

*Sheridan County School District #2*

# ***Board Meeting***



*Date: January 12, 2015*

*Time: 6:00 p.m.*

*Place: Central Office*

***Sheridan County School District #2***

**Board of Trustees Meeting**

Central Office – Board Room

January 12, 2015

6:00 p.m.

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**Agenda**

- I. Call to Order**
  - A. Pledge of Allegiance
- II. Recognition**
  - A. Masters Degrees and National Board Certified Teachers – Terry Burgess
- III. Approval of Agenda**
- IV. Welcome – Audience Comments**
- V. Consent Agenda Items**
  - A. Approval of Minutes–December 8, 2014
  - B. Approval of Bills for Payment
- VI. Old Business**
  - A. Capital Construction Update (*Action*) – Craig Dougherty
  - B. Approval of Policies (*Action*) – Cody Sinclair
- VII. New Business**
  - A. Audit Report for Fiscal Year 2013-14 (*Action*) – Roxie Taft
  - B. Propane Bus Update (*Information*) – Steve Schlicting
  - C. Bus Vendor Purchase Authorization for 2015 (*Action*) – Steve Schlicting
- VIII. Reports and Communication**
  - A. Board of Trustees
    - 1.Board Committee Appointments (*Action*) – Molly Steel
    - 2.Board Reports
    - 3.Committee Reports
    - 4.Other
  - B. PTO/Parents/Students/Organizations
  - C. Site Administration and Staff
- IX. District Reports**
  - A. Superintendent
    - 1. Board Goal Updates (*Information*) – Craig Dougherty
  - B. Assistant Superintendent
    - 1. Calendar Year 2014 Grant Awards (*Information*) – Tom Sachse
- X. Executive Session**
  - A. Personnel Matters
- XI. Adjournment**

# ***Sheridan County School District No. 2***

## **Board of Trustees Regular Monthly Meeting**

Richard Bridger, Chairman

**December 8, 2014**

Craig Dougherty, Superintendent

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### **MINUTES OF MEETING**

#### **I. Call to Order**

The regular monthly meeting of the Board of Trustees of Sheridan County School District #2 was called to order at 6:00 p.m., Monday, December 8, 2014, in the Board Room at the Central Administration Office. The presiding officer was Richard Bridger, Chairman Pro-Tem. A quorum was determined to be present with the following attendees:

#### **Trustees:**

Richard Bridger  
Ann Perkins  
Marva Craft  
Wayne Schatz  
Hollis Hackman  
Erica O'Dell  
Jim Perkins  
Sue Wilson

#### **Administrators:**

Craig Dougherty, Superintendent  
Terry Burgess, Assistant Superintendent  
Tom Sachse, Assistant Superintendent  
Scott Stults, Director of Elementary Education  
Roxie Taft, Business Manager  
Julie Carroll, Facilities Director  
Coree Kelly, Technology Director

#### **Absent:**

Molly Steel

#### **Absent:**

#### **Election of Board Officers (*Action*)**

The election of 2014 Board Officers was held immediately following the Pledge of Allegiance. Chairman Bridger offered to act as chairman *pro-tem* with the absence of objections. Chairman Pro-Tem Bridger asked for officer nominations.

**TRUSTEE SCHATZ NOMINATED TRUSTEE ANN PERKINS AS CHAIRMAN. TRUSTEE O'DELL SECONDED THE MOTION. TRUSTEE ANN PERKINS NOMINATED TRUSTEE STEEL AS CHAIRMAN. TRUSTEE HACKMAN SECONDED THE MOTION. THE MOTION TO ELECT TRUSTEE STEEL AS CHAIRMAN PASSED WITH A MAJORITY VOTE.**

**TRUSTEE SCHATZ NOMINATED TRUSTEE ANN PERKINS AS VICE-CHAIRMAN. TRUSTEE CRAFT SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

**TRUSTEE ANN PERKINS NOMINATED TRUSTEE SCHATZ AS TREASURER. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

**TRUSTEE CRAFT NOMINATED TRUSTEE O'DELL AS CLERK. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

Acting Chairman Bridger turned the meeting over to Vice-President Ann Perkins, as Chairman Molly Steel was not present.

## **II. Recognition**

### **A. Scott Hininger-Board Service – Craig Dougherty**

District Superintendent Craig Dougherty recognized outgoing Trustee Scott Hininger for his 12 years of service as a trustee for the school district: four years as the Chairman, four years as the vice-chairman, and two years as the treasurer. He said that Scott Hininger has attended many meetings over the past several years and is always focused on the educational needs of the students. He has worked to ensure that the students achieve at the highest level. Superintendent Dougherty thanked former Trustee Hininger for his years of tremendous service and presented him with a plaque.

Scott Hininger said that it was an honor and privilege to work with the District. He added that Sheridan County School District #2 is the best district in the state, with the best administration, best teachers, and best staff.

### **B. Board of Trustees – WSBA Awards – Craig Dougherty**

Superintendent Dougherty explained that the Wyoming School Boards Association (WSBA) offers professional development for the Board members throughout the year and awards points based on training hours. Trustee Hackman and Trustee Schatz have traveled long distances and attended long sessions to enhance their knowledge and as a result, have each acquired over 200 points. Superintendent Dougherty presented Trustee Hackman and Trustee Schatz with plaques in recognition of their acquired points.

Superintendent Dougherty said that the majority of the members of the board have received 100 points, qualifying the Board for the Standard of Excellence Award. This award recognizes the dedication of the Board.

### **C. Rich Bridger-Service Award – Craig Dougherty**

Superintendent Dougherty said that Trustee Rich Bridger was placed into the Wyoming School Board Association Hall of Fame for receiving 400 points. He added that Trustee Bridger has been very dedicated to student learning and has spent many hours in training.

### **D. Fall Sports Recognition – Don Julian**

Sheridan High School Activities Director Don Julian provided a fall sports update. He shared that all fall activity GPAs were 3.0 or better, with the girls swim team having the highest GPA at 3.731. He added that with 27 orchestra students, 25 band students, and 13 choir students, Sheridan had the highest total number of all-state musicians of all the

schools in the state. Twenty-four participants competed in the state drama competition. Nine of ten acts were in the top 15 and that six went to all-state. Julia Fenn was the tennis state champion, making this her third individual state championship win. Of 970 high school students, 381 have sports physicals on file, showing that nearly 40% of all high school students are involved in athletic activities.

Trustee Jim Perkins asked about the state drama competition. Mr. Julian responded that the school was able to choose between a production for the community and a production for the state drama competition. He said that they were pleased with the results.

Trustee Craft and Trustee Bridger said that they were able to attend the state fall drama showcase and that it was wonderful.

Trustee Schatz asked when speech will begin. Mr. Julian responded that the speech team has begun to meet, and that the events will begin after January 1<sup>st</sup>.

Trustee Ann Perkins asked about the state soccer tournament. Mr. Julian said that they will have the event at the Equestrian Center. That will allow them to have the 3A and 4A teams together with the legal field size.

### **III. Approval of Agenda**

**TRUSTEE CRAFT MADE A MOTION TO APPROVE THE AGENDA, AS PRESENTED. TRUSTEE HACKMAN SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.**

### **IV. Welcome--Audience Comments**

### **V. Consent Agenda Items**

#### **A. Approval of Minutes for November 3, 2014**

#### **B. Approval of Bills for Payment**

General Clearing	\$1,738,965.47
Federal Fund	130,421.06
<b>TOTAL:</b>	<b>\$1,869,386.53</b>

**TRUSTEE BRIDGER MADE A MOTION TO APPROVE THE CONSENT AGENDA ITEMS, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.**

## **VI. Old Business**

### **A. Capital Construction Update (*Action*) – Craig Dougherty**

Superintendent Dougherty commended Activities Director Don Julian for his dedication to student activities and his continued efforts for the new locker room. Educational Designer Frank Locker recently visited Sheridan High School and designed a long-term renovation plan for Sheridan High School.

Superintendent Dougherty said that performing arts in Sheridan High School are wonderful, but that they need better facilities to achieve the next level.

Superintendent Dougherty said that he, Assistant Superintendent Terry Burgess, and Assistant Superintendent Tom Sachse continue to meet with area superintendents to discuss potential interest in alternative school collaboration. The District met with School Facility Department personnel to discuss funding for the construction of a new facility for Fort Mackenzie and the Wright Place, the bus barn, and the complete renovation of Sagebrush Elementary School. The Wyoming School Facilities Department (WSFD) staff recommended that the District send them a document, outlining the program and needs of a new school facility for Fort Mackenzie and the Wright Place. The bus barn is 7<sup>th</sup> on the list for transportation department buildings and Sagebrush is 24<sup>th</sup> on the WSFD Needs Index. They stated that Sagebrush will not come up for funding for at least six years, as the Needs Index is primarily based upon capacity issues. The District hopes that updates necessary for the teachers and students at Sagebrush will not change its placement on the renovation list.

Superintendent Dougherty said that the District was awarded funding to purchase land for a sixth elementary school in February 2013, through Senate File 105. The District has been working with the Wyoming School Facilities Department (WSFD) to procure the land, which has been a lengthy process. He asked that the Board approve the land purchase for \$800,000 from John E. Rice and Sons, Inc. dba Wrench Ranch.

**TRUSTEE BRIDGER MADE A MOTION TO APPROVE THE LAND PURCHASE FOR \$800,000 FROM JOHN E. RICE AND SONS, INC. DBA WRENCH RANCH FOR THE SIXTH ELEMENTARY SCHOOL, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.**

Trustee Jim Perkins asked about a new facility for Sagebrush Elementary School. Superintendent Dougherty explained that the WSFD uses enrollment as the criteria for its needs index. The District needs the sixth elementary school in the most appropriate location to accommodate the growing population, and hopes to have Sagebrush Elementary renovated or rebuilt in the near future. The WSFD decides the extent of repair or replacement for Sagebrush.

### **B. Graduation Counts Update (*Information*) – Mitch Craft**

Sheridan Junior High School Principal Mitch Craft said that the Graduation Counts committee continues to work with Child Advocacy of the Big Horns to develop the parent

liaison position. He said that the District plans to acquire a proposal from the Thrive program and pay the annual affiliation fee for support and resources for the program. The total for the first year will be \$22,250, paid from the \$150,000 of the graduation program budget. He said that four sub-committee chairs have been identified. Scott Stults will chair Kindergarten Readiness, with attention to programs in place in Hot Springs County. Scott Cleland will chair Student Attendance, with a focus on data analysis. Mitch Craft will manage Community Engagement and will begin a marketing plan and branding logo. Cindy Dahl will Chair the Multiple Pathways to Education, focusing on evaluating existing programs and credit recovery.

Trustee Hackman said that it is important that the District remembers the importance of mentoring, with the assistance of groups such as Big Brothers Big Sisters. Principal Craft responded that Big Brothers Big Sisters is represented in the Graduation Counts Committee, and they continue to work with the District.

