Financial Statement With Independent Auditors' Report

For the Year Ended June 30, 2018

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## **TABLE OF CONTENTS**

Independent Auditors' Report	1
Summary Statement of Receipts, Expenditures and Unencumbered Cash – Regulatory Basis	2
Notes to Financial Statement	5
Regulatory–Required Supplementary Information	
Schedule 1 – Summary of Expenditures – Actual and Budget – Regulatory Basis	12
ochedule 1 – Summary of Expericitures – Actual and Budget – Regulatory Basis	1-
Schedule 2 – Schedule of Receipts and Expenditures – Actual and Budget – Regulatory Basis Individually presented by fund	
Governmental Type Funds General Funds 2-1 General Fund	15
2-2 Supplemental General Fund	
Special Purpose Funds 2-3 Capital Outlay Fund 2-4 Special Education Fund 2-5 Food Service Fund 2-6 Driver Training Fund 2-7 Professional Development Fund 2-8 Vocational Education Fund 2-9 Title I Grant Fund 2-10 Title I School Improvement Fund 2-11 ESOL Fund 2-12 Title IIA Teacher Quality Fund 2-13 Title IVA Student Support and Academic Enrichment 2-14 At Risk (K-12) Fund 2-15 4 Year Old At Risk Fund 2-16 KPERS Retirement Contributions Fund 2-17 Contingency Reserve Fund	18 20 21 22 25 26 27 28 29
Schedule 3 - Summary of Receipts and Disbursements – Regulatory Basis Agency Funds	32
Schedule 4 - Schedule of Receipts, Expenditures and Unencumbered Cash – Regulatory Basis	33



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Certified Public Accountants

#### INDEPENDENT AUDITORS' REPORT

To the Board of Education Chase-Raymond Unified School District No. 401 Chase, Kansas Chase, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of **Chase-Raymond Unified School District No. 401 Chase, Kansas**, as of and for the year ended June 30, 2018 and the related notes to the financial statement.

#### Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

## **Auditors' Responsibility**

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the Kansas Municipal Audit and Accounting Guide. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

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

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

## Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1, the financial statement is prepared by **Chase-Raymond Unified School District No. 401 Chase, Kansas** on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between the

# **Chase-Raymond Unified School District No. 401 Chase, Kansas** Page 2

regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

## Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matters discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of **Chase-Raymond Unified School District No. 401 Chase, Kansas** as of June 30, 2018, or changes in financial position and cash flows thereof for the year then ended.

## **Unmodified Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of **Chase-Raymond Unified School District No. 401 Chase, Kansas** as of June 30, 2018, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

#### **Other Matters**

#### Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures - actual and budget, individual fund schedules of regulatory basis receipts and expenditures - actual and budget, summary of regulatory basis receipts and disbursements - agency funds, and schedule of regulatory basis receipts, expenditures, and unencumbered cash - district activity funds (Schedules 1, 2, 3 and 4 as listed in the table of contents) are presented for analysis and are not a required part of the basic financial statement; however, are required to be presented under the provisions of the Kansas Municipal Audit and Accounting Guide. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, 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 statement as a whole, on the basis of accounting described in Note 1.

The 2017 Actual column presented in the individual fund schedules of regulatory basis receipts and expenditures – actual and budget (Schedule 2 as listed in the table of contents) is also presented for comparative analysis and is not a required part of the 2017 basic financial statement upon which we rendered an unmodified opinion dated September 11, 2017. The 2017 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration at the following link <a href="http://admin.ks.gov/offices/chief-financial-officer/municipal-services">http://admin.ks.gov/offices/chief-financial-officer/municipal-services</a>. Such 2017 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2017 basic financial statement. The 2017 comparative information was subjected to the auditing

# **Chase-Raymond Unified School District No. 401 Chase, Kansas** Page 3

procedures applied in the audit of the 2017 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2017 basic financial statement or to the 2017 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2017 comparative information is fairly stated in all material respects in relation to the 2017 basic financial statement as a whole, on the basis of accounting described in Note 1.

ADAMS, BROWN, BERAN & BALL, CHTD.

Adams, Brown, Beran & Ball, Chartered

Certified Public Accountants

September 10, 2018

Summary Statement of Receipts, Expenditures and Unencumbered Cash
Regulatory Basis
For the Year Ended June 30, 2018

