

BALDWIN-WHITEHALL SCHOOL DISTRICT

PITTSBURGH, PENNSYLVANIA

JUNE 30, 2013

AUDIT REPORT

BALDWIN-WHITEHALL SCHOOL DISTRICT
PITTSBURGH, PENNSYLVANIA
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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Baldwin-Whitehall School District
4900 Curry Road
Pittsburgh, Pennsylvania 15236

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Baldwin-Whitehall School 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 control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity'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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial 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, the business-type activities, each major fund, and the aggregate remaining fund information of the Baldwin-Whitehall School District, as of June 30, 2013, and the respective changes in financial position, and, where applicable, cash flows thereof 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 the management's discussion and analysis and other post-employment benefits information on pages i-xi and 36-37 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 Baldwin-Whitehall School District's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial 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 schedule of expenditures of federal awards 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 November 8, 2013, on our consideration of the Baldwin-Whitehall School 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 Baldwin-Whitehall School District's internal control over financial reporting and compliance.

COTTRILL, ARBUTINA & ASSOCIATES, P.C.

Certified Public Accountants

Cottrill, Arbutina & Associates, P.C.

Beaver, PA 15009

November 8, 2013

BALDWIN-WHITEHALL SCHOOL DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

Required Supplementary Information (RSI)

The discussion and analysis of Baldwin-Whitehall School District's financial performance provides an overall review of the District's financial activities for the fiscal year ended June 30, 2013. The intent of this discussion and analysis is to look at the District's financial performance as a whole; readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the District's financial performance.

The Management's Discussion and Analysis (MD&A) is an element of the reporting model adopted by the Governmental Accounting Standards Board (GASB) in their Statement No. 34 Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments issued June 1999.

FINANCIAL HIGHLIGHTS

As a result of the passage of Act 72 of 2004 by the Pennsylvania State Legislature, school districts were forced to complete their Preliminary Budget by February 15 of each year. Revenue and expense estimates had to be projected months earlier than was customary using much less factual information. Raising the real estate tax rate was now based on an index furnished by the State and the ability to qualify for certain specific exemptions. The future ramifications of raising or not raising the rate had to be considered because the index each year would be tied to the millage rate in effect the previous year. A significant change that occurred with the passage of Act 1 which replaced Act 72 was that school districts may now elect to pass a referendum 110 days prior to the next primary election of each year notifying the Pennsylvania Department of Education that they do not intend to raise the real estate tax millage beyond the level of the state mandated index which is provided to each District every year by the Department. This resolution allows districts to revert to the former budget schedule of passing a preliminary budget by May 30 and a final budget by June 30.

- Total assets of the District exceeded its liabilities at the close of the most recent year by \$25,967,511 (net position). Of this amount, \$17,204,266 (unrestricted net position) may be used to meet the government's ongoing obligations to its citizens and creditors.
- The District's total net position decreased from 2012 by \$283,302 or 1.08%.
- Unrestricted net position increased by \$1,776,840 in 2013.
- Net investment in capital assets was \$6,240,250 at June 30, 2013, a decrease of \$1,649,295.
- The District's real property tax rate remained constant at 23.40 mills.
- At June 30, 2013, the District had \$68,285,000 of bond debt outstanding. This represents a decrease of \$4,275,000 or 5.9% from the previous year.
- The total fund balance of the General Fund at June 30, 2013 was \$15.990 million of which \$4,779,576 million was unassigned.
- The District continues to maintain a strong investment grade bond rating of Aa3 from Moody's Investors Service for all related bond issuances and activities.

BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

USING THE ANNUAL FINANCIAL AUDIT REPORT

The annual financial audit report consists of the Management's Discussion and Analysis (this section) and a series of financial statements and notes to those statements. The statements are organized so that the reader can understand Baldwin-Whitehall School District as an entire operating entity.

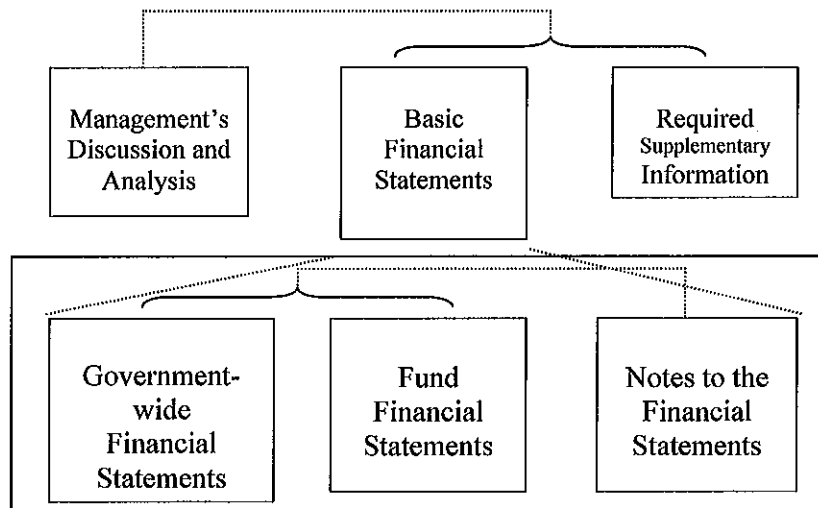
The first two statements are government-wide financial statements – the Statement of Net Position and the Statement of Activities. These provide both long-term and short-term information about the District's overall financial status.

The remaining statements are fund financial statements that focus on individual parts of the District's operations in more detail than the government-wide statements. The governmental funds statements tell how general District services were financed in the short term as well as what remains for future spending. Proprietary fund statements offer short- and long-term financial information about the activities that the District operates as a private enterprise. For Baldwin-Whitehall this is the Food Service Fund. Fiduciary fund or Agency fund statements provide information about financial relationships where the District acts solely as a trustee or agent for the benefit of others to whom the resources in question belong. For Baldwin-Whitehall these are the Student Activity Funds.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

Figure A-1 shows how the required parts of the Financial Section are arranged and relate to one another:

Figure A-1
Required components of
Baldwin-Whitehall School District's
Financial Report



BALDWIN-WHITEHALL SCHOOL DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

Figure A-2 summarizes the major features of the District's financial statements, including the portion of the District they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

Figure A-2 Major Features of Baldwin-Whitehall School District's Government-wide and Fund Financial Statements				
		Fund Statements		
	Government-wide Statements	Governmental Funds	Proprietary Funds	Fiduciary Funds
Scope	Entire District (except fiduciary funds)	The activities of the District that are not proprietary or fiduciary, such as education, administration and community services	Activities the District operates similar to private business – Food Services	Instances in which the District is the trustee or agent to someone else's resources – Activity Funds
Required financial statements	Statement of net position Statement of activities	Balance Sheet Statement of revenues, expenditures, and changes in fund balance	Statement of net position Statement of revenues, expenses and changes in net position Statement of cash flows	Statement of fiduciary net position Statement of changes in fiduciary net position
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus	Accrual accounting and economic resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both financial and capital, and short-term and long-term	All assets and liabilities, both short-term and long-term
Type of inflow-outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during year, regardless of when cash is received or paid	All revenues and expenses during year, regardless of when cash is received or paid

BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

OVERVIEW OF 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 it has changed. Net position, the difference between the District's 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 indication of whether its financial health is improving or deteriorating, respectively.

To assess the overall health of the District, the reader needs to consider additional non-financial factors, such as changes in the District's property tax base and the performance of the students.

The government-wide financial statements of the District are divided into two categories:

- **Governmental activities** – All of the District's basic services are included here, such as instruction, administration and community services. Property taxes and state and federal subsidies and grants finance most of these activities.
- **Business type activities** – The District operates a food service operation and charges fees to staff, students and visitors to help it cover the costs of the food service operation.

Fund Financial Statements

The District's fund financial statements, which begin on Page 5, provide detailed information about the most significant funds – not the District as a whole. Some funds are required by state law and by bond requirements.

Governmental funds – Most of the District's activities are reported in governmental funds, which focus on the determination of financial position and change in financial position, not on income determination. They are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's operations and the services it provides. Governmental fund information helps the reader determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

BALDWIN-WHITEHALL SCHOOL DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

Proprietary funds – These funds are used to account for the District activities that are similar to business operations in the private sector, or where the reporting is on determining net income, financial position, changes in financial position, and a significant portion of funding through user charges. When the District charges customers for services it provides – whether to outside customers or to other units in the District – these services are generally reported in proprietary funds. The Food Service Fund is the District’s proprietary fund and is the same as the business-type activities reported in the government-wide statements, but provides more detail and additional information, such as cash flows.

Fiduciary funds - The District is the trustee, or fiduciary, for the Activity Funds. The District's fiduciary activities are reported in separate Statements of Fiduciary Net Position on Page 12. These activities are excluded from the District's other financial statements because the District cannot use these assets to finance its operations.

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

The District's total net position was \$25,967,511 at June 30, 2013.

Table A-1
Fiscal Year ended June 30, 2013 and 2012
Net Position

	<u>2013</u>			<u>2012</u>		
	Governmental Activities	Business-Type Activities	Total	Governmental Activities	Business-Type Activities	Total
Current & other assets	\$ 26,650,404	\$ (1,049,408)	\$ 25,600,996	\$ 24,826,473	\$ (664,666)	\$ 24,161,807
Capital assets	75,558,073	84,121	75,642,194	80,202,848	68,911	80,271,759
Total assets	<u>\$ 102,208,477</u>	<u>\$ (965,287)</u>	<u>\$ 101,243,190</u>	<u>\$ 105,029,321</u>	<u>\$ (595,755)</u>	<u>\$ 104,433,566</u>
Current & other liabilities	\$ 9,756,421	\$ 13,767	\$ 9,770,188	\$ 8,779,194	\$ 197,486	\$ 8,976,680
Long-term liabilities	65,453,185	52,306	65,505,491	69,154,431	51,642	69,206,073
Total liabilities	<u>\$ 75,209,606</u>	<u>\$ 66,073</u>	<u>\$ 75,275,679</u>	<u>\$ 77,933,625</u>	<u>\$ 249,128</u>	<u>\$ 78,182,753</u>
Net Position						
Net Investment in Capital Assets	\$ 6,156,129	\$ 84,121	\$ 6,240,250	\$ 7,820,634	\$ 68,911	\$ 7,889,545
Restricted	2,522,995	0	2,522,995	2,933,842	0	2,933,842
Unrestricted	18,319,747	(1,115,481)	17,204,266	16,341,220	(913,794)	15,427,426
Total net position	<u>\$ 26,998,871</u>	<u>\$ (1,031,360)</u>	<u>\$ 25,967,511</u>	<u>\$ 27,095,696</u>	<u>\$ (844,883)</u>	<u>\$ 26,250,813</u>
Total Liabilities and Net Position	<u>\$ 102,208,477</u>	<u>\$ (965,287)</u>	<u>\$ 101,243,190</u>	<u>\$ 105,029,321</u>	<u>\$ (595,755)</u>	<u>\$ 104,433,566</u>

BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

Most of the District's net position is invested in capital assets (buildings, land, and equipment). The remaining unrestricted net position is combined as designated and undesignated amounts. The designated balances are amounts set aside to fund future purchases or capital projects as planned by the District.

The results of this year's operations as a whole are reported in the Statement of Activities on Page 4. All expenses are reported in the first column. Specific charges, grants, revenues and subsidies that directly relate to specific expense categories are represented to determine the final amount of the District's activities that are supported by other general revenues. The two largest general revenues are the Basic Education Subsidy provided by the State of Pennsylvania, and the local taxes assessed to community taxpayers.

Table A-2 takes the information from that Statement, rearranges it slightly, so you can see our total revenues for the year.

