

# BRANTLEY COUNTY BOARD OF EDUCATION
## NAHUNTA, GEORGIA

ANNUAL FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
JUNE 30, 2012
(Including Independent Auditor's Reports)

BRANTLEY COUNTY BOARD OF EDUCATION

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BRANTLEY COUNTY BOARD OF EDUCATION

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SECTION I

FINANCIAL

# DEPARTMENT OF AUDITS AND ACCOUNTS

270 Washington Street, S.W., Suite 1-156
Atlanta, Georgia 30334-8400

**Greg S. Griffin**
STATE AUDITOR
(404) 656-2174


September 20, 2013

Honorable Nathan Deal, Governor
Members of the General Assembly
Members of the State Board of Education
and
Superintendent and Members of the
Brantley County Board of Education

INDEPENDENT AUDITOR'S COMBINED REPORT ON BASIC FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION - SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Ladies and Gentlemen:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information (Exhibits A through I) of the Brantley County Board of Education, as of and for the year ended June 30, 2012, which collectively comprise the Board's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Brantley County Board of Education's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Brantley County Board of Education, as of June 30, 2012, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Management has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an

essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 20, 2013, on our consideration of the Brantley County Board of Education'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* and should be considered in assessing the results of our audit.

The Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual, as presented on page 27, is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Brantley County Board of Education's financial statements as a whole. The accompanying supplementary information consists of Schedules 2 through 5, which includes the Schedule of Expenditures of Federal Awards as required by U. S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations,* are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying supplementary 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 basic 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 basic financial statements as a whole.

A copy of this report has been filed as a permanent record in the office of the State Auditor and made available to the press of the State, as provided for by Official Code of Georgia Annotated section 50-6-24.

Respectfully submitted,



Greg S. Griffin
State Auditor

GSG:as
2012ARL-11

BRANTLEY COUNTY BOARD OF EDUCATION

BRANTLEY COUNTY BOARD OF EDUCATION
STATEMENT OF NET ASSETS
JUNE 30, 2012

EXHIBIT "A"

| | GOVERNMENTAL ACTIVITIES |
|---|---|
| ASSETS | |
| Cash and Cash Equivalents | $ 2,969,180.63 |
| Investments | 30,000.00 |
| Accounts Receivable, Net | |
| Taxes | 1,611,012.04 |
| State Government | 2,212,004.00 |
| Federal Government | 678,209.00 |
| Other | 5,208.38 |
| Inventories | 147,152.03 |
| Capitalized Bond and Other Debt Issuance Costs | 82,880.78 |
| Capital Assets, Non-Depreciable | 371,119.00 |
| Capital Assets, Depreciable (Net of Accumulated Depreciation) | 27,720,394.96 |
| Total Assets | $ 35,827,160.82 |
| LIABILITIES | |
| Accounts Payable | $ 577,633.62 |
| Salaries and Benefits Payable | 3,611,252.41 |
| Interest Payable | 35,357.71 |
| Long-Term Liabilities | |
| Due Within One Year | 682,383.30 |
| Due in More Than One Year | 3,727,785.61 |
| Total Liabilities | $ 8,634,412.65 |
| NET ASSETS | |
| Invested in Capital Assets, Net of Related Debt | $ 24,205,451.13 |
| Restricted for | |
| Continuation of Federal Programs | 511,124.83 |
| Continuation of State Programs | 20,000.00 |
| Debt Service | 1,184,572.18 |
| Capital Projects | 15,097.59 |
| Unrestricted | 1,256,502.44 |
| Total Net Assets | $ 27,192,748.17 |
| Total Liabilities and Net Assets | $ 35,827,160.82 |

The notes to the basic financial statements are an integral part of this statement.

BRANTLEY COUNTY BOARD OF EDUCATION
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2012

| | EXPENSES | CHARGES FOR SERVICES |
|---|---|---|
| GOVERNMENTAL ACTIVITIES | | |
| Instruction | $ 20,663,003.58 | $ 158,704.27 |
| Support Services | | |
| Pupil Services | 669,395.15 | |
| Improvement of Instructional Services | 623,024.72 | |
| Educational Media Services | 586,914.80 | |
| General Administration | 631,739.03 | |
| School Administration | 1,617,220.38 | |
| Business Administration | 185,308.83 | |
| Maintenance and Operation of Plant | 2,080,288.36 | |
| Student Transportation Services | 2,041,499.22 | |
| Central Support Services | 24,017.29 | |
| Other Support Services | 144,519.00 | |
| Operations of Non-Instructional Services | | |
| Food Services | 2,233,468.80 | 329,858.87 |
| Interest on Short-Term and Long-Term Debt | 167,131.11 | |
| Total Governmental Activities | $ 31,667,530.27 | $ 488,563.14 |
| General Revenues | | |
| Taxes | | |
| Property Taxes | | |
| For Maintenance and Operations | | |
| For Debt Services | | |
| Other Taxes | | |
| Sales Taxes | | |
| Special Purpose Local Option Sales Tax | | |
| For Debt Services | | |
| Other Sales Tax | | |
| Grants and Contributions not Restricted to Specific Programs | | |
| Investment Earnings | | |
| Miscellaneous | | |
| Total General Revenues | | |
| Change in Net Assets | | |
| Net Assets - Beginning of Year (Restated) | | |
| Net Assets - End of Year | | |

The notes to the basic financial statements are an integral part of this statement.

| PROGRAM REVENUES | | NET (EXPENSES) |
|---|---|---|
| OPERATING GRANTS AND CONTRIBUTIONS | CAPITAL GRANTS AND CONTRIBUTIONS | REVENUES AND CHANGES IN NET ASSETS |
| $ 14,740,403.21 | | $ -5,763,896.10 |
| 108,926.77 | | -560,468.38 |
| 268,669.02 | | -354,355.70 |
| 404,181.74 | | -182,733.06 |
| 580,173.13 | | -51,565.90 |
| 986,363.80 | | -630,856.58 |
| 7,747.52 | | -177,561.31 |
| 1,036,744.75 | | -1,043,543.61 |
| 649,817.93 | $ 152,439.00 | -1,239,242.29 |
| 8,387.89 | | -15,629.40 |
| 11,894.64 | | -132,624.36 |
| 1,941,426.27 | | 37,816.34 |
| | | -167,131.11 |
| $ 20,744,736.67 | $ 152,439.00 | $ -10,281,791.46 |
| | | $ 5,622,959.51 |
| | | 175,115.49 |
| | | 19,728.89 |
| | | 1,179,843.79 |
| | | 55,795.87 |
| | | 1,709,004.00 |
| | | 5,625.51 |
| | | 713,745.23 |
| | | $ 9,481,818.29 |
| | | $ -799,973.17 |
| | | 27,992,721.34 |
| | | $ 27,192,748.17 |

BRANTLEY COUNTY BOARD OF EDUCATION
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2012

EXHIBIT "C"

| | GENERAL FUND | DISTRICT-WIDE CAPITAL PROJECTS FUND | DEBT SERVICE FUND | TOTAL |
|---|---|---|---|---|
| ASSETS | | | | |
| Cash and Cash Equivalents | $ 1,470,537.43 | $ 442,764.43 | $ 1,055,878.77 | $ 2,969,180.63 |
| Investments | 30,000.00 | | | 30,000.00 |
| Accounts Receivable, Net | | | | |
| Taxes | 1,446,960.92 | | 164,051.12 | 1,611,012.04 |
| State Government | 2,212,004.00 | | | 2,212,004.00 |
| Federal Government | 678,209.00 | | | 678,209.00 |
| Other | 5,208.38 | | | 5,208.38 |
| Inventories | 147,152.03 | | | 147,152.03 |
| Total Assets | $ 5,990,071.76 | $ 442,764.43 | $ 1,219,929.89 | $ 7,652,766.08 |
| LIABILITIES AND FUND BALANCES | | | | |
| LIABILITIES | | | | |
| Accounts Payable | $ 556,816.62 | $ 20,817.00 | | $ 577,633.62 |
| Salaries and Benefits Payable | 3,611,252.41 | | | 3,611,252.41 |
| Deposits and Deferred Revenue | 1,144,552.65 | | $ 44,718.31 | 1,189,270.96 |
| Total Liabilities | $ 5,312,621.68 | $ 20,817.00 | $ 44,718.31 | $ 5,378,156.99 |
| FUND BALANCES | | | | |
| Nonspendable | $ 147,152.03 | | | $ 147,152.03 |
| Restricted | 383,972.80 | $ 421,947.43 | $ 1,175,211.58 | 1,981,131.81 |
| Committed | 20,000.00 | | | 20,000.00 |
| Assigned | 126,325.25 | | | 126,325.25 |
| Total Fund Balances | $ 677,450.08 | $ 421,947.43 | $ 1,175,211.58 | $ 2,274,609.09 |
| Total Liabilities and Fund Balances | $ 5,990,071.76 | $ 442,764.43 | $ 1,219,929.89 | $ 7,652,766.08 |

The notes to the basic financial statements are an integral part of this statement.