**C. Approval of Policies (*Action*) – Cody Sinclair**

Human Resource Coordinator Cody Sinclair reported on the success of a change approved by the board to the classified staff sick leave bank policy. After allowing new staff members to immediately join the bank and retiring staff members to donate to the bank, participation has increased from 75 percent to 89 percent and the bank now holds more than 1,600 hours, the highest it has ever held.

Human Resources Coordinator Cody Sinclair said that four policies were being presented for first reading.

**FIRST READING**

Mr. Sinclair said that Policy BDB – Board Officers had not been changed in many years, and that the wording comes from state statutes.

**TRUSTEE BRIDGER MADE A MOTION TO APPROVE POLICY BDB - BOARD OFFICERS ON FIRST READING, AS PRESENTED. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

Mr. Sinclair said that Policy BDD – Board/Superintendent Relationship was clarified and belief statements were removed.

**TRUSTEE BRIDGER MADE A MOTION TO APPROVE POLICY BDD - BOARD/SUPERINTENDENT RELATIONSHIP ON FIRST READING, AS PRESENTED. TRUSTEE O'DELL SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

Mr. Sinclair said that belief statements were removed from Policy BDE – Board Committees.

**TRUSTEE BRIDGER MADE A MOTION TO APPROVE POLICY BDE - BOARD COMMITTEES ON FIRST READING, AS PRESENTED. TRUSTEE O'DELL SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

Mr. Sinclair said that Policy BEDB – Agenda: Format Preparation and Dissemination was clarified and the word “consensus” was changed to “board approval.”

**TRUSTEE BRIDGER MADE A MOTION TO APPROVE POLICY BEDB - AGENDA: FORMAT PREPARATION AND DISSEMINATION ON FIRST READING, AS PRESENTED. TRUSTEE CRAFT SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

## **VII. New Business**

### **A. Approval of Donation to the District (*Action*) – Craig Dougherty**

Superintendent Dougherty said that Java Moon has donated a coffee card to each employee every year, for the past several years. He thanked Java Moon for their generosity and dedication to the education of district students.

**TRUSTEE HACKMAN MADE A MOTION TO APPROVE THE DONATION TO THE DISTRICT, AS PRESENTED. TRUSTEE O'DELL SECONDED THE MOTION, AND IT PASSED WITH A UNANIMOUS VOTE.**

### **B. Wyoming Association of School Administrators (WASA) Legislator Letter (*Action*) – Craig Dougherty**

District Superintendent Craig Dougherty said that the new Superintendent of Public Instruction of Wyoming, Jillian Balow, would be instated soon. He explained that the Wyoming Association of School Administrators (WASA) recently drafted a letter about the Common Core State Standards for Superintendent Balow. The District reviewed and offered changes to the letter, accepted unanimously by all present at the Northwest WASA meeting. Superintendent Dougherty said that he and others would meet with Ms. Balow on December 16<sup>th</sup>. He spoke of the importance of consistent standards and assessment measures that allow comparison between districts and states.

**TRUSTEE SCHATZ MADE A MOTION TO APPROVE THE WYOMING ASSOCIATION OF SCHOOL ADMINISTRATORS (WASA) LEGISLATOR LETTER AS PRESENTED. TRUSTEE HACKMAN SECONDED THE MOTION.**

Trustee Hackman said that he had discussed items in this letter with Wyoming School Boards Association (WSBA) President Janine Teske and WSBA Executive Director Brian Farmer. He asked if the District had received feedback from them and asked about board representation on the advisory group. Superintendent Dougherty said that the superintendents from around Wyoming would be at the meeting on December 16<sup>th</sup>. He anticipates that they will take the information to their boards and make board level changes.



Superintendent Dougherty added that the letter would be updated to include board representation on the advisory group.

Trustee Bridger offered a friendly amendment that the letter be approved with the aforementioned revisions.

**THE MOTION, AS AMENDED, PASSED WITH A UNANIMOUS VOTE.**

**C. Secondary Schools' Improvement Plans (*Information*) – Terry Burgess**

Assistant Superintendent Terry Burgess said that the secondary principals for each building have set a PAWS or summative assessment goal. He said that the secondary schools' student scores are the highest in the state, but that the principals would share how they progress from "good to great."

Sheridan Junior High School Principal Mitch Craft said that he is pleased to have the highest student assessment scores of all 4A schools in the state. He shared a story of one teacher candidly saying that he needed to improve his instruction, while administrators and teachers from SCSD2 and Natrona County were present. The teacher received help from the others as part of the PLC process, and was able to be much more successful with his instruction. He said that teachers can work hard to teach well, but they must focus on the right areas to become more successful, and explained that the PLC process has helped the teachers to have the correct focus. Sheridan Junior High School continues to be successful with its tiered system of intervention, quality engaging instruction, 1:1 technology program, professional culture, and strategic targeted staff development plan.

Trustee Hackman thanked Mr. Craft for his story about the teacher who shared his needs during a PLC meeting. He said that this story represents the District's willingness to embrace accountability.

Fort Mackenzie High School/The Wright Place (FMHS/tWP) Principal Sean Wells said that the four questions of PLCs are the driving force of instruction: What do we expect students to learn? How will we know when they have learned? How will we respond when students don't learn? How will we respond when students have learned? The PLC process at the alternative building is different than other schools in the district. The small size of the school requires that the PLC group is comprised of all teachers, rather than grade-level or subject matter teams. This has allowed the group to build on what other subject areas and grade levels are doing.

The Wright Place increased enrollment in the after-school program when it realized that their student scores are not where they need to be.

Trustee Jim Perkins asked about the involvement of the Graduation Coach, Curt Mayer, with the alternative school. Mr. Wells responded that Mr. Mayer has worked with some seniors at risk of not graduating and has referred a few SHS students to the alternative school.

Sheridan High School Principal Brent Leibach complimented former Principal Dirlene Wheeler for leaving Sheridan High School in such an orderly manner. Mr. Leibach said that the students need to know that they are cared about, and the Graduation Coach has done a wonderful job of developing a relationship with the students.

Truancy continues to be a disciplinary issue at SHS, but recently changes were made to how the school addresses the issue. In the past, students with truancy issues were sent to Accountability Change in Education (ACE). However, now kids who are truant from school stay at SHS, to avoid their getting further behind in classes. The students who need to stay at school during Friday Early Out are given classroom assignments from Mr. Leibach to ensure that they receive the help they need.

Mr. Leibach discussed the need for continued PLC development and reducing the number of electives. He said that students are given refined class choices in college, and high school classes need to provide the same curriculum to all students. Mr. Leibach also spoke about the need for early childhood education.

Trustee Ann Perkins expressed support for the focus on early education. The District had attempted to make a change to the school age through a legislative resolution, but it was not supported by the Wyoming School Boards Association.

Trustee Bridger asked about the PLC structure at SHS. Mr. Leibach responded that it is different than at the elementary sites, and more difficult to schedule. He added that Principal Craft may be a resource to develop a plan to improve the PLC structure.

Trustee Bridger agreed with Mr. Leibach's discussion of refining curriculum so that all students receive the same education.

## **VIII. Reports and Communications**

### **A. Board of Trustees**

#### **1. Board Committees (*Information*) – Board Chairperson**

Trustee Ann Perkins said that the Board will appoint committees in January. She asked that if any of the trustees would like a change in committee, that they let Chairman Steel or Superintendent Dougherty know.

#### **2. Committee Reports**

Trustee Craft said that the locker room renovation is under way, with the help of private donations. The need to update the auditorium has also been discussed for several board meetings and at the recent capital construction meeting and different ways to acquire financial support have been considered. The District has several Gollings paintings worth a substantial amount, and would like to reach out to the fine arts community to open discussions about selling them.

They are in need of appraisal and require care that could be provided if they are sold.

Trustee Ann Perkins added that as long as the District owns the paintings, costly insurance must be maintained.

**3. Related Board Reports**

Trustee Bridger said that Trustee Ann Perkins will be on the Sheridan Community Education Foundation board. Also, with the departure of Scott Hininger, the Sheridan Recreation District Board has a vacancy and will be looking for a board member to fill the position.

**4. Other**

Trustee Ann Perkins added that the Board has been attending more PTO meetings and lunches with staff. She has enjoyed the opportunity for communication.

Trustee Wilson expressed gratitude for the opportunity to serve on the Board and looks forward to her years of service.

Trustee Hackman thanked the District for the opportunity to go to Casper for the WSBA Delegate Assembly in late November. He said that it allows the Board to hear the most recent information. He added that one of the four resolutions submitted by the District was supported by WSBA.

Trustee Schatz said that he had visited Fort Mackenzie/the Wright Place. He said that he can understand why the students are there and is pleased that the students can get the support that they need. He also talked about being able to visit Sagebrush and spoke about enjoying the opportunity to visit the schools and see the pride that is visible in the staff at each building.

**B. PTO/Parents/Students/Organizations**

There were no PTO/Parents/Students/Organizations reports.

**C. Site/Administration/Staff**

There were no Site/Administration/Staff reports.

**IX. District Administration Reports**

**A. Superintendent**

Superintendent Dougherty said that Trustee Wilson had done a wonderful job educating her students for the many years that she worked for the District. Her determination was inspirational.

Superintendent Dougherty shared PAWS and All-State Music ordinal data, which showed that the District is number #1 in the state. Even with a 36 percent free and reduced population, the District is the educational leader for the state.

Superintendent Dougherty spoke about the summer institute. Dr. Anthony Muhammad, Ms. Stephanie Harvey, and Dr. Barabara Schubert will be presenting at the institute, along with district teachers.

**TRUSTEE HACKMAN MADE A MOTION TO GO INTO EXECUTIVE SESSION AT 7:53 PM TO CONSIDER PERSONNEL MATTERS PERTAINING TO THE APPOINTMENT AND/OR EMPLOYMENT OF SCHOOL DISTRICT EMPLOYEES, AND TO CONSIDER OR RECEIVE CONFIDENTIAL INFORMATION, PURSUANT TO W.S. 16-4-405. TRUSTEE O'DELL SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.**

**X. Executive Session:**

The Board went into Executive Session at 7:55 p.m. to address personnel matters.

**TRUSTEE BRIDGER MADE A MOTION TO RETURN TO REGULAR SESSION AT 8:34 PM. TRUSTEE SCHATZ SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.**

The meeting reconvened at 8:34 p.m.

**TRUSTEE BRIDGER MADE A MOTION TO APPROVE THE REVISED PERSONNEL ACTION REPORT, AS PRESENTED. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A MAJORITY VOTE. TRUSTEE HACKMAN ABSTAINED FROM THE VOTE.**

**XI. Adjournment:**

**TRUSTEE SCHATZ MADE A MOTION TO ADJOURN THE MEETING AT 8:35 P.M. TRUSTEE JIM PERKINS SECONDED THE MOTION, AND IT CARRIED WITH A UNANIMOUS VOTE.**

The meeting adjourned at 8:35 pm.