Table A-2
 Fiscal Year ended June 30, 2013 and 2012

	<u>2013</u>			<u>2012</u>		
	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
Revenues						
Program revenues:						
Charges for services	\$ 228,632	\$ 773,600	\$ 1,002,232	\$ 241,044	\$ 984,061	\$ 1,225,105
Operating grants & contributions	8,995,663	784,629	9,780,292	8,389,573	883,579	9,273,152
Capital grants & contrib.	1,411,582	0	1,411,582	1,872,178	0	1,872,178
General revenues:						
Property taxes	33,327,436	0	33,327,436	33,742,534	0	33,742,534
Other taxes	4,882,964	0	4,882,964	4,359,501	0	4,359,501
Grants, subsidies and contributions, unrestricted	8,798,028	0	8,798,028	8,888,909	0	8,888,909
Other	1,679,716	879	1,680,595	1,079,939	1,254	1,081,193
Total Revenues	\$ 59,324,021	\$ 1,559,108	\$ 60,883,129	\$ 58,573,678	\$ 1,868,894	\$ 60,442,572

BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

Table A-2 - Continued

	<u>2013</u>			<u>2012</u>		
	Governmental <u>Activities</u>	Business-type <u>Activities</u>	<u>Total</u>	Governmental <u>Activities</u>	Business-type <u>Activities</u>	<u>Total</u>
EXPENSES						
Instruction	\$ 34,118,841	\$ 0	\$ 34,118,841	\$ 34,432,868	\$ 0	\$ 34,432,868
Instructional student support	2,261,223	0	2,261,223	2,347,914	0	2,347,914
Administrative and financial support	5,985,579	0	5,985,579	7,130,488	0	7,130,488
Operation and maintenance of plant	5,946,466	0	5,946,466	5,875,066	0	5,875,066
Pupil transportation	5,156,368	0	5,156,368	5,419,711	0	5,419,711
Student activities	1,524,201	0	1,524,201	1,489,554	0	1,489,554
Community services	11,555	0	11,555	11,198	0	11,198
Interest on long-term debt	3,959,313	0	3,959,313	1,602,440	0	1,602,440
Capital expenditures not subject to depreciation	457,300	0	457,300	1,796	0	1,796
Food Services	0	1,745,585	1,745,585	0	1,806,369	1,806,369
Total expenses	<u>\$ 59,420,846</u>	<u>\$ 1,745,585</u>	<u>\$ 61,166,431</u>	<u>\$ 58,311,035</u>	<u>\$ 1,806,369</u>	<u>\$ 60,117,404</u>
Increase (decrease) in net position before transfers	\$ (96,825)	\$ (186,477)	\$ (283,302)	\$ 262,643	\$ 62,525	\$ 325,168
Transfers	0	0	0	0	0	0
Increase (decrease) in net position	<u>\$ (96,825)</u>	<u>\$ (186,477)</u>	<u>\$ (283,302)</u>	<u>\$ 262,643</u>	<u>\$ 62,525</u>	<u>\$ 325,168</u>

The tables below present the expenses of both the Governmental Activities and the Business-type Activities of the District.

Table A-3 shows the District's eight largest functions - instructional programs, instructional student support, administrative, operation and maintenance of plant, pupil transportation, student activities, community services, food service as well as each program's net cost (total cost less revenues generated by the activities). This table also shows the net costs offset by the other unrestricted grants, subsidies and contributions to show the remaining financial needs supported by local taxes and other miscellaneous revenues.

BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

Table A-3
 Fiscal Year ended June 30, 2013 and 2012
 Governmental Activities

<u>Functions/Programs</u>	<u>June 30, 2013</u>		<u>June 30, 2012</u>	
	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>
Instruction	\$ 34,118,841	\$ 27,832,738	\$ 34,432,868	\$ 28,247,455
Instructional student support	2,261,223	2,090,766	2,347,914	2,205,694
Administrative	5,985,579	5,541,842	7,130,488	6,765,263
Operation & maintenance	5,946,466	5,478,068	5,875,066	5,528,201
Pupil transportation	5,156,368	3,450,788	5,419,711	3,961,935
Student activities	1,524,201	1,374,384	1,489,554	1,356,628
Community services	11,555	11,352	11,198	11,006
Interest on long-term debt	3,959,313	2,547,731	1,602,440	(269,738)
Capital expenditures not subject to depreciation	457,300	457,300	1,796	1,796
Total governmental activities	<u>\$ 59,420,846</u>	<u>\$ 48,784,969</u>	<u>\$ 58,311,035</u>	<u>\$ 47,808,240</u>
Less:				
Unrestricted grants, subsidies		8,798,028		8,888,909
Total needs from local taxes and other revenues		<u>\$ 39,986,941</u>		<u>\$ 38,919,331</u>

Table A-4 reflects the activities of the Food Service program, the only Business-type activity of the District.

Table A-4
 Fiscal Year ended June 30, 2013 and 2012
 Business-type Activities

<u>Functions/Programs</u>	<u>June 30, 2013</u>		<u>June 30, 2012</u>	
	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>
Food Services	\$ 1,745,585	\$ 187,356	\$ 1,806,369	\$ 61,271
Less:				
Transfers In		0		0
Investment Earnings		(879)		(1,254)
Total business-type activities		<u>\$ 186,477</u>		<u>\$ 60,017</u>

**BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)**

JUNE 30, 2013

The Statement of Revenues, Expenses and Changes in Fund Net Position for this proprietary fund will further detail the actual results of operations.

THE DISTRICT FUNDS

At June 30, 2013, the District governmental funds reported a combined total fund balance of \$17,594,451 which is an increase of \$2,255,559.

General Fund Budget

During the fiscal year, the Board authorizes revisions to the original budget to accommodate differences from the original budget to the actual expenditures of the District in accordance with state law. Transfers between specific categories of expenditures/financing uses occur during the year. A schedule showing the District's original and final budget amounts compared with amounts actually paid and received is provided on Page 13.

CAPITAL ASSET AND DEBT ADMINISTRATION

CAPITAL ASSETS

At June 30, 2013, the District had \$74,973,132 invested in a broad range of capital assets, including land, buildings and furniture and equipment.

Table A-5
Governmental Activities
Capital assets - net of depreciation

	<u>2013</u>	<u>2012</u>
Land	\$ 583,550	\$ 583,550
Site Improvements	4,677,460	4,961,696
Buildings	65,759,900	69,554,872
Furniture & Equipment	<u>3,952,222</u>	<u>4,705,036</u>
	<u>74,973,132</u>	<u>79,805,154</u>

DEBT ADMINISTRATION

During the 2012-2013 fiscal-year, the District made payments against bond principal of \$4,275,000 resulting in ending outstanding bond debt of \$68,285,000 as of June 30, 2013. Table A-6 below depicts the District's total outstanding debt by bond issue.

BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
JUNE 30, 2013

Table A-6
 Outstanding Debt

General Obligation Notes/Bonds	<u>2013</u>	<u>2012</u>
Series 2006	\$ 895,000	\$ 1,325,000
Series 2007	36,805,000	37,300,000
Series 2009	1,815,000	4,195,000
Series A of 2009	8,095,000	8,635,000
Series 2010	16,155,000	16,160,000
Series 2012	4,520,000	4,945,000
	<u>\$ 68,285,000</u>	<u>\$ 72,560,000</u>

Other obligations include post-employment benefit obligations of (\$474,501) related to a retirement incentive provided to certain employees. More detailed information about our long-term liabilities is included in Note 8 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The revenue budget for the 2013-2014 year is \$2,201,976 more than the original budget for 2012-2013. This represents a 3.77% increase in budgeted revenues. The expenditure budget for the 2013-2014 year is \$644,835 more than the original budget for 2012-2013, which is a 1.08% increase.

The comparison of revenue and expenditure categories is as follows:

Table A-7
 BUDGETED REVENUES

	2013-2014	2012-2013
Local	66.01%	65.23%
State	32.61%	32.05%
Federal/Other	1.38%	2.72%

BUDGETED EXPENDITURES

	2013-2014	2012-2013
Instruction	53.90%	51.34%
Support Services	31.84%	32.41%
Non-Instruction/Community	2.18%	2.33%
Fund Transfers/Debt	12.08%	13.92%

BALDWIN-WHITEHALL SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

JUNE 30, 2013

FUTURE IMPLICATIONS

Budgeting in fiscal 2013-14 brought significant challenges as legislation has curtailed school boards' ability to levy taxes. In addition, Allegheny County is in the process of a countywide property value reassessment. In creating the local revenue budget we had to make several assumptions as to the actual property values in the District considering numerous appeals are still outstanding. Act 1 of 2006 limits the ability of school boards to raise millage rates above an inflationary index without asking the community to approve that budget via a voting referendum. Due to the anti-windfall provisions of Act 1, the District was required to reduce its real estate millage to 19.61 compared to 23.4 in fiscal year 2012-2013. In addition, funding requirements for school districts has been very challenging with the required increases to employer retirement contributions. The budget for 2013-2014 was able to be balanced in part by additional Earned Income Tax revenue being realized with the implementation of Act 32 in January of 2012. The District did not utilize any of the existing fund balance to balance the 2013-2014 budget.

CONTACTING THE DISTRICT FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the School 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, please contact Mark Cherpak, Business Manager at:

4900 Curry Road
Pittsburgh, PA 15236,
412-884-6300

BALDWIN-WHITEHALL SCHOOL DISTRICT
STATEMENT OF NET POSITION
AS OF JUNE 30, 2013

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
ASSETS			
Current Assets			
Cash and Cash Equivalents	\$ 17,362,881	\$ 333,985	\$ 17,696,866
Taxes Receivable, net			
Property Taxes	4,619,729	0	4,619,729
Earned Income Taxes	919,638	0	919,638
Internal Balances	1,585,517	(1,585,517)	0
Due From Other Governments	1,533,429	178,036	1,711,465
Other Receivables	78,235	10,240	88,475
Prepaid Expenses	550,975	0	550,975
Inventories	0	13,848	13,848
Total Current Assets	\$ 26,650,404	\$ (1,049,408)	\$ 25,600,996
Noncurrent Assets			
Long-Term Prepayments (net of amortization)	\$ 584,941	\$ 0	\$ 584,941
Land	583,550	0	583,550
Site Improvements (net of depreciation)	4,677,460	0	4,677,460
Building & Building Improvements (net of depreciation)	65,759,900	0	65,759,900
Furniture & Equipment (net of depreciation)	3,952,222	84,121	4,036,343
Total Noncurrent Assets	\$ 75,558,073	\$ 84,121	\$ 75,642,194
TOTAL ASSETS	\$ 102,208,477	\$ (965,287)	\$ 101,243,190
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 533,429	\$ 13,767	\$ 547,196
Current Portion of LT Debt	4,480,221	0	4,480,221
Short-Term Payables	610,875	0	610,875
Accrued Salaries and Benefits	4,131,896	0	4,131,896
Total Current Liabilities	\$ 9,756,421	\$ 13,767	\$ 9,770,188
Noncurrent Liabilities			
Bonds Payable (net)	\$ 63,768,352	\$ 0	\$ 63,768,352
Unamortized bond discount/premium	1,125,630	0	1,125,630
LT Portion of Other Post-Employment Benefits	(474,501)	0	(474,501)
LT Portion of Leases Payable	245,753	0	245,753
LT Portion of Compensated Absences	787,951	52,306	840,257
Total Noncurrent Liabilities	\$ 65,453,185	\$ 52,306	\$ 65,505,491
TOTAL LIABILITIES	\$ 75,209,606	\$ 66,073	\$ 75,275,679
NET POSITION			
Net Investment in capital assets	\$ 6,156,129	\$ 84,121	\$ 6,240,250
Restricted for:			
Capital Projects	1,604,586	0	1,604,586
Capital Reserve	918,409	0	918,409
Unrestricted (deficit)	18,319,747	(1,115,481)	17,204,266
TOTAL NET POSITION	\$ 26,998,871	\$ (1,031,360)	\$ 25,967,511
TOTAL LIABILITIES AND NET POSITION	\$ 102,208,477	\$ (965,287)	\$ 101,243,190