BRANTLEY COUNTY BOARD OF EDUCATION
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET ASSETS
JUNE 30, 2012

EXHIBIT "D"

| | | |
|---|---|---|
| Total Fund Balances - Governmental Funds (Exhibit "C") | | $ 2,274,609.09 |
| Amounts reported for Governmental Activities in the Statement of Net Assets are different because: | | |
| Capital Assets used in Governmental Activities are not financial resources and therefore are not reported as assets in governmental funds. These assets consist of: | | |
| Land | $ 371,119.00 | |
| Land Improvements | 3,359,942.00 | |
| Accumulated Depreciation - Land Improvements | -1,510,162.00 | |
| Buildings | 35,144,770.96 | |
| Accumulated Depreciation - Buildings | -11,201,216.00 | |
| Machinery and Equipment | 5,189,067.00 | |
| Accumulated Depreciation - Machinery and Equipment | -3,262,007.00 | |
| Total Capital Assets | | 28,091,513.96 |
| Some of the School Districts tax revenues will be collected after year end but are not available soon enough to pay for the current periods expenditures. | | |
| Property Taxes | | 1,189,270.96 |
| Bond Issuance Costs are recorded as expenditures in the Funds when paid, but are amortized as expense in the Governmental Activities over the life of the Bond Issue. | | 82,880.78 |
| Some Liabilities reported in the Governmental Activities do not require the use of current financial resources, and therefore are not reported as liabilities in the Governmental Fund Statements. | | |
| Accrued Interest on Long Term Debt | | -35,357.71 |
| Long-Term Liabilities, including Bonds Payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long -Term Liabilities at year-end consist of: | | |
| Unamortized Bond Premiums | $ -74,295.79 | |
| General Obligation Bonds Payable | -4,185,000.00 | |
| Capital Leases | -150,873.12 | -4,410,168.91 |
| Net Assets of Governmental Activities (Exhibit "A") | | $ 27,192,748.17 |

The notes to the basic financial statements are an integral part of this statement.

BRANTLEY COUNTY BOARD OF EDUCATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2012

EXHIBIT "E"

| | GENERAL FUND | DISTRICT-WIDE CAPITAL PROJECTS FUND | DEBT SERVICE FUND | TOTAL |
|---|---|---|---|---|
| REVENUES | | | | |
| Property Taxes | $ 5,372,335.38 | | $ 168,986.58 | $ 5,541,321.96 |
| Sales Taxes | 55,795.87 | | 1,179,843.79 | 1,235,639.66 |
| State Funds | 18,531,194.55 | | | 18,531,194.55 |
| Federal Funds | 4,074,985.12 | | | 4,074,985.12 |
| Charges for Services | 488,563.14 | | | 488,563.14 |
| Investment Earnings | 3,410.50 | $ 627.07 | 1,587.94 | 5,625.51 |
| Miscellaneous | 713,745.23 | | | 713,745.23 |
| Total Revenues | $ 29,240,029.79 | $ 627.07 | $ 1,350,418.31 | $ 30,591,075.17 |
| EXPENDITURES | | | | |
| Current | | | | |
| Instruction | $ 20,057,446.58 | | | $ 20,057,446.58 |
| Support Services | | | | |
| Pupil Services | 622,231.15 | | | 622,231.15 |
| Improvement of Instructional Services | 611,476.72 | | | 611,476.72 |
| Educational Media Services | 585,954.80 | | | 585,954.80 |
| General Administration | 590,949.03 | | | 590,949.03 |
| School Administration | 1,617,220.38 | | | 1,617,220.38 |
| Business Administration | 158,243.12 | | | 158,243.12 |
| Maintenance and Operation of Plant | 2,052,053.80 | | | 2,052,053.80 |
| Student Transportation Services | 1,931,819.22 | $ 96,841.00 | | 2,028,660.22 |
| Central Support Services | 7,207.29 | 16,810.00 | | 24,017.29 |
| Other Support Services | 39,023.00 | | | 39,023.00 |
| Food Services Operation | 2,183,297.80 | | | 2,183,297.80 |
| Capital Outlay | | 30,230.56 | | 30,230.56 |
| Debt Services | | | | |
| Principal | | 209,246.65 | $ 1,230,000.00 | 1,439,246.65 |
| Dues and Fees | | | 525.00 | 525.00 |
| Interest | | 17,478.00 | 180,914.25 | 198,392.25 |
| Total Expenditures | $ 30,456,922.89 | $ 370,606.21 | $ 1,411,439.25 | $ 32,238,968.35 |
| Net Change in Fund Balances | $ -1,216,893.10 | $ -369,979.14 | $ -61,020.94 | $ -1,647,893.18 |
| Fund Balances - Beginning | 1,894,343.18 | 791,926.57 | 1,236,232.52 | 3,922,502.27 |
| Fund Balances - Ending | $ 677,450.08 | $ 421,947.43 | $ 1,175,211.58 | $ 2,274,609.09 |

The notes to the basic financial statements are an integral part of this statement.

BRANTLEY COUNTY BOARD OF EDUCATION
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
TO THE STATEMENT OF ACTIVITIES
JUNE 30, 2012

EXHIBIT "F"

| | | |
|---|---|---|
| Total Net Change in Fund Balances - Governmental Funds (Exhibit "E") | | $ -1,647,893.18 |
| Amounts reported for Governmental Activities in the Statement of Activities are different because: | | |
| Capital Outlays are reported as expenditures in Governmental Funds. However, in the Statement of Activities, the cost of Capital Assets is allocated over their estimated useful lives as depreciation expense. In the current period, these amounts are: | | |
| Capital Outlay - Net Change | $ 321,663.00 | |
| Depreciation Expense - Buildings | -676,930.00 | |
| Depreciation Expense - Equipment | -343,717.00 | |
| Depreciation Expense - Land Improvements | -173,545.00 | |
| Excess of Capital Outlay over Depreciation Expense | | -872,529.00 |
| Because some taxes will not be collected for several months after the School District's fiscal year ends, they are not considered "available" revenues | | |
| Deferred Property Taxes | | |
| June 30, 2011 | $ -912,789.03 | |
| June 30, 2012 | 1,189,270.96 | 276,481.93 |
| Bond Issuance Cost is recorded as an expenditure in the Governmental Funds when paid, but is amortized over the life of the Bond Issue in the Statement of Activities | | |
| June 30, 2011 | $ -109,946.49 | |
| June 30, 2012 | 82,880.78 | -27,065.71 |
| Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in Governmental Funds. | | |
| Accrued Interest Expense | | |
| June 30, 2011 | $ 50,633.67 | |
| June 30, 2012 | -35,357.71 | 15,275.96 |
| Repayment of Long-Term Debt is reported as an expenditure in Governmental Funds, but the repayment reduces Long-Term Liabilities in the Statement of Net Assets. In the current year, these amounts consist of: | | |
| Amortization of Bond Premiums | $ 16,510.18 | |
| Redemption of Bond Principal | 1,230,000.00 | |
| Payment of Capital Lease Debt | 209,246.65 | |
| Total Long-Term Debt Repayments | | 1,455,756.83 |
| Change in Net Assets of Governmental Activities (Exhibit "B") | | $ -799,973.17 |

The notes to the basic financial statements are an integral part of this statement.

BRANTLEY COUNTY BOARD OF EDUCATION
STATEMENT OF FIDUCIARY NET ASSETS
FIDUCIARY FUNDS
JUNE 30, 2012

EXHIBIT "G"

| | PRIVATE PURPOSE TRUSTS | AGENCY FUNDS |
|---|---|---|
| ASSETS | | |
| Cash and Cash Equivalents | | $ 63,433.12 |
| Investments | $ 10,000.00 | |
| Total Assets | $ 10,000.00 | $ 63,433.12 |
| LIABILITIES | | |
| Funds Held for Others | | $ 63,433.12 |
| NET ASSETS | | |
| Held in Trust for Private Purposes | $ 10,000.00 | |
| Total Liabilities and Net Assets | $ 10,000.00 | $ 63,433.12 |

The notes to the basic financial statements are an integral part of this statement.

BRANTLEY COUNTY BOARD OF EDUCATION
STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS
FIDUCIARY FUNDS
YEAR ENDED JUNE 30, 2012

EXHIBIT "H"

| | PRIVATE PURPOSE TRUSTS |
|---|---|
| ADDITIONS | |
| Investment Earnings | |
| Interest | $ 111.74 |
| DEDUCTIONS | |
| Scholarships | $ 111.74 |
| Change in Net Assets | $ 0.00 |
| Net Assets - Beginning | 10,000.00 |
| Net Assets - Ending | $ 10,000.00 |

The notes to the basic financial statements are an integral part of this statement.

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Note 1: DESCRIPTION OF SCHOOL DISTRICT AND REPORTING ENTITY

## REPORTING ENTITY

The Brantley County Board of Education (School District) was established under the laws of the State of Georgia and operates under the guidance of a school board elected by the voters and a Superintendent appointed by the Board. The Board is organized as a separate legal entity and has the power to levy taxes and issue bonds. Its budget is not subject to approval by any other entity. Accordingly, the School District is a primary government and consists of all the organizations that compose its legal entity.

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PRESENTATION

The School District's basic financial statements are collectively comprised of the District-wide financial statements, fund financial statements and notes to the basic financial statements of the Brantley County Board of Education.

***District-wide Statements:***
The Statement of Net Assets and the Statement of Activities display information about the financial activities of the overall School District, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the School District's governmental activities.

- Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expenses (expenses of the School District related to the administration and support of the School District's programs, such as office and maintenance personnel and accounting) are not allocated to programs.

- Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

***Fund Financial Statements:***
The fund financial statements provide information about the School District's funds, including fiduciary funds. Eliminations have been made to minimize the double counting of internal activities. Separate statements for each category (governmental and fiduciary) are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column.

The School District reports the following major governmental funds:

- General Fund is the School District's primary operating fund. It accounts for and reports all financial resources not accounted for and reported in another fund.

- District-wide Capital Projects Fund accounts for and reports financial resources including Special Purpose Local Option Sales Tax (SPLOST) and Bond Proceeds that are restricted, committed or assigned to the expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.
- Debt Service Fund accounts for and reports financial resources that are restricted, committed, or assigned including taxes (property and sales) legally restricted for the payment of general long-term principal and interest.

The School District reports the following fiduciary fund types:

- Private Purpose Trust fund reports trust arrangements under which income may be expended to provide scholarships to a graduating senior of the Brantley County School District.
- Agency funds account for assets held by the School District as an agent for various funds, clubs, governments, or individuals

## BASIS OF ACCOUNTING

The basis of accounting determines when transactions are reported on the financial statements. The District-wide governmental and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the School District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, sales taxes, grants and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from sales taxes is recognized in the fiscal year in which the underlying transaction (sale) takes place. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

The School District uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The School District considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year-end. Property taxes, sales taxes and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term liabilities and acquisitions under capital leases are reported as other financing sources.

The School District funds certain programs by a combination of specific cost-reimbursement grants, categorical grants, and general revenues. Thus, when program costs are incurred, there are both restricted and unrestricted net assets available to finance the program. It is the School District's policy to first apply grant resources to such programs, followed by cost-reimbursement grants, then general revenues.

## RESTATEMENT OF PRIOR YEAR NET ASSETS

For fiscal year 2012, the School District made several prior period adjustments due to various omissions in prior years, which require the restatement of the June 30, 2011, net assets in Governmental Activities. The result is a net decrease in Net Assets, at July 1, 2011 of $31,493.15. These changes are in accordance with generally accepted accounting principles.

| | |
|---|---|
| Net Assets, July 1, 2011, as previously reported | $ 28,024,214.49 |
| Deferral of Bond Issuance Costs | 109,946.49 |
| Bond Interest Payable | -50,633.67 |
| Unamortized Bond Premiums | -90,805.97 |
| Net Assets, July 1, 2011, as restated | $ 27,992,721.34 |

## CASH AND CASH EQUIVALENTS

Composition of Deposits
Cash and cash equivalents consist of cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition in authorized financial institutions. Official Code of Georgia Annotated Section 45-8-14 authorizes the School District to deposit its funds in one or more solvent banks, insured Federal savings and loan associations or insured chartered building and loan associations.

## INVESTMENTS

Composition of Investments
Investments made by the School District in nonparticipating interest-earning contracts (such as certificates of deposit) and repurchase agreements are reported at cost. Participating interest-earning contracts and money market investments with a maturity at purchase of one year or less are reported at amortized cost. Both participating interest-earning contracts and money market investments with a maturity at purchase greater than one year are reported at fair value. The Official Code of Georgia Annotated Section 36-83-4 authorizes the School District to invest its funds. In selecting among options for investment or among institutional bids for deposits, the highest rate of return shall be the objective, given equivalent conditions of safety and liquidity. Funds may be invested in the following:

(1) Obligations issued by the State of Georgia or by other states,

(2) Obligations issued by the United States government,

(3) Obligations fully insured or guaranteed by the United States government or a United States government agency,

(4) Obligations of any corporation of the United States government,

(5) Prime banker's acceptances,

(6) The Georgia Fund 1 administered by the State of Georgia, Office of the State Treasurer,

(7) Repurchase agreements, and

(8) Obligations of other political subdivisions of the State of Georgia.

The School District does not have a formal policy regarding investment policies that address credit risks, custodial credit risks, concentration of credit risks, interest rate risks or foreign currency risks.

## RECEIVABLES

Receivables consist of amounts due from property and sales taxes, grant reimbursements due on Federal, State or other grants for expenditures made but not reimbursed and other receivables disclosed from information available. Receivables are recorded when either the asset or revenue recognition criteria has been met. Receivables recorded on the basic financial statements do not include any amounts which would necessitate the need for an allowance for uncollectible receivables.

## PROPERTY TAXES

The Brantley County Board of Commissioners fixed the property tax levy for the 2011 tax digest year (calendar year) on October 11, 2011 (levy date). Taxes were due on January 20, 2012 (lien date). Taxes collected within the current fiscal year or within 60 days after year-end on the 2011 tax digest are reported as revenue in the governmental funds for fiscal year 2012. The Brantley County Tax Commissioner bills and collects the property taxes for the School District, withholds 2.5% of taxes collected as a fee for tax collection and remits the balance of taxes collected to the School District. Property tax revenues, at the fund reporting level, during the fiscal year ended June 30, 2012, for maintenance and operations amounted to $5,352,606.49 and for school bonds amounted to $168,986.58.

Tax millage rates levied for the 2011 tax year (calendar year) for the Brantley County Board of Education were as follows (a mill equals $1 per thousand dollars of assessed value):

| | | |
|---|---|---|
| School Operations | 18.00 | mills |
| School Bonds | 0.53 | mills |
| | 18.53 | mills |

## SALES TAXES

Special Purpose Local Option Sales Tax, at the fund reporting level, during the year amounted to $1,179,843.79 and is to be used for capital outlay for educational purposes or debt service. This sales tax was authorized by local referendum and the sales tax must be re-authorized at least every five years. The most recent authorization expires on December 31, 2016.

## INVENTORIES

Food Inventories
On the basic financial statements, inventories of donated food commodities used in the preparation of meals are reported at their Federally assigned value and purchased foods inventories are reported at cost (first-in, first-out). The School District uses the consumption method to account for inventories whereby donated food commodities are recorded as an asset and as revenue when received, and expenses/expenditures are recorded as the inventory items are used. Purchased foods are recorded as an asset when purchased and expenses/expenditures are recorded as the inventory items are used.

## CAPITAL ASSETS

Capital assets purchased, including capital outlay costs, are recorded as expenditures in the fund financial statements at the time of purchase (including ancillary charges). On the District-wide financial statements, all purchased capital assets are valued at cost where historical records are available and at estimated historical cost based on appraisals or deflated current replacement cost where no historical records exist. Donated capital assets are recorded at estimated fair market value on the date donated. Disposals are deleted at depreciated recorded cost. The cost of normal maintenance and repairs that do not add to the value of assets or materially extend the useful lives of the assets is not capitalized. Depreciation is computed using the straight-line method. The School District does not capitalize book collections or works of art. During the fiscal year 2012, no events or changes in circumstances affecting a capital asset that may indicate impairment were known to the School District.

Capitalization thresholds and estimated useful lives of capital assets reported in the District-wide statements are as follows:

| | Capitalization Policy | Estimated Useful Life |
|---|---|---|
| Land | All | N/A |
| Land Improvements | $ 5,000.00 | 15 to 80 years |
| Buildings | $ 5,000.00 | 20 to 80 years |
| Building Improvements | $ 5,000.00 | Up to 80 years |
| Equipment | $ 5,000.00 | 3 to 20 years |
| Intangible Assets | $ 100,000.00 | individually determined |

Depreciation is used to allocate the actual or estimated historical cost of all capital assets over estimated useful lives, with the exception of intangible assets which are amortized.

Amortization of intangible assets such as water, timber, and mineral rights, easements, patents, trademarks, copyrights and internally generated software is computed using the straight-line method over the estimated useful lives of the assets, generally 10 to 20 years.

## GENERAL OBLIGATION BONDS

The School District issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. In the District-wide financial statements, bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method. Bond issuance costs are reported as deferred charges and amortized over the term of the debt.

In the fund financial statements, the School District recognizes bond premiums and discounts, as well as bond issuance costs during the fiscal year bonds are issued. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures. General obligation bonds are direct obligations and pledge the full faith and credit of the government. The outstanding amount of these bonds is recorded in the Statement of Net Assets.

## NET ASSETS

The School District's net assets in the District-wide Statements are classified as follows:

**Invested in capital assets, net of related debt** - This represents the School District's total investment in capital assets, net of outstanding debt obligations related to those capital assets. To the extent debt has been incurred but not yet expended for capital assets, such amounts are not included as a component of invested in capital assets, net of related debt.

**Restricted net assets** - These represent resources for which the School District is legally or contractually obligated to spend resources for continuation of Federal and state programs, debt service and capital projects in accordance with restrictions imposed by external third parties.

**Unrestricted net assets** - Unrestricted net assets represent resources derived from property taxes, sales taxes, grants and contributions not restricted to specific programs, charges for services, and miscellaneous revenues. These resources are used for transactions relating to the educational and general operations of the School District, and may be used at the discretion of the Board to meet current expenses for those purposes.

## FUND BALANCES

The School District's fund balances are classified as follows:

**Nonspendable** – Amounts that cannot be spent either because they are in a nonspendable form or because they are legally or contractually required to be maintained intact.