Funds	Beginning Unencumbered Cash Balance	Prior Year Cancelled Encumbrances	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Encumbrances and Accounts Payable	Ending Cash Balance
Governmental Type Funds				<u> </u>			
General Funds							
General Fund	\$ 1,407	-	1,689,019	1,689,285	1,141	16,275	17,416
Supplemental General Fund	5,512	-	584,600	590,112	-	71,230	71,230
Special Purpose Funds							
Capital Outlay Fund	673,470	-	142,621	303,295	512,796	-	512,796
Special Education Fund	137,911	-	248,156	267,403	118,664	-	118,664
Food Service Fund	30,056	-	127,086	126,475	30,667	1,242	31,909
Driver Training Fund	5,349	-	1,920	2,286	4,983	140	5,123
Professional Development Fund	21,125	-	6,645	9,169	18,601	809	19,410
Vocational Education Fund	17,500	-	20,000	20,587	16,913	-	16,913
Title I Grant Fund	-	-	46,689	46,689	-	-	-
ESOL Fund	3,391	-	10,000	10,271	3,120	-	3,120
Title IIA Teacher Quality Fund	-	-	6,725	6,725	-	-	-
Title IVA Student Support and Academic Enrichme	ent -	-	1,313	1,313	-	-	-
At Risk (K-12) Fund	81	-	242,155	242,236	-	-	-
4 Year Old At Risk Fund	-	-	41,000	40,907	93	-	93
KPERS Retirement Contributions Fund	-	-	150,613	150,613	-	-	-
Contingency Reserve Fund	168,251	-	-	-	168,251	-	168,251
District Activity Funds	11,739		46,759	45,603	12,895		12,895
Total Reporting Entity (Excluding Agency Funds)	\$ 1,075,792		3,365,301	3,552,969	888,124	89,696	977,820
		Compos	sition of Cash	Checking Accou			\$ 837,793
				Certificates of De	eposit		195,979
				Total Cash			1,033,772
				Agency Funds p	er Schedule 3		(55,952)
				Total Reporting	Entity (Excluding	Agency Funds)	\$ 977,820

Notes to Financial Statement June 30, 2018

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Chase-Raymond Unified School District No. 401 Chase, Kansas has established a uniform system of accounting maintained to reflect compliance with the applicable laws of the State of Kansas. The accompanying financial statement is presented to conform to the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The following is a summary of such significant policies.

#### **Use of Estimates**

The preparation of financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas requires management to make estimates and assumptions that affect the reported amount of unencumbered cash balances and accounts payable during the reporting period. Actual results could differ from those estimates.

#### **Financial Reporting Entity**

The District is a municipal corporation governed by an elected seven-member board. A related municipal entity is an entity established to benefit the District and/or its constituents. The District has no related municipal entities.

#### **Basis of Presentation – Fund Accounting**

The accounts of the District are organized and operated on the basis of funds. In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The following types of funds comprise the financial activities of the District for the year ended June 30, 2018.

#### **Regulatory Basis Fund Types**

**General Fund** – the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

**Special Purpose Fund** – used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

**Agency Fund** – fund used to report assets held by the municipal reporting entity in a purely custodial capacity (payroll clearing fund, county treasurer tax collection accounts, etc.).

#### **Basis of Accounting**

The KMAAG regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

Notes to Financial Statement June 30, 2018

The District has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the District to use the regulatory basis of accounting.

#### Departure From Accounting Principles Generally Accepted in the United States of America

The basis of accounting described above results in a financial statement presentation which shows cash receipts, expenditures, cash and unencumbered cash balances, and expenditures compared to budget. Balance sheets that would have shown noncash assets such as receivables, inventories, and prepaid expenses, liabilities such as deferred revenue and matured principal and interest payable, and reservations of the fund balance are not presented. Under accounting principles generally accepted in the United States of America, encumbrances are only recognized as a reservation of fund balance; encumbrances outstanding at year end do not constitute expenditures or liabilities. Consequently, the expenditures as reported do not present the cost of goods and services received during the fiscal year in accordance with generally accepted accounting principles. Capital assets that account for the land, buildings, and equipment owned by the District are not presented in the financial statement. Also, long-term debt such as general obligation bonds, revenue bonds, capital leases, and temporary notes are not presented in the financial statement.

## **Property Tax Calendar**

Collection of current year property tax by the County Treasurer is not completed, apportioned nor distributed to the various subdivisions until the succeeding year, such procedure being in conformity with governing state statutes. Property taxes are collected and remitted to the County Treasurer. Taxes levied annually on November 1st are due one-half by December 20th and one-half by May 10th. Major tax distributions are made in the months of December through July. Lien dates for personal property are in March and August and lien dates for real property are in September. Taxes are recognized as revenue in the year received.

## **Restricted Assets**

Restricted cash balances are reported in various funds that are legally restricted for specified uses such as the payment of debt service and fiscal fees on long-term debt and for expenditures approved in federal and state grant contracts. Also, cash is restricted in the agency funds of the District for special purposes.

#### Reimbursements

The District records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as a receipt to the fund that receives the reimbursement. For purposes of budgetary comparisons, the expenditures are properly offset by the reimbursements under KMAAG regulatory basis of accounting.