See Accompanying Notes to Financial Statements

BALDWIN-WHITEHALL SCHOOL DISTRICT

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2013

Function/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Governmental Activities:							
Instruction:							
Regular Instruction	\$ 26,465,026	\$ 0	\$ 2,770,072	\$ 0	\$ (23,694,954)	\$ 0	\$ (23,694,954)
Special Instruction	5,565,128	0	3,397,577	0	(2,167,551)	0	(2,167,551)
Vocational Instruction	2,029,183	0	106,589	0	(1,922,594)	0	(1,922,594)
Other Instructional Programs	21,324	0	10,878	0	(10,446)	0	(10,446)
Non-Public School Programs	7,925	0	0	0	(7,925)	0	(7,925)
Adult Education Programs	974	0	987	0	13	0	13
Higher Education Programs	29,281	0	0	0	(29,281)	0	(29,281)
Total Instructional Services	\$ 34,118,841	\$ 0	\$ 6,286,103	\$ 0	\$ (27,832,738)	\$ 0	\$ (27,832,738)
Support Services:							
Pupil Personnel	\$ 1,341,468	\$ 0	\$ 102,165	\$ 0	\$ (1,239,303)	\$ 0	\$ (1,239,303)
Instructional Staff	919,755	0	68,292	0	(851,463)	0	(851,463)
Administration	3,589,273	0	216,468	0	(3,372,805)	0	(3,372,805)
Pupil Health	485,865	0	127,891	0	(357,974)	0	(357,974)
Business Services	1,205,282	0	63,954	0	(1,141,328)	0	(1,141,328)
Operation of Plant and Maintenance Services	5,946,466	228,632	239,766	0	(5,478,068)	0	(5,478,068)
Student Transportation Services	5,156,368	0	1,705,580	0	(3,450,788)	0	(3,450,788)
Central	653,506	0	35,424	0	(618,082)	0	(618,082)
Other Support Services	51,653	0	0	0	(51,653)	0	(51,653)
Total Support Services	\$ 19,349,636	\$ 228,632	\$ 2,559,540	\$ 0	\$ (16,561,464)	\$ 0	\$ (16,561,464)
Non-Instructional Services:							
Student Activities	\$ 1,524,201	\$ 0	\$ 149,817	\$ 0	\$ (1,374,384)	\$ 0	\$ (1,374,384)
Community Services	11,555	0	203	0	(11,352)	0	(11,352)
Interest on Long-Term Debt	3,959,313	0	0	1,411,582	(2,547,731)	0	(2,547,731)
Capital Expenditures not subject to capitalization	457,300	0	0	0	(457,300)	0	(457,300)
Total Non-Instructional Services	\$ 5,952,369	\$ 0	\$ 150,020	\$ 1,411,582	\$ (4,390,767)	\$ 0	\$ (4,390,767)
Total Governmental Activities	\$ 59,420,846	\$ 228,632	\$ 8,995,663	\$ 1,411,582	\$ (48,784,969)	\$ 0	\$ (48,784,969)
Business-Type Activities:							
Food Services	1,745,585	773,600	784,629	0	0	(187,356)	(187,356)
Total Primary Government	\$ 61,166,431	\$ 1,002,232	\$ 9,780,292	\$ 1,411,582	\$ (48,784,969)	\$ (187,356)	\$ (48,972,325)
General Revenues:							
Taxes:							
Property taxes, levied for general purposes, net					\$ 33,327,436	\$ 0	\$ 33,327,436
Other taxes levied for general purposes, net					4,882,964	0	4,882,964
Property Tax Relief					1,662,896	0	1,662,896
Grants, subsidies & contributions not restricted					8,798,028	0	8,798,028
Investment earnings					46,827	879	47,706
Miscellaneous income					91,071	0	91,071
Refunds of prior year expenditures					90,397	0	90,397
Refunds of prior year revenues					(211,475)	0	(211,475)
Total general revenues and transfers					\$ 48,688,144	\$ 879	\$ 48,689,023
Change in Net Position					\$ (96,825)	\$ (186,477)	\$ (283,302)
Net Position - beginning					27,095,696	(844,883)	26,250,813
Net Position - ending					\$ 26,998,871	\$ (1,031,360)	\$ 25,967,511

See Accompanying Notes to Financial Statements

BALDWIN-WHITEHALL SCHOOL DISTRICT
BALANCE SHEET - GOVERNMENTAL FUNDS
AS OF JUNE 30, 2013

	General	Capital Projects	Total Governmental Funds
ASSETS			
Cash and Cash Equivalents	\$ 15,694,142	\$ 1,668,739	\$ 17,362,881
Taxes Receivable:			
Property Taxes	4,619,729	0	4,619,729
Earned Income Taxes	919,638	0	919,638
Interfund Receivables	1,591,249	85,000	1,676,249
Intergovernmental Receivables	1,533,429	0	1,533,429
Other Receivables	78,235	0	78,235
Prepaid Expenditures	550,975	0	550,975
TOTAL ASSETS	\$ 24,987,397	\$ 1,753,739	\$ 26,741,136
 LIABILITIES AND FUND BALANCES			
LIABILITIES			
Accounts Payable	\$ 469,997	\$ 63,432	\$ 533,429
Accrued Salaries & Benefits	4,131,896	0	4,131,896
Interfund Payables	5,011	85,721	90,732
TOTAL LIABILITIES	\$ 4,606,904	\$ 149,153	\$ 4,756,057
 DEFERRED INFLOWS OF RESOURCES			
Unavailable Revenue - Property Taxes	\$ 4,390,628	\$ 0	\$ 4,390,628
 FUND BALANCES			
Nonspendable Fund Balance			
Prepaid Expenses	\$ 550,975	\$ 0	\$ 550,975
Restricted Fund Balance			
Capital Projects	0	211,815	211,815
Committed Fund Balance			
Whitehall Recreation Equipment	5,000	0	5,000
Concrete Projects	84	0	84
Slope Landscaping Project	125,000	0	125,000
Estimated Tax Assessment Appeals	425,000	0	425,000
Benefits Stabilization Funding	2,631,185	0	2,631,185
Advance to Proprietary Fund	634,207	0	634,207
Generator Replacement	85,000	0	85,000
Hot Water Pump Replacement	15,000	0	15,000
Assigned Fund Balance			
Capital Reserve	918,409	0	918,409
Capital Projects	5,820,429	1,392,771	7,213,200
Unassigned Fund Balance	4,779,576	0	4,779,576
TOTAL FUND BALANCES	\$ 15,989,865	\$ 1,604,586	\$ 17,594,451
 TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	 \$ 24,987,397	 \$ 1,753,739	 \$ 26,741,136

See Accompanying Notes to Financial Statements

BALDWIN-WHITEHALL SCHOOL DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
AS OF JUNE 30, 2013

TOTAL FUND BALANCES - GOVERNMENTAL FUNDS **\$ 17,594,451**

Amounts reported for *governmental activities* in the statement of net assets are different because:

Capital assets used in governmental activities are not financial and therefore are not reported as assets in governmental funds.

Add: Capital Assets	129,249,604
Deduct: Accumulated Depreciation	(54,276,472)

Certain tax revenues are recognized in the period for which levied than when "available." A portion of certain deferred tax revenues are not available.

Add: Property Taxes	4,390,628
---------------------	-----------

Long-term liabilities, including bonds payable, are not due and payable in the current period, and therefore are not reported as liabilities in the funds. Long-term liabilities at year end consist of:

Deduct: Bonds/Notes Payable	\$ (68,285,000)
Deduct: Leases Payable	(325,974)
Deduct: Unamortized Discount/Premium	(1,125,630)
Add: Deferred Refunding Loss	116,648
Add: Unamortized Bond Issue Costs	584,941
Deduct: Accrued Interest on Debt	(610,875)
Deduct: Compensated Absences and Other Post-Employment Benefit	(313,450)
	(69,959,340)

TOTAL NET POSITION - GOVERNMENTAL ACTIVITIES **\$ 26,998,871**

BALDWIN-WHITEHALL SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, CHANGES IN FUND BALANCE
GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2013

REVENUES	General	Capital Projects	Total Governmental Funds
Local Sources	\$ 40,328,741	\$ 1,922	\$ 40,330,663
State Sources	19,309,659	0	19,309,659
Federal Sources	<u>845,193</u>	<u>0</u>	<u>845,193</u>
TOTAL REVENUES	<u>\$ 60,483,593</u>	<u>\$ 1,922</u>	<u>\$ 60,485,515</u>
EXPENDITURES			
Instruction	\$ 30,916,766	\$ 0	\$ 30,916,766
Support Services	18,342,845	0	18,342,845
Non-Instructional Services	1,291,053	0	1,291,053
Capital Outlay	37,426	419,873	457,299
Debt Services	<u>7,100,915</u>	<u>0</u>	<u>7,100,915</u>
TOTAL EXPENDITURES	<u>\$ 57,689,005</u>	<u>\$ 419,873</u>	<u>\$ 58,108,878</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ 2,794,588</u>	<u>\$ (417,951)</u>	<u>\$ 2,376,637</u>
OTHER FINANCING SOURCES (USES)			
Refund of Prior Year Receipts	\$ (211,475)	\$ 0	\$ (211,475)
Refund of Prior Year Expenditures	<u>90,397</u>	<u>0</u>	<u>90,397</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>\$ (121,078)</u>	<u>\$ 0</u>	<u>\$ (121,078)</u>
NET CHANGE IN FUND BALANCES	\$ 2,673,510	\$ (417,951)	\$ 2,255,559
FUND BALANCE - JUNE 30, 2012	<u>13,316,355</u>	<u>2,022,537</u>	<u>15,338,892</u>
FUND BALANCE - JUNE 30, 2013	<u>\$ 15,989,865</u>	<u>\$ 1,604,586</u>	<u>\$ 17,594,451</u>

See Accompanying Notes to Financial Statements

BALDWIN-WHITEHALL SCHOOL DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, CHANGES IN FUND BALANCE
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2013

NET CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS **\$ 2,255,559**

Amounts reported for governmental activities in the Statement of Activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlay exceeds depreciation in the period.

	Capital Outlays	\$ 128,502	
	Less: Depreciation Expense	<u>(4,960,524)</u>	(4,832,022)

Because some property taxes will not be collected for several months after the District's fiscal year ends, they are not considered as "available" revenues in the governmental funds. Deferred tax revenues changed by this amount this year.

(1,040,415)

The governmental funds report proceeds from debt as an other financing source, while the repayment of debt principal is reported as an expenditure. Also, governmental funds report the effect of issuance costs and premiums when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities. Interest is recognized as an expenditure in the governmental funds when it is due. In the Statement of Activities, interest expense is recognized as it accrues, regardless of when it is due. The net effect of these differences in the treatment of bonds and leases is as follows:

	Repayment of Bond/Note Principal	\$ 4,275,000	
	Payment of Lease Payable	77,238	
	Interest Expense	(177,945)	
	Amortization of Deferred Refunding Loss	(40,903)	
	Amortization and Acquisition of Bond Issuance Costs	187,247	
	Amortization and Acquisition of Bond Premium/Discount	<u>(991,788)</u>	3,328,849

In the Statement of Activities, certain operating expenses-compensated absences and other post-employment benefits-are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). During this year, the total amount of the liability changed by this amount.

191,204

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES **\$ (96,825)**

BALDWIN-WHITEHALL SCHOOL DISTRICT

STATEMENT OF NET POSITION

PROPRIETARY FUND TYPES

AS OF JUNE 30, 2013

	<u>Food Service</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ 333,985
Due From Other Governments	178,036
Accounts Receivable	10,240
Inventories	<u>13,848</u>
Total Current Assets	\$ <u>536,109</u>
Noncurrent Assets:	
Machinery & Equipment (net)	<u>\$ 84,121</u>
Total Noncurrent Assets	\$ <u>84,121</u>
TOTAL ASSETS	\$ <u>620,230</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	\$ 13,767
Due to Other Funds	<u>1,585,517</u>
Total Current Liabilities	\$ <u>1,599,284</u>
Noncurrent Liabilities:	
Compensated Absences Payable	<u>\$ 52,306</u>
Total Noncurrent Liabilities	\$ <u>52,306</u>
TOTAL LIABILITES	\$ <u>1,651,590</u>
NET POSITION	
Net Investment in capital assets	\$ 84,121
Unrestricted	<u>(1,115,481)</u>
TOTAL NET POSITION	\$ <u>(1,031,360)</u>
TOTAL LIABILITIES AND NET POSITION	\$ <u>620,230</u>

BALDWIN-WHITEHALL SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2013

	Food Service
OPERATING REVENUES:	
Food Service Revenue	\$ <u>773,600</u>
TOTAL OPERATING REVENUES	
OPERATING EXPENSES:	
Salaries	\$ 695,294
Employee Benefits	203,014
Purchased Professional & Technical Services	664
Food Purchases	782,411
Supplies	19,420
Repairs and Maintenance	22,492
Depreciation	11,478
Other Operating Expenses	<u>10,812</u>
TOTAL OPERATING EXPENSES	\$ <u>1,745,585</u>
OPERATING INCOME (LOSS)	\$ <u>(971,985)</u>
NON-OPERATING REVENUES (EXPENSES):	
Earnings on Investments	\$ 879
State Sources	118,208
Federal Sources	<u>666,421</u>
TOTAL NON-OPERATING REVENUES (EXPENSES)	\$ <u>785,508</u>
INCOME (LOSS) BEFORE OPERATING TRANSFERS	\$ (186,477)
Operating Transfers In (Out)	<u>0</u>
CHANGE IN NET POSITION	\$ (186,477)
TOTAL NET POSITION - JUNE 30, 2012	<u>(844,883)</u>
TOTAL NET POSITION - JUNE 30, 2013	<u>\$ (1,031,360)</u>

See Accompanying Notes to Financial Statements

BALDWIN-WHITEHALL SCHOOL DISTRICT
STATEMENT OF CASH FLOWS
PROPRIETARY FUND TYPES
AS OF AND FOR THE YEAR ENDED JUNE 30, 2013

	Food Service
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash Received from Users	\$ 779,549
Cash Payments to Employees for Services	(669,120)
Cash Payments to Suppliers for Goods and Services	(990,913)
Cash Payments for Other Operating Expenses	(10,812)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	\$ (891,296)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES	
State Sources	\$ 116,673
Federal Sources	613,662
NET CASH PROVIDED BY NON-CAPITAL FINANCING ACTIVITIES	\$ 730,335
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Acquisition of Capital Assets	\$ (26,688)
NET CASH PROVIDED (USED) FROM CAPITAL AND RELATED ACTIVITIES	\$ (26,688)
CASH FLOWS FROM INVESTING ACTIVITIES	
Earnings on Investments	\$ 879
NET CASH PROVIDED (USED) FROM INVESTING ACTIVITIES	\$ 879
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	\$ (186,770)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	520,755
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 333,985
 <u>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities</u>	
Operating Income (Loss)	\$ (971,985)
Depreciation and Net Amortization	\$ 11,478
Change in Assets and Liabilities	
(Increase) Decrease in Inventories	17,792
(Increase) Decrease in Accounts Receivable	5,949
Increase (Decrease) in Accounts Payable	(168,183)
Increase (Decrease) in Due to Other Funds	228,524
Increase (Decrease) in Compensated Absences	664
Increase (Decrease) in Deferred Revenue	(15,535)
Total Adjustments	\$ 80,689
Net Cash Provided (Used) by Operating Activities	\$ (891,296)