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Chairman

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Clerk

**SHERIDAN COUNTY SCHOOL DISTRICT NO. 2  
PERSONNEL ACTION REPORT  
December 8, 2014**

**CERTIFIED STAFF**

**Early Retirement Incentive Plan:**

Sandra Birkholz Sheridan Junior High School	Teacher-Family and Consumer Science 1.0 FTE (185 days)	Effective 6/1/15
Mary Carroll Sheridan Junior High School	Teacher-Special Education 1.0 FTE (185 days)	Effective 6/1/15
Servio Carroll Sheridan High School	School Psychologist 1.0 FTE (185 days)	Effective 6/1/15
Christine Cram Highland Park School	School Social Worker 1.0 FTE (185 days)	Effective 6/1/15
Janice Green Meadowlark and Sagebrush Schools	Teacher-Strength in Numbers 1.0 FTE (185 days)	Effective 6/1/15
Jeanne Hackman Sheridan High School	Teacher-Accelerated English 1.0 FTE (185 days)	Effective 6/1/15
Holly Legerski Sheridan Junior High School	Teacher-Art 1.0 FTE (185 days)	Effective 6/1/15
Virginia Morris Sheridan High School	Teacher-Art 1.0 FTE (185 days)	Effective 6/1/15
Laurien Rahimi-Alangi Highland Park School	Teacher-Special Education 1.0 FTE (185 days)	Effective 6/1/15
Jean Thomas Woodland Park School	Teacher-Strength in Numbers 0.75 FTE (185 days)	Effective 6/1/15
Richard Urbatchka Sheridan High School	Teacher-Math 1.0 FTE (185 days)	Effective 6/1/15

Catherine Wallace Sheridan Junior High School	Teacher-English 1.0 FTE (185 days)	Effective 6/1/15
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## **CLASSIFIED STAFF**

### **Approvals:**

Kathleen Andrews Sheridan High School	Paraprofessional- Special Education 8.0 hours/day (175 days)	Effective 12/2/14
Katy Bly Sagebrush School	Second Cook 6.0 hours/day (177 days)	Effective 11/17/14
Sean Bowman Henry A. Coffeen School	Paraprofessional-ESL 6.0 hours/day (175 days)	Effective 12/10/14
Timothy (Bruce) Lee THORE Building	Warehouse Operator 8.0 hours/day (261 days)	Effective 11/19/14

### **Changes/Transfers:**

Danielle Arrants Woodland Park School	Paraprofessional-ESL/After School Program to Paraprofessional-ESL 8.0 hours/day to 5.0 hours/day (175 days)	Effective 12/18/14
Daveya Green Sheridan High School	Paraprofessional-Special Education 1:1 7.0 hours/day to 7.5 hours/day (175 days)	Effective 11/12/14
Lisa Greig Henry A. Coffeen School	Paraprofessional-Special Education to Paraprofessional-Special Education 1:3 7.0 hours/day (175 days)	Effective 11/17/14
Marvin Kehrwald Highland Park School	Paraprofessional-ESL 6.5 hours/day to 6.75 hours/day (175 days)	Effective 11/12/14

### **Early Retirement Incentive Plan:**

Rebecca Allen Business Office	Accounting Technician 8.0 hours/day (261 days)	Effective 6/30/15
Brenda Knudson Sheridan Junior High School	Paraprofessional-Study Hall 7.0 hours/day (180 days)	Effective 5/29/15

Theresa Luplow Sheridan Junior High School	Secretary 8.0 hours/day (200 days)	Effective 6/10/15
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**Resignations:**

Robert Aas Transportation Department	Bus Driver 5.0 hours/day (175 days)	Effective 12/19/14
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Laurie Mackey Sagebrush School	Paraprofessional-Special Education 1:2 7.0 hours/day (175 days)	Effective 12/19/14
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Cindy Woolston Sheridan High School	Educational Interpreter 8.0 hours/day (175days)	Effective 12/5/14
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**EXTRA DUTY 2014-2015****Approvals:**

<b><u>Name</u></b>	<b><u>Position</u></b>
Darcie Achord	Facilitating Mathematics Grade-Level Team Meetings
Catherine Beels	Title I Literacy Interventionist
Kaleb Brinkerhoff	Basketball - 7th-8th Grade Girls C Coach - SJHS
Brenda Jairell	Facilitating Mathematics Grade-Level Team Meetings
Matthew Johnson	Soccer - Boys Head Coach - SHS
Marshall McEwen	Track - Indoor Assistant Coach - SHS
Stacy McFadden	Facilitating Mathematics Grade-Level Team Meetings
Amanda Roseberry	Facilitating Mathematics Grade-Level Team Meetings
Kaelee Saner	Facilitating Mathematics Grade-Level Team Meetings
Addrienne Sims	Facilitating Mathematics Grade-Level Team Meetings
Judy Stine	Musical Accompanist - SHS
Chuck Walters	Track - Indoor Assistant Coach - SHS

**Changes:**

<b><u>Name</u></b>	<b><u>Position</u></b>
Yvonne Gatley	Balanced Literacy/Step-Up to Writing Training to Balanced Literacy
Pamela O'Connell	Balanced Literacy/Step-Up Training/Step-Up to Writing Training to Balanced Literacy
Heidi Richins to Janine Goodrich	Mentor Teacher - SHS

**Resignations:**

<u>Name</u>	<u>Position</u>
Rhonda Weber	Cheerleading - Assistant Sponsor - SHS (half year)

**SAGEBRUSH AFTER SCHOOL STAFFING 2014-2015**

**Approvals:**

<u>Name</u>	<u>Position</u>
Abigail Mowry	Teacher

**THE WRIGHT PLACE AFTER SCHOOL STAFFING 2014-2015**

**Approvals:**

<u>Name</u>	<u>Position</u>
Stephen Bailey	Teacher

**SHERIDAN HIGH SCHOOL SATURDAY SCHOOL STAFFING 2014-2015**

**Approvals:**

<u>Name</u>	<u>Position</u>
LaDonna Leibrich	Teacher

**HENRY A. COFFEEN EXTENDED SCHOOL YEAR (ESY) STAFFING 2014-2015**

**Approvals:**

<u>Name</u>	<u>Position</u>
Judy Sathre	Paraprofessional-Special Education



## **SAGEBRUSH EXTENDED SCHOOL YEAR (ESY) STAFFING 2014-2015**

### **Approvals:**

<b><u>Name</u></b>	<b><u>Position</u></b>
Mary Beth Gifford	Teacher
Susan Ralston	Paraprofessional-Special Education

## **SHERIDAN JUNIOR HIGH SCHOOL EXTENDED SCHOOL YEAR (ESY) STAFFING 2014-2015**

### **Approvals:**

<b><u>Name</u></b>	<b><u>Position</u></b>
Cindy Trujillo	Paraprofessional-Special Education

DATE: January 5, 2015

TO: Board of Trustees

FROM: Craig Dougherty, Superintendent

SUBJ: **Capital Construction Update** (*Action*)

### **Sheridan High School Projects and Future Planning**

The athletics and performing arts committees looking at the locker room/sports training and the performing arts areas continue to meet with Activities Director Don Julian. These committees continue to seek private funds along with using the available District and state major maintenance funds. Our educational planner, Frank Locker, will help design a long term plan for renovations at SHS. We will continue to work on this planning over the next several months.

Information about the locker room nameplate fundraiser for the remodel of the locker rooms has been posted on the district website to promote interest in the project.

At the last board meeting, the Capital Construction Committee recommended looking at selling the Gollings paintings to pay for some of the fine arts enhancements. The Fine Arts Committee has been visiting with the fine arts community members about issues relative to selling the paintings. Tyson Emborg will present a brief history of the Gollings paintings in Sheridan County School District #2.

### **Fort Mackenzie/the Wright Place Planning Study**

Terry, Tom, and I continue to meet with area superintendents to discuss potential interest in alternative school collaboration.

The District worked with the Wyoming School Facilities Department (WSFD) in December to help devise a Request for Proposals (RFP) for the procurement of a planning study for the district's alternative schools. The WSFD has requested that we use their procurement process and currently the information is posted and available on the WSFD website. The WSFD is providing \$50,000 from their funding sources and will be paying directly for these planning services. The Board Capital Construction Committee will be involved in selecting the planning professionals and bringing it to the whole Board for approval in February. The final report will be due in March with recommendations going to the Wyoming School Facilities Commission (WSFC) in April. Outcomes of this planning study will be reported as information becomes available. Time is critical for this study in order for information and recommendations to move into the next State biennial budget. I will request that the Board move to ratify the advertisement for the planning study for the alternative schools as recommended by the WSFD for the RFP.

DATE: January 5, 2015  
TO: Board of Trustees  
FROM: Cody Sinclair, Human Resources Coordinator  
SUBJ: **Approval of Policies** (*Action*)

The following policies are being recommended for first reading:

<b>BGC</b>	<b>Policy Adoption, Revision and Repeal</b>
<b>BH</b>	<b>Board-Staff Communication</b>
<b>CA</b>	<b>Administration Guidance/Priority Objectives</b>
<b>CH/CHA</b>	<b>Policy Implementation/Individual School Rules and Procedures</b>
<b>CHCA</b>	<b>Handbooks and Directives</b>
<b>JRAD</b>	<b>Online Registration (New)</b>

The following policies are being recommended for second reading:

<b>BDB</b>	<b>Board Officers</b>
<b>BDD</b>	<b>Board/Superintendent Relationship</b>
<b>BDE</b>	<b>Board Committees</b>
<b>BEDB</b>	<b>Agenda: Format Preparation and Dissemination</b>

# ***Policies - First Reading***

## POLICY ADOPTION, REVISION AND REPEAL

In an effort to keep its written policies up to date so that they may be used consistently as a basis for Board action and administrative decision, it shall be the Board policy to adopt, revise and repeal policies on a continuing basis.

The Board shall evaluate how the policies have been executed by the administration and school staff and shall weigh the results thereof. It shall rely on the administration, school staff, students, and community for providing evidence of the effect of the policies it has adopted or the need for new policies to be implemented.

The Superintendent is given the continuing mission of calling the Board's attention to all policies that need revision~~ed~~ or ~~repealed~~revocation and the implementation~~necessity~~ of new policies to address changing conditions.

Policies that are new or proposed to be revised or repealed shall be presented to the Board of Trustees. If approved on first reading and after a review period, the policy shall be submitted to the Board of Trustees for second and final reading. The policy will take effect immediately upon approval on second reading by the Board of Trustees.

Exception: In the event of an emergency as determined by the majority of the Board of Trustees, new policies proposed to be revised or repealed may be approved by the Board of Trustees to take effect on first reading.