## **NOTE 2 – BUDGETARY INFORMATION**

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds, and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- a. Preparation of the budget for the succeeding calendar year on or before August 1st.
- b. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
- c. Public hearing on or before August 15th, but at least 10 days after publication of notice of hearing.

Notes to Financial Statement June 30, 2018

d. Adoption of the final budget on or before August 25th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least 10 days after publication, the hearing may be held and the governing body may amend the budget at that time. There were no such budget amendments for this year.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which revenues are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the District for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year end.

A legal operating budget is not required for capital project funds, trust funds, and the following special purpose funds: Title I Grant Fund, Title IIA Teacher Quality Fund, Contingency Reserve Fund, Title IVA Student Support and Academic Enrichment Fund, and District Activity Funds.

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

#### **NOTE 3 – DEPOSITS AND INVESTMENTS**

Chase-Raymond Unified School District No. 401 Chase, Kansas follows the practice of pooling cash and investments of all funds. Each fund's portion of total cash and investments is summarized by fund category in the summary statement of receipts, expenditures and unencumbered cash.

K.S.A. 9-1401 establishes the depositories which may be used by the District. The statute requires banks eligible to hold the District's funds have a main or branch bank in the county in which the District is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The District has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the District's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The District has no investment policy that would further limit its investment choices.

#### Concentration of Credit Risk

State statutes place no limit on the amount the District may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and K.S.A. 9-1405.

Notes to Financial Statement June 30, 2018

#### Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. State statutes require the District's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. The District does not use "peak periods". All deposits were legally secured at June 30, 2018.

At June 30, 2018, the District's carrying amount of deposits was \$1,033,772 and the bank balance was \$1,098,050. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, \$250,000 was covered by federal depository insurance and \$848,050 was collateralized with securities held by the pledging financial institutions' agents in the District's name.

#### Custodial Credit Risk - Investments

For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured. The District had no investments at June 30, 2018.

#### **NOTE 4 – IN-SUBSTANCE RECEIPT IN TRANSIT**

Chase-Raymond Unified School District No. 401 Chase, Kansas received \$103,172 subsequent to June 30, 2018 and as required by K.S.A. 72-6417, the receipt was recorded as an in-substance receipt in transit and included as a receipt for the year ended June 30, 2018.

#### **NOTE 5 – INTERFUND TRANSFERS**

Interfund transfers within the reporting entity are substantially for the purpose of subsidizing operating functions, funding capital projects and asset acquisitions or maintaining debt service on a routine basis as authorized by Kansas statutes. **Chase-Raymond Unified School District No. 401 Chase, Kansas'** interfund transfers and regulatory authority for the year ended June 30, 2018 were as follows:

		Regulatory	
From	To	Authority	Amount
General Fund	4 Year Old At Risk Fund	K.S.A. 72-6428	\$ 41,000
General Fund	At Risk (K-12) Fund	K.S.A. 72-6428	214,145
General Fund	Special Education Fund	K.S.A. 72-6428	169,626
General Fund	Food Service Fund	K.S.A. 72-6428	11,887
General Fund	Capital Outlay Fund	K.S.A. 72-6428	10,000
General Fund	Professional Development Fund	K.S.A. 72-6433	5,979
Supplemental General Fund	At Risk (K-12) Fund	K.S.A. 72-6433	28,010
Supplemental General Fund	Food Service Fund	K.S.A. 72-6433	33,000
Supplemental General Fund	Special Education Fund	K.S.A. 72-6433	78,530
Supplemental General Fund	ESOL Fund	K.S.A. 72-6433	10,000
Supplemental General Fund	Vocational Education Fund	K.S.A. 72-6433	20,000

Notes to Financial Statement June 30, 2018

#### **NOTE 6 – LITIGATION**

Chase-Raymond Unified School District No. 401 Chase, Kansas is a party to various legal proceedings which normally occur in governmental operations. These legal proceedings are not likely to have a material financial impact on the affected funds of the District.

#### **NOTE 7 – RISK MANAGEMENT**

Chase-Raymond Unified School District No. 401 Chase, Kansas carries commercial insurance for risks of loss, including property, general liability, inland marine, crime, automobile, umbrella, workers' compensation, school board E&O liability, and data compromise. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

#### **NOTE 8 - GRANTS AND SHARED REVENUES**

Chase-Raymond Unified School District No. 401 Chase, Kansas participates in numerous state and federal grant programs, which are governed by various rules and regulations for the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the District has not complied with the rules and regulations governing the grants, refunds of any money received may be required. In the opinion of the District, any liability for reimbursement, which may arise as the result of the audit, is not believed to be material.

## NOTE 9 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

The District had a public works contract to upgrade the HVAC system that was not properly bonded, which is a violation of K.S.A. 60-1111.