See Accompanying Notes to Financial Statements

BALDWIN-WHITEHALL SCHOOL DISTRICT
STATEMENT OF NET POSITION
FIDUCIARY FUNDS
AS OF JUNE 30, 2013

	<u>Student Activities Fund</u>
ASSETS	
Cash and Cash Equivalents	\$ <u>131,253</u>
TOTAL ASSETS	\$ <u>131,253</u>
LIABILITIES	
Due to Student Groups	\$ <u>131,253</u>
TOTAL LIABILITIES	\$ <u>131,253</u>
TOTAL NET POSITION	\$ <u>0</u>
TOTAL LIABILITIES AND NET POSITION	\$ <u>131,253</u>

BALDWIN-WHITEHALL SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND

FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual (Budgetary Basis)	Variance with Final Budget Positive (Negative)	Budget to GAAP Difference	Actual Amounts GAAP Basis
	Original	Final				
REVENUES						
Local revenues	\$ 38,087,125	\$ 38,087,125	\$ 40,328,741	\$ 2,241,616	\$ 0	\$ 40,328,741
State program revenues	18,710,325	18,710,325	19,309,659	599,334	0	19,309,659
Federal program revenues	910,195	910,195	845,193	(65,002)	0	845,193
TOTAL REVENUES	\$ 57,707,645	\$ 57,707,645	\$ 60,483,593	\$ 2,775,948	\$ 0	\$ 60,483,593
EXPENDITURES						
Regular Programs	\$ 23,277,514	\$ 23,277,514	\$ 23,262,951	\$ 14,563	\$ 0	\$ 23,262,951
Special Programs	5,478,064	5,478,064	5,565,128	(87,064)	0	5,565,128
Vocational Programs	1,910,101	1,910,101	2,029,183	(119,082)	0	2,029,183
Other Instructional Programs	8,532	8,532	21,324	(12,792)	0	21,324
Non-Public School Programs	0	0	7,925	(7,925)	0	7,925
Adult Education Programs	0	0	974	(974)	0	974
Higher Education Programs	0	0	29,281	(29,281)	0	29,281
Pupil Personnel Services	1,397,324	1,397,324	1,341,468	55,856	0	1,341,468
Instructional Staff Services	916,723	916,723	913,455	3,268	0	913,455
Administrative Services	3,879,505	3,879,505	3,564,110	315,395	0	3,564,110
Pupil Health	543,557	543,557	483,484	60,073	0	483,484
Business Services	1,261,494	1,261,494	1,205,282	56,212	0	1,205,282
Operation & Maintenance of Plant Services	6,396,162	6,396,162	5,895,802	500,360	0	5,895,802
Student Transportation Services	4,100,618	4,100,618	4,238,351	(137,733)	0	4,238,351
Central	817,337	817,337	649,240	168,097	0	649,240
Other Support Services	50,828	50,828	51,653	(825)	0	51,653
Student Activities	1,386,225	1,386,225	1,279,498	106,727	0	1,279,498
Community Services	6,285	6,285	11,555	(5,270)	0	11,555
Facilities Acquisition and Construction	0	0	37,426	(37,426)	0	37,426
Debt Services	7,395,408	7,395,408	7,100,915	294,493	0	7,100,915
TOTAL EXPENDITURES	\$ 58,825,677	\$ 58,825,677	\$ 57,689,005	\$ 1,136,672	\$ 0	\$ 57,689,005
Excess (deficiency) of revenues over expenditures						
	\$ (1,118,032)	\$ (1,118,032)	\$ 2,794,588	\$ 3,912,620	\$ 0	\$ 2,794,588
OTHER FINANCING SOURCES (USES)						
Interfund Transfers	\$ (830,801)	\$ (830,801)	\$ 0	\$ 830,801	\$ 0	\$ 0
Other Financing Sources	677,200	677,200	0	(677,200)	0	0
Budgetary Reserve	(88,231)	(88,231)	0	88,231	0	0
Refund of Prior Year Expenditures	0	0	90,397	90,397	0	90,397
Refund of Prior Year Receipts	0	0	(211,475)	(211,475)	0	(211,475)
TOTAL OTHER FINANCING SOURCES (USES)	\$ (241,832)	\$ (241,832)	\$ (121,078)	\$ 120,754	\$ 0	\$ (121,078)
Net change in fund balances						
	\$ (1,359,864)	\$ (1,359,864)	\$ 2,673,510	\$ 4,033,374	\$ 0	\$ 2,673,510
FUND BALANCE - JUNE 30, 2012	5,823,989	5,823,989	13,316,355	7,492,366	0	13,316,355
FUND BALANCE - JUNE 30, 2013	\$ 4,464,125	\$ 4,464,125	\$ 15,989,865	\$ 11,525,740	\$ 0	\$ 15,989,865

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 1 - REPORTING ENTITY

The Baldwin-Whitehall School District is organized under Title 24 of the Pennsylvania Statutes. The School District provides educational services as authorized by State statute and/or federal guidelines.

A reporting entity is comprised of the primary government, component units, and other organizations that are included to insure that the financial statements of the School District are not misleading. The primary government consists of all funds, departments, boards, and agencies that are not legally separate from the School District. For the Baldwin-Whitehall School District, this includes general operations, food service, and student related activities of the School District.

Component units are legally separate organizations for which the School District is financially accountable. The School District is financially accountable for an organization if the School District appoints a voting majority of the organization's governing board and (1) the School District is able to significantly influence the programs or services performed or provided by the organization; or (2) the School District is legally entitled to or can otherwise access the organization's resources; the School District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the School District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the School District in that the School District approves the budget, the issuance of debt, or the levying of taxes. The Baldwin-Whitehall School District does not have any component units.

The Allegheny Intermediate Unit was considered as a possible component unit, but was excluded based on the above criteria.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Baldwin-Whitehall School District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to local government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The School District also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its governmental and business-type activities and to its proprietary funds provided they do not conflict with or contradict GASB pronouncements. The more significant accounting policies of the District are described below.

A. Basis of Presentation

The School District's basic financial statements consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

Government-wide financial statements—The statement of net position and the statement of activities display information about the School District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The statements distinguish between those activities of the School District that are governmental and those that are considered business-type activities.

The statement of net position presents the financial condition of the governmental and business-type activities of the School District at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the School District's governmental and business-type activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the School District, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each business activity or governmental function is self-financing or draws from the general revenues of the School District.

Fund financial statements—During the year, the School District segregates transactions related to certain School District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the School District at this more detailed level. The focus of governmental and enterprise fund financial statements is on major funds. Each major fund is presented in a separate column. Non-major funds, if applicable, are aggregated and presented in a single column. The fiduciary funds are reported by type. A break out of all funds that are aggregated for reporting purposes is shown as supplementary information after the notes to the financial statements.

B. Measurement Focus/Basis of Accounting

Fund Accounting

The School District uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, early retirement, arbitrage rebates, and post-employment healthcare benefits, are recorded only when payment is due. Property taxes and interest associated with past and current fiscal periods are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period if they are collected within 60 days of the end of the current fiscal period. All other property taxes associated with past and current fiscal periods are deferred in the Governmental fund financial statements.

The District reports the following major governmental funds:

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

Capital Projects Funds—The Capital Projects Funds account for resources accumulated and payments made for the acquisition and improvement of sites, construction and remodel of facilities, and procurement of equipment necessary for providing educational programs for all students within the District.

Enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. Enterprise funds are accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net position. The statement of revenues, expenses and changes in fund net position presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the School District finances and meets the cash flow needs of its enterprise activities.

The District reports its only enterprise fund, the Food Service Fund, as major.

Food Service Fund—This fund accounts for the financial transactions related to the food service operations of the School District.

Fiduciary Funds—Fiduciary Funds are used to account for assets held by the District in a trustee capacity or as an agent for individuals, private organizations, or other governments. These include agency funds. Agency funds are purely custodial and thus do not involve measurement of results of operations. Major Fund reporting does not apply to Fiduciary Funds. Accordingly, the District presents only a statement of fiduciary net position and does not present a statement of changes in fiduciary net position for the agency fund.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

The District reports the Student Activity Funds as an agency fund. These Fiduciary Funds are used to account for net position held in a purely custodial capacity for specific other persons, organizations or governments.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

C. Budgetary Process

The District passed an appropriated original budget for the fiscal year ending June 30, 2013 with revenues totaling \$58,384,845 and expenditures totaling \$59,744,709.

The District is required by state law to adopt an annual budget for the General Fund only. The budget is presented on the modified accrual basis of accounting, which is consistent with generally accepted accounting principles (“GAAP”).

The following procedures are followed in establishing the budgetary data reflected in the financial statements:

Preliminary Budget: The preliminary budget for each year must be adopted (via Board vote) 90 days prior to the Primary Election, unless the District adopts a Resolution indicating that it will not raise the rate of any tax by more than its index. The Resolution must be adopted 110 days prior to the Primary Election and the District must adopt a Resolution that follows traditional budget guidelines.

A ***proposed*** version must be prepared at least 20 days before adoption; this work-in-progress budget, defined as the ***proposed preliminary budget***, must be made available for public inspection no later than 110 days prior to the Primary Election. Public notice of the intent to adopt the preliminary budget must be published no later than 10 days before adoption of the preliminary budget (100 days before Primary Election).

Final Budget: The final budget for each year must be adopted (via Board vote) by June 30 of the preceding school fiscal year.

A ***proposed*** version must be prepared and adopted (via Board vote) no later than May 30 of the preceding school fiscal year (at least 30 days before adoption); this work-in-progress budget, defined as the ***proposed final budget***, must be made available for public inspection no later than June 10 of the preceding school fiscal year (20 days before adoption on June 30). Public notice

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

of the intent to adopt the final budget must be published no later than June 20 of the preceding school fiscal year (10 days before adoption on June 30).

Note: For the adopted preliminary budget to become the proposed final budget, the school board must take action.

Once the budget is approved, it can be amended at the Function and Fund level only by approval of a majority of the members of the Board of Directors. Amendments are presented to the Board at their regular meetings. Each amendment must have Board approval. Such amendments are made before the fact, are reflected in the official minutes of the Board, and are not made after fiscal year-end as dictated by law.

Each budget is prepared and controlled by the budget coordinator at the revenue and expenditure function/object level. Budgeted amounts are as amended by the Board of Directors. All budget appropriations lapse at year-end, unless the District chooses to utilize encumbrance accounting. Encumbrances (e.g., purchase orders and contracts) outstanding at year end are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be re-appropriated and honored during the subsequent year.

D. Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition, including investments in the Pennsylvania School District Liquid Asset Fund (PSDLAF).

The District's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments, which have a remaining term of one year or less at the time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes.

E. Interfund Balances

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables." These amounts are offset against each other in the governmental and business-type activities columns of the statement of net position, except for amounts due to/from other funds which are not presented in the statement of net position.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

F. Inventories

On government-wide financial statements, inventories are stated at cost using the purchase method. The purchase method means that food products, materials, and supplies are charged as expenditures when acquired. Inventory on hand at the end of the period is then recorded as an asset by offsetting the appropriate expense account. Inventories for governmental activities are not reported as of June 30, 2013 due to their immaterial balance.

On fund financial statements, inventories are stated at cost using the purchase method for enterprise funds. The inventory for Business-type Activities at June 30, 2013 is \$13,848. Inventories are not maintained in governmental funds for fund financial statement reporting.

G. Capital Assets

General capital assets are those assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements. Capital assets utilized by the enterprise funds are reported both in the business-type activities column of the government-wide statement of net position and in the respective funds.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The School District capitalizes all purchases made out of debt service funds and maintains a capitalization threshold of \$4,000. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

All reported capital assets except land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>	<u>Business-Type Activities Estimated Lives</u>
Site Improvements	15-20 years	N/A
Buildings and Improvements	10-50 years	10-50 years
Furniture and Equipment	5-20 years	5-20 years

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

H. Unamortized Issuance Costs/Bond Premium and Discount

In the government-wide financial statements, issuance costs are deferred and amortized over the term of the bonds using the straight-line method, which approximates the effective interest method. Unamortized issuance costs are recorded as a separate line item on the Statement of Net Position.

Bond premiums are deferred and accreted over the term of the bonds. Bond premiums are presented as an addition to the face amount of the bonds.

