

PACIFIC ELEMENTARY SCHOOL DISTRICT

ANNUAL FINANCIAL REPORT

JUNE 30, 2013

ROBERTSON & ASSOCIATES, CPAs  
A Professional Corporation

PACIFIC ELEMENTARY SCHOOL DISTRICT  
ORGANIZATION  
JUNE 30, 2013

The Pacific Elementary School District (District) was established in September 1905 and comprises an area located in Santa Cruz County. There were no changes in the boundaries of the District during the current year. The District currently operates one elementary school.

**BOARD OF TRUSTEES**

<u>Name</u>	<u>Office</u>	<u>Term Expires</u>
Mr. Gwyan Rhabyt	President	November, 2016
Ms. Patty Auten	Member	November, 2014
Ms. Susie Devergranne	Member	November, 2014

**ADMINISTRATION**

<u>Name</u>	<u>Title</u>	<u>Tenure</u>
Mr. Eric Bitter	Superintendent	2 Years
Ms. Noel G. Bock	Administrative Assistant	21 Years

**ADDRESS OF DISTRICT OFFICE**

50 Ocean Street  
P.O. Box H  
Davenport, CA 95017

PACIFIC ELEMENTARY SCHOOL DISTRICT  
JUNE 30, 2013

TABLE OF CONTENTS

	<u>Page</u>
INTRODUCTORY SECTION	
Title Page	
Organization	
Table of Contents	
INDEPENDENT AUDITOR'S REPORT	1 - 3
MANAGEMENT'S DISCUSSION AND ANALYSIS	4 - 14
FINANCIAL SECTION	
Basic Financial Statements	
Government-Wide	
Statement of Net Position	15
Statement of Activities	16
Governmental Funds	
Balance Sheet	17
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	18
Statement of Revenues, Expenditures and Changes in Fund Balances	19
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities	20
Notes to Financial Statements	21 - 38

PACIFIC ELEMENTARY SCHOOL DISTRICT  
JUNE 30, 2013

TABLE OF CONTENTS

	<u>Page</u>
REQUIRED SUPPLEMENTARY INFORMATION SECTION	
Budgetary Comparison Schedule - General Fund	39
Notes to Required Supplementary Information	40
SUPPLEMENTARY INFORMATION SECTION	
Other Governmental Funds Financial Statements	
Combining Balance Sheet	41
Combining Statement of Revenues, Expenditures and Changes in Fund Balances	42
Schedule of Average Daily Attendance	43
Schedule of Instructional Time	44
Schedule of Financial Trends and Analysis	45
Reconciliation of Annual Financial and Budget Report (SACS) with Audited Financial Statements	46
Notes to Supplementary Information	47
OTHER INDEPENDENT AUDITOR'S REPORTS	
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 <i>Government     Auditing Standards</i>	48 - 49
Independent Auditor's Report on State Compliance	50 - 51
FINDINGS AND RESPONSES SECTION	
Findings and Responses	52
Summary Schedule of Prior Audit Findings	53

## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Pacific Elementary School District  
Davenport, California

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Pacific Elementary School District (District), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

## **Opinions**

In our opinion, the financial statements referred to above 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 Pacific Elementary School District, as of June 30, 2013, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that management's discussion and analysis, and budgetary comparison information on pages 4 through 14 and 39, be presented to supplement the basic financial statements. 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 about 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.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The combining nonmajor fund financial statements and the District's introductory section are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying supplementary information as listed in the table of contents are required by the *Standards and Procedures for Audits of California K-12 Local Educational Agencies 2012/2013* (published by the Education Audit Appeals Panel), are presented for purposes of additional analysis, and are not a required part of the basic financial statements.

This information, as listed in the table of contents, is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such 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 basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements and accompanying supplementary information as listed in the table of contents is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 21, 2013 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

*Robertson & Associates, CPAs*

Lakeport, California  
October 21, 2013

**Pacific Elementary School District  
Management's Discussion and Analysis  
June 30, 2013**

**INTRODUCTION**

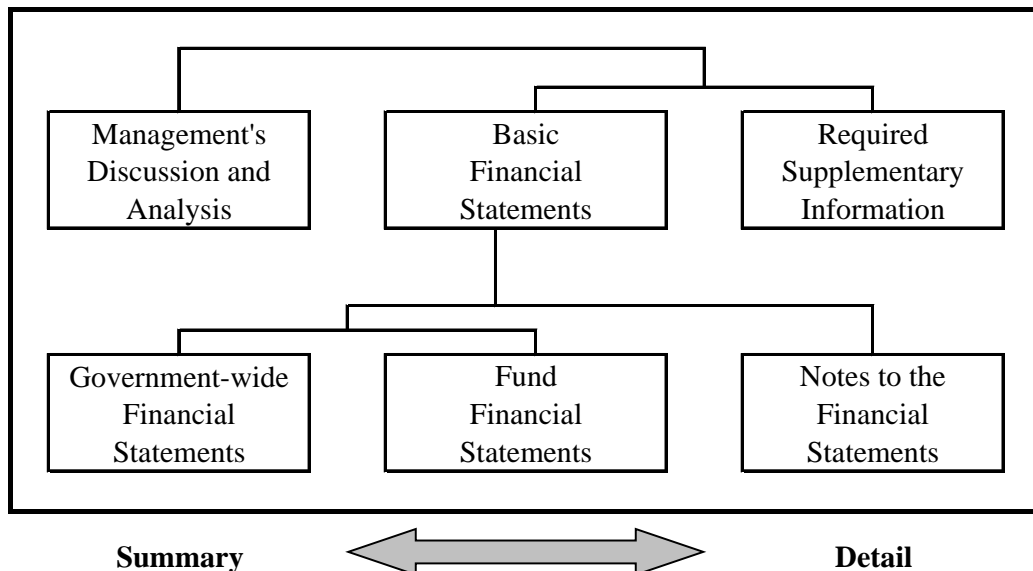
Our discussion and analysis of Pacific Elementary School District (District's) financial performance provides an overview of the District's financial activities for the year ended June 30, 2013. It should be read in conjunction with the District's financial statements, which follow this section.

**FINANCIAL HIGHLIGHTS**

- ❑ Total net position was \$1,620,933 at June 30, 2013. This was a decrease of \$88,976 from the prior year.
- ❑ Overall revenues, were \$1,090,586, overall expenses were \$1,179,562.

**OVERVIEW OF FINANCIAL STATEMENTS**

**Components of the Financials Section**



This annual report consists of three parts – Management's Discussion and Analysis (this section), the basic financial statements, and required supplementary information. The three sections together provide a comprehensive overview of the District. The basic financial statements are comprised of two kinds of statements that present financial information from different perspectives:

- ❑ **Government-wide financial statements**, which comprise the first two statements, provide both short-term and long-term information about the District's overall financial position.
- ❑ **Fund financial statements** focus on reporting the individual parts of District operations in more detail. The fund financial statements comprise the remaining statements.
  - **Governmental fund** statements tell how general government services were financed in the short term as well as what remains for future spending.



The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The basic financial statements are followed by a section of required and other supplementary information that further explain and support the financial statements.

### **Government-Wide Statements**

The government-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities, regardless of when cash is received or paid.

The two government-wide statements report the District's net position and how they have changed. Net position, the difference between assets and liabilities, is one way to measure the District's financial health or position.

- Over time, increases or decreases in the District's net position are an indicator of whether its financial health is improving or deteriorating, respectively. The net position of the District has decreased by 5.2% in the past year. This is due primarily to continued reductions in State and Federal revenues. Also, with the increases in costs such as Health & Welfare, Special Education, and educational materials, the district may continue to experience decreases in assets.
- To assess the overall health of the District, one needs to consider additional non-financial factors such as changes in enrollment, changes in the property tax base, and changes in program funding by the Federal and State governments, and condition of facilities. The District's average daily attendance has decreased by 3 ADA in the past year.
- Federal revenue decreased from the prior year by \$12,000 due to reductions in the REAP program, Title II, and the MEDI-Cal Admin. Activities program. The District continued to make cuts in classified personnel costs to help mitigate these reductions in revenues. The District remains in stable financial condition and is aware that continuing to spend down fund balance will have to cease in the future.

The government-wide statements of the District include all governmental activities. All of the District's basic services are included here, such as regular education, food service, maintenance and general administration. Revenue limit funding and federal and state grants finance most of these activities.

## **FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS**

### **Fund Financial Statements**

The fund financial statements provide more detailed information about the District's most significant governmental funds, not the District as a whole. Funds are accounting devices that the District uses to keep track of specific sources of funding and spending for particular programs.

- Some funds are required to be established by State law and by bond covenants.
- The governing board establishes other funds to control and manage money for particular purposes or to show that the District is meeting legal responsibilities for using certain revenues.

The District has one type of fund:

- Governmental funds – All of the District's basic services are included in governmental funds, which generally focus on: (1) how cash and other financial assets that can readily be converted to cash flow in and out, and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds' statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources than previously to finance the District's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information following the governmental funds' statements that explains the relationship (or differences) between them.

The financial performance of the District is reflected in its governmental funds as well. As the District completed the year, its governmental funds reported a combined fund balance of \$1,254,962 as compared to the prior year's ending fund balance of \$1,312,157.

## FINANCIAL ANALYSIS OF THE ENTITY AS A WHOLE

### Net Position

The District's combined net position was \$1,620,933 at June 30, 2013.