#### **NOTE 10 – DEFINED BENEFIT PENSION PLAN**

#### **General Information about the Pension Plan**

#### Plan Description

Chase-Raymond Unified School District No. 401 Chase, Kansas participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing, multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et. seq. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Comprehensive Annual Financial Report which can be found on the KPERS website at <a href="https://www.kpers.org">www.kpers.org</a> or by writing to KPERS (611 S Kansas, Suite 100; Topeka, KS 66603) or by calling 1-888-275-5737.

#### Contributions

K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2 and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on

Notes to Financial Statement June 30, 2018

annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate with a 0% moratorium for the period of July 1, 2017 through September 30, 2017 for the Death and Disability Program) was 10.81% for the fiscal year ended June 30, 2017. The actuarially determined employer contribution rate was 12.01% for the fiscal year ended June 30, 2018. Per 2016 House Substitute for Senate Bill 161, Section 98(a)(1), state general fund and expanded lottery act revenue funds for employer contributions to KPERS were deferred. The amount deferred for school contributions was \$92,917,091 for the fiscal year ended June 30, 2016 and the anticipated repayments per SB249 were nullified per HB2052 during fiscal year 2017.

The State of Kansas contribution to KPERS for all school municipalities for the year ending June 30, 2017, received as of June 30th was \$304,596,361. Per 2017 Senate Substitute for House Bill 2052, Section 37(a), state general fund employer contributions to KPERS were decreased by \$64,130,234 for the fiscal year ended June 30, 2017. Section 43(17) of the bill also stipulates that repayments of the reduced contributions are to be amortized over 20 years at a level dollar amount commencing in fiscal year 2018. The level dollar amount was computed to be \$6.4 million dollars per year.

The State of Kansas is required to contribute the statutory required employer's share except for retired District employees. The District is responsible for the employer's portion of the cost for retired District employees. The District received and remitted amounts equal to the statutory contribution rate, which totaled \$150,613 for the year ended June 30, 2018.

## **Net Pension Liability**

At June 30, 2018, the District's proportionate share of the collective net pension liability reported by KPERS was \$1,841,804. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2016, which was rolled forward to June 30, 2017. The District's proportion of the net pension liability was based on the ratio of the District's contributions to KPERS, relative to the total employer and non-employer contributions of the State/School subgroup within KPERS for the fiscal year ended June 30, 2017. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in these financial statements.

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publicly available on the website at <a href="https://www.kpers.org">www.kpers.org</a> or can be obtained as described above.

#### NOTE 11 – OTHER POST EMPLOYMENT BENEFITS

As provided by K.S.A. 12-5040, **Chase-Raymond Unified School District No. 401 Chase, Kansas** allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the District is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the District makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

Notes to Financial Statement June 30, 2018

#### **NOTE 12 – COMPENSATED ABSENCES**

#### Vacation

The superintendent is allowed 20 days of vacation per year. Other full-time employees shall be granted two weeks of vacation after one full year on the job. After 10 years of service, 3 weeks of vacation will be provided. Monthly and part-time employees are not eligible for vacation. Vacation is not allowed to accumulate.

#### Sick Leave

Certified Employees - The policy regarding sick leave is that all employees are allowed 10 days per year, accumulative to 60 days. According to the negotiated agreement, when an employee reaches 60 or more days (could be from 60 to 70 days), the days not used for sick leave during that year above 60 days will be bought back at the end of the school year at a rate of \$50 a day, not to exceed \$500 per person.

Noncertified Employees - Full-time employees are allowed 10 days per year, accumulative to 40 days. Monthly and part-time employees are allowed 7 days per year, accumulative to 21 days. Upon termination of employment, no sick leave benefits will be paid out beyond the District's buy-back policy for certified personnel.

The potential liability for sick leave at June 30, 2018 was \$92,096. This is not reflected in the financial statement.

#### **Sick Leave Bank**

The sick leave bank is voluntary and open to all employees who receive sick leave from the District. Employees have until September 5th of each school year to deposit sick leave to the bank. An employee may deposit up to 10 days each year, to an accumulated maximum deposit of 20 days of sick leave for each employee. The number of days that an employee may borrow from the sick leave bank is limited to two times the number of sick leave days the employee has contributed to the sick leave bank. Sick leave days which are borrowed from the bank will be paid back by the employee at the rate of three days per year. Employees may choose to donate sick leave to other employees. Each employee is limited to donating up to two days of sick leave per specific employee per year.

The potential liability for the sick leave bank at June 30, 2018 was \$27,037. This is not reflected in the financial statement.

#### **Personal Leave**

Certified Employees - Each employee is allowed two days of non-accumulative personal leave each contract year. Employees will be paid \$50 for each day of unused personal leave. The Board is willing to grant a third day of personal leave for which the employee will pay one-half of the cost of the substitute.