I. Compensated Absences/Retirement Incentives

The District has agreed to pay unused sick leave for all employees who have attained twenty years of services in PSERS and ten years of service with Baldwin-Whitehall School District. For teachers, the value of unused sick days is measured as follows:

<u>Days of Unused Sick Leave</u>	<u>Rate</u>
1-75 days	\$50/day
76-125 days	\$60/day
126-175 days	\$70/day
176-200 days	\$75/day

The District measured and recognized an “other post-employment benefit” (OPEB) liability in accordance with provisions of Governmental Accounting Standards Board (GASB) Statement No. 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions.*” This statement provides guidance on accounting and financial reporting for “other post-employment benefits” accounted for in financial statements of plan sponsors and employers. OPEB refer to non-pension benefits provided after the termination of employment. One example of this type of benefit is healthcare insurance premiums paid by employers on behalf of former employees. Governmental entities have traditionally accounted for OPEB on a pay-as-you-go basis. The guidance in this statement rests on the assumption that OPEB should be accrued as service is provided by employees.

J. Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements, and all payables, accrued liabilities and long-term obligations payable from enterprise funds are reported on the enterprise fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, claims and judgments, compensated absences, special termination benefits and contractually required pension contributions that will be paid from governmental funds are

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

reported as a liability in the fund financial statements only to the extent that they are due for payment in the current year. Bonds and capital leases are recognized as a liability on the governmental fund financial statements when due.

K. Net Position

Net position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the School District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The School District applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

L. Fund Balance

The GASB issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions (GASB 54) effective for reporting periods after June 15, 2010. The intention of the GASB is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the School's financial statements. The reporting standard establishes a hierarchy for fund balance classifications and the constraints imposed on the uses of those resources. GASB 54 provides for two major types of fund balances, which are non-spendable and spendable. Non-spendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items and inventories.

In addition to the non-spendable fund balance, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

Restricted – Fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.

Committed – Fund balances that contain self-imposed constraints of the government from its highest level of decision making authority, the Baldwin-Whitehall School District Board of Directors through board action to commit funds.

Assigned – Fund balances that contain self-imposed constraints of the government to be used for a particular purpose. The Board of Directors retains the authority to assign portions of the fund balance.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

Unassigned – Fund balance of the general fund that is not constrained for any particular purpose.

Net Investment in Capital Assets – The component of net position that reports the difference between capital assets less both the accumulated depreciation and the outstanding balance of debt, excluding unspent proceeds, that is directly attributable to the acquisition, construction or improvement of these capital assets.

According to District policy, the District will strive to maintain an unassigned general fund balance of not less than three percent and not more than eight percent of the budgeted expenditures for that fiscal year.

M. Use of 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 the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 3 – CASH / INVESTMENTS

Statutory Authority

School Districts are to adopt local investment policies. The local investment policy must be written, primarily emphasize the safety of principal and liquidity, and address investment diversification, yield, maturity and the quality and capability of investment management. Each District should customize its policies to meet board and administrative objectives as defined. Districts should review their investment policies and investment strategies annually.

Section 440.1(c) of the Pennsylvania School Code authorizes the types of investments school districts may have:

1. United States Treasury bills
2. Short-term obligations of the United States Government or its agencies or instrumentalities. *Short-term obligations* usually refer to investments of less than thirteen months
3. Deposits in savings accounts or time deposits or share accounts of institutions insured by:
 - a. The Federal Deposit Insurance Corporation (FDIC), or
 - b. The Federal Savings and Loan Insurance Corporation, or
 - c. The National Credit Union Share Insurance Fund to the extent that such accounts are so insured, and for any amounts above maximum, provided that

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 3 – CASH / INVESTMENTS – CONTINUED

approved collateral as provided by law therefore shall be pledged by the depository

4. Obligations of the United States of America or any of its agencies or instrumentalities backed by the full faith and credit of the United States of America, the Commonwealth of Pennsylvania or any of its agencies or instrumentalities. *Full faith and credit* means the obligation is backed by the government's ability to levy taxes to repay debt. These investments include any bonds issued by the Commonwealth of Pennsylvania or any municipality or school district carrying the backing of the taxation of the governmental unit issuing the debt. Some investments of the Federal government do not have full faith and credit backing. Fannie-Mae (FNMA) and Freddy-Mach (FNMC) bonds do not. Ginnie-Mae (GNMA) bonds do have full faith and credit backing.
5. Shares of an investment company registered under the Investment Company Act of 1940 whose shares are registered under the Securities Act of 1933 provided that the following are met:
 - a. Only investments of that company are in the authorized investments for school district funds listed in the categories above, and repurchase agreements fully collateralized by such investments
 - b. The investment company is managed so as to maintain its shares as a constant net asset value in accordance with 17 CFR 270 2a-7 (relating to money market funds)
 - c. The investment company is rated in the highest category by a nationally recognized rating agency.

This classification includes pooled investments such as the Pennsylvania School District Liquid Asset Fund, Pennsylvania Local Government Investment Trust and the Pennsylvania State Treasurer's Invest Program

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. As of June 30, 2013, \$8,036,449 of the District's bank balance of \$8,286,449 was exposed to custodial credit risk as:

Uninsured and uncollateralized	\$	0
Collateralized with securities held by the pledging financial institution	\$	0
Uninsured and collateral held by the pledging bank's trust department not in the District's name	\$	8,036,449

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 3 – CASH / INVESTMENTS - CONTINUED

Other Deposits

As of June 30, 2013, the District had the following other deposits in The Pennsylvania School Liquid Asset Fund (PSDLAF) which was established as common law trust, organized under laws of the Commonwealth of Pennsylvania. Shares of the fund are offered to certain Pennsylvania school districts, intermediate units, area vocational-technical schools and municipalities. The purpose of the fund is to enable such governmental units to pool their available funds for investments authorized by Section 440.1 of the Pennsylvania Public School Code of 1949, as amended. These funds have the characteristics of open-end mutual funds and are not subject to credit risk classification. PLGIT and PSDLAF are governed by an elected board of trustees who are responsible for the overall management of the funds. The trustees are elected from the several classes of local governments participating in them. Each fund is audited annually by independent auditors. The Funds operate in a manner consistent with the SEC's Rule 2(a)7 of the Investment Company Act of 1940. The funds use amortized cost to report net assets to compute share prices. The Funds maintain net asset value of \$1 per share. Accordingly, the fair value of the position in PLGIT and PSDLAF is the same as the value of PLGIT and PSDLAF shares. The value of the funds as of June 30, 2013 is as follows:

<u>Type</u>	<u>Fair Value</u>	<u>Standard & Poor's Rating</u>
PA Local Government Investment Trust	\$ 3,522,936	AAAm
PA School District Liquid Asset Fund	<u>6,193,391</u>	AAAm
Total	<u>\$ 9,716,327</u>	

Reconciliation to Financial Statements

Uncollateralized Amount Above	\$ 8,036,449
Collateralized Amount Above	250,000
Other Deposits Above	<u>9,716,328</u>
Carrying Amount - Bank Balances	\$ 18,002,777
Less: Outstanding Items	(174,658)
Less: Fiduciary Funds	<u>(131,253)</u>
Total	<u>\$ 17,696,866</u>

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 4 – TAXES

Property Taxes

Based upon assessed valuations provided by the County, the municipal tax collector bills and collects property taxes on behalf of the District.

The schedule for property taxes levied for 2012-2013 is as follows:

July 1, 2012 - tax levy date
Through August 31, 2012 - 2% discount period
Through October 31, 2012 - face payment period
Beginning November 1, 2012 - 5% penalty period
April 15, 2013 - lien date

The District tax rate for all purposes in 2012-2013 was 23.40 mills (\$23.40 per \$1,000 assessed valuation). Collections for the 2012-2013 year were \$31,786,301.

As of June 30, 2013, property taxes receivable by the District includes uncollected taxes assessed as of July 1, 2012 or earlier. It is estimated that 90% of all assessed taxes (including delinquencies plus accrued interest and penalties) will be collected; therefore, property taxes receivable reflect this estimate. Delinquent property tax receivable is recognized as revenue in the government-wide financial statements. Only the portion of property taxes receivable that meets the revenue recognition criteria is reported as revenue in the fund financial statements.

Income Taxes

The District levies a voted continuing tax of 0.50% for general operations on the income of residents. Taxpayers are required to file an annual return. The collector makes periodic contributions to the District after withholding amounts for administrative fees. Income tax receipts are credited to the general fund.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 5 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2013 is as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 583,550	\$ 0	\$ 0	\$ 583,550
Construction in Progress	0	0	0	0
Total Capital assets, not being depreciated	<u>\$ 583,550</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 583,550</u>
Capital assets, being depreciated:				
Site Improvements	\$ 7,448,276	\$ 0	\$ 0	\$ 7,448,276
Building and building improvements	103,427,579	0	0	103,427,579
Furniture and equipment	17,661,697	128,502	0	17,790,199
Total capital assets, being depreciated	<u>\$ 128,537,552</u>	<u>\$ 128,502</u>	<u>\$ 0</u>	<u>\$ 128,666,054</u>
Accumulated depreciation for:				
Site Improvements	\$ (2,486,580)	\$ (284,236)	\$ 0	\$ (2,770,816)
Building and building improvements	(33,872,707)	(3,794,972)	0	(37,667,679)
Furniture and equipment	(12,956,661)	(881,316)	0	(13,837,977)
Total accumulated depreciation	<u>\$ (49,315,948)</u>	<u>\$ (4,960,524)</u>	<u>\$ 0</u>	<u>\$ (54,276,472)</u>
Total capital assets, being depreciated, net	<u>\$ 79,221,604</u>	<u>\$ (4,832,022)</u>	<u>\$ 0</u>	<u>\$ 74,389,582</u>
Governmental activities capital assets, net:	<u>\$ 79,805,154</u>	<u>\$ (4,832,022)</u>	<u>\$ 0</u>	<u>\$ 74,973,132</u>
Business-type activities:				
Capital assets, being depreciated:				
Furniture and equipment	\$ 732,436	\$ 26,688	\$ 0	\$ 759,124
Total capital assets, being depreciated	<u>\$ 732,436</u>	<u>\$ 26,688</u>	<u>\$ 0</u>	<u>\$ 759,124</u>
Accumulated depreciation for:				
Furniture and equipment	\$ (663,525)	\$ (11,478)	\$ 0	\$ (675,003)
Total accumulated depreciation	<u>\$ (663,525)</u>	<u>\$ (11,478)</u>	<u>\$ 0</u>	<u>\$ (675,003)</u>
Total capital assets, being depreciated, net	<u>\$ 68,911</u>	<u>\$ 15,210</u>	<u>\$ 0</u>	<u>\$ 84,121</u>
Business-type activities capital assets, net:	<u>\$ 68,911</u>	<u>\$ 15,210</u>	<u>\$ 0</u>	<u>\$ 84,121</u>
Total Governmental & Business-type activities, net	<u>\$ 79,874,065</u>	<u>\$ (4,816,812)</u>	<u>\$ 0</u>	<u>\$ 75,057,253</u>

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 5 – CAPITAL ASSETS – CONTINUED

Depreciation expense was charged to functions of the District as follows:

Governmental Activities:

Instruction:

Regular Instruction \$ 3,407,533

Support Services:

Instructional Staff 6,300

Administration 212,410

Pupil Health 2,381

Operation of Plant and Maintenance Services 63,147

Student Transportation Services 1,019,784

Central 4,266

Non-Instructional Services:

Student Activities 244,703

Total Depreciation expense, Governmental Activities: \$ 4,960,524

Business-Type Activities:

Food Services \$ 11,478

Total Depreciation expense, Business-Type Activities: \$ 11,478

Total Depreciation expense, Governmental and Business-Type Activities: \$ 4,972,002

NOTE 6 – RISK MANAGEMENT

Baldwin-Whitehall is a member of the Allegheny County Health Consortium (The Consortium) for Health Insurance. This Consortium was formed in 1987 in order to purchase health benefits on behalf of participating public school districts in Allegheny County, Pennsylvania. The District pays an annual premium to the Consortium for its health and medical insurance coverage. The formation agreement of the Consortium provides that the Consortium will be self-sustaining through annually determined member premiums and will reinsure through commercial companies for excess claims of amounts as defined in the insurance contract. Additionally, during fiscal 2005, the Consortium designated a portion of the net assets for rate stabilization and catastrophic claims. The Net Assets Designated for rate stabilization was \$20,643,777 as of June 30, 2013, while the Net Assets Designated for Catastrophic Claims was \$15,811,983.

The District's agreement permits withdrawal from the Consortium only as of the last day of a fiscal year and after having given all participating entities and the Trustees written notice by April 30th of such fiscal year. If Baldwin-Whitehall were to withdraw, the District would be entitled to receive a prorata share of the net assets or would be required to reimburse the Consortium for their prorata share of any deficiency in net assets.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 6 – RISK MANAGEMENT - CONTINUED

The Consortium fund balance attributable to Baldwin-Whitehall School District was \$1,043,364 as of June 30, 2013 (audited) and at this time Baldwin-Whitehall has no plans to withdraw from the Consortium. The financial statements of the Consortium for the year ended June 30, 2013 are on file with the Baldwin-Whitehall School District.