	Governmental Activities		Percent Change
	2013	2012	
<b>ASSETS</b>			
Cash and Equivalents	\$ 1,127,620	\$ 1,109,032	1.7 %
Other Current Assets	145,838	216,887	(32.8 %)
Capital Assets, Net of Accumulated Depreciation	365,971	397,752	(8.0 %)
<b>TOTAL ASSETS</b>	<b>\$ 1,639,429</b>	<b>\$ 1,723,671</b>	<b>(4.9 %)</b>
<b>LIABILITIES</b>			
Current Liabilities	\$ 18,496	\$ 13,762	34.4 %
<b>TOTAL LIABILITIES</b>	<b>\$ 18,496</b>	<b>\$ 13,762</b>	<b>34.4 %</b>
<b>NET POSITION</b>			
Invested in Capital Assets, Net of Related Debt	\$ 365,971	\$ 397,752	(8.0 %)
Restricted	37,208	70,120	(46.9 %)
Unrestricted	1,217,754	1,242,037	(2.0 %)
<b>TOTAL NET POSITION</b>	<b>\$ 1,620,933</b>	<b>\$ 1,709,909</b>	<b>(5.2 %)</b>

## Changes in Net Position

	Governmental Activities		Percent Change
	2013	2012	
<b>REVENUES</b>			
Program Revenues:			
Charges for Services	\$ 61,453	\$ 26,355	133.2 %
Operating Grants and Contributions	175,686	173,068	1.5 %
General Revenues:			
Property Taxes	141,078	136,623	3.3 %
Unrestricted Federal and State Aid	607,905	618,454	(1.7 %)
Miscellaneous and Other Local	104,464	125,228	(16.6 %)
<b>TOTAL REVENUES</b>	<b>1,090,586</b>	<b>1,079,728</b>	<b>1.0 %</b>
<b>EXPENSES</b>			
Instruction	685,523	692,013	(0.9 %)
Instruction-Related Services	157,551	162,638	(3.1 %)
Pupil Services	110,849	104,048	6.5 %
General Administration	117,250	109,700	6.9 %
Plant Services	59,292	56,371	5.2 %
Ancillary Services	9,948	11,271	(11.7 %)
Community Services	38,909	52,564	(26.0 %)
Transfers Between Agencies	240	103	133.0 %
<b>TOTAL EXPENSES</b>	<b>1,179,562</b>	<b>1,188,708</b>	<b>(0.8 %)</b>
<b>NET INCREASE (DECREASE) IN NET POSITION</b>	<b>(88,976)</b>	<b>(108,980)</b>	<b>(18.4 %)</b>
<b>NET POSITION - BEGINNING</b>	<b>1,709,909</b>	<b>1,818,889</b>	<b>(6.0 %)</b>
<b>NET POSITION - ENDING</b>	<b>\$ 1,620,933</b>	<b>\$ 1,709,909</b>	<b>(5.2 %)</b>

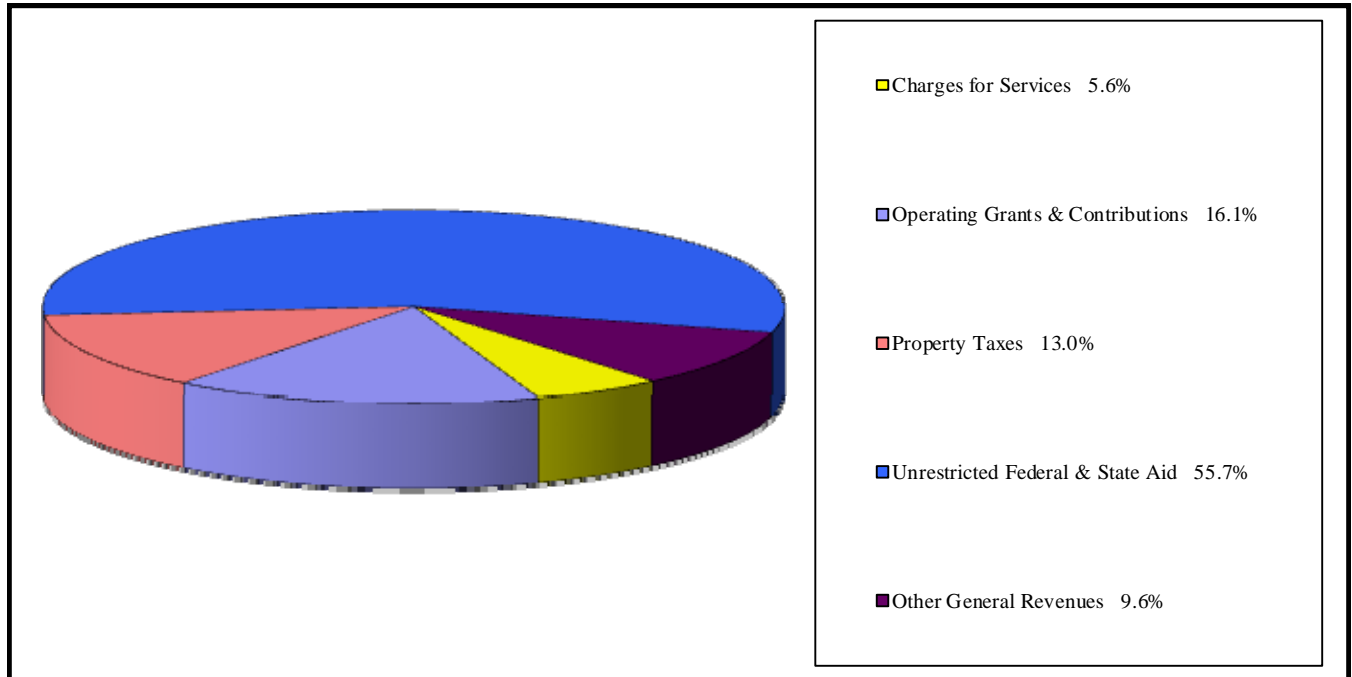
## Governmental Activities

Net cost is total cost less fees generated by the related activity. The net cost reflects amounts funded by charges for services, operating grants and capital grants and contributions.

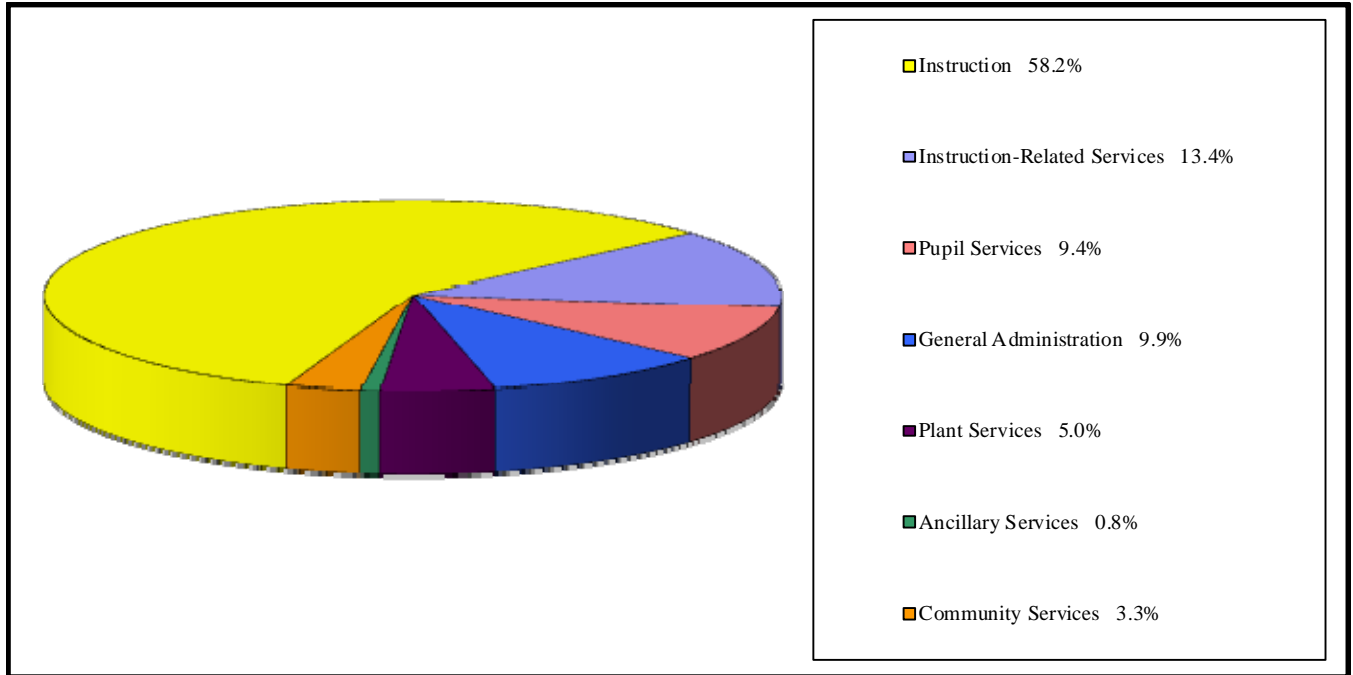
## Net Cost of Services

	Net Cost of Services		Percent
	2013	2012	Change
<b>NET COST OF SERVICES</b>			
Instruction	\$ 552,232	\$ 572,814	(3.6 %)
Instruction-Related Services	150,634	161,290	(6.6 %)
Pupil Services	25,609	29,455	(13.1 %)
General Administration	117,250	109,700	6.9 %
Plant Services	58,843	55,169	6.7 %
Ancillary Services	2,013	8,190	(75.4 %)
Community Services	38,909	52,564	(26.0 %)
Transfers Between Agencies	240	103	133.0 %
Other Outgo	(3,307)	-	N/A
<b>TOTAL NET COSTS OF SERVICES</b>	<b>\$ 942,423</b>	<b>\$ 989,285</b>	<b>(4.7 %)</b>

## 2012/2013 Summary of Revenues for Governmental Activities



## 2012/2013 Summary of Expenses for Governmental Activities



## Fund Balance Comparison

The District currently maintains the following funds:

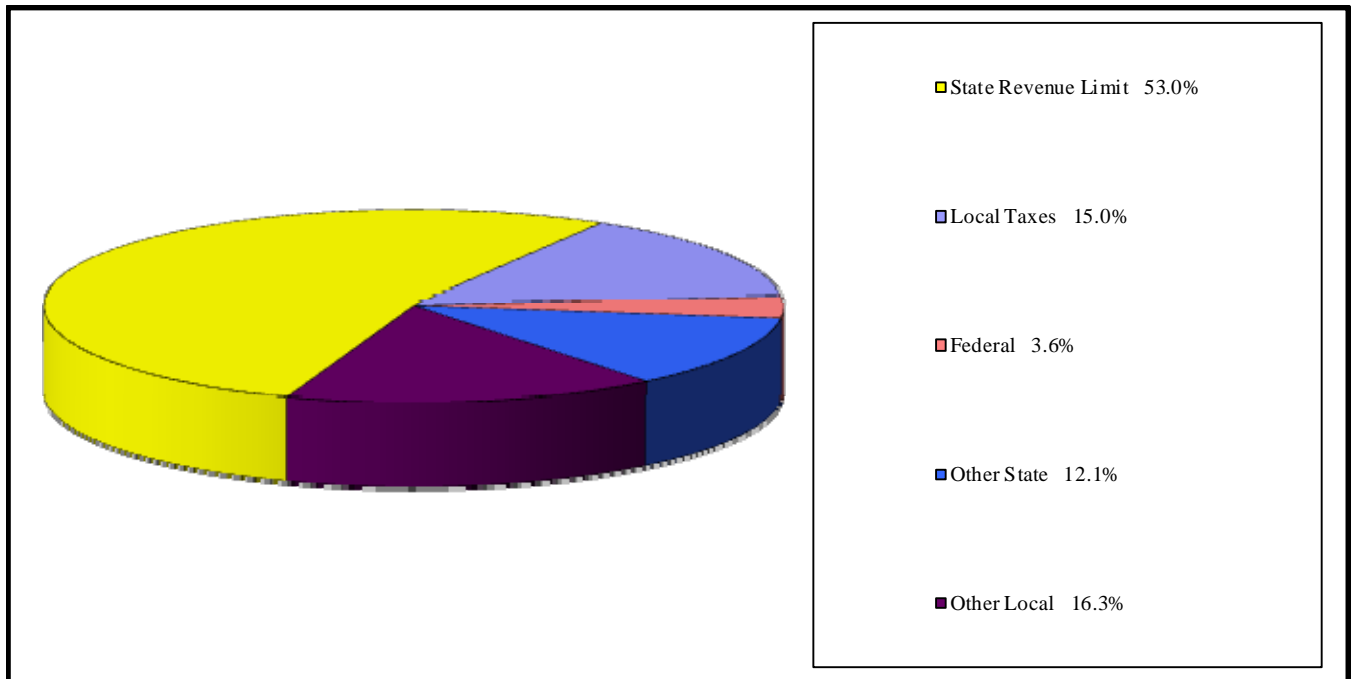
FUNDS	Ending Fund Balance		Percent Change
	2013	2012	
Governmental:			
General	\$ 1,217,754	\$ 1,255,327	(3.0 %)
Child Development	3,094	23,143	(86.6 %)
Cafeteria Special Revenue	8,035	9,580	(16.1 %)
Deferred Maintenance	524	623	(15.9 %)
Student Body	2,275	284	701.1 %
Capital Facilities	23,280	23,200	0.3 %
Total Governmental	1,254,962	1,312,157	(4.4 %)
<b>TOTAL FUNDS</b>	<b>\$ 1,254,962</b>	<b>\$ 1,312,157</b>	<b>(4.4 %)</b>