**Restricted** – Constraints are placed on the use of resources are either (1) externally imposed conditions by creditors, grantors, contributors, or laws and regulations of other governments or (2) imposed by law through constitutional provisions or enabling legislation.

**Committed** – Amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Education. The Board of Education is the School District's highest level of decision-making authority, and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board. Committed fund balance also should incorporate contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

**Assigned** – Amounts that are constrained by the School District's *intent* to be used for specific purposes, but are neither restricted nor committed. The intent should be expressed by (1) the Board of Education or (2) the budget or finance committee, or the Superintendent, or designee, to assign amounts to be used for specific purposes.

**Unassigned** – The residual classification for the General Fund. This classification represents fund balances that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

Fund Balances of the Governmental Funds at June 30, 2012, are as follows:

| | | |
|---|---|---|
| Nonspendable | | |
| Inventories | | $ 147,152.03 |
| Restricted | | |
| Continuation of Federal Programs | $ 363,972.80 | |
| Continuation of State Programs | 20,000.00 | |
| Capital Projects | 421,947.43 | |
| Debt Service | 1,175,211.58 | 1,981,131.81 |
| Committed | | |
| Self-Insurance | | 20,000.00 |
| Assigned | | |
| School Activity Accounts | | 126,325.25 |
| Fund Balance, June 30, 2012 | | $ 2,274,609.09 |

## USE OF ESTIMATES

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

## Note 3: BUDGETARY DATA

The budget is a complete financial plan for the School District's fiscal year, and is based upon careful estimates of expenditures together with probable funding sources. The budget is legally adopted each year for the general and debt service funds. There is no statutory prohibition regarding over expenditure of the budget at any level. The budget for all governmental funds, except various school activity (principal) accounts; is prepared and adopted by fund, function and object. The legal level of budgetary control was established by the Board at the aggregate fund level. The School District's formal budget was prepared in accordance with generally accepted accounting principles in the United States of America.

The budgetary process begins with the School District's administration presenting an initial budget for the Board's review. The administration makes revisions as necessary based on the Board's guidelines and a tentative budget is approved. After approval of this tentative budget by the Board, such budget is advertised at least once in a newspaper of general circulation in the locality, as well as the School District's website. At the next regularly scheduled meeting of the Board after advertisement, the Board receives comments on the tentative budget, makes revisions as necessary and adopts a final budget. The approved budget is then submitted, in accordance with provisions of Official Code of Georgia Annotated section 20-2-167(c), to the Georgia Department of Education. The Board may increase or decrease the budget at any time during the year. All unexpended budget authority lapses at fiscal year-end.

See Schedule 1 – General Fund Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget to Actual for a detail of any over/under expenditures during fiscal year 2012.

Note 4: DEPOSITS

COLLATERALIZATION OF DEPOSITS

Official Code of Georgia Annotated (O.C.G.A.) Section 45-8-12 provides that there shall not be on deposit at any time in any depository for a time longer than ten days a sum of money which has not been secured by surety bond, by guarantee of insurance, or by collateral. The aggregate of the face value of such surety bond and the market value of securities pledged shall be equal to not less than 110 percent of the public funds being secured after the deduction of the amount of deposit insurance. If a depository elects the pooled method (O.C.G.A. Section 45-8-13.1) the aggregate of the market value of the securities pledged to secure a pool of public funds shall be not less than 110 percent of the daily pool balance.

Acceptable security for deposits consists of any one of or any combination of the following:

(1) Surety bond signed by a surety company duly qualified and authorized to transact business within the State of Georgia,

(2) Insurance on accounts provided by the Federal Deposit Insurance Corporation,

(3) Bonds, bills, notes, certificates of indebtedness or other direct obligations of the United States or of the State of Georgia,

(4) Bonds, bills, notes, certificates of indebtedness or other obligations of the counties or municipalities of the State of Georgia,

(5) Bonds of any public authority created by the laws of the State of Georgia, providing that the statute that created the authority authorized the use of the bonds for this purpose,

(6) Industrial revenue bonds and bonds of development authorities created by the laws of the State of Georgia, and

(7) Bonds, bills, notes, certificates of indebtedness, or other obligations of a subsidiary corporation of the United States government, which are fully guaranteed by the United States government both as to principal and interest or debt obligations issued by or securities guaranteed by the Federal Land Bank, the Federal Home Loan Bank, the Federal Intermediate Credit Bank, the Central Bank for Cooperatives, the Farm Credit Banks, the Federal Home Loan Mortgage Association, and the Federal National Mortgage Association.

CATEGORIZATION OF DEPOSITS

Custodial credit risk is the risk that in the event of a bank failure, the School District's deposits may not be returned to it. The School District does not have a deposit policy for custodial credit risk. At June 30, 2012, the bank balances were $4,067,282.25. The bank balances were entirely covered by Federal depository insurance or collateralized with securities held by the pledging financial institution's trust department or agent in the School District's name.

Note 5: NON-MONETARY TRANSACTIONS

The School District receives food commodities from the United States Department of Agriculture (USDA) for school breakfast and lunch programs. These commodities are recorded at their Federally assigned value. **See Note 2 - Inventories**

Note 6: CAPITAL ASSETS

The following is a summary of changes in the Capital Assets during the fiscal year:

| | Balances July 1, 2011 | Increases | Decreases | Balances June 30, 2012 |
|---|---|---|---|---|
| Governmental Activities | | | | |
| Capital Assets, Not Being Depreciated: | | | | |
| Land | $ 371,119.00 | $ 0.00 | $ 0.00 | $ 371,119.00 |
| Capital Assets, Being Depreciated: | | | | |
| Buildings and Improvements | $ 35,144,770.96 | | $ 0.00 | $ 35,144,770.96 |
| Equipment | 4,903,705.00 | $ 285,362.00 | | 5,189,067.00 |
| Land Improvements | 3,323,641.00 | 36,301.00 | | 3,359,942.00 |
| Less: Accumulated Depreciation: | | | | |
| Buildings and Improvements | 10,524,286.00 | 676,930.00 | | 11,201,216.00 |
| Equipment | 2,918,290.00 | 343,717.00 | | 3,262,007.00 |
| Land Improvements | 1,336,617.00 | 173,545.00 | | 1,510,162.00 |
| Total Capital Assets, Being Depreciated, Net | $ 28,592,923.96 | $ -872,529.00 | $ 0.00 | $ 27,720,394.96 |
| Governmental Activity Capital Assets - Net | $ 28,964,042.96 | $ -872,529.00 | $ 0.00 | $ 28,091,513.96 |

Capital assets being acquired under capital leases as of June 30, 2012, are as follows:

| | Governmental Funds |
|---|---|
| Equipment | $ 682,781.00 |
| Less: Accumulated Depreciation | 307,251.00 |
| | $ 375,530.00 |

Current year depreciation expense by function is as follows:

| | | |
|---|---|---|
| Instruction | | $ 605,557.00 |
| Support Services | | |
| Pupil Services | $ 47,164.00 | |
| Improvement of Instructional Services | 960.00 | |
| Educational Media Services | 11,548.00 | |
| General Administration | 40,790.00 | |
| Maintenance and Operation of Plant | 34,304.00 | |
| Student Transportation Services | 262,119.00 | |
| Other Support Services | 105,497.00 | 502,382.00 |
| Food Services | | 86,253.00 |
| | | $ 1,194,192.00 |

Note 7: RISK MANAGEMENT

The School District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors or omissions; job related illness or injuries to employees; acts of God and unemployment compensation.

The School District has obtained commercial insurance for risk of loss associated with torts, assets, and errors or omissions. The School District has neither significantly reduced coverage for these risks nor incurred losses (settlements) which exceeded the School District's insurance coverage in any of the past three years.

The School District has elected to self-insure for all losses related to acts of God. The School District has not experienced any losses related to this risk in the past three years.

The School District is self-insured with regard to unemployment compensation claims. In connection with this program, a self-insurance reserve has been established within the General Fund by the School District. The School District accounts for claims within the General Fund with expenses/expenditures and liability is reported when it is probable that a loss has occurred, and the amount of that loss can be reasonably estimated.

Changes in the unemployment compensation claims liability during the last two fiscal years are as follows:

| | Beginning of Year Liability | Claims and Changes in Estimates | Claims Paid | End of Year Liability |
|---|---|---|---|---|
| 2011 | $ 1,330.00 | $ 9,950.27 | $ 11,280.27 | $ 0.00 |
| 2012 | $ 0.00 | $ 2,020.46 | $ 2,020.46 | $ 0.00 |

The School District participates in the Georgia Education Workers' Compensation Trust, a public entity risk pool organized on December 1, 1991, to develop, implement and administer a program of workers' compensation self-insurance for its member organizations. The School District pays an annual premium to the Trust for its general workers' compensation insurance coverage. Specific excess of loss insurance coverage is provided through an agreement by the Trust with the Safety National Casualty Company to provide coverage for potential losses sustained by the Trust in excess

of $1 million loss per occurrence, up to the statutory limit. Employers' Liability insurance coverage is also provided with limits of $2 million. The Trust covers the first $1 million of each Employers Liability claim with Safety National providing additional Employers Liability limits up to a $2 million per occurrence maximum. Safety National Casualty Company also provides aggregate cover to the Trust with a loss fund percentage of 100%, based on the Fund's annual normal premium, up to a maximum limit of indemnity of aggregate limit of $2 million.