NOTE 7 – RETIREMENT PLANS/OTHER POSTEMPLOYMENT BENEFITS

Public School Employees' Retirement System (PSERS)

Plan Description. Baldwin-Whitehall School District contributes to the Public School Employees' Retirement System (PSERS); a Governmental cost sharing multiple employer 401(a) defined benefit pension plan administered by the Public School Employees' Retirement System Board of Trustees under the authority of the Public School Employees' retirement Code (Act No. 96 of October 2, 1975, as amended) (24 Pa. C.S. 8101-9102). PSERS provides retirement and disability, legislatively mandated ad hoc cost-of-living adjustments, and healthcare insurance premium assistance to qualifying annuitants. The Public School Employees' Retirement System issues a publicly available comprehensive annual financial report (CAFR) that includes financial statements and required supplementary information for the plan. A copy of the report may be obtained by writing to Beth Girman, Office of Financial Management, Public School Employees' Retirement System, 5 N 5th Street, Harrisburg, PA 17101-1905. The publication is also available on the PSERS website at <http://www.psers.state.pa.us/publications/cafr/index.htm>.

Funding Policy. Active members who joined the system prior to July 22, 1983, are required to contribute 5.25% (Membership Class TC) or at 6.50% (Membership Class TD) of the qualifying compensation. Members who joined the System on or after July 22, 1983 and who were active or inactive as of July 1, 2001, contribute at 6.25% (Membership Class TC) or at 7.50% (Membership Class TD) of the member's qualifying compensation. Members who joined the System after June 30, 2001, but before July 1, 2011, contribute at 7.50% (automatic Membership Class T-D). For all new hires and for members who elected Class T-D membership, the higher contribution rates began with service rendered on or after January 1, 2002. Members who joined the System after June 30, 2011, automatically contribute at the Membership Class T-E rate of 7.50% (base rate) of the member's qualifying compensation. All new hires after June 30, 2011, who elect Class T-F membership, contribute 10.30% (base rate) of the member's qualifying compensation. Membership Class T-E and Class T-F are affected by a "shared risk" provision in Act 120 of 2010 that in future fiscal years could cause the Membership Class T-E contribution rate to fluctuate between 7.50% and 9.50% and Membership Class T-F contribution rate to fluctuate between 10.30% and 12.30%. The Baldwin-Whitehall School District is required to contribute at an actuarially determined rate. The rates applied to annual covered payroll were 12.36% at June 30, 2013, 8.65% at June 30, 2012 and 5.64% at June 30, 2011. The 12.36% at June 30, 2013 is composed of a pension contribution rate of 11.50% for pension benefits and 0.86% for healthcare insurance premium assistance.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 7 – RETIREMENT PLANS/OTHER POSTEMPLOYMENT BENEFITS - CONT'D

Baldwin-Whitehall School District contributed 100% of their required contribution to PSERS for the past three years as follows:

<u>Fiscal Year Ending</u>	<u>Employer Contribution</u>
June 30, 2013	\$3,620,545
June 30, 2012	\$2,598,547
June 30, 2011	\$1,576,670

NOTE 8 – LONG-TERM DEBT

Long-term liability for the year ended June 30, 2013 is as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental activities:					
Bonds Payable:					
General obligation bonds	\$ 72,560,000	\$ 0	\$ (4,275,000)	\$ 68,285,000	\$ 4,400,000
Deferred amounts for issuance premium/(discount)/(issue costs)	595,932	0	(55,243)	540,689	0
Deferred refunding loss	<u>(157,551)</u>	<u>0</u>	<u>40,903</u>	<u>(116,648)</u>	<u>40,903</u>
Total bonds payable, net	\$ 72,998,381	\$ 0	\$ (4,289,340)	\$ 68,709,041	\$ 4,440,903
Lease obligations	403,212	0	(77,238)	325,974	80,221
Other post- Emp. benefit obligation/ comp abs payable	<u>504,654</u>	<u>0</u>	<u>(191,204)</u>	<u>313,450</u>	<u>0</u>
Total governmental activity long- term liabilities	<u>\$ 73,906,247</u>	<u>\$ 0</u>	<u>\$ (4,557,782)</u>	<u>\$ 69,348,465</u>	<u>\$ 4,521,124</u>

Payments on general obligation bonds are made by the General Fund.

The annual requirements to amortize all general obligation bonds outstanding as of June 30, 2013, including interest payments are as follows:

BALDWIN-WHITEHALL SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
YEAR ENDING JUNE 30, 2013

NOTE 8 – LONG-TERM DEBT - CONTINUED

Bonds and Notes Payable

<u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 4,400,000	\$ 2,239,719	\$ 6,639,719
2015	4,910,000	2,111,061	7,021,061
2016	4,975,000	1,978,392	6,953,392
2017	5,105,000	1,809,854	6,914,854
2018	5,380,000	1,663,917	7,043,917
2019-2023	30,205,000	5,724,098	35,929,098
2024-2028	13,310,000	845,113	14,155,113
Total	<u>\$ 68,285,000</u>	<u>\$ 16,372,154</u>	<u>\$ 84,657,154</u>

General Obligation Bonds and Notes

General obligation bonds and notes payable at June 30, 2013, with their outstanding balance are as follows:

\$8,730,000 2006 general obligation bonds, due in annual installments of \$15,000 to \$2,255,000, beginning March 15, 2006, through September 15, 2014, interest from 3.20 to 3.75%	\$ 895,000
\$37,320,000 2007 general obligation bonds, due in annual installments of \$5,000 to \$6,575,000, beginning May 15, 2009, through May 15, 2025, interest from 4.0 to 5.0%	36,805,000
\$9,995,999 2009 general obligation bonds, due in annual installments of \$585,000 to \$2,935,000, beginning January 15, 2010, through January 15, 2016, interest from 1.55 to 2.89%	1,815,000
\$9,680,000 2009A general obligation refunding bonds, due in annual installments of \$180,000 to \$1,270,000, beginning February 15, 2010, through February 15, 2022, interest from 2.00 to 3.50%	8,095,000
\$16,165,000 2010 general obligation refunding bonds, due in annual installments of \$5,000 to \$3,350,000, beginning February 15, 2012, through February 15, 2023, interest from 2.00 to 3.30%	16,155,000
\$4,945,000 2012 general obligation bonds, due in annual installments of \$235,000 to \$785,000, beginning September 15, 2005, through September 15, 2022, interest from 1.00 to 2.25%	<u>4,520,000</u>
	<u>\$ 68,285,000</u>

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 9 – INTERFUND RECEIVABLES AND PAYABLES

Interfund balances at June 30, 2013, consisted of the following fund receivables and payables:

	<u>Receivables</u>	<u>Payables</u>
General Fund: Enterprise Fund	\$ 1,585,517	\$ 0
Enterprise Fund: General Fund	0	1,585,517
Capital Projects: Construction Fund	85,000	0
Construction Fund: Capital Projects	0	85,000
General Fund: Capital Projects Fund	721	0
Capital Projects: Capital Reserve Fund	0	721
Totals	<u>\$ 1,671,238</u>	<u>\$ 1,671,238</u>

Balances resulted from a period of time where the General Fund has paid for certain Cafeteria Fund and Capital Projects Fund expenses, the Capital Projects Fund had paid for certain Construction Fund expenses, and the fund with the receivable has not yet been repaid for expenses. The interfund balance between the General Fund and Cafeteria Fund is not expected to be collected in the subsequent year. However, it is expected that the remaining interfund balances will be repaid within the next year.

NOTE 10 – CONTINGENCIES

A. Litigation

The District is potentially liable for any expenditure that may be disallowed pursuant to the terms of grant programs. Management is not aware of any material items of noncompliance, which would result in the disallowance of program expenditures.

B. Grants

The District received financial assistance from federal and state agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the School District at June 30, 2013.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS

Post-retirement benefits

From an accrual accounting perspective, the cost of post-employment healthcare benefits, like the cost of pension benefits, generally should be associated with the periods in which the cost occurs, rather than in the future year when it will be paid. In adopting the requirements of GASB No. 45, the District recognizes the cost of post-employment healthcare in the year when the employee services are received, reports the accumulated liability from prior years, and provides information useful in assessing potential demands on the District's future cash flows. Recognition of the liability accumulated from prior years will be phased in over five years, commencing with the 2009 liability.

Plan description

The District provides post-retirement benefits for certain employees for current and future health, pharmacy, dental and vision insurance benefit expenses through a single-employer defined benefit plan. A bi-annual actuarial valuation is made to determine whether the contributions are sufficient to meet the plan obligations. The latest actuarial valuation was made July 1, 2012. The post-retirement plan does not issue stand-alone financial reports.

The contribution requirements of plan members and the District are established and may be amended by the District. The District determines the required contribution using the Entry Age Normal Actuarial Cost Method.

Membership in the plan consisted of the following at July 1, 2012, the date of the last actuarial valuation.

Retirees and beneficiaries receiving benefits	70
Active plan members	<u>0</u>
Total	<u><u>70</u></u>

The District's annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The actuarial accrued liability as of July 1, 2012 is estimated to be \$1,248,275. The District's contributions represent payments made for premiums for insured individuals.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS - CONTINUED

Schedule of Funding Progress (\$000's)						
Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability	Unfunded AAL	Funded Ratio	Covered Payroll (Total)	UAAL as a Percentage of Payroll
7/1/2012	\$ 0	\$ 1,248	\$ 1,248	0%	TBD	TBD

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan and the net OPEB obligation was as follows:

GASB45 Schedule of Employer Contributions (\$000's)			
Fiscal Year Ending	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2013	\$ 333	162.17%	\$ (475)

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples included assumptions about future employment, mortality and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used included techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

NOTE 12 – SUBSEQUENT EVENTS

The School District evaluated its June 30, 2013 financial statements for subsequent events through November 8, 2013. The School District is not aware of additional subsequent events that would require recognition or disclosure in the financial statements.

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO FINANCIAL STATEMENTS

YEAR ENDING JUNE 30, 2013

NOTE 13 – RECENT/FUTURE GASB PRONOUNCEMENTS

Recently, the GASB issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This statement clarifies the definition of special revenue types, such as Capital Reserve Funds. For school years prior to the year ended June 30, 2013, Baldwin-Whitehall School District maintained a Capital Reserve Fund that was funded by transfers from the General Fund and used for various capital projects. Under GASB No. 54, this type of special revenue fund is reported under the General Fund in the financial statements. Therefore, in the above financial statements, the District reported both the Capital Reserve Fund and General Fund under the heading of General Fund. In order to reconcile with the June 30, 2012 financial statements, the District arrived at the beginning balance via the following schedule:

Capital Reserve Fund Balance at June 30, 2012	\$12,405,050
General Fund Fund Balance at June 30, 2012	911,305
	<u>\$13,316,355</u>
Beginning Fund Balance on June 30, 2013 Financial Statements	
General Fund	<u>\$13,316,355</u>

GASB Statement No. 68

This statement and its component statement no. 67 will have a massive impact on all governments' entity-wide financial statements. It will affect every government in the Commonwealth of PA and every other government located in all 50 states, including state governments. It will require all governments to report the entire amount of the unfunded actuarial liability for any pension plans associated with each respective government onto their government-wide financial statements that are used by bond rating agencies to establish your debt ratings. Those governments, like this School District, that don't report any pension obligation because they and you belong to a pension trust (PSERS), will soon have to report your proportionate share of the pension trust's unfunded actuarial pension liability. Your proportionate share of this significant liability will be based upon the percentage of your contributions into the plan compared to the total contributions submitted by all participating governments in the pension trust.

REQUIRED SUPPLEMENTARY REPORTS

BALDWIN-WHITEHALL SCHOOL DISTRICT

**POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (OPEBs)
SCHEDULE OF FUNDING PROGRESS**

YEAR ENDING JUNE 30, 2013

The schedule below reports the funding progress made by the District.

Schedule of Funding Progress (\$000's)

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability	Unfunded AAL	Funded Ratio	Covered Payroll (Total)	UAAL as a Percentage of Payroll
7/1/2012	\$ 0	\$ 1,248	\$ 1,248	0%	TBD	TBD
7/1/2010	\$ 0	\$ 2,587	\$ 2,587	0%	TBD	TBD

BALDWIN-WHITEHALL SCHOOL DISTRICT

**POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (OPEBs)
FACTORS AND TRENDS USED IN ACTUARIAL VALUATION**

YEAR ENDING JUNE 30, 2013

The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the District. The actuarial methods and assumptions stated below remained the same for both the July 1, 2010 and July 1, 2012 actuarial reports.