Policies should reflect the adoption date and ~~to the extent they are revised,~~ the date of revision of the policy.

See also policies:

BGA - School Board Policy Development

BGAA - School Policies Advisory Council

CH/CHA - Policy Implementation/Individual School Rules and Procedures

First Reading: ~~11/11/02~~

Second Reading: ~~12/9/02~~

Reviewed: ~~1/14/08~~

**BOARD-STAFF COMMUNICATION**

~~The Board desires to maintain open channels of communication between itself and the staff. In the interest of efficient and effective administration,~~ The basic line of communication between the Board and its employees, including principals, teachers, and support staff, should be through the superintendent. This policy shall be implemented in a way that supports the constitutional right of any district employee to communicate with his or her duly elected Trustee(s) or of the right of any Trustee to communicate with his or her constituents. This right of communication shall not, however, be used as a method of circumventing the chain of command that is otherwise established by ~~board~~these policies.

See also policy:

GBD - Staff-Board Communication

First Reading: 12/8/08

Second Reading: 1/12/09

**ADMINISTRATION GUIDANCE/PRIORITY OBJECTIVES**

~~The major responsibility of the school administration in this district is to provide leadership directed toward the implementation, facilitation, and improvement of the District's instructional program. The administration must strive to create an environment that encourages the cooperative efforts needed to support District philosophies and accomplish District goals and objectives.~~

The purpose of school administration is to help create and foster an environment in which students may learn effectively. All administrative duties and functions should be appraised in terms of the contribution they make to better instruction and to increase student motivation and achievement.

The design of the administrative organization will be such that all departments of the district and all schools are part of a single system subject to the policies of the Board and implemented through a single chief administrator, the superintendent.

The administrators and supervisors are expected to administer their school and/or department in accordance with board policies and administrative regulations.

First Reading: 12/8/08

Second Reading: 1/12/09

## **POLICY IMPLEMENTATION/INDIVIDUAL SCHOOL RULES AND PROCEDURES**

The superintendent or his/her designee has responsibility for carrying out, through internal management procedures, the policies established by the Board.

~~Often the Board's policies will require developing internal management procedures.~~ The superintendent shall develop ~~these~~ internal management procedures in consultation with administrators and other staff, and shall submit them to the Board for review when the superintendent determines Board action is necessary or advisable.

The superintendent's internal management procedures shall be maintained in the School District's records.

The policies developed by the Board and the internal management procedures developed to implement policy are designed to promote an effective and efficient school system.

Within the policies of the Board and the internal management procedures of the superintendent, building principals are authorized to establish rules and procedures for the staff and student bodies of their respective schools within the larger framework of internal management procedures and board policies.

See also policy:

BGC - Policy Revision/Review

BGC-~~PR~~ - Policies and Internal Management Procedures

CHCA - Handbooks and Directives

First Reading: ~~12/10/07~~

Second Reading: ~~1/14/08~~



**HANDBOOKS AND DIRECTIVES**

~~In order that pertinent Board policies, District internal management procedures, and departmental and/or school rules and procedures may be known by District personnel and students affected by them, District administrators and principals are granted authority to issue staff and student handbooks as may be necessary and desirable.~~

~~It is essential that tThe contents of handbooks will conform with District wide policies and internal management procedures. It is also important that all handbooks bearing the name of the District, or one of its schools, be of a quality that reflects credit on the District. Therefore, prior to publication, the Board expects handbooks to be approved by the Superintendent and the Board no later than the first board meeting in Augustprior to publication.~~

~~The Board shall review and approve prior to publication the District wide personnel handbooks and all school student handbooks no later than the first Board meeting in August.~~

Building principals may prepare handbooks containing directives for staff and students with respect to the administration of the school. All handbooks and directives, shall be consistent with board policy and applicable law. All handbooks and directives together with any revisions thereto must be reviewed and approved by the superintendent or his/her designee prior to implementation in the schools.

ALL HANDBOOKS ARE INTENDED AS A GUIDE FOR THE EFFICIENT AND PROFESSIONAL PERFORMANCE OF THIS SCHOOL DISTRICT AND THE EMPLOYEES AND STUDENTS OF THE DISTRICT. NOTHING IN THE HANDBOOK SHALL BE CONSTRUED TO BE A CONTRACT BETWEEN THE EMPLOYER AND ANY EMPLOYEE. THE HANDBOOK SHOULD NOT BE CONSTRUED BY ANY EMPLOYEE AS CONTAINING BINDING TERMS AND CONDITIONS OF EMPLOYMENT. THE BOARD OF TRUSTEES OF THE SCHOOL DISTRICT RETAINS THE SOLE AND EXCLUSIVE RIGHT TO ADD, DELETE AND AMEND THE PROVISIONS CONTAINED IN THE HANDBOOKS AT SUCH TIME AS THEY DEEM IT NECESSARY AND IN THE MANNER THEY DEEM BEST FOR THE SCHOOL DISTRICT, WITH OR WITHOUT NOTICE AND WITHOUT CONSIDERATION. NOTHING IN THE HANDBOOK SHALL BE CONSTRUED AS ALTERING THE RIGHT OF THE SCHOOL DISTRICT TO TERMINATE ANY CLASSIFIED EMPLOYEE AT ANY TIME WITH OR WITHOUT GOOD CAUSE, NOR TO DISCIPLINE CERTIFIED OR ADMINISTRATIVE EMPLOYEES PURSUANT TO LAW.

See also policy:

CH/CHA - Policy Implementation/Individual School Rules and  
Procedures

First Reading: [~~12/10/07~~](#)

Second Reading: [~~1/14/08~~](#)

## ONLINE REGISTRATION

Students may be registered in Sheridan County School District No. 2 via the school district's online registration program. Parents/guardians or students over the age of 18 must set up a portal account with the School District in order to register online. As a prerequisite to being permitted to register online, parents/guardians and students over the age of 18 agree that they will be responsible for verifying that all information submitted to the portal account and in connection with the online registration is true and accurate at all times. Further, parents, guardians and students over the age of 18 shall be responsible for supplementing or correcting information submitted via the portal account and online registration as may be necessary during the time the student is registered in the school district. (For example, parents are responsible for updating the portal account and student registration if there is a change of address or other circumstances pertaining to the student).

The Superintendent and/or his/her designee may establish further procedures pertaining to the school district's online registration program. The School District may require information in addition to information submitted online in order to register a student.

Online registration is optional. Students may still be registered by conventional means.

First Reading:

Second Reading:

***Policies -  
Second Reading***

## BOARD OFFICERS

### Duties of the Chairperson

The chairperson of the Board ~~of Trustees of the school district~~ shall preside at all ~~Board~~ meetings of the Board of Trustees at which he or she is present. ~~and shall cosign with either the clerk or treasurer all warrants and checks drawn on the school district treasury.~~

The chairperson shall have full voice and vote on all motions put before the Board.

### Duties of the Vice-Chairperson

The vice-chairperson shall preside at all meetings of the Board of Trustees at which the chairperson is not present ~~in the absence of the chairperson~~. If neither the chairperson nor vice-chairperson is present at any meeting of the Board of Trustees, the ~~Board~~ members who are present shall elect a temporary chairperson for the purposes of the meeting.

### Duties of the Clerk

The clerk shall ~~has the responsibility to~~:

1. Within thirty (30) working days after the close of each fiscal year, submit all fiscal reports to the director for the past fiscal year. The reports shall contain information required by the director. A copy of the reports shall also be filed with the county clerk of eachthe county in which the school district is located;

2. Cause to be filed copies of all reports made to the director and all papers transmitted to him/her by school officers or other persons pertaining to the business of the district;

3. Cause a certificate to be endorsed upon every bond or evidence of debt, issued pursuant to law, that the same is within the lawful debt limit of such school district and is issued according to law;

4. Cause a recording of all proceedings of the Board in books to be kept for that purpose.

**BOARD OFFICERS (contd.)**

~~1. Cosign, with the chairperson, all warrants and checks unless the treasurer's signature is affixed.~~

~~2. Cause the minutes kept of the Board and a calendar of all matters referred to committees and others, and report action or non-action on the same at each regular meeting.~~

~~3. Oversee custody of the record books and documents of the Board.~~

~~4. Cause the annual report to be made and forwarded to the proper local, county, and state officials.~~

~~5. Cause to be filed all papers pertaining to district business.~~

~~Call special meetings of the Board when requested.~~

Duties of the Treasurer

The treasurer shall ~~is the custodian of the school district funds.:~~

1. Oversee custody of all moneys belonging to the district and pay out the same on order of the clerk, countersigned by the chairman;

2. Cause an account to be kept of the receipts and expenditures of the district;

3. Render a statement of the finances of the district at any time when required by the district Board of Trustees; and cause a detailed report showing the sources of revenue and the purposes for which moneys were expended to be published at the close of each fiscal year in some newspaper of general circulation within the school district.

See: W.S. 21-3-114

W.S. 21-3-116

W.S. 21-3-117

W.S. 21-3-118

~~1. Cause an account to be kept of the receipts and expenditures of the district.~~

**BOARD OFFICERS (contd.)**

~~2. Cosign, with the chairperson, all warrants unless the clerk's signature is affixed.~~

~~3. Oversee custody of all district money and pay out district money on order of the clerk, countersigned by the chairperson.~~

~~4. Cause the rendering of a financial statement at any time required by the Board and, at the close of each fiscal year.,~~

~~5. Cause to be published in some newspaper of general circulation within the school district, a detailed report showing the sources of revenue and the purposes for which monies were expended. (Consider revising to make this shorter, more concise, and understandable)~~

First Reading: ~~1/16/06~~ 12/8/14

Second Reading: ~~2/13/06~~

## BOARD/SUPERINTENDENT RELATIONSHIP

~~The Board of Trustees believes that the legislation of policies is the most important function of the school board and that the execution of the policies should be the function of the superintendent.~~ The Board of Trustees delegates to the superintendent the power to manage the schools in the District in accordance with the board's policies, to execute board decisions, and to enforce board policies. The Board of Trustees reserves to itself all authorities and powers specifically given to the Board by Wyoming law.

The Board of Trustees holds the superintendent responsible for the administration of its policies, the execution of board decisions, and all operations required for effective execution of school district programs. The superintendent will also keep the Board informed about school operations, issues, highlights, and problems. In turn, the Board of Trustees will strive to provide adequate safeguards around the superintendent to the end that he/she can best discharge his/her educational functions on a thoroughly professional basis.

The Board of Trustees shall strive to procure, when a vacancy exists, the best professional leader available for its superintendent. ~~Then, the~~ The Board of Trustees as a board and individual members shall:

1. Give the superintendent full administrative authority for properly discharging his/her professional duties, holding him/her responsible for acceptable results.
2. Consider the recommendations of the superintendent prior to acting in matters of employment or dismissal of school ~~district employees~~ personnel.
3. Hold all meetings of the board, including executive sessions, as per Policy BE and Policy BEC.
4. Refer all complaints to the superintendent ~~or building principal~~ for administrative solution or recommendation prior to board discussion and action.
5. ~~Present~~ Refer personal criticism of any employee directly to the superintendent.