## General Fund

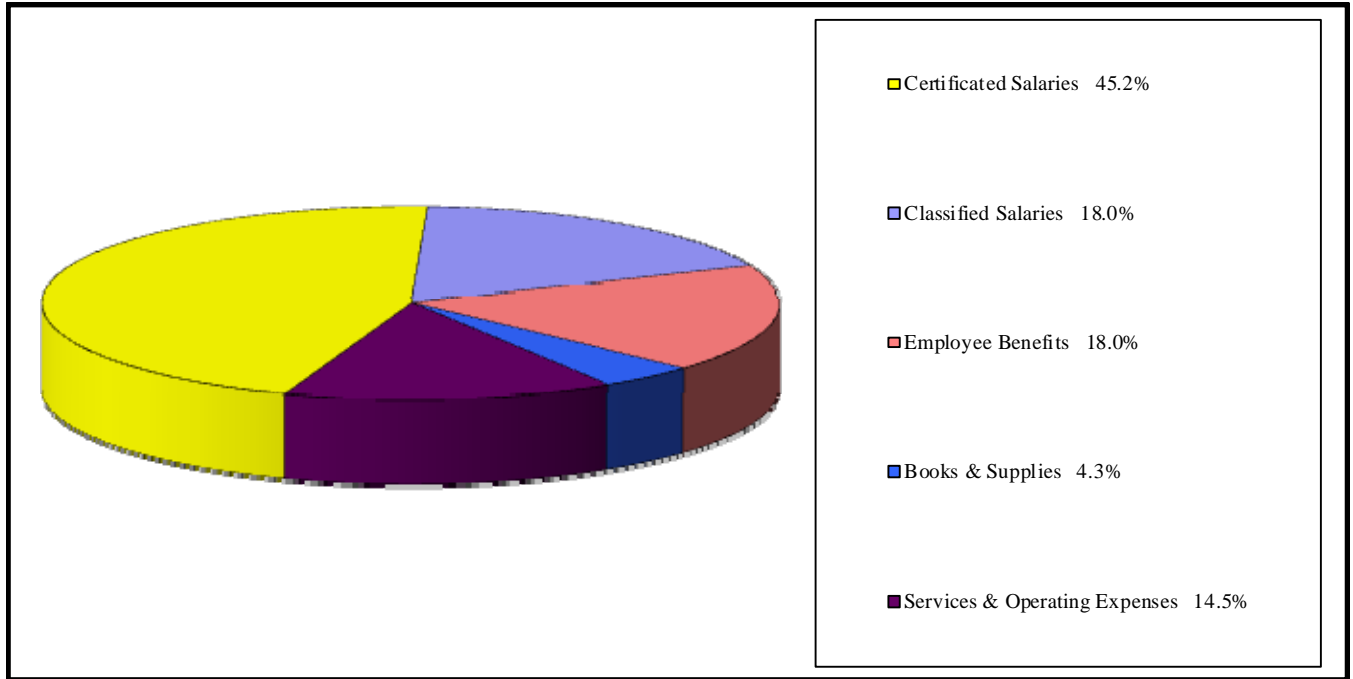
The General Fund had a reduction in fund balance, but the reduction was \$32,000 less than the prior year loss. The District received several local grants to help mitigate the loss of state and federal revenues. Even though the District made several cuts in classified and certificated personnel, which also reduced statutory benefit costs, it will need to continue to make more reductions.

The following charts graphically depict revenues and expenditures, both by major object as well as by function.

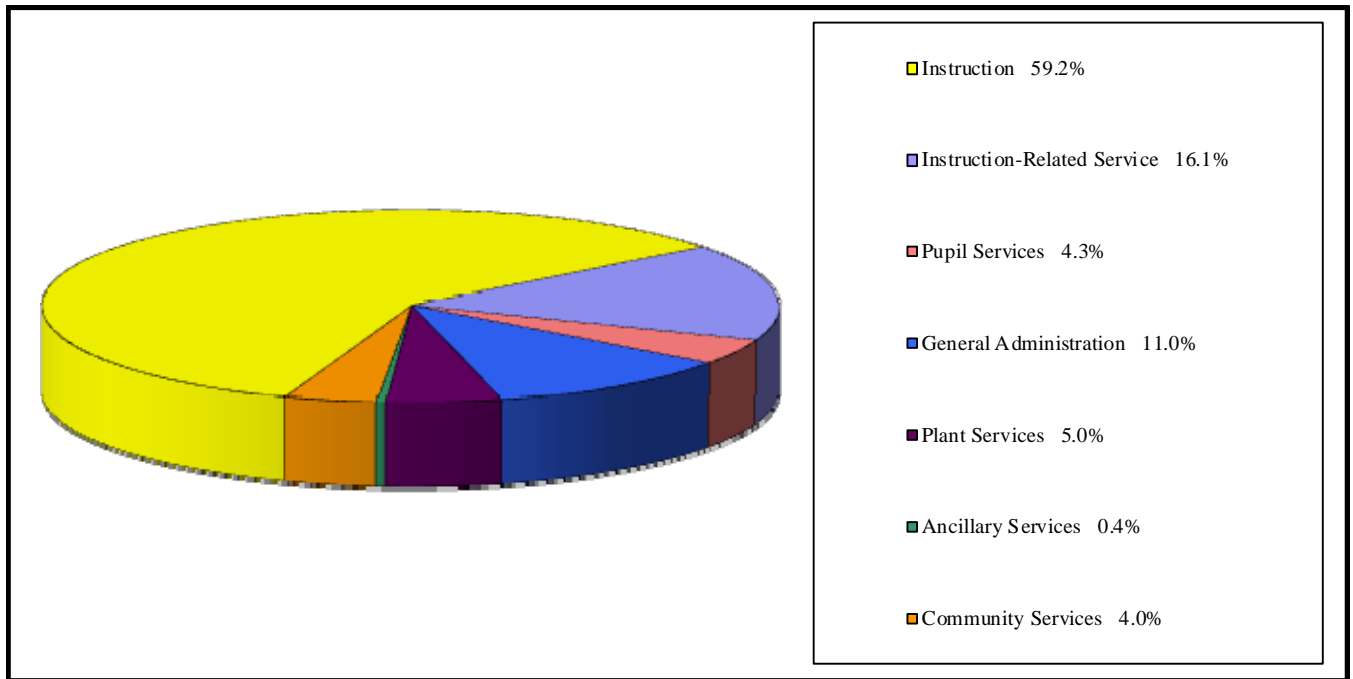
### 2012/2013 General Fund Revenues



### 2012/2013 General Fund Expenditures by Object



### 2012/2013 General Fund Expenditures by Function





## Other Governmental Funds

Other governmental funds had the following activity and changes for the year ended June 30, 2013:

The Child Development Fund received less income (\$4,000) and did not reduced costs. These two problems reduced fund balance by \$20,000.

The Cafeteria Special Revenue Fund increased local income, by creating a new fundraising program. The Friends of Food Lab (FOFL), received donations and had fundraising activities to pay for the increased program expenditures. Even with the reduction in Federal and State funding, the District had a minimal reduction in the Fund 13 balance.

The Deferred Maintenance Fund received state dollars to maintain the school's facilities. Expenditures were tracked under this fund to which the General Fund made transfers.

The Capital Facilities Fund and Special Reserve Fund had no expenditures and income was derived primarily from interest revenue.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At June 30, 2013, the District had \$365,971 invested, net of accumulated depreciation, in capital assets. The cost of the feasibility study to remodel the multipurpose room was incurred several years ago. The State's reduction in funding for hardship grants eliminated the possibility of completing the project. Therefore, the costs were not capitalized into any assets and were written off in 2013. There were no changes in the District's investment in the capital assets other than the accumulation of current year depreciation in the amount of \$20,793.

	Governmental Activities		Percent Change
	2013	2012	
<b>CAPITAL ASSETS</b>			
Construction In Progress	\$ -	\$ 10,988	(100.0 %)
Land Improvements	115,548	115,548	0.0 %
Buildings And Improvements	871,092	871,092	0.0 %
Accumulated Depreciation	(620,669)	(599,876)	3.5 %
<b>NET CAPITAL ASSETS</b>	<b>\$ 365,971</b>	<b>\$ 397,752</b>	<b>(8.0 %)</b>

### Long-Term Debt

The District had no long-term debt in the 2012/2013 school year.

## **GENERAL FUND BUDGETARY HIGHLIGHTS**

The difference in the original versus final budget amounts and actual versus budget amounts is primarily due to the following:

The major changes between the July 1<sup>st</sup> adopted budget and the final budget came from the wide fluctuations in state and local revenue. As some state programs decreased, parent donations increased to help fill the gap. Also, in the July 1<sup>st</sup> budget, several positions were eliminated (Aides for independent study; part time music accompanist) but were later reinstated due to an increase in parent donations. During the year, the District received a \$10,000 technology grant, which was used to upgrade the Wi-Fi system and to purchase computer equipment. The revenue and expense of this grant were not included in the July 1<sup>st</sup> budget. The District personnel are diligently working to keep expenditures within their budget.

