248,271.12</b>	<b>0.00</b>	<b>28,659,235.96</b>
<b>LIABILITIES:</b>							
Accounts Payable	1,271,142.15	65,698.54	600.00	263,304.69	0.00	0.00	1,600,745.38
Contracts Payable Current	0.00	0.00		0.00	0.00	0.00	0.00
Accrued Interest Payable			0.00				0.00
Accrued Salaries	1,354,428.65	0.00		0.00			1,354,428.65
Anticipation Notes Payable	0.00		0.00	0.00	0.00		0.00

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

Wenatchee School District No. 246

Balance Sheet

Governmental Funds

August 31, 2018

	General Fund	ASB Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Permanent Fund	Total
<b>LIABILITIES:</b>							
Payroll Deductions and Taxes Payable	256,921.50	0.00		0.00			256,921.50
Due To Other Governmental Units	2,842.16	2,722.08		0.00	0.00	0.00	5,564.24
Deferred Compensation Payable	0.00			0.00			0.00
Estimated Employee Benefits Payable	0.00						0.00
Due To Other Funds	1,443.19	0.00	0.00	0.00	0.00	0.00	1,443.19
Interfund Loans Payable	0.00		0.00	0.00	0.00		0.00
Deposits	0.00	0.00		0.00			0.00
Unearned Revenue	18,778.77	0.00	0.00	0.00	0.00		18,778.77
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	0.00
<b>TOTAL LIABILITIES</b>	<b>2,905,556.42</b>	<b>68,420.62</b>	<b>600.00</b>	<b>263,304.69</b>	<b>0.00</b>	<b>0.00</b>	<b>3,237,881.73</b>
<b>DEFERRED INFLOWS OF RESOURCES:</b>							
Unavailable Revenue	95,602.04	77,543.95	0.00	0.00	0.00	0.00	173,145.99
Unavailable Revenue - Taxes Receivable	5,801,083.08		2,467,848.94	0.00	0.00		8,268,932.02
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>5,896,685.12</b>	<b>77,543.95</b>	<b>2,467,848.94</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,442,078.01</b>
<b>FUND BALANCE:</b>							
Nonspendable Fund Balance	25,566.30	0.00	0.00	0.00	0.00	0.00	25,566.30
Restricted Fund Balance	524,844.00	562,307.17	2,424,671.45	3,997,983.77	248,271.12	0.00	7,758,077.51
Committed Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assigned Fund Balance	351,081.00	0.00	0.00	1,216,131.76	0.00	0.00	1,567,212.76
Unassigned Fund Balance	7,628,419.65	0.00	0.00	0.00	0.00	0.00	7,628,419.65
<b>TOTAL FUND BALANCE</b>	<b>8,529,910.95</b>	<b>562,307.17</b>	<b>2,424,671.45</b>	<b>5,214,115.53</b>	<b>248,271.12</b>	<b>0.00</b>	<b>16,979,276.22</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES, AND FUND BALANCE</b>	<b>17,332,152.49</b>	<b>708,271.74</b>	<b>4,893,120.39</b>	<b>5,477,420.22</b>	<b>248,271.12</b>	<b>0.00</b>	<b>28,659,235.96</b>

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

**Wenatchee School District No. 246**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**

**Governmental Funds**

**For the Year Ended August 31, 2018**

	<b>General Fund</b>	<b>ASB Fund</b>	<b>Debt Service Fund</b>	<b>Capital Projects Fund</b>	<b>Transportation Vehicle Fund</b>	<b>Permanent Fund</b>	<b>Total</b>
<b>REVENUES:</b>							
Local	14,613,575.97	1,077,685.55	5,436,985.83	122,026.82	3,084.26		21,253,358.43
State	74,995,012.97		0.00	60,283.87	192,784.26		75,248,081.10
Federal	8,653,450.50		0.00	0.00	0.00		8,653,450.50
Federal Stimulus	0.00						0.00
Other	110,125.68			44,275.00	0.00	0.00	154,400.68
<b>TOTAL REVENUES</b>	<b>98,372,165.12</b>	<b>1,077,685.55</b>	<b>5,436,985.83</b>	<b>226,585.69</b>	<b>195,868.52</b>	<b>0.00</b>	<b>105,309,290.71</b>
<b>EXPENDITURES:</b>							
<b>CURRENT:</b>							
Regular Instruction	55,314,329.12						55,314,329.12
Federal Stimulus	0.00						0.00
Special Education	10,332,726.04						10,332,726.04
Vocational Education	3,299,848.88						3,299,848.88
Skill Center	1,543,228.80						1,543,228.80
Compensatory Programs	10,012,106.04						10,012,106.04
Other Instructional Programs	987,034.81						987,034.81
Community Services	826,176.49						826,176.49
Support Services	17,735,772.28						17,735,772.28
Student Activities/Other		1,043,601.83				0.00	1,043,601.83
<b>CAPITAL OUTLAY:</b>							
Sites				696,502.95			696,502.95
Building				1,049,473.28			1,049,473.28
Equipment				25,549.17			25,549.17
Instructional Technology				0.00			0.00
Energy				0.00			0.00
Transportation Equipment					325,917.27		325,917.27
Sales and Lease				0.00			0.00
Other	452,655.10						452,655.10
<b>DEBT SERVICE:</b>							
Principal	0.00		2,135,000.00	0.00	0.00		2,135,000.00
Interest and Other Charges	0.00		3,335,162.50	0.00	0.00		3,335,162.50
Bond/Levy Issuance				0.00	0.00		0.00
<b>TOTAL EXPENDITURES</b>	<b>100,503,877.56</b>	<b>1,043,601.83</b>	<b>5,470,162.50</b>	<b>1,771,525.40</b>	<b>325,917.27</b>	<b>0.00</b>	<b>109,115,084.56</b>