See also policies:

BE - School Board Meetings  
BEC - Executive Sessions

First Reading: ~~10/6/08~~ 12/8/14  
Second Reading: ~~11/10/08~~



**BOARD COMMITTEES**

## BOARD COMMITTEES

~~The Board recognizes the need and usefulness of committees to investigate and advise the Board from time to time.~~ The Board, upon a motion that is duly passed, may create such advisory committees as necessary to assist the Board of Trustees. Advisory Committees shall be subject to the following rules:

~~1. There shall be no standing committees.~~

12. The function of committees shall be advisory only. No committee shall have the authority to make decisions that are properly within the realm of the Board of Trustees. No committee shall have the power to assume or exercise responsibilities that are properly within the realm of administrative employees or other employees within the District.

23. The number of board members serving on any committee shall always be less than a majority of the number of members of the Board of Trustees.

34. Committees shall report to the Board of Trustees ~~no less than~~ annually, or before, as necessary.

45. The chairman shall have the power to appoint members of the Board of Trustees to serve on such committees as he/she deems necessary and appropriate. Committee members shall be appointed annually. The chairman may appoint a board member to fill ~~the~~ an unexpired term of any committee person who is unable to serve.

56. Committees shall continue for a term of one year unless extended by majority vote of the Board. Committees may be terminated before expiration of the annual term upon a motion ~~duly made~~ and a vote of a majority of the Board.

First Reading: ~~11/10/08~~ 12/8/14  
Second Reading: ~~12/8/08~~

### AGENDA: FORMAT PREPARATION AND DISSEMINATION

The order of business during any meeting of the Board shall be determined by an agenda prepared by the superintendent in consultation with the board chairman.

Members of the staff or public who wish to have a particular item(s) placed on the agenda, or who desire to make a presentation to the Board, may make these requests to the superintendent or the board chairman. The determination as to whether a request for a presentation to the Board shall be permitted is within the discretion of the board chairman in consultation with the superintendent. Accordingly, these requests may or may not be approved for inclusion on the agenda.

In order to give items of business advance study, the agenda, together with supporting materials, shall be sent to board members by the superintendent sufficiently prior to the meeting, ~~if at all possible, to permit them to give items of business advance study.~~

At the Board's direction, the agenda may, ~~at the Board's direction,~~ be distributed to interested organizations and agencies that request copies.

The Board shall follow the order of business set up by the agenda, unless, by ~~consensus~~Board approval, the Board agrees to modify the order of business. The agenda will allow ~~a~~-suitable time for the remarks of the public who wish to speak to the Board.

Guests appearing before the Board to speak may be given preference to other agenda items.

First Reading: ~~11/10/08~~ 12/8/14  
Second Reading: ~~12/8/08~~



Craig Dougherty, Superintendent

Administrative Offices  
201 N. Connor, Suite 100  
P.O. Box 919  
Sheridan, WY 82801  
Phone: 307-674-7405  
Fax: 307-674-5041

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Date: January 5, 2015

TO: Board of Trustees

FROM: Roxie Taft, Business Manager

SUBJ: **Audit Report for Fiscal Year 2013-14** (*Action*)

Travis Fegler and Jim Dodson from Porter, Muirhead, Cornia & Howard, CPAs will present the 2013-14 audit report at your January meeting.

The audit report contains no findings. I will request that you take action to accept the audit once it has been presented.

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**FINANCIAL REPORT**

**June 30, 2014**

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**PORTER, MUIRHEAD, CORNIA & HOWARD**

(A Corporation of Certified Public Accountants)

123 West First Street Suite 800 P.O. Box 2750 Casper, Wyoming 82602 (307) 265-4311 Fax (307) 265-5180

## INDEPENDENT AUDITOR'S REPORT

Honorable Superintendent and  
Board of Trustees  
Sheridan County School District #2  
Sheridan, Wyoming

### **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 Sheridan County School District #2, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise Sheridan County School District #2'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 Sheridan County School District #2, as of June 30, 2014, 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 budgetary comparison information as listed in the table of contents 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 management's discussion and analysis 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 the 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.

The budgetary comparison information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied during 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 budgetary comparison information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

#### ***Other Supplementary Information and Schedule of Expenditures of Federal Awards***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Sheridan County School District #2's basic financial statements. The other supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Additionally, the accompanying schedule of expenditures of federal awards as listed in the table of contents is presented as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements of Sheridan County School District #2.

The other supplementary information and schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The other supplementary information and the schedule of expenditures of federal awards have 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 other supplementary information and the schedule



Honorable Superintendent and  
Board of Trustees  
Sheridan County School District #2  
Page 3

of expenditures of federal awards are 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 December 10, 2014, on our consideration of Sheridan County School District #2's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Sheridan County School District #2's internal control over financial reporting and compliance.



Porter, Muirhead, Cornia & Howard

Certified Public Accountants

Casper, WY  
December 10, 2014

## **SHERIDAN COUNTY SCHOOL DISTRICT #2**

### **MANAGEMENT'S DISCUSSION & ANALYSIS**

**JUNE 30, 2014**

**(UNAUDITED)**

---

As management of Sheridan County School District #2 ("District"), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2014. We encourage readers to consider the information presented here in conjunction with the District's financial statements, notes to the financial statements, and various supplementary information which follow this section.

#### ***FINANCIAL HIGHLIGHTS***

- The District's total combined net position was \$107,788,933 on June 30, 2014 which compares to \$94,032,554 on June 30, 2013, an increase of \$13,756,379 or 14.63%.
- The District had a total of \$52,641,653 in expenses related to governmental and business-type activities, with \$19,003,689 of these expenses being offset by program specific charges for services or grants and contributions. General revenues were adequate to provide for the remaining costs of these programs.
- Among the major funds, the General Fund had \$45,544,081 in fiscal year (FY) 2014 revenues which primarily consisted of the Wyoming State Foundation Program entitlement and property taxes. The General Fund's fund balance increased by \$274,358 during the year.
- In fiscal year (FY) 2014, the General Fund transferred \$45,000 to the Food Service Fund to cover the deficit in that program. Charges for services in the Food Service Fund do not cover all of the expenses, so the transfer from the General Fund was necessary. The General Fund also transferred \$282,087 to the Capital Construction Fund and \$282,913 to the Early Retirement Fund.
- The District's student enrollment continued to increase for the eighth year in a row. Average Daily Membership (ADM), the basis for state funding, increased by 345.348 students over the past eight years. Over the past 27 years, however, ADM has decreased by 605.175 students, or 15.56%.
- The assessed valuation for the County and the District continues to be volatile due to the ties to the mineral industry.
- The District made its final payment on bonded debt on June 1, 2003. The only debt remaining for the District is for uncompensated absences, early retirement, and retainage.
- Each year since the 2003 Wyoming State Legislative Session, appropriations have been made to Sheridan County School District #2 for major and minor capital construction projects. The District has received authorization to proceed with the purchase of land to build a sixth elementary school.

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### MANAGEMENT'S DISCUSSION & ANALYSIS

JUNE 30, 2014

(UNAUDITED)

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#### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: (1) government-wide financial statements; (2) fund financial statements; and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the assets and liabilities of the District, with the difference between the two reported as net position. Over time, increases or decreases in net positions may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. However, fluctuations from year to year need to be reviewed in light of the timing of funding.

The *statement of activities* presents information showing how the net assets of the District changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused compensated absences).

The government-wide financial statements distinguish the functions of the District as being principally supported by taxes and intergovernmental revenues (*governmental activities*) as opposed to *business-type activities* that are intended to recover all or a significant portion of their costs through user fees and charges. The District has only one business-type activity, the Enterprise Fund for the food service program.

**Fund Financial Statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The fund financial statements provide more detailed information about the District's most significant funds, but not the District as a whole. All of the funds of the District can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

- **Governmental Funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating the government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### MANAGEMENT'S DISCUSSION & ANALYSIS

JUNE 30, 2014

(UNAUDITED)

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The District maintains six individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, the Federal and State Grants Fund, the Major Maintenance Fund, the Capital Construction Fund, the Depreciation and School Building Repair Reserve Fund and the Debt Service Fund. All but the Debt Service Fund are considered to be major funds.

- **Proprietary Funds.** Proprietary funds are used to account for services for which the District charges participants a fee. These funds, like the government-wide statements, provide both long and short-term financial information. The District maintains one proprietary fund which is the Food Service Fund. A proprietary fund is operated similar to a business.
- **Fiduciary Funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the District. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are not available to support the District's own programs. The District is the trustee or fiduciary for these funds and is responsible for ensuring that the assets reported in these funds are used for their intended purposes. All of the District's fiduciary activities are reported in a separate statement of fiduciary net position and a statement of changes in fiduciary net position. The District uses a trust fund to account for the resources held for student scholarships. The District uses agency funds to account for the resources held for student activities and groups and for contractor retainage.

***Notes to the Financial Statements.*** The notes provide additional information that is essential for a complete understanding of the data provided in the government-wide and fund financial statements.

***Other Information.*** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's budget process. The District adopts an annual budget for all governmental funds. A budgetary comparison statement has been provided for the General Fund, the Federal and State Grants Fund, the Major Maintenance Fund, and Capital Construction Fund, and the Depreciation and School Building Repair Reserve Fund.

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## SHERIDAN COUNTY SCHOOL DISTRICT #2

### MANAGEMENT'S DISCUSSION & ANALYSIS

JUNE 30, 2014

(UNAUDITED)

#### ***FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE***

The Statement of Net Position provides the perspective of the District as a whole. Following is a summary of the District's total net position as of June 30, 2014 compared to June 30, 2013. Net position may serve over time as a useful indicator of a government's financial situation.