Over the course of the year, the District revises its annual budget to reflect unexpected changes in revenues and expenditures. The final amendment to the budget was approved June 13, 2013. A schedule of the District's General Fund original and final budget amounts compared with actual revenues and expenditures is provided with the basic financial statements in the audited financial report.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

At the time these financial statements were prepared and audited, the District was aware of several circumstances that could affect its future financial health:

- ❑ The State has passed the new funding model "Local Control Funding Formula", which may keep Pacific's state revenue levels held at the 2012/2013 amounts for several years. Effect on the budget and cash flow is unknown at this time.
- ❑ The District eliminated several special education aides for the July 1<sup>st</sup> budget.
- ❑ The District applied for and was granted the Prop. 39 energy grant which would allow for \$100,000 expenditures for energy saving programs.
- ❑ During the November 2012 election, the District has passed a bond for \$828,471 to remodel; build a multi-purpose room, update the preschool building, and repair the roof. The Bond issuance was after June 30, 2013 year end; therefore not added as long-term debt.

## **CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, parents, participants, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report, or need additional financial information, contact Eric Bitter, P.O. Box H, 50 Ocean Street, Davenport, CA 95017, phone 831-425-7002.

FINANCIAL SECTION

PACIFIC ELEMENTARY SCHOOL DISTRICT  
STATEMENT OF NET POSITION  
JUNE 30, 2013

	Governmental Activities
<b>ASSETS</b>	
Cash and equivalents	\$ 1,127,620
Accounts receivable	145,838
Capital assets:	
Depreciable, net of accumulated depreciation	365,971
Total Assets	\$ 1,639,429
<b>LIABILITIES</b>	
Accounts payable	\$ 17,206
Deferred revenue	1,290
Total Liabilities	\$ 18,496
<b>NET POSITION</b>	
Net Investment in capital assets	\$ 365,971
Restricted for:	
Capital projects	23,280
Educational programs	3,094
Other purposes (expendable)	10,834
Unrestricted	1,217,754
Total Net Position	\$ 1,620,933

The accompanying notes are an integral part of these financial statements.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2013

Functions	Expenses	Program Revenues		Net (Expense)
		Charges for Services	Operating Grants and Contributions	Revenue and Change in Net Position
				Governmental Activities
<b>GOVERNMENTAL ACTIVITIES</b>				
Instruction	\$ 685,523	\$ 23,250	\$ 110,041	\$ (552,232)
Instruction-related services:				
Supervision of instruction	6,827	84	5,801	(942)
Instructional library, media and technology	8,676	-	-	(8,676)
School site administration	142,048	93	939	(141,016)
Pupil services:				
Food services	69,674	33,154	25,375	(11,145)
All other pupil services	41,175	2,931	23,780	(14,464)
General administration:				
All other general administration	117,250	-	-	(117,250)
Plant services	59,292	232	217	(58,843)
Ancillary services	9,948	-	7,935	(2,013)
Community services	38,909	-	-	(38,909)
Transfers between agencies	240	-	-	(240)
Other outgo	-	1,709	1,598	3,307
Total Governmental Activities	<u>\$ 1,179,562</u>	<u>\$ 61,453</u>	<u>\$ 175,686</u>	<u>(942,423)</u>
<b>GENERAL REVENUES</b>				
Taxes and subventions:				
Property taxes levied for general purposes				141,078
Federal and state aid not restricted to specific purposes				607,905
Interest and investment earnings				4,111
Interagency revenues				19,688
Miscellaneous				80,665
Total General Revenues				<u>853,447</u>
Change in Net Position				(88,976)
Net Position - Beginning				<u>1,709,909</u>
Net Position - Ending				<u>\$ 1,620,933</u>

The accompanying notes are an integral part of these financial statements.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
GOVERNMENTAL FUNDS  
BALANCE SHEET  
JUNE 30, 2013

	General Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 1,092,309	\$ 35,311	\$ 1,127,620
Accounts receivable	142,042	3,796	145,838
<b>Total Assets</b>	<b>\$ 1,234,351</b>	<b>\$ 39,107</b>	<b>\$ 1,273,458</b>
<b>LIABILITIES</b>			
Accounts payable	\$ 15,307	\$ 1,899	\$ 17,206
Deferred revenue	1,290	-	1,290
<b>Total Liabilities</b>	<b>16,597</b>	<b>1,899</b>	<b>18,496</b>
<b>FUND BALANCES</b>			
Non spendable			
Other non spendable assets	300	-	300
Restricted	8,220	36,684	44,904
Committed			
Other commitments	-	524	524
Assigned			
Other assignments	670,917	-	670,917
Unassigned			
Reserve for economic uncertainties	75,000	-	75,000
Unassigned amount	463,317	-	463,317
<b>Total Fund Balance</b>	<b>1,217,754</b>	<b>37,208</b>	<b>1,254,962</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 1,234,351</b>	<b>\$ 39,107</b>	<b>\$ 1,273,458</b>

The accompanying notes are an integral part of these financial statements.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
RECONCILIATION OF THE GOVERNMENTAL FUNDS  
BALANCE SHEET TO THE STATEMENT OF NET POSITION  
JUNE 30, 2013

	Detail	Total
Total fund balances - governmental funds		\$ 1,254,962
<p>Amounts reported for governmental activities in the Statement of Net Position differ from amounts reported in governmental funds as follows:</p> <p>Capital Assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.</p>		
Historical cost of capital assets	\$ 986,640	
Accumulated depreciation	(620,669)	
		365,971
Total net position, governmental activities		\$ 1,620,933

The accompanying notes are an integral part of these financial statements.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2013

	General Fund	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>			
Revenue limit sources:			
State apportionments	\$ 499,004	\$ -	\$ 499,004
Local sources	141,078	-	141,078
Federal	33,674	20,442	54,116
Other state	114,470	35,681	150,151
Other local	153,925	92,312	246,237
Total Revenues	<u>942,151</u>	<u>148,435</u>	<u>1,090,586</u>
<b>EXPENDITURES</b>			
Instruction	569,936	94,794	664,730
Instruction related services:			
Supervision of instruction	6,827	-	6,827
Instructional library, media, and technology	8,676	-	8,676
School site administration	140,340	1,708	142,048
Pupil services:			
Food services	-	69,674	69,674
All other pupil services	41,175	-	41,175
General administration:			
All other general administration	106,262	-	106,262
Plant services	48,614	10,678	59,292
Ancillary services	4,004	5,944	9,948
Community services	38,909	-	38,909
Transfers between agencies	240	-	240
Total Expenditures	<u>964,983</u>	<u>182,798</u>	<u>1,147,781</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(22,832)</u>	<u>(34,363)</u>	<u>(57,195)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Operating transfers in	-	15,941	15,941
Operating transfers out	(14,741)	(1,200)	(15,941)
Total Other Financing Sources (Uses)	<u>(14,741)</u>	<u>14,741</u>	<u>-</u>
Excess of revenues and other financing sources over (under) expenditures and other financing sources (uses)	(37,573)	(19,622)	(57,195)
Fund Balance - Beginning	<u>1,255,327</u>	<u>56,830</u>	<u>1,312,157</u>
Fund Balance - Ending	<u>\$ 1,217,754</u>	<u>\$ 37,208</u>	<u>\$ 1,254,962</u>

The accompanying notes are an integral part of these financial statements.



PACIFIC ELEMENTARY SCHOOL DISTRICT  
 RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT  
 OF REVENUES, EXPENDITURES, AND CHANGES IN  
 FUND BALANCES TO THE STATEMENT OF ACTIVITIES  
 FOR THE YEAR ENDED JUNE 30, 2013

Total change in fund balances - governmental funds	\$ (57,195)
<p style="margin-left: 40px;">Amounts reported for governmental activities differ from amounts reported in governmental funds as follows:</p>	
<p style="margin-left: 80px;">Capital Outlays are reported as expenditures in governmental funds. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.</p>	
Depreciation expense	(20,793)
<p style="margin-left: 80px;">Gain or loss from disposal of capital assets: In governmental the entire proceeds from disposal of capital assets are reported as revenue. In the statement of activities, only the resulting gain or loss is reported. The difference between the proceeds from disposal of capital assets and the resulting gain or loss is:</p>	
	<u>(10,988)</u>
Change in net assets of governmental activities	<u><u>\$ (88,976)</u></u>

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 1.     SIGNIFICANT ACCOUNTING POLICIES**

**A.   General Statement**

The Pacific Elementary School District (District) is a public educational agency operating under the applicable laws and regulations of the State of California. It is governed by a three member Board of Trustees (Board) elected by registered voters of the District, which comprises an area in Santa Cruz County. The District was established in 1905 and serves students in grades K-6.

**B.   Accounting Policies**

The District prepares its basic financial statements in conformity with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA) and complies with the policies and procedures of the Department of Education's *California School Accounting Manual*.

**C.   Reporting Entity**

The Board is elected by the public and it has the authority to make decisions, appoint administrators and managers, and significantly influence operations. It also has the primary accountability for fiscal matters. The District is therefore a financial reporting entity as defined by the GASB in its Statement No. 14, *The Financial Reporting Entity*, as amended by GASB 39, *Determining Whether Certain Organizations Are Component Units*.

The District has reviewed criteria to determine whether other entities with activities that benefit the District should be included within its financial reporting entity. The criteria include, but are not limited to: whether the District exercises oversight responsibility (which includes financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters), the scope of public service, and a special financing relationship.