Non-Certified Employees - Full-time employees are allowed two days of non-accumulative personal leave. Monthly and part-time employees shall be allowed one day of personal leave. Employe es will be paid \$20 for each day of unused personal leave at year end.

#### **NOTE 13 - OPERATING LEASES**

On August 4, 2016, **Chase-Raymond Unified School District No. 401 Chase, Kansas** entered into a lease agreement with Office Products Incorporated to lease copiers. The agreement calls for monthly payments of \$181 for 60 months. Payments totaling \$14,933 were made in 2018, paying the lease off in full

Notes to Financial Statement June 30, 2018

## **NOTE 14 – LONG-TERM DEBT**

## **Lease Obligations**

The District has entered into lease agreements for equipment. The leases contain a fiscal funding clause.

Notes to Financial Statement June 30, 2018

Changes in long-term liabilities for the District for the year ended June 30, 2018, were as follows:

Issue	Interest Rates	Date of Issue	Amount of Issue	Date of Final Maturity		Balance Beginning of Year	Additions	Reductions/ Payments	Balance End of Year	Interest Paid
Capital Leases HVAC Mechanical Upgrade Phase 1	2.44%	11/29/2016	\$ 239,329	12/31/21	\$	96,970	-	96,970	-	1,909
HVAC Mechanical Upgrade Phase 2	2.33%	9/25/2017	350,000	09/30/22	-		304,518	119,178	185,340	3,715
Total Capital Leases					\$	96,970	304,518	216,148	185,340	5,624

Current maturities of long-term debt and interest for the next three years through maturity are as follows:

	 2019	2020	2021	Total
Principal Capital Leases	\$ 70,682	72,344	42,314	185,340
Interest Capital Leases	 3,704	2,043	418_	6,165
Total Principal and Interest	\$ 74,386	74,387	42,732	191,505

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Regulatory-Required Supplementary Information

Summary of Expenditures - Actual and Budget Regulatory Basis For the Year Ended June 30, 2018

Funds	Certified Budget	Adjustment to Comply With Legal Max	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance Over (Under)
Governmental Type Funds	 			<del></del>		
General Funds						
General Fund	\$ 1,720,577	(47,271)	15,979	1,689,285	1,689,285	-
Supplemental General Fund	570,892	(14,413)	39,037	595,516	590,112	(5,404)
Special Purpose Funds						
Capital Outlay Fund	500,000	-	-	500,000	303,295	(196,705)
Special Education Fund	374,911	-	-	374,911	267,403	(107,508)
Food Service Fund	175,599	-	-	175,599	126,475	(49,124)
Driver Training Fund	8,649	-	-	8,649	2,286	(6,363)
Professional Development Fund	22,125	-	-	22,125	9,169	(12,956)
Vocational Education Fund	21,770	-	-	21,770	20,587	(1,183)
ESOL Fund	11,391	-	-	11,391	10,271	(1,120)
At Risk (K-12) Fund	245,081	-	-	245,081	242,236	(2,845)
4 Year Old At Risk Fund	45,006	-	-	45,006	40,907	(4,099)
KPERS Retirement Contributions Fund	155,982	-	-	155,982	150,613	(5,369)

			(	Current Year	
		Prior Year		odnom rodi	Variance Over
	_	Actual	Actual	Budget	(Under)
Receipts					
Intergovernmental Revenues	φ	E 007	0.002	6,000	2 002
Mineral Severance Tax State Equalization Aid	\$	5,807 1,458,507	8,803 1,494,611	6,000 1,503,886	2,803 (9,275)
State Special Education		184,420	169,626	210,691	(41,065)
State Aid - KPERS		101,949	-	-	(41,000)
State Aid - Other		-	4,455	-	4,455
Federal Aid		-	3,630	-	3,630
Interest		1,407	-	-	-
Miscellaneous Income		25,000	-	-	-
Reimbursed Expenses	-	8,252	7,894		7,894
Total Receipts	-	1,785,342	1,689,019	1,720,577	(31,558)
Expenditures					
Instruction		610,484	673,059	655,000	18,059
Student Support Services		30,659	31,172	31,535	(363)
Instructional Support Services		41,078	23,025	45,500	(22,475)
General Administration		95,699	110,538	102,100 149,050	8,438
School Administration Central Services		141,052 33,866	186,501 21,661	36,030	37,451 (14,369)
Operations and Maintenance		128,345	126,185	133,392	(7,207)
Student Transportation Services		74,295	64,507	56,700	7,807
Transfers Out		628,457	452,637	511,270	(58,633)
Adjustment to Comply With Legal Max		· -	· -	(47,271)	47,271
Legal General Fund Budget	-	1,783,935	1,689,285	1,673,306	15,979
(a) Adjustment for Qualifying Budget Credits	-			15,979	(15,979)
Total Expenditures	_	1,783,935	1,689,285	1,689,285	
Receipts Over (Under) Expenditures		1,407	(266)		
Unencumbered Cash - Beginning	_		1,407		
Unencumbered Cash - Ending	\$	1,407	1,141		
(a) Adjustment for Qualifying Budget Credits					
Reimbursed Expense Over Amount Budgete			\$	7,894	
State Aid Over Amount Budgeted	<b>-</b>		Ψ	4,455	
Federal Aid Over Amount Budgeted				3,630	
Total			\$	15,979	