#### ***Condensed Statement of Total Net Position***

	<b>Governmental Activities</b>		<b>Business-type Activities</b>		<b>Total School Activities</b>	
	<b>June 30, 2013</b>	<b>June 30, 2014</b>	<b>June 30, 2013</b>	<b>June 30, 2014</b>	<b>June 30, 2013</b>	<b>June 30, 2014</b>
<b>Assets</b>						
Current assets	\$13,820,850	\$ 24,871,089	\$ 445,154	\$ 403,162	\$14,266,004	\$ 25,274,251
Capital assets, net	83,473,091	97,271,133	31,562	66,939	83,504,653	97,338,072
<b>Total assets</b>	<b>97,293,941</b>	<b>122,142,222</b>	<b>476,716</b>	<b>470,101</b>	<b>97,770,657</b>	<b>\$122,612,323</b>
<b>Liabilities</b>						
Current liabilities	1,718,231	2,533,461	36,300	45,636	1,754,531	2,579,097
Long-term liabilities	1,974,093	1,961,675	9,479	7,949	1,983,572	1,969,624
<b>Total liabilities</b>	<b>3,692,324</b>	<b>4,495,136</b>	<b>45,779</b>	<b>53,585</b>	<b>3,738,103</b>	<b>4,548,721</b>
<b>Deferred Inflows of Resources</b>	<b>-</b>	<b>10,274,669</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,274,669</b>
<b>Net Position</b>						
Invested in capital assets, net of related debt	83,473,091	97,271,133	31,562	66,939	83,504,653	97,338,072
Restricted	906,177	2,198,373	-	-	906,177	2,198,373
Unrestricted	9,222,349	7,902,911	399,375	349,577	9,621,724	8,252,488
<b>Total net position</b>	<b>\$93,601,617</b>	<b>\$ 107,372,417</b>	<b>\$ 430,937</b>	<b>\$ 416,516</b>	<b>\$94,032,554</b>	<b>\$107,788,933</b>

The net investment in capital assets as of June 30, 2014 is \$97,338,072, which is the net book value of capital assets (e.g., land, buildings and improvements, furniture and equipment, vehicles, library collections, and construction in progress) less any related outstanding debt used to acquire those assets. The District uses these capital assets to provide services to its students; consequently, these assets are *not* available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. An additional portion of the District's net position in the amount of \$2,198,373 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position in the amount of \$8,252,488 may be used to meet the District's ongoing obligations.

On a comparative basis, the District's combined net position increased \$13,756,379 from June 30, 2013 to June 30, 2014. The major reason for this increase was the completed construction of Henry A Coffeen Elementary School. Funds for major construction projects came from state and local sources rather than from debt incurred by the District.

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### MANAGEMENT'S DISCUSSION & ANALYSIS

JUNE 30, 2014

(UNAUDITED)

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#### ***Changes in the District's Total Net Position***

The District's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets, and the depreciation of capital assets. The following table presents a summary of the District's total net position for the fiscal year ended June 30, 2014 compared to the fiscal year ended June 30, 2013.

The District's total net position increased by \$13,756,379 from June 30, 2013 to June 30, 2014, which is \$11,898,351 more than the prior year's increase. The major reason for this increase is the amount of capital grants and contributions received in the current fiscal year was considerably more than that of the prior fiscal year.

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# SHERIDAN COUNTY SCHOOL DISTRICT #2

## MANAGEMENT'S DISCUSSION & ANALYSIS JUNE 30, 2014 (UNAUDITED)

	Governmental Activities		Business-type Activities		Total School Activities	
Revenues	June 30, 2013	June 30, 2014	June 30, 2013	June 30, 2014	June 30, 2013	June 30, 2014
Program revenues						
Charges for services	\$ 63,135	\$ 192,762	\$ 689,534	\$ 664,283	\$ 752,669	\$ 857,045
Operating grants and contributions	3,659,943	4,011,629	696,034	686,134	4,355,977	4,697,763
Capital grants and contributions	2,742,614	13,448,881	-	-	2,742,614	13,448,881
General Revenues						
Property taxes	11,139,189	13,097,420	-	-	11,139,189	13,097,420
County sources	2,985,769	-	-	-	2,985,769	-
Major maintenance payments	1,731,981	1,571,611	-	-	1,731,981	1,571,611
State Foundation Program payments	30,317,948	32,296,316	-	-	30,317,948	32,296,316
State other	13,888	331,295	-	-	13,888	331,295
Earnings on investments	19,567	47,067	840	522	20,407	47,589
Miscellaneous income	171,191	50,112	-	-	171,191	50,112
Transfers	(110,000)	(45,000)	110,000	45,000	-	-
<b>Total revenues</b>	<b>52,735,225</b>	<b>65,002,093</b>	<b>1,496,408</b>	<b>1,395,939</b>	<b>54,231,633</b>	<b>66,398,032</b>
Expenses						
Instruction	31,061,555	30,877,275	-	-	31,061,555	30,877,275
Instructional support	5,592,038	5,960,813	-	-	5,592,038	5,960,813
General administration services	993,071	1,251,324	-	-	993,071	1,251,324
School administration services	2,237,150	2,157,623	-	-	2,237,150	2,157,623
Business services	435,807	433,801	-	-	435,807	433,801
Staff relations and negotiations services	313,150	241,213	-	-	313,150	241,213
Operation and maintenance of plant services	4,489,679	4,605,940	-	-	4,489,679	4,605,940
Pupil transportation services	1,993,306	2,131,634	-	-	1,993,306	2,131,634
Central services	1,112,179	1,211,143	-	-	1,112,179	1,211,143
Facilities, acquisitions, and construction services	2,712,829	2,346,772	-	-	2,712,829	2,346,772
Community services	12,531	13,755	-	-	12,531	13,755
Food service expenditures	-	-	1,420,310	1,410,360	1,420,310	1,410,360
<b>Total expenses</b>	<b>50,953,295</b>	<b>51,231,293</b>	<b>1,420,310</b>	<b>1,410,360</b>	<b>52,373,605</b>	<b>52,641,653</b>
<b>Change in net position</b>	<b>1,781,930</b>	<b>13,770,800</b>	<b>76,098</b>	<b>(14,421)</b>	<b>1,858,028</b>	<b>13,756,379</b>
<b>Net position beginning of year</b>	<b>91,819,687</b>	<b>93,601,617</b>	<b>354,839</b>	<b>430,937</b>	<b>92,174,526</b>	<b>94,032,554</b>
<b>Net position end of year</b>	<b>\$93,601,617</b>	<b>\$ 107,372,417</b>	<b>\$ 430,937</b>	<b>\$ 416,516</b>	<b>\$94,032,554</b>	<b>\$107,788,933</b>

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### MANAGEMENT'S DISCUSSION & ANALYSIS

JUNE 30, 2014

(UNAUDITED)

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#### ***Governmental Funds***

The financial performance of the District as a whole is reflected in its governmental funds. As the District completed the year, its governmental funds (General Fund, Federal and State Grants Fund, Major Maintenance Fund, Capital Construction Fund, Depreciation and School Building Repair Reserve Fund, Debt Service Fund and Early Retirement Fund) reported a combined fund balance of \$11,450,757.

#### ***BUDGETARY HIGHLIGHTS***

During the year, the Board of Trustees revised the District's Major Maintenance Fund budget. Budget amendments are made to reflect changes in programs and related funding. For the fiscal year ended June 30, 2014, the District increased the Major Maintenance Budget by \$17,000. Detail of these budget amendments can be found on page 37 in the accompanying notes to the financial statements.

Total General Fund revenues were 100.00% of the budgeted revenue. General Fund expenditures were 96.45% of the amount budgeted.

A schedule showing the original and final budget amounts compared to the District's actual financial activity is provided in this report as required supplementary information.

#### ***CAPITAL ASSETS AND DEBT ADMINISTRATION***

***Capital Assets.*** As of June 30, 2014, the District had a net investment of \$97,271,133 in governmental capital assets, including school buildings, athletic facilities, buses and other vehicles, furniture and equipment, and library collections. Construction in progress as of June 30, 2014 was \$3,168,199, a decrease of \$606,485 from the previous fiscal year due to the completion of construction projects around the District during the year being reclassified to buildings and improvements. Depreciation expense for the year was \$2,836,915.

The following schedule shows capital asset balances net of depreciation for the fiscal years ended June 30, 2014 compared to June 30, 2013 for governmental activities. Additional information on the District's capital assets can be found in Note 3 to the basic financial statements.

	<u>June 30, 2013</u>	<u>June 30, 2014</u>	<u>Change</u>
Land	\$ 2,280,640	\$ 2,280,640	\$ -
Works of art	84,031	84,031	-
Buildings and improvements	74,494,810	88,758,691	14,263,881
Vehicles	1,755,762	1,856,259	100,497
Machinery and equipment	999,344	1,041,155	41,811
Library collections	83,820	82,158	(1,662)
Construction in progress	3,774,684	3,168,199	(606,485)
<b>Total Net Capital Assets</b>	<u>\$ 83,473,091</u>	<u>\$ 97,271,133</u>	<u>\$ 13,798,042</u>

***Debt Administration.*** The District has no outstanding bonded debt obligations. Additional information on the District's long-term debt can be found in Note 3 to the basic financial statements.



## **SHERIDAN COUNTY SCHOOL DISTRICT #2**

### **MANAGEMENT'S DISCUSSION & ANALYSIS**

**JUNE 30, 2014**

**(UNAUDITED)**

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#### ***ECONOMIC FACTORS FOR THE 2014-2015 BUDGET***

For FY15, the County assessed valuation increased by 2.4% and the District assessed valuation increased by 1.9%. While an increase in assessed valuation would indicate improvement in the local economy, any tax revenue received by the school district is subtracted from the amount calculated under the School Funding Model.

All certified and classified staff received salary increases for FY14.

#### ***REQUESTS FOR INFORMATION***

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the resources it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Superintendent, Sheridan County School District #2, P.O. Box 919, Sheridan, WY 82801.

## **BASIC FINANCIAL STATEMENTS**

**SHERIDAN COUNTY SCHOOL DISTRICT #2****STATEMENT OF NET POSITION**

June 30, 2014

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
Cash and cash equivalents	\$ 12,977,724	\$ 367,322	\$ 13,345,046
Cash held by County Treasurer	207,662	-	207,662
Receivables			
Property taxes receivable	10,954,215	-	10,954,215
Accounts receivable	357	-	357
Due from other governments	731,131	-	731,131
Inventory	-	35,840	35,840
Capital assets (non-depreciable)			
Land	2,280,640	-	2,280,640
Works of art	84,031	-	84,031
Construction in progress	3,168,199	-	3,168,199
Capital assets (net of accumulated depreciation)			
Buildings and improvements	88,758,691	-	88,758,691
Vehicles	1,856,259	-	1,856,259
Machinery and equipment	1,041,155	66,939	1,108,094
Library collections	82,158	-	82,158
Total assets	<u>122,142,222</u>	<u>470,101</u>	<u>122,612,323</u>
<b>LIABILITIES</b>			
Accounts payable	163,852	-	163,852
Accrued wages payable	422,331	-	422,331
Accrued payroll liabilities	1,947,278	20,113	1,967,391
Unearned lunch revenue	-	25,523	25,523
Noncurrent liabilities			
Due within one year	305,756	397	306,154
Due in more than one year	1,655,919	7,552	1,663,470
Total liabilities	<u>4,495,136</u>	<u>53,585</u>	<u>4,548,721</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred property tax revenues	10,274,669	-	10,274,669
Total deferred inflows of resources	<u>10,274,669</u>	<u>-</u>	<u>10,274,669</u>
<b>NET POSITION</b>			
Invested in capital assets, net of related debt	97,271,133	66,939	97,338,072
Restricted for			
Major maintenance W.S. 21-15-109	8,473	-	8,473
Depreciation and school building repair reserve fund W.S. 21-13-504	2,189,900	-	2,189,900
Unrestricted	7,902,911	349,577	8,252,488
Total net position	<u>\$107,372,417</u>	<u>\$ 416,516</u>	<u>\$107,788,933</u>