The District has determined that no outside entity meets the above criteria, and therefore, no agency has been included as a component unit in the District's general-purpose financial statements. In addition, the District is not aware of any entity that would exercise such oversight responsibility that would result in the District being considered a component unit of that entity.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2013

**NOTE 1.      SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**D. Future Implementation of New Accounting Pronouncements**

The following is a summary of the upcoming GASB Statements that may have an impact on the District's future reporting at the time of this report in order of implementation date:

Statement Number	Title	Effective for Periods beginning after:	Description
GASB 65	Items Previously Reported as Assets and Liabilities	December 15, 2012	<p>This Statement establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities.</p> <p>This Statement also provides other financial reporting guidance related to the impact of the financial statement elements deferred outflows of resources and deferred inflows of resources, such as changes in the determination of the major fund calculations and limiting the use of the term deferred in financial statement presentations.</p>
GASB 66	Technical Corrections—2012—an amendment of GASB Statements No. 10 and No. 62	December 15, 2012	<p>This Statement amends Statement No. 10, Accounting and Financial Reporting for Risk Financing and Related Insurance Issues, by removing the provision that limits fund based reporting of an entity's risk financing activities to the general fund and the internal service fund type. As a result, governments should base their decisions about fund type classification on the nature of the activity to be reported, as required in Statement 54 and Statement No. 34, Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments.</p>
GASB 67	Financial Reporting for Pension Plans—an amendment of GASB Statement No. 25	June 15, 2013	<p>This Statement replaces the requirements of Statements No. 25, Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans, and No. 50, Pension Disclosures, as they relate to pension plans that are administered through trusts or equivalent arrangements (hereafter jointly referred to as trusts) that meet certain criteria. The requirements of Statements 25 and 50 remain applicable to pension plans that are not administered through trusts covered by the scope of this Statement and to defined contribution plans that provide postemployment benefits other than pensions.</p>

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2013

**NOTE 1.      SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Statement Number	Title	Effective for Periods beginning after:	Description
GASB 70	Accounting and Financial Reporting for Non-exchange Financial Guarantees	June 15, 2013	<p>Some governments extend financial guarantees for the obligations of another government, a not-for-profit entity, or a private entity without directly receiving equal or approximately equal value in exchange (a non-exchange transaction). As a part of this non-exchange financial guarantee, a government commits to indemnify the holder of the obligation if the entity that issued the obligation does not fulfill its payment requirements. Also, some governments issue obligations that are guaranteed by other entities in a non-exchange transaction. The objective of this Statement is to improve accounting and financial reporting by state and local governments that extend and receive non-exchange financial guarantees.</p> <p>This Statement requires a government that extends a non-exchange financial guarantee to recognize a liability when qualitative factors and historical data, if any, indicate that it is more likely than not that the government will be required to make a payment on the guarantee. The amount of the liability to be recognized should be the discounted present value of the best estimate of the future outflows related to the guarantee expected to be incurred. When there is no best estimate but a range of the estimated future outflows can be established, the amount of the liability to be recognized should be the discounted present value of the minimum amount within the range.</p>
GASB 69	Government Combinations and Disposals of Government Operations	December 15, 2013	<p>This Statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations. As used in this Statement, the term government combinations includes a variety of transactions referred to as mergers, acquisitions, and transfers of operations.</p>
GASB 68	Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27	June 15, 2014	<p>This Statement replaces the requirements of Statement No. 27, Accounting for Pensions by State and Local Governmental Employers, as well as the requirements of Statement No. 50, Pension Disclosures, as they relate to pensions that are provided through pension plans administered as trusts or equivalent arrangements (hereafter jointly referred to as trusts) that meet certain criteria. The requirements of Statement Nos. 27 and 50 remain applicable for pensions that are not covered by the scope of this Statement.</p> <p>This Statement and Statement No. 67 establish a definition of a pension plan that reflects the primary activities associated with the pension arrangement - determining pensions, accumulating and managing assets dedicated for pensions, and paying benefits to plan members as they come due.</p> <p>This Statement requires single and agent employers to present in required supplementary information the following information, determined as of the measurement date, for each of the 10 most recent fiscal years.</p>

The provisions of these Statements generally are required to be applied retroactively for all periods presented. Early application, if allowable, was not adopted.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 1.     SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. Basis of Presentation**

**1. Government-Wide Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the District and its component units. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. The District does not allocate indirect expenses to functions in the statement of activities. Program revenues include charges paid by the recipients of goods or services offered by a program, as well as grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues of the District, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

**2. Fund Financial Statements**

The financial transactions of the District are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures or expenses, as appropriate.

The emphasis in fund financial statements is on the major funds in the activities categories. Non-major funds by category are summarized in to a single column. GASB Statement No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category or the governmental and enterprise funds combined) for the determination of major funds. The non-major funds are combined in a column in the fund financial statements.

The District's accounts are organized into major and non-major governmental funds as follows:

**a. Major Governmental Funds**

The *General Fund* is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 1.     SIGNIFICANT ACCOUNTING POLICIES (Continued)**

b. Non-major Governmental Funds

*Special Revenue Funds* are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The District maintains the following non-major special revenue funds:

The *Child Development Fund* is used to account for resources committed to child development programs maintained by the District.

The *Cafeteria Fund* is used to account for revenues and expenditures associated with the District's food service program.

The *Deferred Maintenance Fund* is used for the purpose of major repair or replacement of the District's facilities.

The *Student Body Fund* is used to account for the proceeds of Board approved student activities and student body approved expenditures.

*Capital Projects Funds* are used to account for the acquisition and construction of all major governmental capital assets. The District maintains the following non-major capital projects fund:

The *Capital Facilities Fund* is used to account for resources received from developer impact fees assessed under provisions of the California Environmental Quality Act (CEQA).

F. Basis of Accounting

Basis of accounting refers to when transactions are recorded in the financial records and reported in the financial statements. The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

1. Revenues - Exchange and Non-exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded under the accrual basis when the exchange takes place. Under the modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, "available" means collectable within the current period or with 45, 60, 90 days after year-end, depending on the revenue source. However,

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 1.     SIGNIFICANT ACCOUNTING POLICIES (Continued)**

to achieve comparability of reporting among California Districts and so as not to distort normal revenue patterns, with specific respect to reimbursement grants and corrections to state aid apportionments, the California Department of Education has defined available as collectible within one year.

Non-exchange transactions are those in which the District receives value without directly giving equal value in return, include property taxes, grants, and entitlements. Under the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and entitlements is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are to be used or the fiscal year when use is first permitted; matching requirements, in which the District must provide local resources to be used for a specific purpose; and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. Under the modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

2. Deferred Revenue

Deferred revenue arises when assets are received before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are recorded as deferred revenue. On governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have also been recorded as deferred revenue.

3. Expenses/Expenditures

Under the accrual basis of accounting, expenses are recognized at the time they are incurred. However, the measurement focus of governmental fund accounting is on decreases in the net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized on governmental fund financial statements.

G. Budgets and Budgetary Accounting

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for all governmental funds. By state law, the District's governing board must adopt a final budget no later than July 1. A public hearing must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements.

These budgets are revised by the District's governing board and District superintendent during the year to give consideration to unanticipated revenue and expenditures. The original and final revised budgets for the General Fund are presented as required supplementary information in these financial statements.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 1.     SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Formal budgetary integration was employed as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

H. Encumbrances

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid. All encumbrances are liquidated on June 30.

I. Assets, Liabilities, and Equity

1. Cash and Equivalents

The District considers all highly liquid investments with a maturity of three months or less at the time of purchase to be cash equivalents.

2. Receivables

Accounts receivable in governmental fund types consist primarily of receivables from federal, state and local governments for various programs.

3. Prepaid Expenditures

The District has the option of reporting expenditures for prepaid items in governmental funds either when paid or during the benefiting period. The District has chosen to report the expenditure when paid and, therefore, no asset is reported.

4. Capital Assets

Capital assets are those purchased or acquired with an original cost of \$20,000 or more and are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend the asset's lives are not capitalized, but are expensed as incurred. Depreciation on all capital assets is computed using a straight-line basis and an annual convention over the following estimated useful lives:

Land improvements	20
Buildings and improvements	25 - 50



PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 1.     SIGNIFICANT ACCOUNTING POLICIES (Continued)**

5. Compensated Absences

Accumulated sick leave benefits are not recognized as liabilities of the District. The District's policy is to record sick leave as an operating expense in the period taken, since such benefits do not vest, nor is payment probable; however, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires.

6. Fund Balance Classifications

The governmental fund financial statements present fund balances based on a classification hierarchy that depicts the extent to which the District is bound by spending constraints imposed on the use of its resources. The classifications used in the governmental fund financial statements are as follows:

a. Nonspendable Fund Balance

The nonspendable fund balance classification reflects amounts that are not in spendable form. Examples include inventory and prepaid items. This classification also reflects amounts that are in spendable form but that are legally or contractually required to remain intact.

b. Restricted Fund Balance

The committed fund balance classification reflects amounts subject to internal constraints self-imposed by formal action of the highest level of decision-making authority. The governing board is the highest level of decision-making authority for the District. Commitments may be established, modified, or rescinded only through resolutions or other action as approved by the governing board.

c. Committed Fund Balance

The committed fund balance classification reflects amounts subject to internal constraints self-imposed by formal action of the highest level of decision-making authority. The constraints giving rise to committed fund balance must be imposed no later than the end of the fiscal year. The actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

d. Assigned Fund Balance

The assigned fund balance classification reflects amounts that the District intends to be used for specific purposes. Assignments may be established either by the Board of Trustees or by a designee of the Board of Trustees, and are subject to neither the restricted nor committed levels of constraint.

Constraints giving rise to assigned fund balance are not required to be imposed, modified, or removed by formal action of the highest level of decision-making authority. The action may be delegated to another body or official.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 1.     SIGNIFICANT ACCOUNTING POLICIES (Continued)**

e. Unassigned Fund Balance and Minimum Fund Balance Policy

In the General Fund only, the unassigned fund balance classification reflects the residual balance that has not been assigned to other funds and that is not restricted, committed, or assigned to specific purposes.

The Reserve for Economic Uncertainties maintained by the District pursuant to the Criteria and Standards for fiscal solvency adopted by the State Board of Education is a stabilization-like arrangement of the "minimum fund balance policy" type. The Reserve for Economic Uncertainties does not meet the criteria to be reported as either restricted or committed because it is not an externally enforceable legal requirement, and because even where the Reserve for Economic Uncertainties is established by formal action of the District's highest level of decision-making authority, the circumstances in which the Reserve for Economic Uncertainties might be spent are by their nature neither specific nor non-routine. For this reason, the Reserve for Economic Uncertainties is reported as unassigned fund balance.

The District is committed to maintaining a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls or unpredicted expenditures. The Board intends to maintain a minimum fund balance of 10% of the District's General Fund annual operating expenditures. If a fund balance drops below 10%, it shall be recovered at a rate of 1% minimally, each year.

The District's policy regarding the order in which spendable fund balances are spent when more than one classification is available for a specific purpose is that they are spent in restricted, committed, assigned, and then unassigned order.

7. Property Taxes

Secured property taxes attach as an enforceable lien on property as of January 1, and are payable in two installments on December 10 and April 10. Unsecured property taxes are payable in one installment on or before August 31. The County of Santa Cruz bills and collects the taxes for the District. Tax revenues are recognized by the District when received.

J. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenditures during the reporting period. Actual amounts could differ from those estimates.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2013

**NOTE 2. CASH AND EQUIVALENTS**

Cash and equivalents at June 30, 2013 are classified in the accompanying financial statements as follows:

	Governmental Activities
Cash and Equivalents	
Pooled Funds:	
Cash in county treasury	\$ 1,125,045
Deposits:	
Cash on hand and in banks	2,575
Total Cash and Equivalents	\$ 1,127,620

**A. Cash in County Treasury**

In accordance with *Education Code* 41001, the District maintains substantially all of its cash in the Santa Cruz County Treasury (the Treasury). The Treasury pools these funds with those of other districts in the County and invests the cash. The share of each fund in the pooled cash account is separately accounted for and interest earned is apportioned quarterly to funds that are legally required to receive interest based on the relationship of a fund's daily balance to the total of pooled cash and investments.