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

Wenatchee School District No. 246

Statement of Revenues, Expenditures, and Changes in Fund Balance

Governmental Funds

For the Year Ended August 31, 2018

	General Fund	ASB Fund	Debt Service Fund	Capital Projects Fund	Transportation Vehicle Fund	Permanent Fund	Total
DEBT SERVICE:							
REVENUES OVER (UNDER) EXPENDITURES	-2,131,712.44	34,083.72	-33,176.67	-1,544,939.71	-130,048.75	0.00	-3,805,793.85
OTHER FINANCING SOURCES (USES) :							
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		0.00	764,500.00	100,000.00		864,500.00
Transfers Out (GL 536)	-864,500.00		0.00	0.00	0.00	0.00	-864,500.00
Other Financing Uses (GL 535)	0.00		0.00	0.00	0.00		0.00
Other	0.00		0.00	0.00	1,000.00		1,000.00
TOTAL OTHER FINANCING SOURCES (USES)	-864,500.00		0.00	764,500.00	101,000.00	0.00	1,000.00
EXCESS OF REVENUES/OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	-2,996,212.44	34,083.72	-33,176.67	-780,439.71	-29,048.75	0.00	-3,804,793.85
BEGINNING TOTAL FUND BALANCE	11,526,123.39	528,223.45	2,457,848.12	5,994,555.24	277,319.87	0.00	20,784,070.07
Prior Year(s) Corrections or Restatements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ENDING TOTAL FUND BALANCE	8,529,910.95	562,307.17	2,424,671.45	5,214,115.53	248,271.12	0.00	16,979,276.22

**Wenatchee School District**  
**Notes to the Financial Statements**  
**September 1, 2017 through August 31, 2018**

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

The Wenatchee School District (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.
- (4) Property Taxes collected after the end of the fiscal period are not considered available for revenue accrual as described below.

**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 as appropriate. All funds are considered major funds. The various funds in the report are grouped into governmental 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. Categorical program claims and interdistrict billings are measurable and available and are accrued. Property taxes not collected by the fiscal year end are measureable and recorded as a receivable, however the receivable is not considered available of revenue accrual, but is recorded as a deferred inflow of resources.

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

### **Budgets**

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

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

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

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

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

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

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

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

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

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

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

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

The Superintendent and Executive Director of Business and Operations are the only persons who have the authority to create Assignments of fund balance.

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

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

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

## **Cash and Cash Equivalents**

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

## **Inventory**

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

## **NOTE 2: DEPOSITS AND INVESTMENTS**

The Chelan 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, 2018, are as follows:

Type of Investment	(District's) own investments	Investments held by (district) as an agent for other organizations	Total
State Treasurer's Investment Pool	\$19,485,167		\$19,485,167
County Treasurer's Investment Pool			
Other:			
Total	\$19,485,167		\$19,485,167

The Washington State Local Government Investment Pool (LGIP) was authorized by Chapter 294, Laws of 1986, and is managed and operated by the Washington State Treasurer. Participation in the pool is voluntary and the pool does not have a credit rating). Investments in the LGIP, a qualified external investment pool, are reported at amortized cost which approximates fair value. The pool portfolio is invested in a manner that meets the maturity, quality, diversification and liquidity requirements set forth by GASBS 79 for external investment pools that elect to measure, for financial reporting purposes, investments at

amortized cost. The pool maintains a Weighted Average Maturity (WAM) of 60 days or shorter. The LGIP does not have any legally binding guarantees of share values. The LGIP does not impose liquidity fees or redemption gates on participant withdrawals.

The Office of the State Treasurer prepares a stand-alone LGIP financial report. A copy of the report is available from the Office of the State Treasurer, PO Box 40200, Olympia, Washington 98504-0200, online at <http://www.tre.wa.gov>.

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

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

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

There were no events after the balance sheet date that would have a material impact on the next or future fiscal years.