The School District has purchased surety bonds to provide additional insurance coverage as follows:

| Position Covered | Amount |
|---|---|
| Superintendent | $ 100,000.00 |
| All Other Employees | $ 100,000.00 |

## Note 8: SHORT-TERM DEBT

The School District obtains temporary loans in advance of property tax collections, depositing the proceeds in its General Fund. This short-term debt is to provide cash for operations until property tax collections are received by the School District. Article IX, Section V, Paragraph V of the Constitution of the State of Georgia limits the aggregate amount of short-term debt to 75 percent of the total gross income from taxes collected in the preceding year and requires all short-term debt to be repaid no later than December 31 of the calendar year in which the debt was incurred.

Short-term debt activity for the fiscal year is as follows:

| | Beginning Balance | Issued | Redeemed | Ending Balance |
|---|---|---|---|---|
| Temporary Loans | $ 0.00 | $ 3,200,000.00 | $ 3,200,000.00 | $ 0.00 |

## Note 9: LONG-TERM DEBT

### CAPITAL LEASES

The Brantley County Board of Education entered into various lease agreements as lessee for the purchase of buses. These lease agreements qualify as capital leases for accounting purposes, and, therefore, have been recorded at the present value of the future minimum lease payments as of the date of their inception.

### GENERAL OBLIGATION DEBT OUTSTANDING

General Obligation Bonds currently outstanding are as follows:

| Purpose | Interest Rates | Amount |
|---|---|---|
| General Government - Series 2004 | 3.61% | $ 1,985,000.00 |
| General Government - Series 2010 | 3.00% | 2,200,000.00 |
| | | $ 4,185,000.00 |

The changes in Long-Term Debt during the fiscal year ended June 30, 2012, were as follows:

| | Governmental Funds | | | | |
|---|---|---|---|---|---|
| | Balance July 1, 2011 (Restated) | Additions | Deductions | Balance June 30, 2012 | Due Within One Year |
| G. O. Bonds | $ 5,415,000.00 | $ 0.00 | $ 1,230,000.00 | $ 4,185,000.00 | $ 515,000.00 |
| Capital Leases | 360,119.77 | | 209,246.65 | 150,873.12 | 150,873.12 |
| Unamortized Bond Premiums | 90,805.97 | | 16,510.18 | 74,295.79 | 16,510.18 |
| | $ 5,865,925.74 | $ 0.00 | $ 1,455,756.83 | $ 4,410,168.91 | $ 682,383.30 |

At June 30, 2012, payments due by fiscal year which includes principal and interest for these items are as follows:

| | Capital Leases | | General Obligation Debt | |
|---|---|---|---|---|
| | Principal | Interest | Principal | Interest |
| Fiscal Year Ended June 30: | | | | |
| 2013 | $ 150,873.12 | $ 7,313.53 | $ 515,000.00 | $ 129,628.50 |
| 2014 | | | 530,000.00 | 113,328.25 |
| 2015 | | | 550,000.00 | 96,472.50 |
| 2016 | | | 575,000.00 | 78,896.00 |
| 2017 | | | 590,000.00 | 60,673.75 |
| 2018 - 2022 | | | 715,000.00 | 195,030.25 |
| 2023 - 2027 | | | 710,000.00 | 52,706.00 |
| Total Principal and Interest | $ 150,873.12 | $ 7,313.53 | $ 4,185,000.00 | $ 726,735.25 |

| | Unamortized Bond Premium |
|---|---|
| Fiscal Year Ended June 30: | |
| 2013 | $ 16,510.18 |
| 2014 | 16,510.18 |
| 2015 | 16,510.18 |
| 2016 | 16,510.18 |
| 2017 | 8,255.07 |
| Total Principal and Interest | $ 74,295.79 |

## Note 10: ON-BEHALF PAYMENTS

The School District has recognized revenues and costs in the amount of $2,318,570.04 for health insurance and retirement contributions paid on the School District's behalf by the following State Agencies.

Georgia Department of Education
Paid to the Georgia Department of Community Health
For Health Insurance of Certified Personnel
In the amount of $2,276,804.00

Paid to the Teachers' Retirement System of Georgia
For Teachers' Retirement System (TRS) Employer's Cost
In the amount of $2,625.04

Office of State Treasurer
Paid to the Public School Employees' Retirement System
For Public School Employees' Retirement (PSERS) Employer's Cost
In the amount of $39,141.00

Note 11: SIGNIFICANT CONTINGENT LIABILITIES

Amounts received or receivable principally from the Federal government are subject to audit and review by grantor agencies. This could result in requests for reimbursement to the grantor agency for any costs which are disallowed under grant terms. The School District believes that such disallowances, if any, will be immaterial to its overall financial position.

The School District is a defendant in various legal proceedings pertaining to matters incidental to the performance of routine School District operations. The ultimate disposition of these proceedings is not presently determinable, but is not believed to be material to the basic financial statements.

Note 12: POST-EMPLOYMENT BENEFITS

Georgia School Personnel Post-employment Health Benefit Fund

*Plan Description*. The Georgia School Personnel Post-employment Health Benefit Fund (School OPEB Fund) is a cost-sharing multiple-employer defined benefit post-employment healthcare plan that covers eligible former employees of public school systems, libraries and regional educational service agencies. The School OPEB Fund provides health insurance benefits to eligible former employees and their qualified beneficiaries through the State Employees Health Benefit Plan administered by the Department of Community Health. The Official Code of Georgia Annotated (O.C.G.A.) assigns the authority to establish and amend the benefit provisions of the group health plans, including benefits for retirees, to the Board of Community Health (Board). The Department of Community Health, which includes the School OPEB Fund, issues a separate stand alone financial audit report and a copy can be obtained from the Georgia Department of Audits and Accounts.

*Funding Policy*. The contribution requirements of plan members and participating employers are established by the Board in accordance with the current Appropriations Act and may be amended by the Board. Contributions of plan members or beneficiaries receiving benefits vary based on plan election, dependent coverage, and Medicare eligibility and election. For members with fewer than five years of service as of January 1, 2012, contributions also vary based on years of service. On average, members with five years or more of service as of January 1, 2012, pay approximately 25 percent of the cost of the health insurance coverage. In accordance with the Board resolution dated December 8, 2011, for members with fewer than five years of service as of January 1, 2012, the State provides a premium subsidy in retirement that ranges from 0% for fewer than 10 years of service to 75% (but no greater than the subsidy percentage offered to active employees) for 30 or more years of service. The subsidy for eligible dependents ranges from 0% to 55% (but no greater than the subsidy percentage offered to dependents of active employees minus 20%). No subsidy is available to Medicare eligible members not enrolled in a Medicare Advantage Option. The Board of Community Health sets all member premiums by resolution and in accordance with the law and applicable revenue and expense projections. Any subsidy policy adopted by the Board may be changed at any time by Board resolution and does not constitute a contract or promise of any amount of subsidy.

Participating employers are statutorily required to contribute in accordance with the employer contribution rates established by the Board. The contribution rates are established to fund all benefits due under the health insurance plans for both active and retired employees based on projected "pay-as-you-go" financing requirements. Contributions are not based on the actuarially calculated annual required contribution (ARC) which represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The combined active and retiree contribution rates established by the Board for employers participating in the School OPEB Fund were as follows for the fiscal year ended June 30, 2012:

**For certificated teachers, librarians and regional educational service agencies and certain other eligible participants:**

| | | |
|---|---|---|
| June 2011 | 1.429% | of covered payroll for July coverage |
| July 2011 | 18.534% | of covered payroll for August coverage |
| August 2011 - March 2012 | 24.000% | of covered payroll for September - April coverage |
| April 2012 - June 2012 | 3.958% | of covered payroll for May - July coverage |

**For non-certificated school personnel:**

| | | |
|---|---|---|
| July 2011 - August 2011 | $246.20 | per member per month |
| September 2011 - June 2012 | $296.20 | per member per month |

No additional contribution was required by the Board for fiscal year 2012 nor contributed to the School OPEB Fund to prefund retiree benefits. Such additional contribution amounts are determined annually by the Board in accordance with the School plan for other post-employment benefits and are subject to appropriation.

The School District's combined active and retiree contributions to the health insurance plans, which equaled the required contribution, for the current fiscal year and the preceding two fiscal years were as follows:

| Fiscal Year | Percentage Contributed | Required Contribution |
|---|---|---|
| 2012 | 100% | $ 3,118,190.57 |
| 2011 | 100% | $ 2,920,416.02 |
| 2010 | 100% | $ 2,893,252.22 |

Note 13: RETIREMENT PLANS

## TEACHERS' RETIREMENT SYSTEM OF GEORGIA (TRS)

*Plan Description*. The TRS is a cost-sharing multiple-employer defined benefit plan created in 1943 by an act of the Georgia General Assembly to provide retirement benefits for qualifying employees in educational service. A Board of Trustees comprised of active and retired members and ex-officio State employees is ultimately responsible for the administration of TRS. The Teachers' Retirement System of Georgia issues a separate stand alone financial audit report and a copy can be obtained from the Georgia Department of Audits and Accounts.