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Supplemental General Fund

			Current Year	
	Prior Year Actual	Actual	Budget	Variance Over (Under)
Receipts				
Taxes and Shared Revenues \$	583,616	545,563	635,022	(89,459)
Intergovernmental Revenues Federal Aid State Aid	13,559 -	13,663 300	-	13,663 300
Reimbursed Expenses	25,288	25,074		25,074
Total Receipts	622,463	584,600	635,022	(50,422)
Expenditures				
Instruction	190,716	218,352	201,757	16,595
Student Support Services	457	795	520	275
Instructional Support Services	1,122	7,426	6,115	1,311
General Administration	4,671	2,766	5,000	(2,234)
School Administration	3,075	3,344	· -	3,344
Purchased Services	63,293	52,815	75,000	(22,185)
Operations and Maintenance	115,498	134,966	171,500	(36,534)
Student Activities	21,664	108	25,000	(24,892)
Transfers Out	217,378	169,540	86,000	83,540
Adjustment to Comply With Legal Max	-	-	(14,413)	14,413
Legal Supplemental General Fund Budget	617,874	590,112	556,479	33,633
(a) Adjustment for Qualifying Budget Credits _			39,037	(39,037)
Total Expenditures	617,874	590,112	595,516	(5,404)
Receipts Over (Under) Expenditures	4,589	(5,512)		
Unencumbered Cash - Beginning	923	5,512		
Unencumbered Cash - Ending \$_	5,512			
(a) Adjustment for Qualifying Budget Credits Federal Aid Over Amount Budgeted State Aid Over Amount Budgeted Reimbursed Expense Over Amount Budgeted Total			\$ 13,663 300 25,074 \$ 39,037	

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Capital Outlay Fund

			Current Year	
	Prior Year	Astropl		Variance Over
Receipts	Actual	Actual	Budget	(Under)
Taxes and Shared Revenues \$	89,896	130,373	126,129	4,244
Insurance Reimbursement	-	882	-	882
Sale of Assets	4,240	-	-	-
Donations	5,000	-	-	-
Interest Income	-	1,366	-	1,366
Transfers In	25,000	10,000		10,000
Total Receipts	124,136	142,621	126,129	16,492
Expenditures				
Instruction	3	-	-	-
Operations and Maintenance	158,603	297,315	400,000	(102,685)
Facility Acquisition and Construction		5,980	100,000	(94,020)
Total Expenditures	158,606	303,295	500,000	(196,705)
Receipts Over (Under) Expenditures	(34,470)	(160,674)		
Unencumbered Cash - Beginning	707,940	673,470		
Unencumbered Cash - Ending \$	673,470	512,796		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Special Education Fund

			Current Year	
	Prior Year			Variance Over
	Actual	Actual	Budget	(Under)
Receipts				
Transfers In	\$ 317,420	248,156	237,000	11,156
Reimbursed Expenses	1,814			
Total Receipts	319,234	248,156	237,000	11,156
Expenditures				
Instruction	257,584	260,015	357,386	(97,371)
Student Transportation Services	8,866	7,388	17,525	(10,137)
Total Expenditures	266,450	267,403	374,911	(107,508)
Receipts Over (Under) Expenditures	52,784	(19,247)		
Unencumbered Cash - Beginning	85,127	137,911		
Unencumbered Cash - Ending	\$137,911	118,664		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Food Service Fund

				Current Year	
		Prior Year Actual	Actual	Budget	Variance Over (Under)
Receipts	_	7 totaai	- / tottaai	Daagot	(Cridor)
Intergovernmental Revenues					
State Aid	\$	921	928	769	159
Federal Aid		64,466	67,244	62,960	4,284
Lunch Receipts			•		
Students		13,866	11,928	13,437	(1,509)
Adults		3,540	2,099	8,377	(6,278)
Transfers In	_	55,925	44,887	60,000	(15,113)
Total Receipts		138,718	127,086	145,543	(18,457)
Expenditures					
Food Service Operations	_	122,451	126,475	175,599	(49,124)
Receipts Over (Under) Expenditures		16,267	611		
Unencumbered Cash - Beginning	_	13,789	30,056		
Unencumbered Cash - Ending	\$	30,056	30,667		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Driver Training Fund

Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended June 30, 2018

(With Comparative Actual Totals for the Prior Year Ended June 30, 2017)