### **NOTE 5: 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/administration/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, 2018, was as follows:

Plan	Retirees and Beneficiaries Receiving Benefits	Inactive Plan Members Entitled to but not yet Receiving Benefits	Active Plan Members
PERS 1	47,037	539	1,986
SERS 2	9,171	6,050	27,786
SERS 3	8,866	8,678	34,930
TRS 1	33,460	147	497
TRS 2	5,453	2,617	20,518
TRS 3	11,960	8,735	55,117

### 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 41.34 and 41.40 RCW for PERS, 41.34 and 41.35 RCW for SERS, and 41.32 and 41.34 RCW for TRS. 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 various plans are effective as of the dates shown in the table. The pension plan contribution rates (expressed as a percentage of covered payroll) for 2017 and 2018 are listed below:

Pension Rates			
	9/1/18 Rate	7/1/17 Rate	
<b>PERS 1</b>			
Member Contribution Rate	6.00%	6.00%	
Employer Contribution Rate	12.83%	12.70%	
Pension Rates			
	9/1/18 Rate	9/1/17 Rate	
<b>TRS 1</b>			
Member Contribution Rate	6.00%	6.00%	
Employer Contribution Rate	15.41%	15.20%	
<b>TRS 2</b>			
Member Contribution Rate	7.06%	7.06%	
Employer Contribution Rate	15.41%	15.20%	
<b>TRS 3</b>			
Member Contribution Rate	varies*	varies*	
Employer Contribution Rate	15.41%	15.20%	**
<b>SERS 2</b>			
Member Contribution Rate	7.27%	7.27%	
Employer Contribution Rate	13.58%	13.48%	
<b>SERS 3</b>			
Member Contribution Rate	varies*	varies*	
Employer Contribution Rate	13.58%	13.48%	**
<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 Collective Net Pension Liability as of June 30, 2018:				
Dollars in Thousands	PERS 1	SERS 2/3	TRS 1	TRS 2/3
Total Pension Liability	\$12,143,412	\$5,719,600	\$8,722,439	\$14,422,685
Plan fiduciary net position	(\$7,677,378)	(\$5,420,538)	(\$5,801,847)	(\$13,972,571)
Participating employers' net pension liability	\$4,466,034	\$299,062	\$2,920,592	\$450,114
Plan fiduciary net position as a	63.22%	94.77%	66.52%	96.88%

percentage of the total pension liability				
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### The School District's Proportionate Share of the Net Pension Liability (NPL)

At June 30, 2018, the school district reported a total liability of \$ 30,426,710 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, 2018, the district's proportionate share of each plan's net pension liability is reported below:

June 30, 2018	PERS 1	SERS 2/3	TRS 1	TRS 2/3
District's Annual Contributions	\$ 720,439	\$ 1,134,931	\$ 2,918,081	\$ 3,141,759
Proportionate Share of the Net Pension Liability	\$ 4,813,574	\$ 1,940,171	\$20,492,101	\$ 3,180,864

At June 30, 2018, the school district's percentage of the proportionate share of the collective net pension liability was as follows and the changed in the allocation percentage from the prior period is reported below:

Allocation percentages	PERS 1	SERS 2/3	TRS 1	TRS 2/3
Current year proportionate share of the Net Pension Liability	0.107782%	0.648752%	0.701642%	0.706680%
Prior year proportionate share of the Net Pension Liability	0.108646%	0.660322%	0.707602%	0.713672%
Net difference percentage	-0.000864%	-0.011569%	-0.005960%	-0.006993%

### Actuarial Assumptions

Capital Market Assumptions (CMAs) and expected rates of return by asset class are 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, 2017, with the results rolled forward to June 30, 2018, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation	2.75% total economic inflation, 3.50% salary inflation
Salary increases	In addition to the base 3.50% salary inflation assumption, salaries are also expected to grow by promotions and longevity.
Investment rate of return	7.40%

## 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, 2017 valuation were based on the results of the *2007–2012 Experience Study Report* and the *2017 Economic Experience Study*. Additional assumptions for subsequent events and law changes are current as of the 2017 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 7.40% 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, 2018, 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	7.00%	4.90%
Real Estate	18.00%	5.80%
Global Equity	32.00%	6.30%
Private Equity	23.00%	9.30%

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 7.40 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 7.50 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 7.40 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 7.40 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 Wenatchee School District's proportionate share of the collective net pension liability (NPL) calculated using the discount rate of 7.40 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 (6.40 percent) or one percentage point higher (8.40 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 (6.40%)	Current Discount Rate (7.40%)	1% Increase (8.40%)
<b>PERS1 NPL</b>	\$5,488,477,000	\$4,466,034,000	\$3,580,392,000
Allocation Percentage	0.107782%	0.107782%	0.107782%
Proportionate Share of Collective NPL	\$5,915,582	\$4,813,574	\$3,859,013
<b>SERS2/3 NPL</b>	\$1,127,549,000	\$299,062,000	(\$383,817,000)
Allocation Percentage	0.648752%	0.648752%	0.648752%
Proportionate Share of Collective NPL	\$7,314,999	\$1,940,171	(\$2,490,021)

<b>TRS1 NPL</b>	\$3,650,431,000	\$2,920,592,000	\$2,288,760,000
Allocation Percentage	0.701642%	0.701642%	0.701642%
Proportionate Share of Collective NPL	\$25,612,958	\$20,492,101	\$16,058,902
<b>TRS2/3 NPL</b>	\$2,805,439,000	\$450,114,000	(\$1,463,229,000)
Allocation Percentage	0.706680%	0.706680%	0.706680%
Proportionate Share of Collective NPL	\$19,825,463	\$3,180,864	(\$10,340,340)

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

The State, through the Health Care Authority (HCA), administers a defined benefit other post-employment benefit (OPEB) plan that is not administered through a qualifying trust. 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. Benefits purchased by PEBB include medical, dental, life and long-term disability insurance.