Participants' equity in the investment pool is determined by the dollar amount of the participant deposits, adjusted for withdrawals and distributed income. This method differs from the fair value method used to value investments in these financial statements in that unrealized gains or losses are not distributed to pool participants.

In accordance with GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, Investments were stated at cost, as the fair market value adjustment at the year-end was immaterial.

The Treasury is authorized to deposit cash and invest excess funds by *California Government Code* Section 53648 et seq. The funds maintained by the Treasury are either secured by federal depository insurance or are collateralized.

The Treasury is restricted by *Government Code* Section 53635, pursuant to Section 53601, to invest in time deposits; U.S. government securities; state registered warrants, notes or bonds; the State Treasurer's investment pool; bankers' acceptances; commercial paper; negotiable certificates of deposit; and repurchase or reverse repurchase agreements.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2013

**NOTE 2. CASH AND EQUIVALENTS (Continued)**

**B. Investments Authorized by the District's Investment Policy**

The table below identifies the investment types authorized for the District by the *California Government Code* Section 53601. This table also identifies certain provisions of the *California Government Code* that address interest rate risk, credit risk, and concentration of credit risk.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds or Notes	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Bankers Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20%	None
Medium-Term Notes	5 years	30%	None
Mutual Funds	n/a	20%	10%
Mortgage Pass through Securities	5 years	20%	None
Joint Power Agreements	5 years	20%	None
County Pooled Investment Funds	n/a	None	None
Local Agency Investment Funds (LAIF)	n/a	None	None

**C. Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair values to changes in market interest rates. As of June 30, 2013, the weighted average maturity of the investments contained in the Treasury investment pool was 522 days.

**D. Credit Risk**

Generally, credit risk, is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The County Treasury investment pool does not have a rating provided by a nationally recognized statistical rating organization.

**E. Custodial Credit Risk – Deposits**

This is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal policy for custodial credit risk for deposits.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2013

**NOTE 2. CASH AND EQUIVALENTS (Continued)**

Cash balances in banks and revolving funds are insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC). California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits. As of June 30, 2013, the District's bank balances were fully insured.

**F. Custodial Credit Risk – Investments**

This is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. The *California Government Code* and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments.

**NOTE 3. INTERFUND TRANSACTIONS**

Interfund transactions are reported as either loans, services provided, reimbursements, or transfers. Loans are reported as interfund receivables and payables, as appropriate, and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund, and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers among governmental funds are netted as part of the reconciliation to the government wide financial statements.

**A. Interfund Transfers**

Permanent reallocations of resources between funds of the reporting District are classified as interfund transfers. As of June 30, 2013, interfund transfers are as follows:

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amount</u>	<u>Purpose</u>
Deferred Maintenance Fund	General Fund	\$ 4,000	To cover costs of various facility maintenance projects.
Cafeteria Fund	General Fund	4,416	To transfer old TIIBG grant.
Cafeteria Fund	General Fund	5,325	To transfer donations to Café - FOFL program.
Cafeteria Fund	General Fund	1,000	Transfer to cafeteria program for REC snacks.
Cafeteria Fund	Child Development Fund	1,200	Transfer to cafeteria program for preschool breakfast.
Total		<u>\$ 15,941</u>	

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 4.     CAPITAL ASSETS**

The changes in capital assets for the year ended June 30, 2013, are shown below:

	<u>Balance</u> <u>July 1, 2012</u>	<u>Additions</u>	<u>Decreases</u>	<u>Balance</u> <u>June 30, 2013</u>
Capital Assets Not Being Depreciated:				
Construction in progress	\$ 10,988	\$ -	\$ (10,988)	\$ -
Total Capital Assets Not Being Depreciated	<u>10,988</u>	<u>-</u>	<u>(10,988)</u>	<u>-</u>
Capital Assets Being Depreciated:				
Land improvements	115,548	-	-	115,548
Buildings and improvements	871,092	-	-	871,092
Total Capital Assets Being Depreciated	<u>986,640</u>	<u>-</u>	<u>-</u>	<u>986,640</u>
Less Accumulated Depreciation for:				
Land improvements	(115,548)	-	-	(115,548)
Buildings and improvements	(484,328)	(20,793)	-	(505,121)
Total Accumulated Depreciation	<u>(599,876)</u>	<u>(20,793)</u>	<u>-</u>	<u>(620,669)</u>
Total Capital Assets Being Depreciated, Net	<u>386,764</u>	<u>(20,793)</u>	<u>-</u>	<u>365,971</u>
Total Governmental Activities Capital Assets, Net	<u>\$ 397,752</u>	<u>\$ (20,793)</u>	<u>\$ (10,988)</u>	<u>\$ 365,971</u>

Depreciation expense was charged to governmental activities as follows:

Instruction	<u>\$ 20,793</u>
Total Depreciation Expense	<u>\$ 20,793</u>

The cost of the feasibility study to remodel the multipurpose room was incurred several years ago. The State's reduction in funding for hardship grants eliminated the possibility of completing the project. Therefore, the costs were not capitalized into any assets and were written off in 2013.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 5.     RESTRICTED NET POSITION**

The government-wide statement of net position reports \$37,208 of restricted net position, of which none is restricted by enabling legislation.

**NOTE 6.     STATE AND FEDERAL ALLOWANCES, AWARDS, AND GRANTS**

The District has received State and Federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursements will not be material.

**NOTE 7.     STUDENT ORGANIZATIONS**

The District is responsible for student body funds accumulated and expended by the District's Associated Student Body (ASB). A stand-alone accounting system, capable of reporting the individual club balances and activities as well as the aggregate total of all student body funds, is maintained at the schools and monitored by the District's business office.

The District has determined that the ASB fund meets the criteria to be classified as a special revenue fund and it is therefore included in the basic financial statements as an element of other governmental funds.

**NOTE 8.     PACIFIC SCHOOL FOUNDATION**

The Pacific School Foundation (PSF) was established as a 501(c)(3) non-profit organization in 1990 with the primary mission of providing additional financial support to the District. PSF has established an Endowment Fund the earnings of which are used to support the District, sponsors a variety of fundraising events throughout the school year, and seeks grants from businesses and foundations.

Through the years PSF has augmented the school's resources with generous gifts, which in the past included the portable stage, sports equipment and classroom supplies. During the year ended June 30, 2013, PSF provided support in the amount of \$34,000 to the District. PSF support covered salary and benefits costs for classroom aides; visual and performing arts instructors; and Life Lab personnel. They provided funds for the Music Program; classroom supplies and Friends of Food Lab costs.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 9.     JOINT POWERS AGREEMENTS**

The District is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During the fiscal year ending June 30, 2013, the District participated in several joint powers agreements (JPAs) to manage these risks. There were no significant reductions in coverage during the year. Settled claims have not exceeded coverage in any of the past three years.

The various JPAs and the services they provide the District are as follows:

- The Southern Peninsula Region Property and Liability Insurance Group (SPRIG) arranges for and provides property and liability insurance coverage for its member agencies.
- The Santa Cruz - San Benito County Schools Insurance Group (SC-SBCSIG) is an insurance purchasing pool, the intent of which is to achieve the benefits of a reduced premium for the member agencies by virtue of its grouping and representation with other participants in the SC-SBCSIG. The workers' compensation experience of the participating districts is calculated as one experience and a common premium rate is applied to all districts in the SC-SBCSIG. Each participant pays its workers' compensation premium based on its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings. A participant will then either receive money from or be required to contribute to the "equity-pooling fund." This "equity-pooling fund" arrangement insures that each participant shares equally in the overall performance of the SC-SBCSIG.
- The Self-Insured Schools of California (SISC) SISC III arranges for and provides medical insurance coverage for its member school districts.
- The Santa Cruz County School Health Insurance Group (HIG) arranges for and provides dental and vision insurance coverage for its member school districts.
- The North Santa Cruz County Special Education Local Plan Area arranges for and provides special education services for students of member school districts.

The JPAs arrange for and provide property, liability, workers' compensation, medical, dental, and vision insurance and excess liability coverage for its members. The relationship between the District and the JPAs is such that the JPAs are not component units of the District for financial reporting purposes. Each joint venture is governed by a board consisting of representatives from various member Districts. Each board controls the operations of the JPA, including selection of management, independent of any influence by the member Districts beyond their representation on the board. Each member District pays a premium commensurate with the level of coverage requested and shares surpluses and deficits proportionate to their participation in the JPA. The District's share of year-end assets, liabilities, or fund equity is not calculated by the JPAs. Separately issued financial statements can be requested from each JPA.



PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 10. EMPLOYEE RETIREMENT SYSTEMS**

Qualified employees are covered under multiple-employer defined benefit pension plans maintained by agencies of the State of California. Certified employees are members of the State Teachers' Retirement System (STRS), and classified employees are members of the California Public Employees' Retirement System (CalPERS).

**A. State Teachers' Retirement System**

**1. Plan Description and Provisions**

The District contributes to the STRS, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by STRS. The plan provides retirement, disability, and survivor benefits to beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the State Teachers' Retirement Law. STRS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the STRS annual financial report may be obtained from the STRS, 100 Waterfront Place, West Sacramento, CA 95605.

**2. Funding Policy**

Active plan members are required to contribute 8.0% of their salary and the District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the STRS Teachers' Retirement Board. The required employer contribution rate for the year 2012/2013 was 8.25% of annual payroll. The contribution requirements of the plan members are established by State statute. The District's contribution to STRS for the years ending June 30, 2013, 2012, and 2011 were \$35,817, \$35,769, and \$35,044 respectively, and equal 100% of the required contributions for each year.

**3. Plan Outlook Affecting Future Contributions**

In September 2013, The California State Auditor issued an updated assessment of high-risk issues facing the California State Teacher's Retirement System (CalSTRS). In summary, the report states:

*The funding status of the Defined Benefit Program of the California State Teachers' Retirement System (CalSTRS) has not improved, and it remains on the high-risk list. One of the major risks to CalSTRS' funding is that its board does not have the authority to set contribution rates. The inability to adjust contributions, as well as poor investment returns due to economic recessions, have caused the funding ratio of the CalSTRS Defined Benefit Program to decrease from 98 percent in 2001 to 67 percent in 2012, well below the 80 percent considered fiscally sound. At the current contribution rate and actuarially estimated rate of return on investments, the Defined Benefit Program's funding ratio will continue to drop and assets will eventually be depleted.*

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013

**NOTE 10. EMPLOYEE RETIREMENT SYSTEMS** (Continued)

**B. California Public Employees' Retirement System**

1. Plan Description and Provisions

The District contributes to the School Employer Pool under the CalPERS, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by State statutes, as legislatively amended, within the Public Employees' Retirement Law. CalPERS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office, 400 Q Street, Room 1820, Sacramento, CA 95811.

