

**SUMMIT PUBLIC SCHOOLS**

**SYNOPSIS OF AUDIT**

**FOR THE YEAR ENDED**

**JUNE 30, 2018**

**SUMMIT PUBLIC SCHOOLS  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2018**

|   | <u>General<br/>Fund</u> | <u>Special<br/>Revenue<br/>Fund</u> | <u>Capital<br/>Projects<br/>Fund</u> | <u>Total<br/>Governmental<br/>Funds</u> |
|---|-------------------------|-------------------------------------|--------------------------------------|---|
| <b>ASSETS</b>                           |                         |                                     |                                      |   |
| Cash and Cash Equivalents               | \$ 6,139,234            |                                     | \$ 1,280,947                         | \$ 7,420,181                            |
| Receivables, Net                        |                         |                                     |                                      |   |
| Intergovernmental                       |                         | \$ 1,188,165                        | 130,797                              | 1,318,962                               |
| Other                                   | 47,971                  | 152,937                             |                                      | 200,908                                 |
| Due from Other Funds                    | <u>1,269,912</u>        | <u>-</u>                            | <u>-</u>                             | <u>1,269,912</u>                        |
| <br>Total Assets                        | <br><u>\$ 7,457,117</u> | <br><u>\$ 1,341,102</u>             | <br><u>\$ 1,411,744</u>              | <br><u>\$ 10,209,963</u>                |
| <b>LIABILITIES AND FUND BALANCES</b>    |                         |                                     |                                      |   |
| Liabilities:                            |                         |                                     |                                      |   |
| Accounts Payable and Other Liabilities  | \$ 270,625              | \$ 104,242                          | \$ 152,503                           | \$ 527,370                              |
| Accrued Liability for Insurance Claims  | 772,125                 |                                     |                                      | 772,125                                 |
| Payable to Local Government             |                         | 64,238                              |                                      | 64,238                                  |
| Due to Other Funds                      |                         | 931,860                             | 337,051                              | 1,268,911                               |
| Unearned Revenue                        | <u>93,731</u>           | <u>240,762</u>                      | <u>-</u>                             | <u>334,493</u>                          |
| <br>Total Liabilities                   | <br><u>1,136,481</u>    | <br><u>1,341,102</u>                | <br><u>489,554</u>                   | <br><u>2,967,137</u>                    |
| Fund Balances:                          |                         |                                     |                                      |   |
| Restricted:                             |                         |                                     |                                      |   |
| Excess Surplus, Designated              |                         |                                     |                                      |   |
| for Subsequent Year's Expenditures      | 1,351,430               |                                     |                                      | 1,351,430                               |
| Excess Surplus                          | 1,339,434               |                                     |                                      | 1,339,434                               |
| Capital Reserve                         | 1,627,259               |                                     |                                      | 1,627,259                               |
| Capital Reserve, Designated for         |                         |                                     |                                      |   |
| Subsequent Year's Expenditures          | 374,672                 |                                     |                                      | 374,672                                 |
| Emergency Reserve                       | 20,151                  |                                     |                                      | 20,151                                  |
| Maintenance Reserve                     | 400,000                 |                                     |                                      | 400,000                                 |
| Capital Projects                        |                         |                                     | 922,190                              | 922,190                                 |
| Assigned:                               |                         |                                     |                                      |   |
| Year End Encumbrances                   | 88,065                  |                                     |                                      | 88,065                                  |
| Designated for Subsequent Year's        |                         |                                     |                                      |   |
| Expenditures                            | 160,431                 |                                     |                                      | 160,431                                 |
| Unassigned:                             |                         |                                     |                                      |   |
| General Fund                            | <u>959,194</u>          | <u>-</u>                            | <u>-</u>                             | <u>959,194</u>                          |
| <br>Total Fund Balances                 | <br><u>6,320,636</u>    | <br><u>-</u>                        | <br><u>922,190</u>                   | <br><u>7,242,826</u>                    |
| <br>Total Liabilities and Fund Balances | <br><u>\$ 7,457,117</u> | <br><u>\$ 1,341,102</u>             | <br><u>\$ 1,411,744</u>              | <br><u>\$ 10,209,963</u>                |