The relationship between the PEBB OPEB plan and its member employers and their employees and retirees is not formalized in a contract or plan document. Rather, the benefits are provided in accordance with a substantive plan. A substantive plan is one, which the employers and plan members understand the plan terms. This understanding is based on communications between the HCA, employers and plan members, and historical pattern of practice with regard to sharing of benefit costs.

Employers participating in the plan include the state of Washington (which includes general government agencies and higher education institutions), 74 of the state's K-12 school districts and educational service districts (ESDs), and 236 political subdivisions and tribal governments. Additionally, the PEBB plan is available to the retirees of the remaining 238 K-12 school districts and ESDs. The District's retirees are eligible to participate in the PEBB plan under this arrangement.

#### **Eligibility**

District members are eligible for retiree medical benefits after becoming eligible for service retirement pension benefits (either reduced or full pension benefits) under Plan 2 or 3 of TRS or SERS.

- Age of 65 with 5 years of service
- Age of 55 with 20 years of service

Former members who are entitled to a deferred vested pension benefit are not eligible to receive medical and life insurance benefits after pension benefit commencement. Survivors of covered members who die are eligible for medical benefits.

### Medical Benefits

Upon retirement, members are permitted to receive medical benefits. Retirees pay the following monthly rates for pre-65 medical coverage for 2018.

#### **Members not eligible for Medicare (or enrolled in Part A only)**

<u>Descriptions</u>	<u>Type of Coverage</u>		
	<u>Employee</u>	<u>&amp; Spouse</u>	<u>Full Family</u>
Kaiser Permanente NW Classic	\$692.66	\$1,380.30	\$1,896.03
Kaiser Permanente NW CDHP	\$590.87	\$1,170.25	\$1,561.04
Kaiser Permanente WA Classic	\$718.39	\$1,431.76	\$1,966.79
Kaiser Permanente WA CDHP	\$589.18	\$1,167.37	\$1,557.27
Kaiser Permanente WA Sound Choice	\$607.11	\$1,209.20	\$1,660.77
Kaiser Permanente WA Value	\$633.52	\$1,262.02	\$1,733.40
UMP Classic	\$657.86	\$1,310.70	\$1,800.33
UMP CDHP	\$588.91	\$1,166.83	\$1,556.50
UMP Plus-Puget Sound High Value Network	\$600.56	\$1,196.10	\$1,642.76
UMP Plus-UW Medicine Accountable Care Network	\$600.56	\$1,196.10	\$1,642.76

Retirees enrolled in Medicare Parts A and B receive an explicit subsidy in the form of reduced premiums on Medicare supplemental plans. Retirees pay the following monthly rates.

#### **Members enrolled in Part A and B of Medicare**

<u>Descriptions</u>	<u>Type of Coverage</u>		
	<u>Employee</u>	<u>&amp; Spouse<sup>1</sup></u>	<u>Full Family<sup>1</sup></u>
Kaiser Permanente NW Senior Advantage	\$173.07	\$860.71	\$865.85
Kaiser Permanente WA Medicare Plan	\$175.40	\$345.78	\$516.16
Kaiser Permanente WA Classic	N/A	N/A	\$880.81
Kaiser Permanente WA Sound Choice	N/A	N/A	\$797.35
Kaiser Permanente WA Value	N/A	N/A	\$1,275.28
UMP Classic	\$333.64	\$662.26	\$1,151.89

Note 1-Employee, Spouse and Full Family with two Medicare eligible subscribers.

### Funding Policy

The funding policy is based upon the pay-as-you go financing requirements.

According to state law, the Washington State Treasurer collects a fee from all school district entities, which have employees who 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 who elect to purchase their health care benefits through the state Health Care Authority. For the fiscal year 2017–18, the District was required to pay the HCA \$71.08 per month per full-time equivalent employee to support the program, for a total payment of \$746,280.19. 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. These amounts are not shown on the financial statements.

For further information on the results of the actuarial valuation of the employer provided subsidies associated with the state's PEBB plan, refer to:

<http://leg.wa.gov/osa/additionalservices/Documents/Final.2017.PEBB.OPEB.AVR.pdf>

The plan does not issue a separate report; however, additional information is included in the State of Washington Comprehensive Annual Financial Report, which is available on this site <https://www.ofm.wa.gov/accounting/financial-audit-reports/comprehensive-annual-financial-report>

#### **NOTE 7: COMMITMENTS UNDER LEASES**

For the fiscal year ended August 31, 2018, the District had incurred additional long-term debt as follows:

Wenatchee School District has five operating leases:

Ricoh Corporation: A 60-month lease beginning September 2013 effective until September 2018. Lease provides copying equipment in the form of 11 machines located in 11 school district facilities. Lease provides for equipment repairs, adjustments, supplies, monthly meter reads and staff training on equipment operations. A fixed base cost of \$28,476.84 per year, plus sales tax is charged, and a variable cost per copy ranging from .0080 - .0514 plus sales tax is charged. Total remaining obligation is \$2,572.41.