Valuation Date:	July 1, 2012
Actuarial Cost Method:	Entry Age Normal
Asset Valuation Method:	Market Value
Amortization Method:	Level dollar amortization
Remaining Amortization Period:	Five years
Actuarial Assumptions:	
Investment rate of return	4.50%
Inflation rate	None
Health cost trend rates	Medical and pharmacy costs and premium rates are assumed to increase as shown in the following table (selected years shown):

<u>Fiscal Year Ending June 30</u>	<u>Increase in Health Cost over Prior Year</u>
2013	6.00%
2014 and after	5.00%

SINGLE AUDIT SUPPLEMENTARY REPORTS

BALDWIN-WHITEHALL SCHOOL DISTRICT

LIST OF REPORT DISTRIBUTION

1 copy	Bureau of Audits Special Audit Services Division 555 Walnut Street Forum Place – Eighth Floor Harrisburg, PA 17101 Online Submission
1 copy	Allegheny County Prothonotary City County Building 414 Grant Street, First Floor Pittsburgh, PA 15219
30 copies	Baldwin-Whitehall School District 4900 Curry Road Pittsburgh, PA 15236
1 copy	Cottrill, Arbutina & Associates, P.C. 525 Third Street Beaver, PA 15009
1 copy	Bloomberg Municipal Repository 100 Business Park Drive Skillman, NJ 08558
1 copy	DPC Data Inc. 1 Executive Drive Fort Lee, NJ 07024
1 copy	Interactive Data Pricing and Reference Data, Inc. Attn: NRMSIR 100 Williams Street New York, NY 10038
1 copy	Standard & Poor's Corporate & Government Services State and Local Government Group 55 Water Street – 38 th Floor Mailbox 38-1-10 New York, NY 10041

BALDWIN-WHITEHALL SCHOOL DISTRICT

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2013

Source Code	Federal CFDA Number	Pass Through Grantor's Number	Grant Period From - To	Program or Award Amount	Total Received For Year	Accrued (Deferred) Revenue @ 7/1/12	Recognized Revenue	Expenditures	Accrued (Deferred) Revenue @ 6/30/13
U.S. Department of Education:									
Passed through the PA Dept. of Education:									
Federal Grantor/Pass-Through Grantor/Protect Title									
Title I Grants to Local Education Agencies									
I	84.010	013-130020	07/01/12-09/30/13	\$ 466,680	\$ 247,597	\$ 0	\$ 464,191	\$ 464,191	\$ 216,594
I	84.010	042-130020	07/01/12-09/30/13	74,036	74,036	0	74,036	74,036	0
I	84.367	020-120020	07/01/11-09/30/12	129,971	8,303	8,303	0	0	0
I	84.367	020-130020	07/01/12-09/30/13	128,335	94,863	0	128,335	128,335	33,472
I	84.365	010-120020	07/01/11-09/30/12	58,065	12,443	12,443	0	0	0
I	84.365	010-130020	07/01/12-09/30/13	59,749	46,740	0	59,749	59,749	13,009
I	84.410	140-158683	07/01/11-06/30/12	10,045	10,045	10,045	0	0	0
				\$ 926,881	\$ 494,027	\$ 30,791	\$ 726,311	\$ 726,311	\$ 263,075
Total PA Department of Education:									
Passed through the Allegheny Intermediate Unit:									
I	84.027	N/A	07/01/11-06/30/12	524,051	212,021	212,021	0	0	0
I	84.027	N/A	07/01/12-06/30/13	488,970	367,650	0	488,970	488,970	121,320
I	84.027	N/A	07/01/12-06/30/13	3,691	3,691	0	3,691	3,691	0
I	84.173	N/A	07/01/12-06/30/13	5,456	5,456	0	5,456	5,456	0
				\$ 1,949,049	\$ 1,082,845	\$ 242,812	\$ 1,224,428	\$ 1,224,428	\$ 384,395
Total Department of Education:									
U.S. Department of Agriculture:									
Passed through the PA Dept. of Education:									
I	10.555	N/A	07/01/11-06/30/12	N/A	F \$ 111,568	\$ 111,568	\$ 0	\$ 0	\$ 0
I	10.555	N/A	07/01/12-06/30/13	N/A	F 353,786	0	518,113	518,113	164,327
I	10.553	N/A	07/01/12-06/30/13	N/A	F 85,741	0	85,741	85,741	0
				\$ 0	\$ 613,662	\$ 111,568	\$ 666,421	\$ 666,421	\$ 164,327
I	10.555	N/A	07/01/12-06/30/13	N/A	F 62,567	0	62,567	62,567	0
				\$ 0	\$ 613,662	\$ 111,568	\$ 666,421	\$ 666,421	\$ 164,327
				\$ 1,949,049	\$ 1,696,507	\$ 354,380	\$ 1,890,849	\$ 1,890,849	\$ 548,722
Total Federal Assistance									

BALDWIN-WHITEHALL SCHOOL DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2013

Source Codes:
 I=Indirect Funding
 F=Federal Share

Footnotes:

- a) Total amount of commodities received from Department of Agriculture
- b) Beginning inventory at July 1
- c) Total amount of commodities used
- d) Ending inventory at June 30
- * Selected for testing

Test of 50% rule:
 Total Federal Expenditures

\$ 1,890,849

IDEA Cluster, Cafeteria Cluster

\$ 1,164,538 =

61.59%

(High risk auditee 50% required)

BALDWIN-WHITEHALL SCHOOL DISTRICT

NOTES TO THE SCHEDULE OF

EXPENDITURES OF FEDERAL AWARDS

NOTE 1 - BASIS OF ACCOUNTING

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the Baldwin-Whitehall School District and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE 2 - BUDGETARY DATA

The District passed and had approved by the appropriate agency, budgets for the fiscal year ending June 30, 2013 for all federal programs.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors
Baldwin-Whitehall School District
4900 Curry Road
Pittsburgh, PA 15236

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, the business-type activities, each major fund, and the aggregate remaining fund information of Baldwin-Whitehall School District, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise Baldwin-Whitehall School District's basic financial statements and have issued our report thereon dated November 8, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Baldwin-Whitehall School 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 Baldwin-Whitehall School District's internal control. Accordingly, we do not express an opinion on the effectiveness of Baldwin-Whitehall School District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph 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. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the following deficiencies described in the accompanying schedule of findings and questioned costs to be material weaknesses: 2013-1 through 2013-5.

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. We did not identify any weaknesses that were categorized as significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Baldwin-Whitehall School 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 did not disclose instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Baldwin-Whitehall School District's Response to Findings

Baldwin-Whitehall School District's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Baldwin-Whitehall School 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 results of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

COTTRILL, ARBUTINA & ASSOCIATES, P.C.

Certified Public Accountants

Cottrill, Arbutina & Associates, P.C.

Beaver, PA 15009

November 8, 2013

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY
OMB CIRCULAR A-133**

To the Board of Directors
Baldwin-Whitehall School District
4900 Curry Road
Pittsburgh, Pennsylvania 15236

Report on Compliance for Each Major Federal Program

We have audited Baldwin-Whitehall School District's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Baldwin-Whitehall School District's major federal programs for the year ended June 30, 2013. Baldwin-Whitehall School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Baldwin-Whitehall School District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Baldwin-Whitehall School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Baldwin-Whitehall School District's compliance.

Opinion on Each Major Federal Program

In our opinion, Baldwin-Whitehall School District, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2013.

Other Matters

The results of our auditing procedures did not disclose instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133.

Report on Internal Control Over Compliance

Management of Baldwin-Whitehall School District, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Baldwin-Whitehall School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Baldwin-Whitehall School District's internal control over compliance.

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

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We identified one deficiency in internal control over compliance that we consider to be a material weakness, item 2013-6.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

COTTRILL, ARBUTINA & ASSOCIATES, P.C.

Certified Public Accountants

Cottrill, Arbutina & Associates, P.C.

Beaver, PA 15009
November 8, 2013

BALDWIN-WHITEHALL SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2013

A. SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unqualified opinion on the financial statements of the Baldwin-Whitehall School District.
2. Five significant deficiencies disclosed during the audit of the financial statements are reported in this schedule. All five of the conditions are reported as material weaknesses.
3. No instances of noncompliance and other matters material to the financial statements of the Baldwin-Whitehall School District, which is required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. One deficiency was identified in internal control over major federal award programs and was disclosed during the audit. No significant deficiencies in internal control over major federal award programs are reported as material weaknesses.
5. The auditor's report on compliance for the major federal award programs for the Baldwin-Whitehall School District expresses an unqualified opinion.
6. Audit findings that are required to be reported in accordance with Section 510(a) of OMB Circular A-133 are reported in Part C of this Schedule.
7. The programs tested as major programs include:

National School Lunch Program Cluster – CFDA 10.555, 10.553
IDEA Cluster– CFDA 84.027, 84.173
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. Baldwin-Whitehall School District qualified to be a high-risk auditee.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

MATERIAL WEAKNESSES

2013-1 Preparation of Financial Statements

Condition: Under the auditing standard, "*Communicating Internal Control Related Matters Identified in an Audit*" which was effective for the year ending June 30, 2001, emphasis is placed on an organization's ability to produce its finance statements in accordance with generally accepted accounting principles applicable to governmental entities ("GAAP").

BALDWIN-WHITEHALL SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2013

B. FINDINGS - FINANCIAL STATEMENTS AUDIT – CONTINUED

During the audit process, we proposed 46 adjustments to Baldwin-Whitehall School District's financial statements. Adjustments were required to: 1) reclass various accounts; 2) properly record expenditures to the correct period; 3) propose year-end accruals; and 4) other items to bring the financial statements in accordance with GAAP.

Criteria: The auditing standards that must be applied require that more emphasis has been placed on determining an entity's ability to prepare their own financial statements, including the posting of all adjustments necessary to present GAAP financials, and evaluating the need for all necessary financial statement disclosures.

Effect: Audit adjustments were required to be recorded to ensure that the financial statements were prepared in accordance with GAAP.

2013-2 Balance Sheet Account Reconciliations

Condition: During our testing of the General Ledger, we noted that certain payroll liability account values were not properly reconciled.

Criteria: We noted during preliminary and final testing that many of the payroll liability accounts were not being properly reconciled. There appeared to be a general breakdown between the General Ledger and the payroll system as consistently incorrect journal entries were being prepared and posted.

Condition: Accounts Payable was not properly reconciled.

Criteria: We noted that Accounts Payable had not been properly reconciled and thus did not reflect the proper balance as of the year end. We recommend the District examine and reconcile Accounts Payable on a monthly basis. In doing so, the District should be able to identify all unpaid payables and reconcile them to the General Ledger.

Effect: Possible effects of the above finding could be:

- Management could be basing decisions on incorrect, unreliable data
- Financial statements could be materially misstated
- Material expenditures could be recorded in incorrect years
- Budgets could be created and based on materially misstated information
- Payments could be incorrect, untimely, not able to be supported
- Late and inaccurate payments relating to taxes / levy's / bankruptcy's could result in IRS fines and penalties

BALDWIN-WHITEHALL SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2013

B. FINDINGS - FINANCIAL STATEMENTS AUDIT – CONTINUED

2013-3 Inventory of Fixed Assets

Condition: We noted during our audit that no recent physical inventory of fixed assets has been performed and there were certain items included on the fixed asset ledger that the District had disposed of in previous years.

Criteria: Being it has been over 10 years since the District had the initial fixed asset valuation performed to comply with GASB Statement No. 34, we recommend the District consider having a new valuation completed that would give the District a clean start in documenting, tracking and tagging fixed assets. Additionally, we recommend the District consider implementing more controls over the processing and tracking of fixed assets in order to ensure the fixed asset ledger is maintained accurately in the ensuing years.

Effect: Fixed assets could be misstated on the financial statements.

2013-4 Limited Staff

Condition: The District has a limited staff responsible for or access to various stages of the accounting processes. Because of limited staff, we realize segregation of the above duties is not practical, if not impossible. Because of this internal control situation, the responsibility of the Business Manager is greatly increased because the Board must rely on his knowledge of the everyday operations to discover any material changes in the District's financial position.

Criteria: The small size of the District's office staff limits the extent of separation of duties. The basic premise in an ideal accounting office is that no one employee should have access to both physical assets and the related accounting records or to all phases of a transaction. Some examples of lack of segregation of duties at the District are as follows:

An individual can process payroll, generate payroll liabilities, generate signed, payroll checks, initiate ACH payments and edit the master payroll file.

An individual can accept cash receipts, enter transactions in the accounting system, initiate deposits, make deposits at the bank and reconcile bank statements.

Effect: A lack in separation of duties makes the District more susceptible to misappropriation of District Assets.

2013-5 Service Organization Control Report

Condition: The District was not able to obtain a Service Organization Report from the earned income tax collector.

BALDWIN-WHITEHALL SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2013

B. FINDINGS - FINANCIAL STATEMENTS AUDIT – CONTINUED

Criteria: The American Institute of CPAs recently released a new series of reporting options, called SERVICE ORGANIZATION CONTROL REPORTSSM (SOC), that enables CPAs to provide assurance on internal controls over subject matter other than financial reporting while filling the marketplace's need to demonstrate reliability and mitigation of risk. The earned income tax collector should have the necessary procedures performed over their internal controls in order to obtain a SOC report.