**SUMMIT PUBLIC SCHOOLS**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

|  | <u>General<br/>Fund</u> | <u>Special<br/>Revenue<br/>Fund</u> | <u>Capital<br/>Projects<br/>Fund</u> | <u>Total<br/>Governmental<br/>Funds</u> |
|--|-------------------------|-------------------------------------|--------------------------------------|---|
| <b>REVENUES</b>  |                         |                                     |                                      |   |
| Local Sources:   |                         |                                     |                                      |   |
| Local Tax Levy   | \$ 63,153,994           |                                     |                                      | \$ 63,153,994                           |
| Tuition  | 1,010,265               |                                     |                                      | 1,010,265                               |
| Miscellaneous  | 672,461                 | \$ 647,969                          | -                                    | 1,320,430                               |
| Total - Local Sources  | <u>64,836,720</u>       | <u>647,969</u>                      | <u>-</u>                             | <u>65,484,689</u>                       |
| State Sources  | 12,503,202              | 257,272                             |                                      | 12,760,474                              |
| Federal Sources  | 32,517                  | 1,303,641                           | -                                    | 1,336,158                               |
| Total Revenues   | <u>77,372,439</u>       | <u>2,208,882</u>                    | <u>-</u>                             | <u>79,581,321</u>                       |
| <b>EXPENDITURES</b>  |                         |                                     |                                      |   |
| Current:   |                         |                                     |                                      |   |
| Regular Instruction  | 35,309,667              | 377,958                             |                                      | 35,687,625                              |
| Special Education Instruction                                | 11,876,331              | 484,719                             |                                      | 12,361,050                              |
| Other Instruction  | 1,992,325               | 374,547                             |                                      | 2,366,872                               |
| School Sponsored Activities and Athletics                    | 2,158,354               |                                     |                                      | 2,158,354                               |
| Support Services   |                         |                                     |                                      |   |
| Student & Instruction Related Services                       | 6,480,129               | 728,098                             |                                      | 7,208,227                               |
| Health Services  | 1,317,942               |                                     |                                      | 1,317,942                               |
| Educational Media/School Library                             | 1,572,720               |                                     |                                      | 1,572,720                               |
| General Administrative Services                              | 1,720,572               |                                     |                                      | 1,720,572                               |
| School Administrative Services                               | 4,484,354               |                                     |                                      | 4,484,354                               |
| Plant Operations and Maintenance                             | 6,555,671               |                                     |                                      | 6,555,671                               |
| Pupil Transportation   | 950,688                 |                                     |                                      | 950,688                                 |
| Central Services   | 1,490,595               |                                     |                                      | 1,490,595                               |
| Debt Service   |                         |                                     |                                      |   |
| Interest and Other Charges                                   | 35,021                  |                                     |                                      | 35,021                                  |
| Capital Outlay   | 1,632,200               | 243,560                             | \$ 177,810                           | 2,053,570                               |
| Total Expenditures   | <u>77,576,569</u>       | <u>2,208,882</u>                    | <u>177,810</u>                       | <u>79,963,261</u>                       |
| Excess (Deficiency) of Revenues<br>Over (Under) Expenditures | <u>(204,130)</u>        | <u>-</u>                            | <u>(177,810)</u>                     | <u>(381,940)</u>                        |
| <b>OTHER FINANCING SOURCES/(USES)</b>                        |                         |                                     |                                      |   |
| Cancel Prior Year Receivable                                 |                         |                                     | (276,609)                            | (276,609)                               |
| Transfer In  | 442,051                 |                                     | 1,100,000                            | 1,542,051                               |
| Transfer Out   | (600,000)               | -                                   | (337,051)                            | (937,051)                               |
| Total Other Financing Sources and Uses                       | <u>(157,949)</u>        | <u>-</u>                            | <u>486,340</u>                       | <u>328,391</u>                          |
| Net Change in Fund Balances                                  | (362,079)               | -                                   | 308,530                              | (53,549)                                |
| Fund Balance , Beginning of Year                             | <u>6,682,715</u>        | <u>-</u>                            | <u>613,660</u>                       | <u>7,296,375</u>                        |
| Fund Balance, End of Year                                    | <u>\$ 6,320,636</u>     | <u>\$ -</u>                         | <u>\$ 922,190</u>                    | <u>\$ 7,242,826</u>                     |

## SUMMIT PUBLIC SCHOOLS

### RECOMMENDATIONS

#### I. Administration Practices and Procedures

There are none.

#### II. Financial Planning, Accounting and Reporting

It is recommended that the District:

- Calculate the payroll agency monthly bank reconciliations based on the monthly payroll agency cash receipts and disbursements to the respective agencies. In addition, an analysis of payroll agency cash receipts and disbursements for the respective agencies be prepared on a monthly basis.
- Investigate the unidentified deposits in the payroll agency bank account from 2017-18 to determine if these receipts are the result of over-payments and if they are due back to the respective employee or the District.
- Seek refunds for all payroll agency overpayments.
- Review employee's salary and wages to ensure all employees are being paid the correct amounts.

#### III. School Purchasing Program

There are none.

#### IV. Food Service Fund

There are none.

#### V. Flash Program

There are none.

#### VI. Student Body Activities

It is recommended that District employees are paid through payroll and that the Student Activity Account reimburse the District. Furthermore, it is recommended that Student Activity Account funds be utilized for only student related purposes.

#### VII. Application for State School Aid

There are none.

#### VIII. Pupil Transportation

There are none.

#### IX. Facilities and Capital Assets

There are none.

**SUMMIT PUBLIC SCHOOLS**

**RECOMMENDATIONS  
(Continued)**

X. **Miscellaneous**

There are none.

XI. **Status of Prior Year Audit Findings/Recommendations**

In accordance with government auditing standards, our procedures included a review of the prior year recommendations; corrective action has not been taken on the prior year recommendations related to the Student Activity Fund.