Ricoh Corporation: A 60-month lease beginning October 2014 effective until October 2019. Lease provides copying equipment in the form of 30 machines located in 20 school district facilities. Lease provides for equipment repairs, adjustments, supplies, monthly meter reads and staff training on equipment operations. A fixed base cost of \$122,149.92 per year, plus sales tax is charged, and a variable cost per copy ranging from .0037 - .0089 for black and .0482 - .0514 for color plus sales tax is charged. Total remaining obligation is \$154,478.94.

Northwest Mailing, Inc: A 60-month lease beginning May 2014 effective until April 2019. Lease provides mail equipment at 2 school district facilities; the District Office and Wenatchee High

School. Lease provides for maintenance, rate change protection, meter resets, training and installation. An annual charge of \$5,118.48 plus sales tax is charged. Total remaining obligation is \$3,698.95.

Ricoh Corporation: A 60-month lease beginning September 2016 effective until September 2021. Lease provides copying equipment in the form of 2 machines located in the Maintenance & Operations facility. Lease provides for equipment repairs, adjustments, monthly meter reads and staff training on equipment operations. A fixed base cost of \$4,747.92 per year, plus sales tax is charged, and a variable cost per copy ranging from .0082 - .04 for black and .05 - .06 for color plus sales tax is charged. Total remaining obligation is \$15,440.25.

Ricoh Corporation: A 24-month lease beginning September 2017 effective until September 2019. Lease provides copying equipment in the form of 1 machine located in the WHS portable classrooms. Lease provides for equipment repairs, adjustments, supplies, monthly meter reads and staff training on equipment operations. A fixed base cost of \$71.65 per month, plus sales tax is charged, and a cost per copy of .0079 plus sales tax is charged. Total remaining obligation is \$859.80

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

Construction in progress is composed of:

Project	Project Authorization Amount	Expended as of 8/31/2018
Skills Center Major Works #K19-4490	\$ 9,500,000	\$ 9,361,653
WSD 2014 Bond Lincoln Elem	\$ 27,400,370	\$ 27,139,492
WSD 2014 Bond Washington Elem	\$ 33,020,670	\$ 31,654,822
WSD 2014 Bond Castlerock/ECLC	\$ 7,400,000	\$ 6,627,579
WSD 2014 Bond Pioneer Gym	\$ 6,942,010	\$ 7,351,763
Total:	\$ 84,263,050	\$ 82,135,309

#### **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. The following encumbrance amounts were re-encumbered by fund on September 1, 2018:

Fund	Amount
General Fund	\$ 490,060
ASB Fund	\$ 5,150
Capital Projects Fund	\$ 1,012,765

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

The district's capital assets are insured in the amount of \$279,339,666 for fiscal year 2018. In the opinion of the District's insurance consultant, the amount is sufficient to adequately fund replacement of the District's assets.

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

##### **LONG-TERM DEBT**

Bonds payable at August 31, 2018, are comprised of the following individual issues:

Issue Name	Amount Authorized	Annual Installments	Final Maturity	Interest Rate(s)	Amount Outstanding
General Obligation Bonds					
2010 - UTGO	\$26,700,000	\$2,135,000	12/01/21	2.00-5.00%	\$10,050,000
2014 - UTGO	\$59,450,000	\$ 0.00	12/01/33	3.00-5.00%	\$59,450,000
Total General Obligation Bonds	\$86,150,000	\$2,135,000			\$69,500,000

The following is a summary of general obligation long-term debt transactions of the District for the fiscal year ended August 31, 2018:

Long-Term Debt Payable at 9/1/2017	\$71,635,000
New Issues	
Debt Retired	(\$ 2,135,000)
Long-Term Debt Payable at 8/31/2018	\$69,500,000

The following is a schedule of annual requirements to amortize long-term debt at August 31, 2018:

Years Ending August 31	Principal	Coupon	Interest	Total
2010 UTGO Bond Issue				
2018	\$ 2,275,000.00	4.00%	\$ 455,500.00	\$ 2,730,500.00
2019	\$ 2,425,000.00	4.00%	\$ 364,500.00	\$ 2,789,500.00
2020	\$ 2,580,000.00	5.00%	\$ 267,500.00	\$ 2,847,500.00
2021	\$ 2,770,000.00	5.00%	\$ 138,500.00	\$ 2,908,500.00
Total:	\$10,050,000.00		\$1,226,000.00	\$11,276,000.00