Effect: Poor internal controls could result in an increased risk of material misstatements and/or a misappropriation of District assets.

C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD AUDIT

SIGNIFICANT DEFICIENCIES

2013-6 Free and Reduce Verifications

Condition: The verifications of free and reduced lunch applications were not properly approved and signed.

Criteria: The District is required to verify a certain percentage of the free and reduced lunch applications. Upon verifying the application, the verification should have three signatures: determination officer, confirming officer and employee. It is allowable that the employee can be the same person as either the determination officer or the confirming officer. We noted that the verifications did not have the proper signatures. Therefore, we encourage the District to set up a procedure whereby designated individuals are reviewing and signing the verification of applications.

Effect: Verifications could be inaccurate which result in the District being out of compliance with governmental regulations which could affect the receiving of food subsidies.

BALDWIN-WHITEHALL SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED JUNE 30, 2013

A. PRIOR YEAR FINDINGS – FINANCIAL STATEMENTS AUDIT

MATERIAL WEAKNESSES

2012-1 Preparation of Financial Statements

Condition: Under the auditing standard, “*Communicating Internal Control Related Matters Identified in an Audit*” which was effective for the year ending June 30, 2001, emphasis is placed on an organization’s ability to produce its finance statements in accordance with generally accepted accounting principles applicable to governmental entities (“GAAP”).

During the audit process, we proposed 46 adjustments to Baldwin-Whitehall School District’s financial statements. Adjustments were required to: 1) reclass various accounts; 2) properly record expenditures to the correct period; 3) propose year-end accruals; and 4) other items to bring the financial statements in accordance with GAAP.

Criteria: The auditing standards that must be applied require that more emphasis has been placed on determining an entity’s ability to prepare their own financial statements, including the posting of all adjustments necessary to present GAAP financials, and evaluating the need for all necessary financial statement disclosures.

Current Status: This finding continues in the current year audit.

2012-2 Balance Sheet Account Reconciliations

Condition: During our testing of the General Ledger, we noted that certain payroll liability account values were not properly reconciled.

Criteria: We noted during preliminary and final testing that many of the payroll liability accounts were not being properly reconciled. There appeared to be a general breakdown between the General Ledger and the payroll system as consistently incorrect journal entries were being prepared and posted.

Condition: Accounts Payable was not properly reconciled.

Criteria: We noted that Accounts Payable had not been properly reconciled and thus did not reflect the proper balance as of the year end. We recommend the District examine and reconcile Accounts Payable on a monthly basis. In doing so, the District should be able to identify all unpaid payables and reconcile them to the General Ledger.

Current Status: This finding continues in the current year audit.

BALDWIN-WHITEHALL SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED JUNE 30, 2013

B. FINDINGS - FINANCIAL STATEMENTS AUDIT – CONTINUED

2012-3 Middle School Activity Fund Management

Condition: During our testing of Activity Fund receipts and disbursements, we noted that, in certain instances, student signatures were not present or vouchers were not properly filled out.

Criteria: The PASBO “Student Activity Funds Guide” states, “*Student Activity Funds are generally earned by the students and used for student activities. The monies should be designated for student purposes and restricted to use for those students currently in school.*” In order to ensure that all transactions that run through the District’s Activity Funds are appropriate, we recommend that at least one student signature be present on all receipt and expenditure vouchers. Transactions should be for student activities only. Additionally, the employee handling the financial reporting and cash receipting is also processing checks for payment which creates a lack of segregation of duties. We recommend that the Board adopt policies that coincide with the “Student Activity Funds Guide” in order to ensure appropriate accounting of the various Activity Funds in the District as well as segregating the financial duties related to the financial processing.

Current Status: The District has implemented procedures to ensure vouchers are properly filled out.

2012-4 Inventory Fixed Assets

Condition: We noted during our audit that no recent physical inventory of fixed assets has been performed and there were certain items included on the fixed asset ledger that the District had disposed of in previous years.

Criteria: The District has an investment of approximately \$17 million in equipment items and we recommend that controls be strengthened in this area. Most fixed assets, except items like computers and projectors, are never physically inventoried. We recommend that periodic physical counts of property, especially removable equipment items, be taken and compared to the detailed fixed asset records.

Current Status: This finding continues in the current audit.

2012-5 Service Organization Control Report

Condition: The District was not able to obtain a Service Organization Report from the earned income tax collector.

Criteria: The American Institute of CPAs recently released a new series of reporting options, called SERVICE ORGANIZATION CONTROL REPORTSSM (SOC), that enables CPAs to provide assurance on internal controls over subject matter other than financial reporting while filling the marketplace’s need to demonstrate reliability and mitigation of risk. The earned income tax

BALDWIN-WHITEHALL SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED JUNE 30, 2013

B. FINDINGS - FINANCIAL STATEMENTS AUDIT – CONTINUED

collector should have the necessary procedures performed over their internal controls in order to obtain a SOC report.

Current Status: This finding continues in the current audit.

2012-6 Disbursement Approval

Condition: A disbursement for approximately \$388,000 was not documented as approved in the board minutes.

Criteria: During our testing of cash disbursements, we noted that a single disbursement for approximately \$388,000 was not documented as approved in the board minutes. While it is possible that the board discussed this disbursement, due to its large dollar amount, we recommend that disbursements of this magnitude either be specifically approved or approved with the list of normal disbursements and documented in the board minutes.

Current Status: The District has implemented procedures to ensure all disbursements are approved by the School Board.

C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD AUDIT

SIGNIFICANT DEFICIENCIES

2012-7 Free and Reduced Lunch Applications

Condition: Free and reduced lunch applications did not have the proper approving signatures.

Criteria: During our examination of free and reduced lunch applications we noted that the District did not have the proper signatures approving the status of each application. The District should designate one individual as the determination officer to review and sign all applications in order to ensure the information is correct and the status of the applicant(s) is proper.

Current Status: The District has implemented procedures whereby each application is signed by the approving officer.

2012-8 Free and Reduce Verifications

Condition: The verifications of free and reduced lunch applications were not properly approved and signed.

Criteria: The District is required to verify a certain percentage of the free and reduced lunch applications. Upon verifying the application, the verification should have three signatures:

BALDWIN-WHITEHALL SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED JUNE 30, 2013

**C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD AUDIT –
CONTINUED**

determination officer, confirming officer and employee. It is allowable that the employee can be the same person as either the determination officer or the confirming officer. We noted that the verifications did not have the proper signatures. Therefore, we encourage the District to set up a procedure whereby designated individuals are reviewing and signing the verification of applications.

Current Status: This finding continues in the current audit.

BALDWIN-WHITEHALL SCHOOL DISTRICT

CORRECTIVE ACTION PLAN

YEAR ENDED JUNE 30, 2013

A. FINDINGS - FINANCIAL STATEMENTS AUDIT

MATERIAL WEAKNESSES

2013-1 Preparation of Financial Statements

Criteria: The auditing standards that must be applied require that more emphasis has been placed on determining an entity's ability to prepare their own financial statements, including the posting of all adjustments necessary to present GAAP financials, and evaluating the need for all necessary financial statement disclosures.

Action Taken: The District understands and takes responsibility for the financial statement preparation and the internal controls within the Organization. We firmly believe that all District employees have the responsibility to safeguard the assets of the District and stronger controls must be adhered to in order to address the findings within this report. Current and on-going evaluations are necessary to increase effective internal controls and to enhance the reporting standards and financial statement preparation in accordance with GAAP.

2013-2 Balance Sheet Account Reconciliations

Criteria: We noted during preliminary and final testing that many of the payroll liability accounts were not being properly reconciled. There appeared to be a general breakdown between the General Ledger and the payroll system as consistently incorrect journal entries were being prepared and posted.

Criteria: We noted that Accounts Payable had not been properly reconciled and thus did not reflect the proper balance as of the year end. We recommend the District examine and reconcile Accounts Payable on a monthly basis. In doing so, the District should be able to identify all unpaid payables and reconcile them to the General Ledger.

Action Taken: The District agrees and has implemented a review on a monthly basis to reconcile all Accounts Payable. As for the payroll system, the District has accepted the Auditor's recommendation to establish a stand-alone Payroll Fund which will eliminate the previous inconsistencies.

2013-3 Inventory Fixed Assets

Condition: We noted during our audit that no recent physical inventory of fixed assets has been performed and there were certain items included on the fixed asset ledger that the District had disposed of in previous years.

Criteria: Being it has been over 10 years since the District had the initial fixed asset valuation performed to comply with GASB Statement No. 34, we recommend the District consider having a new valuation completed that would give the District a clean start in documenting, tracking and

BALDWIN-WHITEHALL SCHOOL DISTRICT

CORRECTIVE ACTION PLAN

YEAR ENDED JUNE 30, 2013

A. FINDINGS - FINANCIAL STATEMENTS AUDIT - CONTINUED

tagging fixed assets. Additionally, we recommend the District consider implementing more controls over the processing and tracking of fixed assets in order to ensure the fixed asset ledger is maintained accurately in the ensuing years.

Action Taken: We continue to evaluate the process of a physical inventory of the entire District fixed assets to strengthen controls over the safeguarding and accounting of these assets.

2013-4 Limited Staff

Condition: The District has a limited staff responsible for or access to various stages of the accounting processes. Because of limited staff, we realize segregation of the above duties is not practical, if not impossible. Because of this internal control situation, the responsibility of the Business Manager is greatly increased because the Board must rely on his knowledge of the everyday operations to discover any material changes in the District's financial position.

Criteria: The small size of the District's office staff limits the extent of separation of duties. The basic premise in an ideal accounting office is that no one employee should have access to both physical assets and the related accounting records or to all phases of a transaction. Some examples of lack of segregation of duties at the District are as follows:

An individual can process payroll, generate payroll liabilities, generate signed, payroll checks, initiate ACH payments and edit the master payroll file.

An individual can accept cash receipts, enter transactions in the accounting system, initiate deposits, make deposits at the bank and reconcile bank statements.

Action Taken: The District recognizes that the limited staff adds to the risk associated with the daily operations. To mitigate this risk, the Business Manager has taken an active role in the day to day operations of the Business Unit. He actively reviews all reconcilements and receipts to ensure they are posted to the Accounting system properly. In addition, he approves all check disbursements through the Positive Pay process.

2013-5 Service Organization Control Report

Criteria: The American Institute of CPAs recently released a new series of reporting options, called SERVICE ORGANIZATION CONTROL REPORTSSM (SOC), that enables CPAs to provide assurance on internal controls over subject matter other than financial reporting while filling the marketplace's need to demonstrate reliability and mitigation of risk. The earned income tax collector should have the necessary procedures performed over their internal controls in order to obtain a SOC report.

BALDWIN-WHITEHALL SCHOOL DISTRICT

CORRECTIVE ACTION PLAN

YEAR ENDED JUNE 30, 2013

A. FINDINGS - FINANCIAL STATEMENTS AUDIT - CONTINUED

Action Taken: The District understands the importance of obtaining SOC reports from service organizations and will continue to inquire of the appropriate entities to ensure they obtain the proper reports.

B. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD AUDIT

SIGNIFICANT DEFICIENCIES

2013-6 Free and Reduced Verifications

Criteria: The District is required to verify a certain percentage of the free and reduced lunch applications. Upon verifying the application, the verification should have three signatures: determination officer, confirming officer and employee. It is allowable that the employee can be the same person as either the determination officer or the confirming officer. We noted that the verifications did not have the proper signatures. Therefore, we encourage the District to set up a procedure whereby designated individuals are reviewing and signing the verification of applications.

Action Taken: Procedures are being implemented to ensure that prior to the completion of the verification process on November 15 of any given year the applications selected for verification will be reviewing and signed by the determining officer, the employee and the confirming officer.

To the Board of Directors
Baldwin-Whitehall School District
4900 Curry Road
Pittsburgh, Pennsylvania 15236

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Baldwin-Whitehall School District for the year ended June 30, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and OMB Circular A-133), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 25, 2012. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Baldwin-Whitehall School District are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2013. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were:

The estimate for the earned income taxes receivable. This was discussed and agreed upon by the Business Manager;

Management's estimate of the liability for other post-employment benefits is based on an actuarial valuation report issued by a third party. We evaluated the key factors and assumptions used to develop the liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of cash and investments in Note 3 to the financial statements;
The disclosure of capital assets in Note 5 to the financial statements;
The disclosure of risk management in Note 6 to the financial statements;
The disclosure of long-term debt in Note 8 to the financial statements;
The disclosure of other post-employment benefits in Note 11 to the financial statements;

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 8, 2013.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors and management of Baldwin-Whitehall School District and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

COTTRILL, ARBUTINA & ASSOCIATES, P.C.

Certified Public Accountants

Cottrill, Arbutina & Associates, P.C.

Beaver, PA 15009

November 8, 2013