On October 25, 1996, the Board created the Supplemental Retirement Benefits Plan of the Georgia Teachers' Retirement System (SRBP-TRS). SRBP-TRS was established as a qualified excess benefit plan in accordance with Section 415 of the Internal Revenue Code (IRC) as a portion of TRS. The purpose of SRBP-TRS is to provide retirement benefits to employees covered by TRS whose benefits are otherwise limited by IRC Section 415. Beginning July 1, 1997, all members and retired former members in TRS are eligible to participate in the SRBP-TRS whenever their benefits under TRS exceed the IRC Section 415 imposed limitation on benefits.

TRS provides service retirement, disability retirement, and survivor's benefits. The benefit structure of TRS is defined and may be amended by State statute. A member is eligible for normal service retirement after 30 years of creditable service, regardless of age, or after 10 years of service and attainment of age 60. A member is eligible for early retirement after 25 years of creditable service.

Normal retirement (pension) benefits paid to members are equal to 2% of the average of the member's two highest paid consecutive years of service, multiplied by the number of years of creditable service up to 40 years. Early retirement benefits are reduced by the lesser of one-twelfth of 7% for each month the member is below age 60 or by 7% for each year or fraction thereof by which the member has less than 30 years of service. It is also assumed that certain cost-of-living adjustments, based on the Consumer Price Index, will be made in future years. Retirement benefits are payable monthly for life. A member may elect to receive a partial lump-sum distribution in addition to a reduced monthly retirement benefit. Death, disability and spousal benefits are also available.

*Funding Policy*. TRS is funded by member and employer contributions as adopted and amended by the Board of Trustees. Members become fully vested after 10 years of service. If a member terminates with less than 10 years of service, no vesting of employer contributions occurs, but the member's contributions may be refunded with interest. Member contributions are limited by State law to not less than 5% or more than 6% of a member's earnable compensation. Member contributions as adopted by the Board of Trustees for the fiscal year ended June 30, 2012, were 5.53% of annual salary. The member contribution rate will increase to 6.00% effective July 1, 2012. Employer contributions required for fiscal year 2012 were 10.28% of annual salary as required by the June 30, 2009, actuarial valuation. The employer contribution rate will increase to 11.41% effective July 1, 2012.

Employer contributions for the current fiscal year and the preceding two fiscal years are as follows:

| Fiscal Year | Percentage Contributed | | Required Contribution |
|---|---|---|---|
| 2012 | 100% | $ | 1,808,500.47 |
| 2011 | 100% | $ | 1,800,854.49 |
| 2010 | 100% | $ | 1,732,275.28 |

## PUBLIC SCHOOL EMPLOYEES' RETIREMENT SYSTEM (PSERS)

Bus drivers, lunchroom personnel, and maintenance and custodial personnel are members of the Public School Employees' Retirement System of Georgia. The System is funded by contributions by the employees and by the State of Georgia. The School District makes no contribution to this plan.

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BRANTLEY COUNTY BOARD OF EDUCATION SCHEDULE "1"
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2012

| | NONAPPROPRIATED BUDGETS | | ACTUAL | VARIANCE |
|---|---|---|---|---|
| | ORIGINAL (1) | FINAL (1) | AMOUNTS | OVER/UNDER |
| REVENUES | | | | |
| Property Taxes | $ 5,631,696.00 | $ 5,631,696.00 | $ 5,372,335.38 | $ -259,360.62 |
| Sales Taxes | | | 55,795.87 | 55,795.87 |
| State Funds | 17,852,501.00 | 17,852,501.00 | 18,531,194.55 | 678,693.55 |
| Federal Funds | 2,197,068.00 | 2,197,068.00 | 4,074,985.12 | 1,877,917.12 |
| Charges for Services | 332,000.00 | 332,000.00 | 488,563.14 | 156,563.14 |
| Investment Earnings | 3,000.00 | 3,000.00 | 3,410.50 | 410.50 |
| Miscellaneous | 1,848,766.00 | 1,848,766.00 | 713,745.23 | -1,135,020.77 |
| Total Revenues | $ 27,865,031.00 | $ 27,865,031.00 | $ 29,240,029.79 | $ 1,374,998.79 |
| EXPENDITURES | | | | |
| Current | | | | |
| Instruction | $ 18,221,211.00 | $ 19,964,304.00 | $ 20,057,446.58 | $ -93,142.58 |
| Support Services | | | | |
| Pupil Services | 644,729.00 | 643,629.00 | 622,231.15 | 21,397.85 |
| Improvement of Instructional Services | 534,634.00 | 660,572.00 | 611,476.72 | 49,095.28 |
| Educational Media Services | 615,568.00 | 615,568.00 | 585,954.80 | 29,613.20 |
| General Administration | 587,538.00 | 588,168.00 | 590,949.03 | -2,781.03 |
| School Administration | 1,655,814.00 | 1,655,814.00 | 1,617,220.38 | 38,593.62 |
| Business Administration | 144,101.00 | 144,101.00 | 158,243.12 | -14,142.12 |
| Maintenance and Operation of Plant | 2,453,961.00 | 2,453,961.00 | 2,052,053.80 | 401,907.20 |
| Student Transportation Services | 1,878,740.00 | 1,869,544.00 | 1,931,819.22 | -62,275.22 |
| Central Support Services | 140,702.00 | 140,702.00 | 7,207.29 | 133,494.71 |
| Other Support Services | 33.00 | 8,351.00 | 39,023.00 | -30,672.00 |
| Food Services Operation | 1,928,000.00 | 1,928,000.00 | 2,183,297.80 | -255,297.80 |
| Total Expenditures | $ 28,805,031.00 | $ 30,672,714.00 | $ 30,456,922.89 | $ 215,791.11 |
| Net Change in Fund Balances | $ -940,000.00 | $ -2,807,683.00 | $ -1,216,893.10 | $ 1,590,789.90 |
| Fund Balances - Beginning | 1,890,422.04 | 1,894,343.18 | 1,894,343.18 | 0.00 |
| Adjustments | -8,002.44 | 121,770.91 | | -121,770.91 |
| Fund Balances - Ending | $ 942,419.60 | $ -791,568.91 | $ 677,450.08 | $ 1,469,018.99 |

Notes to the Schedule of Revenues, Expenditures and Changes in Fund Balances Budget and Actual

(1) Original and Final Budget amounts do not include actual revenues ($622,661.41) or expenditures ($646,830.45) of the various principal accounts.

The accompanying schedule of revenues, expenditures and changes in fund balances budget and actual is presented on the modified accrual basis of accounting which is the basis of accounting used in the presentation of the fund financial statements.

See notes to the basic financial statements.

BRANTLEY COUNTY BOARD OF EDUCATION
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2012

SCHEDULE "2"

| FUNDING AGENCY<br>PROGRAM/GRANT | | CFDA NUMBER | PASS-THROUGH ENTITY ID NUMBER | EXPENDITURES IN PERIOD | |
|---|---|---|---|---|---|
| Agriculture, U. S. Department of | | | | | |
| Child Nutrition Cluster | | | | | |
| Pass-Through From Georgia Department of Education | | | | | |
| Food Services | | | | | |
| School Breakfast Program | * | 10.553 | N/A | (2) | |
| National School Lunch Program | * | 10.555 | N/A | $ 2,048,286.86 | (1) |
| Total Child Nutrition Cluster | | | | $ 2,048,286.86 | |
| Other Programs | | | | | |
| Pass-Through From Bright From the Start: | | | | | |
| Georgia Department of Early Care and Learning | | | | | |
| Child and Adult Care Food Program | | 10.558 | N/A | $ 15,703.07 | |
| Pass-Through From Georgia Department of Education | | | | | |
| Food Services | | | | | |
| Fresh Fruit and Vegetable Program | | 10.582 | N/A | 69,713.96 | |
| Total Other Programs | | | | $ 85,417.03 | |
| Total U. S. Department of Agriculture | | | | $ 2,133,703.89 | |
| Education, U. S. Department of | | | | | |
| Special Education Cluster | | | | | |
| Pass-Through From Georgia Department of Education | | | | | |
| Special Education | | | | | |
| Grants to States | | 84.027 | N/A | $ 615,181.24 | |
| Preschool Grants | | 84.173 | N/A | 32,456.00 | |
| Total Special Education Cluster | | | | $ 647,637.24 | |
| Title I, Part A Cluster | | | | | |
| Pass-Through From Georgia Department of Education | | | | | |
| Title I Grants to Local Educational Agencies | | 84.010 | N/A | $ 884,707.39 | |
| Other Programs | | | | | |
| Pass-Through From Georgia Department of Education | | | | | |
| Career and Technical Education - Basic Grants to States | | 84.048 | N/A | $ 53,332.00 | |
| Education Jobs Fund | | 84.410 | N/A | 8,429.00 | |
| English Language Acquisition Grants | | 84.365 | N/A | 2,500.00 | |
| Improving Teacher Quality State Grants | | 84.367 | N/A | 133,232.00 | |
| Rural Education | | 84.358 | N/A | 82,856.17 | |
| Striving Readers | * | 84.371 | N/A | 314,288.92 | |
| Total Other Programs | | | | $ 594,638.09 | |
| Total U. S. Department of Education | | | | $ 2,126,982.72 | |
| Health and Human Services, U. S. Department of | | | | | |
| Child Care and Development Fund Cluster | | | | | |
| Pass-Through From Bright From the Start: | | | | | |
| Georgia Department of Early Care and Learning | | | | | |
| Child Care and Development Block Grant | | 93.575 | N/A | $ 1,200.00 | |
| Defense, U.S. Department of | | | | | |
| Direct | | | | | |
| Department of the Navy | | | | $ 62,751.13 | |
| R.O.T.C. Program | | | | | |
| Total Expenditures of Federal Awards | | | | $ 4,324,637.74 | |

N/A = Not Available

Notes to the Schedule of Expenditures of Federal Awards

(1) Includes the Federally assigned value of donated commodities for the Food Donation Program in the amount of $175,911.77.
(2) Expenditures for the funds earned on the School Breakfast Program ($443,962.50) were not maintained separately and are included in the 2012 National School Lunch Program.