				Current Year	
		Prior Year			Variance Over
		Actual	Actual	Budget	(Under)
Receipts					
State Aid	\$	2,176	1,920	2,100	(180)
Transfers In	_	6,500		1,200	(1,200)
Total Receipts	_	8,676	1,920	3,300	(1,380)
Expenditures					
Instruction		3,655	1,898	7,489	(5,591)
Operations and Maintenance	_	305	388	1,160	(772)
Total Expenditures	_	3,960	2,286	8,649	(6,363)
Receipts Over (Under) Expenditures		4,716	(366)		
Unencumbered Cash - Beginning	_	633	5,349		
Unencumbered Cash - Ending	\$_	5,349	4,983		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Professional Development Fund

				Current Year	
		Prior Year			Variance Over
		Actual	Actual	Budget	(Under)
Receipts					
State Aid	\$	-	666	1,000	(334)
Transfers In	_	5,453	5,979		5,979
Total Receipts		5,453	6,645	1,000	5,645
Expenditures					
Instructional Support Services	_	3,861	9,169	22,125	(12,956)
Receipts Over (Under) Expenditures		1,592	(2,524)		
Unencumbered Cash - Beginning		19,533	21,125		
Unencumbered Cash - Ending	\$_	21,125	18,601		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Vocational Education Fund

				Current Year	
		Prior Year Actual	Actual	Budget	Variance Over (Under)
Pacainte	_	Actual	Actual	Buuget	(Orider)
Receipts Transfers In	\$	30,000	20,000	5,070	14,930
Expenditures Instruction		19,887	20,587	21,770	(1,183)
Receipts Over (Under) Expenditures		10,113	(587)		
Unencumbered Cash - Beginning	_	7,387	17,500		
Unencumbered Cash - Ending	\$	17,500	16,913		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Title I Grant Fund

	_	Prior Year Actual	Current Year Actual
Receipts Intergovernmental Revenue Federal Aid	\$	49,072	46,689
Expenditures Instruction	_	49,072	46,689
Receipts Over (Under) Expenditures		-	-
Unencumbered Cash - Beginning	_	<u> </u>	
Unencumbered Cash - Ending	\$		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Title I School Improvement Fund

	_	Prior Year Actual	Current Year Actual
Receipts Intergovernmental Revenue Federal Aid	\$	15,000	-
Expenditures Instruction	_	15,000	
Receipts Over (Under) Expenditures		-	-
Unencumbered Cash - Beginning	_	<u>-</u>	
Unencumbered Cash - Ending	\$	-	-

				Current Year	
		Prior Year Actual	Actual	Budget	Variance Over (Under)
Receipts					
Transfers In	\$	13,500	10,000	8,000	2,000
Expenditures Instruction	_	10,109	10,271	11,391	(1,120)
Receipts Over (Under) Expenditures		3,391	(271)		
Unencumbered Cash - Beginning	_		3,391		
Unencumbered Cash - Ending	\$_	3,391	3,120		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Title IIA Teacher Quality Fund

	_	Prior Year Actual	Current Year Actual
Receipts Intergovernmental Revenue	Φ	10.155	6 725
Federal Aid	\$	10,155	6,725
Expenditures Instruction	_	10,155	6,725
Receipts Over (Under) Expenditures		-	-
Unencumbered Cash - Beginning	_		
Unencumbered Cash - Ending	\$_		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Title IVA Student Support and Academic Enrichment

	`	Prior ⁄ear ctual	Current Year Actual
Receipts Intergovernmental Revenue Federal Aid	\$	_	1,313
Expenditures Student Support Services			1,313
Receipts Over (Under) Expenditures		-	-
Unencumbered Cash - Beginning			
Unencumbered Cash - Ending	\$		

## CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS At Risk (K-12) Fund

			(	Current Year	
		Prior Year Actual	Actual	Budget	Variance Over (Under)
Receipts	_	Actual	Actual	Duuget	(Officer)
Transfers In	\$	245,088	242,155	245,000	(2,845)
Expenditures Instruction	_	245,007	242,236	245,081	(2,845)
Receipts Over (Under) Expenditures		81	(81)		
Unencumbered Cash - Beginning	_		81		
Unencumbered Cash - Ending	\$	81	-		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS 4 Year Old At Risk Fund

			·	Current Year	
		Prior Year			Variance Over
Receipts	_	Actual	Actual	Budget	(Under)
Intergovernmental Revenue Federal Aid Transfers In	\$_	45,000	41,000	4,006 41,000	(4,006)
Total Receipts		45,000	41,000	45,006	(4,006)
Expenditures Instruction		45,000	40,907	45,006	(4,099)
Receipts Over (Under) Expenditures		-	93		
Unencumbered Cash - Beginning	_				
Unencumbered Cash - Ending	\$_		93		

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS KPERS Retirement Contributions Fund