2. Funding Policy

Active plan members are required to contribute 7.0% of their salary and the District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for year 2012/2013 was 11.417% of annual payroll. The contribution requirements of the plan members are established by State statute. The District's contributions to CalPERS for the years ending June 30, 2013, 2012, and 2011 were \$19,605, \$20,569 and \$20,783 respectively and equal 100% of the required contributions for each year.

3. Plan Outlook Affecting Future Contributions

In April 2013, the CalPERS board approved raising employer contribution rates up to 50 percent to fully fund the pension system's obligations in 30 years. The overhaul in the smoothing and amortization of assets will be used to set contribution rates beginning in the 2015/2016 fiscal year. CalPERS is currently estimated to be 70 percent funded, below the 80 percent considered fiscally sound.

**C. Social Security**

As established by Federal law, all public sector employees who are not members of their employer's existing retirement system (STRS or PERS) must be covered by social security or an alternative plan. The District has elected to use Social Security.

**D. On Behalf Payment**

The State of California makes contributions to STRS and PERS on behalf of the District. These payments consist of State General Fund contributions to STRS and contributions to PERS for the year ended June 30, 2013. Under accounting principles generally accepted in the United States of America, these amounts are to be reported as revenues and expenditures; however, guidance received from the California Department of Education advises local education agencies not to record these amounts in the Annual Financial and Budget Report. These amounts also have not been recorded in these financial statements.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2013

**NOTE 11. STATE TEACHERS' RETIREMENT SYSTEM EARLY RETIREMENT INCENTIVE PROGRAM**

The District did not enter into any early retirement incentive agreements during 2012/2013, pursuant to California Education Code, Sections 22714 and 44929, whereby the service credit to eligible employees is increased by two years.

**NOTE 12. CONTINGENT LIABILITIES**

As of the date of this report, there are no known uninsured material contingent liabilities pending for the District.

**NOTE 13. SUBSEQUENT EVENTS**

Events that occur after the balance sheet date but before the financial statements were available to be issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the balance sheet date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the balance sheet date require disclosure in the accompanying notes. Management evaluated the activity of the District through October 21, 2013 and concluded that the following subsequent event has occurred that would require recognition in the financial statements or disclosure in the notes to the financial statements.

On November 6, 2012 the voters of the District approved Measure M authorizing the District to issue \$828,471 in General Obligation Bond payable. The Bond funds will be used to improve the quality of education; renovate the multi-purpose building for school and community use; replace aging portable classroom for pre-school children; replace or repair roof and increase student access to computers and modern technology. On August 1, 2013 the bonds were issued as follows:

<b>General Obligation Bonds</b>	<u>Yield to Maturity Rates %</u>	<u>Maturity Dates August 1</u>	<u>Amount of Original Issue</u>
2012 Current Interest	5.35%	2052	\$ 585,000
2012 Capital Appreciation	2.97 - 6.32%	2018 - 2047	<u>243,471</u>
Totals			828,471
General Obligation Bond Premium			124,661
Total Bond Proceeds			<u>\$ 953,132</u>
Total Costs of Issuance			<u>\$ 130,061</u>

REQUIRED SUPPLEMENTARY INFORMATION SECTION

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 BUDGETARY COMPARISON SCHEDULE  
 GENERAL FUND  
 FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		Favorable (Unfavorable)
<b>REVENUES</b>				
Revenue limit sources:				
State apportionments	\$ 502,149	\$ 493,597	\$ 499,004	\$ 5,407
Local sources	136,031	143,532	141,078	(2,454)
Federal	37,583	36,960	33,674	(3,286)
Other state	109,948	110,315	114,470	4,155
Other local	115,023	144,844	153,925	9,081
Total Revenues	<u>900,734</u>	<u>929,248</u>	<u>942,151</u>	<u>12,903</u>
<b>EXPENDITURES</b>				
Certificated salaries	431,623	436,782	435,693	1,089
Classified salaries	174,348	180,620	174,089	6,531
Employee benefits	196,039	187,134	173,862	13,272
Books and supplies	33,635	44,654	41,291	3,363
Services and other operating expenditures	143,697	148,312	139,808	8,504
Other outgo	256	256	240	16
Total Expenditures	<u>979,598</u>	<u>997,758</u>	<u>964,983</u>	<u>32,775</u>
Excess (deficiency) of revenues over expenditures before other financing Sources (uses)	<u>(78,864)</u>	<u>(68,510)</u>	<u>(22,832)</u>	<u>45,678</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	-	-	-
Transfers out	<u>(9,417)</u>	<u>(14,741)</u>	<u>(14,741)</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>(9,417)</u>	<u>(14,741)</u>	<u>(14,741)</u>	<u>-</u>
Net Increase (Decrease) in Fund Balance	(88,281)	(83,251)	(37,573)	45,678
Fund Balance - Beginning	<u>1,255,327</u>	<u>1,255,327</u>	<u>1,255,327</u>	<u>-</u>
Fund Balance - Ending	<u>\$ 1,167,046</u>	<u>\$ 1,172,076</u>	<u>\$ 1,217,754</u>	<u>\$ 45,678</u>

See accompanying notes to required supplementary information.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED JUNE 30, 2013

**NOTE 1.     PURPOSE OF REQUIRED SUPPLEMENTARY INFORMATION**

**A. Budgetary Comparison Schedule**

Budgetary comparison schedules are required to be presented for the General Fund and each major special revenue fund that has a legally adopted budget. The originally adopted and final revised budgets are presented for such funds. The District employs budget control by object codes and by individual appropriation accounts. Budgets are prepared on the modified accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America as prescribed by Governmental Accounting Standards Board. The budgets are revised during the year by the Board of Trustees to provide for revised priorities. Expenditures cannot legally exceed appropriations by major object code.

**NOTE 2.     EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

For the year ended June 30, 2013, there were no excess expenditures over appropriations.

SUPPLEMENTARY INFORMATION SECTION

PACIFIC ELEMENTARY SCHOOL DISTRICT  
OTHER GOVERNMENTAL FUNDS FINANCIAL STATEMENT  
COMBINING BALANCE SHEET  
JUNE 30, 2013

	Child Development Fund	Cafeteria Fund	Deferred Maintenance Fund	Student Body Fund	Capital Facilities Fund	Total Other Governmental Funds
<b>ASSETS</b>						
Cash and equivalents	\$ 3,665	\$ 5,567	\$ 524	\$ 2,275	\$ 23,280	\$ 35,311
Accounts receivable	107	3,689	-	-	-	3,796
Total Assets	<u>\$ 3,772</u>	<u>\$ 9,256</u>	<u>\$ 524</u>	<u>\$ 2,275</u>	<u>\$ 23,280</u>	<u>\$ 39,107</u>
<b>LIABILITIES AND FUND BALANCE</b>						
Liabilities:						
Accounts payable	\$ 678	\$ 1,221	-	-	-	\$ 1,899
Total Liabilities	<u>678</u>	<u>1,221</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,899</u>
Fund Balance:						
Restricted	3,094	8,035	-	2,275	23,280	36,684
Committed						
Other commitments	-	-	524	-	-	524
Total Fund Balance	<u>3,094</u>	<u>8,035</u>	<u>524</u>	<u>2,275</u>	<u>23,280</u>	<u>37,208</u>
Total Liabilities and Fund Balance	<u>\$ 3,772</u>	<u>\$ 9,256</u>	<u>\$ 524</u>	<u>\$ 2,275</u>	<u>\$ 23,280</u>	<u>\$ 39,107</u>

See accompanying notes to supplementary information.



PACIFIC ELEMENTARY SCHOOL DISTRICT  
OTHER GOVERNMENTAL FUNDS FINANCIAL STATEMENT  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2013

	Child Development Fund	Cafeteria Fund	Deferred Maintenance Fund	Student Body Fund	Capital Facilities Fund	Total Other Governmental Funds
<b>REVENUES</b>						
Federal	\$ -	\$ 20,442	\$ -	\$ -	\$ -	\$ 20,442
Other state	28,173	1,483	6,025	-	-	35,681
Other local	50,027	34,263	7	7,935	80	92,312
<b>Total Revenues</b>	<b>78,200</b>	<b>56,188</b>	<b>6,032</b>	<b>7,935</b>	<b>80</b>	<b>148,435</b>
<b>EXPENDITURES</b>						
Certificated salaries	165	-	-	-	-	165
Classified salaries	61,677	26,918	-	-	-	88,595
Employee benefits	33,781	9,900	-	-	-	43,681
Books and supplies	659	32,801	-	5,944	-	39,404
Services and other operating expenditures	767	55	10,131	-	-	10,953
<b>Total Expenditures</b>	<b>97,049</b>	<b>69,674</b>	<b>10,131</b>	<b>5,944</b>	<b>-</b>	<b>182,798</b>
Excess (deficiency) of revenues over expenditures before other financing sources (uses)	(18,849)	(13,486)	(4,099)	1,991	80	(34,363)
<b>OTHER FINANCING SOURCES (USES)</b>						
Transfers in	-	11,941	4,000	-	-	15,941
Transfers out	(1,200)	-	-	-	-	(1,200)
<b>Total Other Financing Sources (Uses)</b>	<b>(1,200)</b>	<b>11,941</b>	<b>4,000</b>	<b>-</b>	<b>-</b>	<b>14,741</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(20,049)</b>	<b>(1,545)</b>	<b>(99)</b>	<b>1,991</b>	<b>80</b>	<b>(19,622)</b>
Fund Balance - Beginning	23,143	9,580	623	284	23,200	56,830
<b>Fund Balance - Ending</b>	<b>\$ 3,094</b>	<b>\$ 8,035</b>	<b>\$ 524</b>	<b>\$ 2,275</b>	<b>\$ 23,280</b>	<b>\$ 37,208</b>

See accompanying notes to supplementary information.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 SCHEDULE OF AVERAGE DAILY ATTENDANCE  
 FOR THE YEAR ENDED JUNE 30, 2013

	Second Period Report	Annual Report
Elementary:		
Kindergarten	16	16
Grades one through three	43	43
Grades four through six	42	42
Average Daily Attendance Totals	101	101

See accompanying notes to supplementary information.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
 SCHEDULE OF INSTRUCTIONAL TIME  
 FOR THE YEAR ENDED JUNE 30, 2013