Major Programs are identified by an asterisk (*) in front of the CFDA number.

The School District did not provide Federal Assistance to any Subrecipient.

The accompanying schedule of expenditures of Federal awards includes the Federal grant activity of the Brantley County Board of Education and is presented on the modified accrual basis of accounting which is the basis of accounting used in the presentation of the fund financial statements.

See notes to the basic financial statements.

BRANTLEY COUNTY BOARD OF EDUCATION
SCHEDULE OF STATE REVENUE
YEAR ENDED JUNE 30, 2012

SCHEDULE "3"

| AGENCY/FUNDING | GOVERNMENTAL FUND TYPE GENERAL FUND |
|---|---|
| GRANTS | |
| Bright From the Start: | |
| Georgia Department of Early Care and Learning | |
| Pre-Kindergarten Program | $ 953,361.51 |
| Education, Georgia Department of | |
| Quality Basic Education | |
| Direct Instructional Cost | |
| Kindergarten Program | 985,825.00 |
| Kindergarten Program - Early Intervention Program | 248,765.00 |
| Primary Grades (1-3) Program | 2,251,430.00 |
| Primary Grades - Early Intervention (1-3) Program | 389,196.00 |
| Upper Elementary Grades (4-5) Program | 1,011,831.00 |
| Upper Elementary Grades - Early Intervention (4-5) Program | 352,033.00 |
| Middle Grades (6-8) Program | 642,107.00 |
| Middle School (6-8) Program | 1,298,264.00 |
| High School General Education (9-12) Program | 1,416,147.00 |
| Vocational Laboratory (9-12) Program | 613,628.00 |
| Students with Disabilities | 2,444,661.00 |
| Gifted Student - Category VI | 508,897.00 |
| Remedial Education Program | 246,981.00 |
| Alternative Education Program | 146,802.00 |
| English Speakers of Other Languages (ESOL) | 15,177.00 |
| Media Center Program | 348,385.00 |
| 20 Days Additional Instruction | 103,960.00 |
| Staff and Professional Development | 74,723.00 |
| Indirect Cost | |
| Central Administration | 507,763.00 |
| School Administration | 830,739.00 |
| Facility Maintenance and Operations | 911,274.00 |
| Amended Formula Adjustment | -2,768,211.00 |
| Categorical Grants | |
| Pupil Transportation | |
| Regular | 550,361.00 |
| Education Equalization Funding Grant | 1,709,004.00 |
| Food Services | 54,976.00 |
| Nursing Services | 65,525.00 |
| Vocational Supervisors | 14,094.00 |
| Other State Programs | |
| Dual Enrollment Funding | 4,542.00 |
| Health Insurance | 2,276,804.00 |
| Preschool Handicapped Program | 24,796.00 |
| Pupil Transportation - State Bonds | 152,439.00 |
| Teachers' Retirement | 2,625.04 |
| Virtual Schools Grant | 300.00 |
| Vocational Education | 102,849.00 |
| Office of State Treasurer | |
| Public School Employees' Retirement | 39,141.00 |
| | $ 18,531,194.55 |

See notes to the basic financial statements.

BRANTLEY COUNTY BOARD OF EDUCATION
SCHEDULE OF APPROVED LOCAL OPTION SALES TAX PROJECTS
YEAR ENDED JUNE 30, 2012

SCHEDULE "4"

| PROJECT | ORIGINAL ESTIMATED COST (1) | CURRENT ESTIMATED COSTS (2) | AMOUNT EXPENDED IN CURRENT YEAR (3) (4) | AMOUNT EXPENDED IN PRIOR YEARS (3) (4) | TOTAL COMPLETION COST | EXCESS PROCEEDS NOT EXPENDED | ESTIMATED COMPLETION DATE |
|---|---|---|---|---|---|---|---|
| A. The addition of a 9th grade wing and additional classrooms, renovations and extension to gymnasium, improvements to athletic facilities, and improvements to parking lots at Brantley County High School | $ 1,951,988.00 | $ 2,271,000.00 | | $ 2,270,920.93 | | | 6/30/2014 |
| B. Additional classrooms and bathrooms, roof replacements to buildings, including the cafeteria and replacing the fascia at Hoboken Elementary School. | 1,608,000.00 | 1,288,988.00 | | | | | Deferred (5) |
| C. Additional classrooms and bathrooms, roof replacements to the main buildings and cafeteria, and storm drains at Nahunta Elementary School. | 1,628,000.00 | 1,628,000.00 | | | | | 6/30/2014 |
| D. Additional classrooms and bathrooms at Brantley County Middle School. | 2,709,690.00 | 2,562,012.00 | $ 21,500.00 | | | | 6/30/2014 |
| E. A drain field, storm drains, walkway cover, and fencing to secure a pond at Waynesville Elementary School. | 400,000.00 | 400,000.00 | 4,007.00 | | | | Deferred (5) |
| F. Food service equipment, instructional technology; air conditioning system replacement; security upgrades; maintenance and warehousing facilities; furniture and equipment and transportation facilities and equipment. | 202,322.00 | 350,000.00 | 345,099.21 | | | | 6/30/2014 |
| | $ 8,500,000.00 | $ 8,500,000.00 | $ 370,606.21 | $ 2,270,920.93 | | | |

(1) The School District's original cost estimate as specified in the resolution calling for the imposition of the Local Option Sales Tax.

(2) The School District's current estimate of total cost for the projects. Includes all cost from project inception to completion.

(3) The voters of Brantley County approved the imposition of a 1% sales tax to fund the above projects and retire associated debt. Amounts expended for these projects may include sales tax proceeds, state, local property taxes and/or other funds over the life of the projects.

(4) In addition to the expenditures shown above, the School District has incurred interest to provide advance funding for the above projects as follows:

| | |
|---|---|
| Prior Years | $ 85,983.34 |
| Current Year | 66,000.00 |
| Total | $ 151,983.34 |

(5) Projects B and E have been deferred until a later date.

See notes to the basic financial statements.

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BRANTLEY COUNTY BOARD OF EDUCATION
GENERAL FUND - QUALITY BASIC EDUCATION PROGRAMS (QBE)
ALLOTMENTS AND EXPENDITURES - BY PROGRAM
YEAR ENDED JUNE 30, 2012

SCHEDULE "5"

| DESCRIPTION | ALLOTMENTS FROM GEORGIA DEPARTMENT OF EDUCATION (1) (2) | ELIGIBLE QBE PROGRAM COSTS SALARIES | OPERATIONS | TOTAL |
|---|---|---|---|---|
| Direct Instructional Programs | | | | |
| Kindergarten Program | $ 1,072,144.00 | $ 1,439,976.46 | $ 45,089.33 | $ 1,485,065.79 |
| Kindergarten Program-Early Intervention Program | 265,914.00 | 98,725.47 | | 98,725.47 |
| Primary Grades (1-3) Program | 2,496,439.00 | 3,288,256.52 | 79,086.04 | 3,367,342.56 |
| Primary Grades-Early Intervention (1-3) Program | 418,501.00 | 339,583.74 | 123.32 | 339,707.06 |
| Upper Elementary Grades (4-5) Program | 1,133,085.00 | 2,116,299.51 | 34,423.97 | 2,150,723.48 |
| Upper Elementary Grades-Early Intervention (4-5) Program | 372,236.00 | 178,692.98 | 63.65 | 178,756.63 |
| Middle Grades (6-8) Program | 701,031.00 | 715,611.23 | 15,900.15 | 731,511.38 |
| Middle School (6-8) Program | 1,445,843.00 | 1,714,047.95 | 27,347.42 | 1,741,395.37 |
| High School General Education (9-12) Program | 1,568,385.00 | 2,106,447.72 | 77,816.06 | 2,184,263.78 |
| Vocational Laboratory (9-12) Program | 674,867.00 | 732,156.48 | 137,711.07 | 869,867.55 |
| Students with Disabilities | 2,640,993.00 | | | |
| Category I | | 493,389.98 | | 493,389.98 |
| Category II | | 294,703.02 | | 294,703.02 |
| Category III | | 1,118,296.13 | 10,350.72 | 1,128,646.85 |
| Category IV | | 107,613.68 | | 107,613.68 |
| Category V | | 75,564.51 | | 75,564.51 |
| Gifted Student - Category VI | 563,414.00 | 644,366.35 | 2,468.39 | 646,834.74 |
| Remedial Education Program | 228,397.00 | | | |
| Alternative Education Program | 162,904.00 | 24,202.68 | 400.60 | 24,603.28 |
| English Speakers of Other Languages (ESOL) | 16,661.00 | | | |
| TOTAL DIRECT INSTRUCTIONAL PROGRAMS | $ 13,760,814.00 | $ 15,487,934.41 | $ 430,780.72 | $ 15,918,715.13 |
| Media Center Program | 382,992.00 | 545,306.92 | 39,550.38 | 584,857.30 |
| Staff and Professional Development | 82,079.00 | 18,026.58 | 35,905.46 | 53,932.04 |
| TOTAL QBE FORMULA FUNDS | $ 14,225,885.00 | $ 16,051,267.91 | $ 506,236.56 | $ 16,557,504.47 |

(1) Comprised of State Funds plus Local Five Mill Share.