Years Ending August 31	Principal	Coupon	Interest	Total
2014 UTGO Bond Issue				
2018	\$ 55,000.00	3.00%	\$ 2,836,362.50	\$ 2,891,362.50
2019	\$ 110,000.00	3.00%	\$ 2,834,712.50	\$ 2,944,712.50
2020	\$ 170,000.00	3.00%	\$ 2,831,412.50	\$ 3,001,412.50
2021	\$ 230,000.00	3.00%	\$ 2,826,312.50	\$ 3,056,312.50
2022	\$ 3,265,000.00	5.00%	\$ 2,819,412.50	\$ 6,084,412.50
2023-2027	\$20,825,000.00	4.25 - 5.00%	\$11,469,950.00	\$ 32,294,950.00
2028-2032	\$29,745,000.00	4.50 - 5.00%	\$ 5,909,300.00	\$ 35,654,300.00
2033	\$ 5,050,000.00	5.00%	\$ 252,500.00	\$ 5,302,500.00
Total:	\$59,450,000.00		\$31,779,962.50	\$ 91,229,962.50
Grand Total:	\$69,500,000.00		\$33,005,962.50	\$102,505,962.50

At August 31, 2018 the district had \$2,424,671.45 available in the Debt Service Fund to service the general obligation bonds.

#### **NOTE 11: INTERFUND BALANCES AND TRANSFERS**

The following table depicts interfund transfer activity:

Transferred From (Fund) 535 or 536	Transferred To (Fund) 965 9900	Amount	Description

General Fund	Transportation Vehicle Fund	\$ 100,000	Major repair required for school bus
General Fund	Capital Projects Fund	\$ 537,000	Purchase of Land and Facility from City of Wenatchee
General Fund	Capital Projects Fund	\$ 227,500	Lewis & Clark, Sunnyslope, Foothills and Rec Park facility and site safety projects

## **NOTE 12: ENTITY RISK MANAGEMENT ACTIVITIES**

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

### **PROPERTY AND LIABILITY INSURANCE**

Wenatchee 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 7 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, Miscellaneous Professional 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 \$3,058,747, 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 pre-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 ended August 31, 2018 were \$3,223,192.51.

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 AND UNEMPLOYMENT

Chapter 48.62 RCW authorizes the governing body of any one or more governmental entities to form together into or join a pool or organization for the joint self-insuring to the same extent that they may individually self-insure. Separate agreements to form a workers' compensation pool and unemployment pool were made pursuant to the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act. The North Central Washington Workers' Compensation Pool was formed on January 1, 1984, when school districts and North Central Educational Service District (NCESD) in the State of Washington joined together by signing an Interlocal Governmental Agreement to pool their self-insured losses. The North Central Unemployment Compensation Risk-Sharing Insurance Pool was created September 1, 2015, when school districts and NCESD in the State of Washington joined together by signing an Agreement to pool their self-insured losses. 29 school districts and NCESD have joined the workers' compensation pool, while 26 school districts and NCESD have joined the unemployment pool.

These pools are operated for the Wenatchee School District's benefit in lieu of the district having to make monthly premium payments to the state of Washington for industrial insurance and unemployment. Membership automatically renews each year. Even after termination, members are still responsible for contributions for unresolved claims occurring during a period when the district was a member of the pools.

The pools are governed by a board of directors, which is comprised of one designated representative from each participating member. An executive committee is elected for conducting the business affairs of each pool.

Each member's contribution to the pools are determined by an annual actuarial study. In fiscal year ending August 31, 2018, Wenatchee School District made payments totaling \$815,394.98 to the industrial insurance pool and \$47,204.33 to the unemployment insurance pool.

### **NOTE 13: 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 tax collections occurring after the end of the fiscal period are unavailable for revenue accrual. Therefore, the fall portion of property taxes is not accrued as revenue. Instead, the property taxes due after the end of the fiscal period are recorded as a deferred inflow of resources.

### **NOTE 14: JOINT VENTURES AND JOINTLY GOVERNED ORGANIZATIONS**

The District is a member of the King County Directors' Association (KCDA). KCDA is a purchasing cooperative designed to pool the member districts' purchasing power. The District joined the association on February 28, 1977, and has remained in the joint venture ever since. The District's current equity of \$62,323.38 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 fifteen annual payments.

### **NOTE 15: 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
Nonspendable Fund Balance					
Inventory and Prepaid Items	\$25,566				
Restricted Fund Balance					
For Other Items					
For Fund Purpose		\$562,307			\$248,271
For Carryover of Restricted Revenues	\$524,844				
For Skill Centers					
For Carryover of Food Service Revenue					
For Debt Service				\$2,424,671	

	General Fund	ASB Fund	Capital Projects Fund	Debt Service Fund	Transportation Vehicle Fund
For Arbitrage Rebate					
For Self-Insurance					
For Uninsured Risks					
Restricted from Bond Proceeds					
Committed from Levy Proceeds					
Restricted from State Proceeds			\$3,997,984		
Restricted from Federal Proceeds					
Restricted from Other Proceeds					
Restricted from Impact Fee Proceeds					
Restricted from Mitigation Fee Proceeds					
Restricted from Undistributed Proceeds					
Committed Fund Balance					
For Economic Stabilization					
Other Commitments					
Assigned Fund Balance					
Contingencies					
Other Capital Projects					
Other Purposes	\$351,081				
Fund Purposes			\$1,216,132		
Unassigned Fund Balance	\$7,628,420				

The Board of Directors has established a minimum fund balance policy for the general fund to provide for financial stability and contingencies within the District. The policy is that the District shall maintain 5% of general fund expenditures. Portions of fund balance that are set aside for the purpose of meeting this policy are recorded on the financial statements as part of Unassigned Fund Balance.