			Current Year	
	Prior Year			Variance Over
	Actual	Actual	Budget	(Under)
Receipts				
Intergovernmental Revenue				
State Aid	\$ -	150,613	155,982	(5,369)
Transfers In	101,949	_ <u> </u>		
Total Receipts	101,949	150,613	155,982	(5,369)
Expenditures				
Instruction	50,975	75,307	77,991	(2,684)
Student Support Services	6,117	9,037	9,359	(322)
Instructional Support Services	6,117	9,037	9,359	(322)
General Administration	8,156	12,049	12,479	(430)
School Administration	11,214	16,567	17,157	(590)
Operations and Maintenance	8,156	12,049	12,479	(430)
Student Transportation Services	3,058	4,518	4,679	(161)
Food Service	8,156	12,049	12,479	(430)
Total Expenditures	101,949	150,613	155,982	(5,369)
Receipts Over (Under) Expenditures	-	-		
Unencumbered Cash - Beginning		<u> </u>		
Unencumbered Cash - Ending	\$			

# CHASE-RAYMOND UNIFIED SCHOOL DISTRICT NO. 401 CHASE, KANSAS Contingency Reserve Fund

	_	Prior Year Actual	Current Year Actual
Receipts	\$	-	-
Expenditures			
Receipts Over (Under) Expenditures		-	-
Unencumbered Cash - Beginning		168,251	168,251
Unencumbered Cash - Ending	\$	168,251	168,251

Summary of Receipts and Disbursements Regulatory Basis For the Year Ended June 30, 2018

Funds		Beginning Cash Balance	Receipts	Disbursements	Ending Cash Balance
Chase High School	_		· ·		
C - Club	\$	3,326	2,692	2,105	3,913
Cheerleaders		550	308	579	279
Dance Team		178	-	-	178
Balfour		-	476	476	-
Music Club		-	380	380	-
National Honor Society		670	-	670	-
Shop		-	2,242	2,242	-
Year Book		-	565	565	-
Student Council		67	1,775	1,618	224
Lifetouch		-	451	451	-
Technology		172	100	-	272
CHS Scholar's Bowl		167	-	-	167
Leadership Club		387	454	841	-
Skills USA		352	121	42	431
PBL Group		-	1,108	225	883
Wildlife Management		-	2,438	1,672	766
Class of 2018		999	· <u>-</u>	999	-
Class of 2019		734	1,088	1,464	358
Class of 2020		1,846	123	-	1,969
Class of 2021		465	617	-	1,082
Class of 2022		55	208	136	127
Class of 2023		-	538	322	216
Class of 2024			702	323	379
Total Chase High School		9,968	16,386	15,110	11,244
Raymond Junior High School					
Music		-	300	300	-
6th Grade Class		186		186	
Total Raymond Junior High Scho	ool	186	300	486	
Scholarship Funds		44,470	116		44,586
Clay Target Club		122			122
Payroll Clearing Fund		<u> </u>	242,128	242,128	
Total Agency Funds	\$	54,746	258,930	257,724	55,952

District Activity Funds
Schedule of Receipts, Expenditures and Unencumbered Cash
Regulatory Basis
For the Year Ended June 30, 2018

Funds		Beginning Unencumbered Cash Balance	Prior Year Cancelled Encumbrances	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Encumbrances and Accounts Payable	Ending Cash Balance
Gate Receipts				_				
High School								
Athletics	\$_	3,713		25,194	25,368	3,539		3,539
School Projects								
High School								
Activity		- 0.047	=	0.454	- 0.040		-	0.004
Faculty		2,647	-	3,454	2,810	3,291	-	3,291
K & R Concessions		-	=	11,654	11,654	-	=	-
USD # 401 Employee Senior Scholarship	_	81	<del>-</del>	770	645	206		206
Total High School Projects	_	2,728	<u> </u>	15,878	15,109	3,497		3,497
Junior High School								
Miscellaneous		-	=	2,230	2,230	-	-	-
Pictures		=	=	815	815	-	-	-
Pop Machine		1,168	=	103	53	1,218	-	1,218
Library		,	=	7	7	, -	-	-
Bulldog/Kat T-shirts		181	-	522	532	171	-	171
Pencil Machine		138	-	120	-	258	_	258
General Mills Box Tops		1,290	-	248	104	1,434	_	1,434
Help G.S. Student Account		1,718	-	1,436	1,145	2,009	-	2,009
Dare		106	-	-,		106	_	106
Interest		42	-	6	_	48	_	48
Nurses' Help Fund	_	655		200	240	615		615
Total Junior High School	_	5,298		5,687	5,126	5,859		5,859
Total School Projects	_	8,026		21,565	20,235	9,356		9,356
Total District Activity Funds	\$_	11,739	<u> </u>	46,759	45,603	12,895		12,895