(2) Allotments do not include the impact of the State amended formula adjustment.

See notes to the basic financial statements.

SECTION II

COMPLIANCE AND INTERNAL CONTROL REPORTS

# DEPARTMENT OF AUDITS AND ACCOUNTS

270 Washington Street, S.W., Suite 1-156
Atlanta, Georgia 30334-8400

**Greg S. Griffin**
STATE AUDITOR
(404) 656-2174


September 20, 2013

Honorable Nathan Deal, Governor
Members of the General Assembly
Members of the State Board of Education
and
Superintendent and Members of the
Brantley County Board of Education

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*

Ladies and Gentlemen:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Brantley County Board of Education as of and for the year ended June 30, 2012, which collectively comprise Brantley County Board of Education's basic financial statements and have issued our report thereon dated September 20, 2013. 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.

Internal Control Over Financial Reporting

Management of Brantley County Board of Education is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered Brantley County Board of Education's internal control over financial reporting as a basis for designing our auditing procedures 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 Brantley County Board of Education's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Brantley County Board of Education's internal control over financial reporting.

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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting 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 financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. However, we consider item FS-6131-12-01, described in the accompanying Schedule of Findings and Questioned Costs to be a significant deficiency in internal control over financial reporting. A *significant deficiency* is a deficiency, or 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.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Brantley County Board of Education's financial statements are free of material misstatement, we performed tests of its 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.*

We noted certain matters that we have reported to management of Brantley County Board of Education in a separate letter dated September 20, 2013.

Brantley County Board of Education's response to the finding identified in our audit is described in the accompanying Schedule of Management's Responses. We did not audit Brantley County Board of Education's response and, accordingly, we express no opinion on the response.

This report is intended solely for the information and use of management, members of the Brantley County Board of Education, others within the entity, Federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,



Greg S. Griffin
State Auditor

GSG:as
2012YB-30

# DEPARTMENT OF AUDITS AND ACCOUNTS

270 Washington Street, S.W., Suite 1-156
Atlanta, Georgia 30334-8400

**Greg S. Griffin**
STATE AUDITOR
(404) 656-2174


September 20, 2013

Honorable Nathan Deal, Governor
Members of the General Assembly
Members of the State Board of Education
and
Superintendent and Members of the
Brantley County Board of Education

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Ladies and Gentlemen:

Compliance

We have audited Brantley County Board of Education's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of its major Federal programs for the year ended June 30, 2012. Brantley County Board of Education's major Federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major Federal programs is the responsibility of Brantley County Board of Education's management. Our responsibility is to express an opinion on Brantley County Board of Education's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the Brantley County Board of Education's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Brantley County Board of Education's compliance with those requirements.

In our opinion, the Brantley County Board of Education complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major Federal programs for the year ended June 30, 2012.

Internal Control Over Compliance

Management of Brantley County Board of Education is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to Federal programs. In planning and performing our audit, we considered Brantley County Board of Education's internal control over compliance with the requirements that could have a direct and material effect on a major Federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, 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 Brantley County Board of Education'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.

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 deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be *material weaknesses*, as defined above.

This report is intended solely for the information and use of management, members of the Brantley County Board of Education, others within the entity, Federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,



Greg S. Griffin
State Auditor

GSG:as
2012SA-10

SECTION III

AUDITEE'S RESPONSE TO PRIOR YEAR FINDINGS AND QUESTIONED COSTS

BRANTLEY COUNTY BOARD OF EDUCATION
AUDITEE'S RESPONSE
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2012

PRIOR YEAR FINANCIAL STATEMENT FINDINGS AND QUESTIONED COSTS

| FINDING CONTROL NUMBER AND STATUS | |
|---|---|
| FS-6131-10-01 | Further Action Not Warranted |
| FS-6131-11-01 | Previously Reported Corrective Action Implemented |

PRIOR YEAR FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

No matters were reported.

SECTION IV

FINDINGS AND QUESTIONED COSTS

BRANTLEY COUNTY BOARD OF EDUCATION
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2012

## I SUMMARY OF AUDITOR'S RESULTS

### Financial Statements

Type of auditor's report issue:
Governmental Activities; General Fund; Capital Projects Fund; Debt Service Fund; Aggregate Remaining Fund Information — Unqualified

Internal control over financial reporting:
- Material weakness identified? — No
- Significant deficiency identified? — Yes

Noncompliance material to financial statements noted: — No

### Federal Awards

Internal Control over major programs:
- Material weakness identified? — No
- Significant deficiency identified? — None Reported

Type of auditor's report issued on compliance for major programs:
All major programs — Unqualified

Any audit findings disclosed that are required to be reported in accordance with OMB Circular A-133, Section 510(a)? — No

Identification of major programs:

| CFDA Numbers | Name of Federal Program or Cluster |
|---|---|
| 10.553, 10.555 | Child Nutrition Cluster |
| 84.371 | Striving Readers |

Dollar threshold used to distinguish between Type A and Type B programs: $300,000.00

Auditee qualified as low-risk auditee? — No

## II FINANCIAL STATEMENT FINDINGS AND QUESTIONED COSTS

CASH AND CASH EQUIVALENTS
EMPLOYEE COMPENSATION
EXPENDITURES/LIABILITIES/DISBURSEMENTS
GENERAL LEDGER
Inadequate Accounting Controls
Significant Deficiency
Finding Control Number: FS-6131-12-01

Condition:
The accounting procedures of the School District were insufficient to provide adequate internal controls over numerous control categories.

## II FINANCIAL STATEMENT FINDINGS AND QUESTIONED COSTS

### Criteria:
The School District's management is responsible for designing and maintaining internal controls that provide reasonable assurance transactions are processed according to established procedures.

### Questioned Cost:
N/A

### Information:
The following deficiencies were noted in the School District's accounting control procedures:

Cash and Cash Equivalents

The School District did not have adequate controls in place related to the bank reconciliation process. The bank reconciliations were not properly reconciled to the general ledger. Reconciliations were not performed in a timely manner or properly reviewed. Some reconciliations were approved with unidentified variances.

Employee Compensation

The School District did not have adequate procedures in place to ensure employee compensation expenditures were accurate. Our test of nineteen employees' compensation records revealed four employees with inadequate or missing documentation, six other employees were under paid and four were overpaid for a net underpayment of $9,384.17.

Expenditures/Liabilities/Disbursements

The School District did not have adequate procedures in place to ensure all expenditures were recorded in the appropriate fiscal year. Our testing revealed unrecorded accounts payable of $60,332.00.

General Ledger

The School District did not have adequate controls over the journal entry process. Our review revealed journal entries were not properly documented. Journal entries did not reflect the preparer's or approver's signatures or initials.

### Cause:
These deficiencies were a result of management's failure to ensure: (1) bank reconciliations were properly performed and reviewed; (2) salaries were properly calculated and documented; (3) expenditures were recorded in the appropriate period; and (4) journal entries were properly documented and approved.

### Effect:
Errors and/or irregularities may not be detected in a timely manner.

### Recommendation:
Management should establish and implement appropriate controls over the significant processes and procedures noted above.

## III FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

No matters were reported.

SECTION V

MANAGEMENT'S RESPONSES

BRANTLEY COUNTY BOARD OF EDUCATION
SCHEDULE OF MANAGEMENT'S RESPONSES
YEAR ENDED JUNE 30, 2012

Finding Control Number: FS-6131-12-01

We concur with this finding and will address as follows:

Cash and Cash Equivalents

1. The School District will implement procedures to ensure that bank reconciliations will be performed in a timely manner.
2. The responsibility for the bank reconciliation will be reassigned.
3. Bank statements will be reconciled to the General Ledger for all accounts.
4. The Bookkeeper and the Assistant Superintendent for Finance will review monthly cash reconciliations to assure that reconciling items are resolved in a timely manner.

Employee Compensation

1. The School District will implement procedures to ensure that employee compensation expenditures are accurate.
2. The Bookkeeper will calculate salaries. The Payroll Bookkeeper will review and verify salaries and assure that documentation is maintained in employee folders.

Expenditures/Liabilities/Disbursements

1. The School District will implement procedures to ensure that all expenditures will be recorded in the appropriate fiscal year.
2. System bookkeeper will record expenditures in the appropriate fiscal year.
3. Assistant bookkeeper will review expenditures to ensure that expenditures will be recorded in the appropriate fiscal year.

General Ledger

1. The School District will implement procedures to ensure that journal entries are properly documented.
2. Journal entries will be reviewed and approved as they are completed. (Signed by preparer and approved by the System Finance Director.)

These procedures will be implemented immediately.

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