**NOTE 16: 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 Section 457 of the Internal Revenue Code that is administered by the state deferred compensation plan.

#### **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 the elective deferrals employee contribution process.

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 17: TERMINATION BENEFITS**

##### **COMPENSATED ABSENCES**

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

Under the provisions of RCW 28A.400.210, sick leave accumulated by District employees is reimbursed at death or retirement at the rate of 1 day for each 4 days of accrued leave, limited to 180 accrued days. This chapter also provides for an annual buy out of an amount up to the maximum annual accumulation of 12 days. For buyout purposes, employees may accumulate such leave to a maximum of 192 days, including the annual accumulation, as of December 31 of each year.

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

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

No unrecorded liability exists for other employee benefits.

#### **NOTE 18: OTHER DISCLOSURES**

##### **SKILLS CENTER CORE CAMPUS**

The District is the host district for the Wenatchee Valley Technical Skills Center, a regional program designed to provide career and technical education opportunities to students in participating districts. The purpose of a Skills Center is to enhance the career and technical education course offerings among districts by avoiding unnecessary duplication of courses.

The Wenatchee Valley Technical Skills Center was created through an agreement of ten member districts. The Skills Center is governed by an Administrative Council, comprised of the superintendents, or their appointed representatives, of all member districts plus leaders from the business and industry who are representative of the established business enterprises in the member districts. The Skills Center administration is handled through a director, employed by the District.

As host district, the District has the following responsibilities:

1. Employ staff of the Skills Center.
2. Act as fiscal agent for the Skills Center and maintain separate accounts and fund balances for each fund.
3. Review and adopt the Skills Center budget as part of the District's overall budget.
4. Provide such services as may be mutually agreed upon by the District and the Skills Center.

#### SOURCES OF FUNDING

The Skills Center is primarily funded by state apportionment, based on the number of students who attend the Skills Center. Other sources of income include federal grants from the Carl D. Perkins program, tuition and fees, and sale of goods and services.

#### CAPITAL IMPROVEMENTS

The Skills Center has ongoing construction projects beginning in 2010. These projects are funded by state grant funds from the State of Washington.

#### UNSPENT FUNDS

Any funds remaining at the end of the year from Skills Center operations are recorded as a restriction of the District's General Fund balance, and are to be used for financing future operations of the Skills Center. Member districts do not have claim to any unspent funds of the Skills Center.

The following school districts are members of the Skills Center: Cascade, Cashmere, Eastmont, Entiat, Lake Chelan, Manson, Moses Lake, Pateros, Quincy and Waterville.

In addition, the Moses Lake School District operates a branch campus of the Wenatchee Valley Technical Skills Center. As a branch campus, the district is allowed to claim its own students and receive direct Skills Center funding for those students.

The statements of that district reflect the portion of total Skills center operations that pertain to the operation of the branch campus alone.

Wenatchee School District No. 246  
Schedule of Long-Term Liabilities  
For the Year Ended August 31, 2018

Description	Beginning Outstanding Debt September 1, 2017	Amount Issued / Increased	Amount Redeemed / Decreased	Ending Outstanding Debt August 31, 2018	Amount Due Within One Year
<b>Voted Debt</b>					
Voted Bonds	71,635,000.00	0.00	2,135,000.00	69,500,000.00	2,330,000.00
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	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00
Non-Cancellable Operating Leases	377,660.22	1,719.60	173,974.59	205,405.23	174,834.39
Claims & Judgements	0.00	0.00	0.00	0.00	0.00
Compensated Absences	1,750,395.00	268,521.07	0.00	2,018,916.07	534,829.15
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:	0.00	0.00	0.00	0.00	0.00
Net Pension Liabilities TRS 1	21,392,707.00	0.00	900,607.00	20,492,100.00	
Net Pension Liabilities TRS 2/3	6,586,786.00	0.00	3,405,923.00	3,180,863.00	
Net Pension Liabilities SERS 2/3	3,258,522.00	0.00	1,318,350.00	1,940,172.00	
Net Pension Liabilities PERS 1	5,155,350.00	0.00	341,775.00	4,813,575.00	
<b>Total Long-Term Liabilities</b>	110,156,420.22	270,240.67	8,275,629.59	102,151,031.30	3,039,663.54

**WENATCHEE SCHOOL DISTRICT #246**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
For the Year Ending August 31, 2018