<u>Grade Level</u>	<u>1986/1987 Minutes Requirement</u>	<u>1986/1987 Minutes Reduced</u>	<u>1982/1983 Actual Minutes</u>	<u>1982/1983 Minutes Reduced</u>	<u>2012/2013 Actual Minutes</u>	<u>Number of Days Traditional Calendar <sup>1</sup></u>	<u>Status</u>
Kindergarten	36,000	35,000	31,500	30,625	40,500	180	In Compliance
Grade one	50,400	49,000	47,250	45,938	51,335	180	In Compliance
Grade two	50,400	49,000	47,250	45,938	51,335	180	In Compliance
Grade three	50,400	49,000	47,250	45,938	51,335	180	In Compliance
Grade four	54,000	52,500	52,500	51,042	55,325	180	In Compliance
Grade five	54,000	52,500	52,500	51,042	55,325	180	In Compliance
Grade six	54,000	52,500	52,500	51,042	55,325	180	In Compliance

<sup>1</sup> The District did not utilize a multitrack calendar during the 2012/2013 year.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2013

General Fund:	(Budgeted) *			
	2013/2014	2012/2013	2011/2012	2010/2011
Revenues and Other Financing Sources	\$ 965,283	\$ 942,151	\$ 938,726	\$ 1,000,780
Expenditures	1,021,798	964,983	997,433	1,008,157
Other Uses and Transfers Out	9,417	14,741	10,100	19,518
Total Outgo	1,031,215	979,724	1,007,533	1,027,675
Change in Fund Balance	(65,932)	(37,573)	(68,807)	(26,895)
Ending Fund Balance	\$ 1,151,822	\$ 1,217,754	\$ 1,255,327	\$ 1,324,134
Available Reserves <sup>1</sup>	\$ 566,144	\$ 538,317	\$ 573,319	\$ 647,654
Reserve for Economic Uncertainties	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Unassigned Fund Balance	\$ 491,144	\$ 463,317	\$ 498,319	\$ 572,654
Available Reserves as a percentage of Total Outgo	54.9%	54.9%	56.9%	63.0%
Total Long-Term Debt	\$ 828,471	\$ -	\$ -	\$ -
Average Daily Attendance at P-2	105	101	103	103

This schedule discloses the District's financial trends by displaying past years' data along with current year budget information. These financial trends are used to evaluate the District's ability to continue as a going concern for a reasonable period of time.

The General Fund balance has decreased by \$106,380 over the past two years. The District has incurred an operating deficit in all of the past three years. The year 2013/2014 General Fund budget projects a decrease of \$65,932 (-5.4%).

For a District of this size, the state recommends available reserves of at least 5% of total General Fund expenditures, transfers out, and other uses (other outgo).

The District issued new general obligation bonds and projects long-term debt to increase to \$828,471 in fiscal year 2013/2014.

Average daily attendance has decreased by 2 ADA over the past two years. The ADA is anticipated to increase 4 ADA during the fiscal year 2013/2014.

\* The 2013/2014 budget is included for analytical purposes only and has not been subjected to audit.

<sup>1</sup> Available reserves consists of all unassigned fund balances and reserves for economic uncertainty that are contained within the governmental funds. Unassigned fund balances are typically only reported in the General Fund. However, other governmental funds may report negative unassigned fund balances and are included in the reported available reserves.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
RECONCILIATION OF ANNUAL FINANCIAL AND  
BUDGET REPORT (SACS) WITH AUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2013

	General Fund	Special Reserve Fund for Other Than Capital Outlay Projects *
June 30, 2013 Annual Financial and Budget Report (SACS) Fund Balance	\$ 648,580	\$ 569,174
Adjustments and Reclassifications:		
Reclassification for financial statement presentation	569,174	(569,174)
June 30, 2013 Audited Financial Statement Fund Balance	\$ 1,217,754	\$ -

\* This audit reclassification is made for financial presentation purposes only, pursuant to GASB 54 which, when applied, does not recognize this fund as a special revenue fund type. Therefore, the fund balance is consolidated with the General Fund. However, the District is permitted under current State law to account for this fund as a special revenue fund type for interim reporting and budgeting purposes.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
NOTES TO SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED JUNE 30, 2013

**NOTE 1.     PURPOSE OF SUPPLEMENTARY INFORMATION**

A. Other Governmental Funds Financial Statements

These statements provide information on the Pacific Elementary School District's (District) Governmental non-major funds, by object.

B. Schedule of Average Daily Attendance

Average daily attendance is a measurement of the number of pupils attending classes of the District. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to the District. This schedule provides information regarding the attendance of students at various grade levels and in different programs.

C. Schedule of Instructional Time

Districts must maintain their instructional minutes at either their 1982/1983 actual minutes or the 1986/1987 standard required minutes, whichever is greater, as required by *Education Code* Section 46201. However, pursuant to the provisions of *Education Code* Section 46201.2, for fiscal years 2009/2010 through 2012/2013, the minimum instructional time is reduced by the equivalent of 5 instructional days.

The District has received incentive funding for increasing instructional time as provided by the Incentives for Longer Instructional Day. This schedule presents information on the amount of instruction time offered by the District and whether the District complied with the provisions of *Education Code* Sections 46201 through 46206.

D. Schedule of Financial Trends and Analysis

This schedule discloses the District's financial trends by displaying past years' data along with current year budget information. These financial trend disclosures are used to evaluate the District's ability to continue as a going concern for a reasonable period of time.

E. Reconciliation of Annual Financial and Budget Report (SACS) with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balances of all funds reported on the Unaudited Actual Financial Report to the audited financial statements.

F. Schedule of Charter School

This schedule represents a complete listing of all charter schools authorized by the District and indicates whether their financial activities and balances have been included in the District's annual audited financial statements for the year ended June 30, 2013. The District has not authorized any Charter Schools; therefore this schedule has not been included for 2012/2013.

OTHER INDEPENDENT AUDITOR'S REPORTS

## **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**

### **INDEPENDENT AUDITOR'S REPORT**

Board of Trustees  
Pacific Elementary School District  
Davenport, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Pacific Elementary School District (District) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated October 21, 2013.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify a certain deficiency in internal control, described in the accompanying findings and responses that we consider to be significant deficiency, as item 2013-001.



## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of 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*.

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

The District's responses to the findings identified in our audit are described in the accompanying findings and responses. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Robinson & Associates, CPAs*

Lakeport, California  
October 21, 2013

## INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

Board of Trustees  
Pacific Elementary School District  
Davenport, California

### **Compliance**

We have audited Pacific Elementary School District (District)'s compliance with the types of compliance requirements described in the *Standards and Procedures for Audits of California K-12 Local Educational Agencies 2012-13*, published by the Education Audit Appeals Panel, that could have a material effect on each of the District's state programs for the year ended June 30, 2013.

### **Management's Responsibility**

Compliance with the applicable compliance requirements is the responsibility of the District's management.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on the District's compliance with the applicable compliance requirements based on our compliance 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 *Standards and Procedures for Audits of California K-12 Local Educational Agencies 2012-13*. Those standards 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 material effect on the programs identified in the below schedule occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the District's compliance with those requirements.

In connection with the compliance audit referred to above, we selected and tested transactions and records to determine the District's compliance with the State laws and regulations applicable to the following items:

Description	Procedures in the Audit Guide	Procedures Performed
Local Education Agencies Other Than Charter Schools:		
Attendance Reporting	6	Yes
Teacher Certification and Misassignments	3	Yes
Kindergarten Continuance	3	Yes
Independent Study	23	Yes
Continuation Education	10	Not Applicable
Instructional Time:		
School Districts	6	Yes
County Offices of Education	3	Not Applicable
Instructional Materials General Requirements	8	Yes
Ratios of Administrative Employees to Teachers	1	Yes
Classroom Teacher Salaries	1	Yes
Early Retirement Incentive	4	Not Applicable
Gann Limit Calculation	1	Yes
School Accountability Report Card	3	Yes
Juvenile Court Schools	8	Not Applicable
School Districts and Charter Schools:		
Class Size Reduction (including Charter Schools):		
General Requirements	7	Yes
Option One	3	Yes
Option Two	4	Not Applicable
Districts or Charter Schools with only one school serving K-3	4	Yes
After School Education and Safety Program:		
General Requirements	4	Not Applicable
After School	5	Not Applicable
Before School	6	Not Applicable
Charter Schools:		
Contemporaneous Records of Attendance	1	Not Applicable
Mode of Instruction	1	Not Applicable
Nonclassroom-Based Instruction/Independent Study	15	Not Applicable
Determination of Funding for Nonclassroom-Based Instruction	3	Not Applicable
Annual Instructional Minutes - Classroom Based	4	Not Applicable

### Opinion on State Programs

In our opinion, the Pacific Elementary School District complied, in all material respects, with the compliance requirements referred to above for the year ended June 30, 2013.

### Purpose of this Report

The purpose of this report on compliance is solely to describe the scope of our testing of compliance and the results of that testing based on the requirements referred to above. Accordingly, this report is not suitable for any other purpose.

*Robertson & Associates, CPAs*

Lakeport, California  
October 21, 2013

## FINDINGS AND RESPONSES SECTION

PACIFIC ELEMENTARY SCHOOL DISTRICT  
FINDINGS AND RESPONSES  
FOR THE YEAR ENDED JUNE 30, 2013

**Financial Statement Findings**

**2013-001      Deficit Spending / State Code 30000**

Condition

The District's General Fund has incurred deficit spending in three of the last three fiscal years. The District projects deficit spending in fiscal year 2012/2013. The General Fund available reserves are significantly higher than the State recommended reserves for a district of this size.

Effect

Continued deficit spending, or maintaining available reserves in the General Fund that are less than the State recommended levels, could affect the District's ability to meet its financial obligations in the future.

Cause

The District planned deficit spending in the current fiscal year which utilized restricted reserves carried over from the previous year.

Criteria

*Criteria and Standards for School Districts – Interim Reports* developed by the California Department of Education.

Recommendation

The District should continue to closely monitor its budget and available reserves.

District Response and Corrective Action Plan

The District's parent club has agreed to fund one job at the District to assist in reducing the deficit spending.

**Federal Award Findings and Questioned Costs**

There were no findings or questioned costs relative to federal awards or programs.

**State Award Findings and Questioned Costs**

There were no findings or questioned costs relative to state awards or programs.

PACIFIC ELEMENTARY SCHOOL DISTRICT  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2013

Finding/Recommendation	Current Status	District Explanation, If Not Implemented
2012-1 The District's General Fund has incurred deficit spending in three of the last three fiscal years. The District projects deficit spending in fiscal year 2012/2013. The General Fund available reserves are significantly higher than the State recommended reserves for a district of this size. The District should continue to closely monitor its budget and available reserves.	Repeated	See recommendation 2013-001.