1	2	3	4	5	6	7	8	9	10
Federal Agency Name	Pass Through Agency	Federal Program Title	CFDA Number	Other Identification Number/Award Number	From Direct Awards	From Pass Through Awards	Total	Passed Through to Subrecipients	Foot note
US Dept of Agriculture	WA OSPI	Child Nutrition Cluster: School Breakfast Program National School Lunch Program National School Lunch Program - Non Cash Summer Food Service Program for Children Subtotal Child Nutrition Cluster	10.553 04246 10.555 04246 10.555 04246 10.559 04246				\$ 357,819 \$ 357,819 \$ 1,788,915 \$ 1,788,915 \$ 239,728 \$ 239,728 \$ 9,211 \$ 9,211 \$ 2,395,673		2
	Office of State Treasurer	Child and Adult Care Food Program School and Roads - Grants to States Total US Department of Agriculture	10.558 04246 10.665 04246				\$ 182,037 \$ 182,037 \$ 330,156 \$ 330,156 \$ 2,907,866 \$ 2,907,866		
US Dept of Labor	Employment Training & Administration	WIOA Adult Program	17.258 6963				\$ 17,476 \$ 17,476		4
		Total US Department of Labor					\$ 17,476 \$ 17,476		
US Dept of Education	WA OSPI	Title 1 Grants to Local Educational Agencies Migrant Education State Grant Program Special Education Cluster: Special Education Grants to States Special Education Preschool Grants Subtotal Special Education Cluster	84.010 0263216, 0263241, 0263260 84.011 0282275, 0290866 84.027 0306124 84.173 0365622	0202657, 0263214, 0263215, 0263216, 0263241, 0263260 0282275, 0290866			\$ 1,632,226 \$ 1,632,226 \$ 850,574 \$ 850,574 \$ 1,445,854 \$ 1,445,854 \$ 53,668 \$ 53,668 \$ 1,499,522		3, 4 4 4 4
	CWU	Career and Technical Education - Basic Grants to States Education for Homeless Children and Youth Javits Gifted and Talented Students Education Twenty-First Century Community Learning Centers English Language Acquisition State Grants Supporting Effective Instruction State Grants Student Support and Academic Enrichment Program Gaining Early Awareness & Readiness for Undergraduate Programs Total US Department of Education	84.048 0174154, 0173924 84.196 0456255 84.206 0470033 84.287 0991029, 0991219, 0991407 84.365 0402495 84.367 0524362 84.424 0430154 84.334 GEARUP SOAR2 / #10718-D				\$ 66,272 \$ 66,272 \$ 25,500 \$ 25,500 \$ 6,000 \$ 6,000 \$ 960,397 \$ 960,397 \$ 236,812 \$ 236,812 \$ 235,156 \$ 235,156 \$ 28,803 \$ 28,803 \$ 74,408 \$ 74,408 \$ 5,615,670 \$ 5,615,670		4 4 5 4 4 4 4, 6 4
US Dept of Health & Human Services	WA HCA	Medical Assistance Program Total US Department of Health and Human Services	93.778 04246				\$ 102,209 \$ 102,209 \$ 102,209 \$ 102,209		
		TOTAL FEDERAL AWARDS EXPENDED					\$ 8,643,221 \$ 8,643,221		

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

## **NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

Wenatchee School District # 246  
For the Year Ending August 31, 2018

### **NOTE 1—BASIS OF ACCOUNTING**

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

### **NOTE 2—NONCASH AWARDS**

The amount of food commodities reported on the schedule is the value of food commodities distributed by the district during the current year and priced as prescribed by USDA.

### **NOTE 3—SCHOOLWIDE PROGRAMS**

The district operates a "schoolwide program" in five elementary buildings. 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 district in its schoolwide program: Title I (84.010) \$959,339.

### **NOTE 4—FEDERAL INDIRECT RATE**

The district used the federal restricted rate of 3.67%. The district has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

### **NOTE 5—FEDERAL INDIRECT RATE**

The district used the federal unrestricted rate of 11.94%. The district has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

### **NOTE 6—TRANSFERABILITY**

As allowed by federal regulations, the district elected to transfer program funds. The district expended \$28,803 from its Title IV, Student Support and Academic Enrichment Program (84.424) on allowable activities of the Title II, Part A Supporting Effective Instruction State Grants (84.367). This amount is reflected in the expenditures of Title IV, Student Support and Academic Enrichment Program (84.424).



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## CORRECTIVE ACTION PLAN FOR FINDINGS REPORTED UNDER UNIFORM GUIDANCE

### Wenatchee School District No. 246 September 1, 2017 through August 31, 2018

This schedule presents the corrective action planned by the District 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).

<b>Finding ref number:</b> 2018-001	<b>Finding caption:</b> The District did not have adequate internal controls to comply with graduation rate reporting requirements.
<b>Name, address, and telephone of District contact person:</b> Larry Mayfield 235 Sunset Avenue Wenatchee, WA (509) 663-5929	
<b>Corrective action the auditee plans to take in response to the finding:</b> <i>Transfer Code access is now restricted to four staff members who have the training and knowledge to enter correct transfer codes. Out of District Transfer Codes will not be entered until complete transfer documentation is received and verified. A comprehensive review of student system security access is also under way.</i>  <i>Additionally, the procedure for final year-end review of annual graduation data is in the process of being modified to include an additional verification step to confirm graduation data matches transfer documentation. This year-end review process will include transfer documentation review at the building level, as well.</i>	
<b>Anticipated date to complete the corrective action:</b> Transfer code access restrictions has been completed. Review of student system access will be completed by July 31, 2019.  Written procedure for final year-end review of annual graduation data will be completed by June 30, 2019.	

## 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.

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