See accompanying notes to financial statements

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**STATEMENT OF ACTIVITIES**

Year Ended June 30, 2014

Function/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities				
Instruction				
Regular instruction	\$ 22,126,143	\$ 150,350	\$ 1,571,620	\$ -
Special education instruction	6,370,616	-	563,114	-
Vocation education	1,087,492	-	117,451	-
Other instruction	1,293,024	-	-	-
Support services				
Pupil services	3,288,544	42,412	-	-
Instructional staff services	2,672,269	-	1,586,893	-
General administration services	1,251,324	-	-	-
School administration services	2,157,623	-	158,796	-
Business services	433,801	-	-	-
Staff relations and negotiations services	241,213	-	-	-
Operation and maintenance of plant services	4,605,940	-	-	-
Pupil transportation services	2,131,634	-	-	-
Central services	1,211,143	-	-	-
Facilities, acquisitions and construction services	2,346,772	-	-	13,448,881
Community services	13,755	-	13,755	-
Total governmental activities	<u>51,231,293</u>	<u>192,762</u>	<u>4,011,629</u>	<u>13,448,881</u>
Business-type activities				
Food service fund	<u>1,410,360</u>	<u>664,283</u>	<u>686,134</u>	<u>-</u>
Total business-type activities	<u>1,410,360</u>	<u>664,283</u>	<u>686,134</u>	<u>-</u>
Total school district	<u>\$ 52,641,653</u>	<u>\$ 857,045</u>	<u>\$ 4,697,763</u>	<u>\$ 13,448,881</u>
General revenues				
Property taxes				
Levied for general purposes				
Levied for specific purposes				
Major maintenance				
Federal, State and Local aid not restricted to specific purposes				
State Foundation Program				
State other				
Unrestricted investment earnings				
Miscellaneous				
Transfers				
Total general revenues				
Change in net position				
Net position - beginning of year				
Net position - end of year				

See accompanying notes to financial statements

Net (Expense) Revenue and Changes in Net Position

Governmental Activities	Business-type Activities	Total
\$ (20,404,173)	\$ -	\$ (20,404,173)
(5,807,502)	-	(5,807,502)
(970,041)	-	(970,041)
(1,293,024)	-	(1,293,024)
(3,246,132)	-	(3,246,132)
(1,085,376)	-	(1,085,376)
(1,251,324)	-	(1,251,324)
(1,998,827)	-	(1,998,827)
(433,801)	-	(433,801)
(241,213)	-	(241,213)
(4,605,940)	-	(4,605,940)
(2,131,634)	-	(2,131,634)
(1,211,143)	-	(1,211,143)
11,102,109	-	11,102,109
-	-	-
(33,578,021)	-	(33,578,021)
-	(59,943)	(59,943)
-	(59,943)	(59,943)
(33,578,021)	(59,943)	(33,637,964)
13,097,420	-	13,097,420
1,571,611	-	1,571,611
32,296,316	-	32,296,316
331,295	-	331,295
47,067	522	47,589
50,112	-	50,112
(45,000)	45,000	-
47,348,821	45,522	47,394,343
13,770,800	(14,421)	13,756,379
93,601,617	430,937	94,032,554
<u>\$107,372,417</u>	<u>\$ 416,516</u>	<u>\$ 107,788,933</u>

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

BALANCE SHEET  
Governmental Funds  
June 30, 2014

	Major Funds		
	General Fund	Federal and State Grants Fund	Major Maintenance Fund
<b>ASSETS</b>			
Cash and cash equivalents	\$ 9,131,401	\$ 184,898	\$ 124,077
Cash held by County Treasurer	207,662	-	-
Property taxes receivable	10,954,215	-	-
Accounts receivable	357	-	-
Due from other governments	-	731,131	-
Due from other funds	631,896	-	-
Total assets	<u>\$ 20,925,531</u>	<u>\$ 916,029</u>	<u>\$ 124,077</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>			
Liabilities			
Accounts payable	\$ 20,685	\$ 27,563	\$ 115,604
Accrued wages payable	316,463	105,868	-
Accrued payroll liabilities	1,783,818	150,702	-
Due to other funds	-	631,896	-
Total liabilities	<u>2,120,966</u>	<u>916,029</u>	<u>115,604</u>
Deferred inflows of resources			
Deferred property tax revenues	<u>10,886,871</u>	<u>-</u>	<u>-</u>
Total deferred inflows of resources	<u>10,886,871</u>	<u>-</u>	<u>-</u>
Fund balances			
Restricted			
Major maintenance W.S. 21-15-109	-	-	8,473
Depreciation and school building repair reserve fund W.S. 21-13-504	-	-	-
Committed			
Capital construction fund	-	-	-
Early retirement fund	-	-	-
Unassigned	<u>7,917,694</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>7,917,694</u>	<u>-</u>	<u>8,473</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 20,925,531</u>	<u>\$ 916,029</u>	<u>\$ 124,077</u>

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

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Long-term liabilities, including early retirement benefits and accrued compensation for absences, are not due and payable in the current period and, therefore, are not reported in the funds.

Early retirement benefits

Compensated absences

Net position of governmental activities

See accompanying notes to financial statements

Major Funds		Nonmajor Fund	Total Governmental Funds
Depreciation and School Building Repair Reserve Fund	Capital Construction Fund	Early Retirement Fund	
\$ 2,189,900	\$ 735,553	\$ 611,895	\$ 12,977,724
-	-	-	207,662
-	-	-	10,954,215
-	-	-	357
-	-	-	731,131
-	-	-	631,896
<u>\$ 2,189,900</u>	<u>\$ 735,553</u>	<u>\$ 611,895</u>	<u>\$ 25,502,985</u>
\$ -	\$ -	\$ -	\$ 163,852
-	-	-	422,331
-	-	12,758	1,947,278
-	-	-	631,896
<u>-</u>	<u>-</u>	<u>12,758</u>	<u>3,165,357</u>
-	-	-	10,886,871
<u>-</u>	<u>-</u>	<u>-</u>	<u>10,886,871</u>
-	-	-	8,473
2,189,900	-	-	2,189,900
-	735,553	-	735,553
-	-	599,137	599,137
-	-	-	7,917,694
<u>2,189,900</u>	<u>735,553</u>	<u>599,137</u>	<u>11,450,757</u>
<u>\$ 2,189,900</u>	<u>\$ 735,553</u>	<u>\$ 611,895</u>	
			97,271,133
			612,202
			\$ (553,671)
			(1,408,004)
			<u>(1,961,675)</u>
			<u>\$ 107,372,417</u>

**SHERIDAN COUNTY SCHOOL DISTRICT #2**  
**STATEMENT OF REVENUES EXPENDITURES AND CHANGES IN FUND BALANCES**  
Governmental Funds  
Year Ended June 30, 2014

	Major Funds		
	General Fund	Federal and State Grants Fund	Major Maintenance Fund
<b>REVENUES</b>			
Taxes	\$ 9,881,020	\$ -	\$ -
Intergovernmental revenues	35,404,752	4,011,629	1,571,611
Charges for services	192,762	-	-
Miscellaneous	65,547	-	22,477
Total revenues	<u>45,544,081</u>	<u>4,011,629</u>	<u>1,594,088</u>
<b>EXPENDITURES</b>			
Instruction			
Regular instruction	20,404,752	1,571,620	-
Special education instruction	5,811,475	563,114	-
Vocation education	992,375	117,451	-
Other instruction	1,299,961	-	-
Total instruction	<u>28,508,563</u>	<u>2,252,185</u>	<u>-</u>
Support services			
Pupil services	3,294,072	-	-
Instructional staff services	1,041,592	1,586,893	-
General administration services	1,067,721	-	-
School administration services	2,183,933	158,796	-
Business services	469,006	-	-
Staff relations and negotiations services	-	-	-
Operation and maintenance of plant services	4,733,299	-	-
Pupil transportation services	2,225,067	-	-
Central services	1,140,432	-	-
Facilities, acquisitions and construction services	-	-	2,491,792
Community services	-	13,755	-
Total support services	<u>16,155,122</u>	<u>1,759,444</u>	<u>2,491,792</u>
Total expenditures	<u>44,663,685</u>	<u>4,011,629</u>	<u>2,491,792</u>
Excess (deficiency) of revenues over expenditures	<u>880,396</u>	<u>-</u>	<u>(897,704)</u>
Other financing sources (uses)			
Proceeds from sale of assets	3,962	-	-
Transfers in	-	-	-
Transfers out	(610,000)	-	-
Total other financing sources (uses)	<u>(606,038)</u>	<u>-</u>	<u>-</u>
Net change in fund balances	274,358	-	(897,704)
Fund balances - beginning of year	7,643,336	-	906,177
Fund balances - end of year	<u>\$ 7,917,694</u>	<u>\$ -</u>	<u>\$ 8,473</u>

See accompanying notes to financial statements



Major Funds		Nonmajor Fund	Total Governmental Funds
Depreciation and School Building Repair Reserve Fund	Capital Construction Fund	Early Retirement Fund	
\$ -	\$ -	\$ -	\$ 9,881,020
-	13,448,881	-	54,436,873
-	-	-	192,762
7,507	1,533	1,451	98,515
7,507	13,450,414	1,451	64,609,170
-	-	-	21,976,372
-	-	-	6,374,589
-	-	-	1,109,826
-	-	-	1,299,961
-	-	-	30,760,748
-	-	-	3,294,072
-	-	-	2,628,485
-	-	-	1,067,721
-	-	-	2,342,729
-	-	-	469,006
-	-	248,048	248,048
-	-	-	4,733,299
-	-	-	2,225,067
-	-	-	1,140,432
119,522	13,512,376	-	16,123,690
-	-	-	13,755
119,522	13,512,376	248,048	34,286,304
119,522	13,512,376	248,048	65,047,052
(112,015)	(61,962)	(246,597)	(437,882)
-	-	-	3,962
-	282,087	282,913	565,000
-	-	-	(610,000)
-	282,087	282,913	(41,038)
(112,015)	220,125	36,316	(478,920)
2,301,915	515,428	562,821	11,929,677
\$ 2,189,900	\$ 735,553	\$ 599,137	\$ 11,450,757

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES Year Ended June 30, 2014

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

Net change in fund balances-total governmental funds	\$	(478,920)
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay and loss on disposal exceeded depreciation in the current period:

Capital outlay	\$	17,246,740	
Loss on disposal		(5,298)	
Additional construction in progress		15,855,369	
Less completed construction in progress		(16,461,854)	
Depreciation expense		<u>(2,836,915)</u>	13,798,042

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds:

Compensated absences as of June 30, 2014	(1,408,004)	
Compensated absences as of June 30, 2013	1,413,587	
Early retirement benefits as of June 30, 2014	(553,671)	
Early retirement benefits as of June 20, 2013	<u>560,506</u>	12,418

Some revenues reported in the statement of activities do not provide current financial resources and, therefore, are not reported as revenues in the governmental funds:

Deferred property tax revenue as of June 30, 2014	612,202	
Deferred property tax revenue as of June 30, 2013	<u>(172,942)</u>	439,260
Change in net position of governmental activities		<u>\$ 13,770,800</u>

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**STATEMENT OF NET POSITION**

Proprietary Fund

June 30, 2014

	<u>Food Service Fund</u>
<b>ASSETS</b>	
Current assets	
Cash and cash equivalents	\$ 367,322
Inventory	<u>35,840</u>
Total current assets	<u>403,162</u>
 Property and equipment	 330,946
Less accumulated depreciation	<u>(264,007)</u>
Total capital assets net of accumulated depreciation	<u>66,939</u>
 Total assets	 <u>470,101</u>
<b>LIABILITIES</b>	
Current liabilities	
Accrued payroll liabilities	20,113
Accrued compensated absences	397
Unearned lunch revenue	<u>25,523</u>
Total current liabilities	<u>46,033</u>
 Noncurrent liabilities	
Accrued compensated absences	<u>7,552</u>
Total noncurrent liabilities	<u>7,552</u>
<b>NET POSITION</b>	
Invested in capital assets, net of related debt	66,939
Unrestricted	<u>349,577</u>
 Total net position	 <u><u>\$ 416,516</u></u>

See accompanying notes to financial statements

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN FUND NET POSITION**

Proprietary Fund  
Year Ended June 30, 2014

	<u>Food Service Fund</u>
Operating revenues	
Charges for services	\$ 664,283
Total operating revenues	<u>664,283</u>
Operating expenses	
Salaries	428,448
Benefits	163,507
Contractual services	13,714
Supplies	71,489
Direct food costs	605,445
Cost of commodities	116,328
Miscellaneous	871
Depreciation	10,558
Total operating expenses	<u>1,410,360</u>
Total (loss) from operations	<u>(746,077)</u>
Nonoperating revenues	
Federal subsidy	686,134
Interest income	522
Total nonoperating revenue	<u>686,656</u>
Net (loss) before transfers	(59,421)
Transfers in	<u>45,000</u>
Change in net position	(14,421)
Net position - beginning of year	<u>430,937</u>
Net position - end of year	<u><u>\$ 416,516</u></u>

See accompanying notes to financial statements

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**STATEMENT OF CASH FLOWS**

Proprietary Fund

Year Ended June 30, 2014

	<u>Food Service Fund</u>
Cash flows from operating activities	
Cash received from services	\$ 666,534
Cash paid to suppliers for goods and services	(746,265)
Cash paid to employees for services	(586,400)
Net cash (used in) operating activities	<u>(666,131)</u>
Cash flows from noncapital financing activities	
Transfers	45,000
Federal reimbursement	603,046
Net cash provided by noncapital financing activities	<u>648,046</u>
Cash flows from capital financing activities	
Net cash provided by capital financing activities	<u>-</u>
Cash flows from investing activities	
Purchase of capital assets	(45,935)
Interest income	522
Net cash (used in) investing activities	<u>(45,413)</u>
Net decrease in cash and cash equivalents	(63,498)
Cash and cash equivalents - beginning of year	<u>430,820</u>
Cash and cash equivalents - end of year	<u><u>\$ 367,322</u></u>
Reconciliation of operating (loss) to net cash (used in) operating activities	
Operating (loss)	\$ (746,077)
Adjustments to reconcile operating (loss) to net cash (used in) operating activities	
Depreciation	10,558
Federal share of commodities	83,088
Increase (decrease) in cash and cash equivalents resulting from changes in operating assets and liabilities	
Inventory	(21,506)
Accrued payroll liabilities	7,085
Accrued compensated absences	(1,530)
Unearned lunch revenue	2,251
Net cash (used in) operating activities	<u><u>\$ (666,131)</u></u>
Non-cash transactions	
The Food Service Fund received USDA commodities valued at \$83,088	

See accompanying notes to financial statements

**SHERIDAN COUNTY SCHOOL DISTRICT #2****STATEMENT OF FIDUCIARY NET POSITION**

June 30, 2014

		Agency Funds		
	Private- Purpose Trust Fund	Student Activities Funds	Contractors Retainage Fund	Totals
<b>ASSETS</b>				
Cash	\$ 104,501	\$ 270,364	\$ 616,078	\$ 990,943
Investments, at fair value	9,458	-	-	9,458
Total assets	113,959	270,364	616,078	1,000,401
<b>LIABILITIES</b>				
Wages and benefits payable	-	46	-	46
Due to student groups	-	270,318	-	270,318
Retainage payable	-	-	616,078	616,078
Total liabilities	-	270,364	616,078	886,442
<b>NET POSITION</b>				
Held in trust for scholarships	\$ 113,959	\$ -	\$ -	\$ 113,959

See accompanying notes to financial statements

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**  
**Year Ended June 30, 2014**

	Private Purpose Trust Fund
Additions	
Scholarship donations	\$ 15,795
Interest earnings	137
Total additions	15,932
Deductions	
Decrease in the value of stock	7,689
Scholarship awards	15,900
Total deductions	23,589
Change in net position	(7,657)
Net position - beginning of year	121,616
Net position - end of year	\$ 113,959

See accompanying notes to financial statements

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### **Note 1. Summary of Significant Accounting Policies**

##### ***Reporting Entity***

The Board of Trustees (Board) has governance responsibilities over all activities related to public elementary and secondary school education within the jurisdiction of Sheridan County School District #2 ("District"). The Board receives funding from local, state and federal government sources and must comply with the concomitant requirements of these funding source entities. However, the District serves as the nucleus for the reporting entity under the provisions of GASB Statements No. 14, No. 39, and No. 61 for its basic financial statements. Using this premise, the District is not financially accountable for any other organizations and thus, includes only the financial statements of the District. Sheridan County School District #2 has no component units nor is it considered a component unit of any other government.

##### ***Related Organization***

The Sheridan Recreation District is a legally-separate related organization which is governed by a five-member board consisting of two District-appointed members, two City of Sheridan, Wyoming-appointed members, and one at-large member appointed by the District and the City of Sheridan, Wyoming in alternating years, for which the District has no significant financial accountability. The District imposes a one mill levy on its assessed valuation to be expended by the Sheridan Recreation District, as outlined in Wyoming Statute §18-9-201, in addition to its other sources of revenue. This jointly established system of public recreation operates, maintains, and assists with improving parks located in the City of Sheridan, Wyoming, and surrounding areas in Sheridan County, Wyoming, as well as providing recreational services to youths and adults. For the year ended June 30, 2014, the District paid the Sheridan Recreation District \$6,000 for services associated with an intramural program. Further financial information is available from the Sheridan Recreation District.

##### ***Other Affiliations***

The District owns shares in the Burn Cleuch Ditch Company in a proportion equivalent to its acreage of water rights. The District owns these shares in order to obtain an adequate supply of water for the District.

##### ***Government-Wide and Fund Financial Statements***

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the District. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.



## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### **Note 1. Summary of Significant Accounting Policies (Continued)**

##### ***Measurement Focus, Basis of Accounting, and Financial Statement Presentation***

The District's financial statements are meant to present District financial information in a format more closely resembling that of the private sector and to provide the user with more managerial analysis regarding the financial results and the Board's financial outlook.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary 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.

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 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 and claims and judgments, are recorded only when payment is due.

Property taxes and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The District reports the following major governmental funds:

The *general fund* is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *federal and state grants fund* accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes and is reported as a special revenue fund.

The *major maintenance fund* accounts for the proceeds of specific revenue sources for major maintenance or major capital projects that are restricted to expenditures for specified purposes.

The *depreciation and school building repair reserve fund* accounts for proceeds transferred in from the general fund for capital projects designated specifically for the purpose of funding potential future building repair expenditures and asset replacement.

The *capital construction fund* accounts for the proceeds of specific revenue sources for capital projects that are restricted to expenditures for the construction and renovation of schools and buildings.

The District reports the following nonmajor governmental fund:

The *early retirement fund* is a debt service fund that accounts for the liability associated with early retirement benefits.

The District reports the following major proprietary fund:

The *food service fund* accounts for the activities of the District's breakfast and lunch programs.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### **Note 1. Summary of Significant Accounting Policies (Continued)**

##### ***Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)***

Additionally, the District reports the following fund types:

*Private-Purpose Trust Fund* – This fund is used to account for donations for scholarship funds that are received by the District that are to be awarded to current and former students for post-secondary education purposes.

*Agency Funds* – The agency funds account for resources held in a custodial capacity by the District, and consists of funds that are the property of students or others.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District's enterprise fund are charges to students for food services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

##### ***Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity***

###### ***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.

State statutes authorize the District to invest in securities issued or guaranteed by the U.S. Treasury or agencies of the United States government, bank certificates of deposit, shares or savings certificates of savings and loan associations, Tennessee Valley Authority bonds and notes and export-import bank notes and guaranteed participations.

Investments for the District are reported at fair value. Fair value is determined using the latest bid price or by the closing exchange price at the statements of net position date.

###### ***Accounts Receivable***

The District considers all accounts receivable to be fully collectible at June 30, 2014 and, therefore, no allowance for doubtful accounts is deemed necessary.

###### ***Interfund Balances***

On the fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "Due from other funds/Due to other funds". These amounts are eliminated in the governmental and business-type activities columns of the statement of activities columns of the statement of net assets, except for the net residual amounts due between governmental and business-type activities.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### **Note 1. Summary of Significant Accounting Policies (Continued)**

##### ***Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (Continued)***

##### ***Property Taxes***

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on or about August 1 and payable in two installments on September 1 and March 1. The County bills and collects its own property taxes and also taxes for all municipalities and political subdivisions within the County, including Sheridan County School District #2. District property tax revenues are recognized when levied to the extent that they result in current receivables, which means when collected within the current period or expected to be collected within 60 days of the fiscal year end to be used to pay liabilities of the current period.

The District is required by Wyoming Statutes to levy taxes of twenty-five mills of assessed valuation for all school purposes, exclusive of bond interest and redemption. In addition, a county-wide school property tax of six mills is levied and a recreation district for one mill. The combined tax related to finance general school services other than the payment of principal and interest on long-term debt for the year ended June 30, 2014 was thirty-one mills, not including the one mill for the recreation district.

##### ***Inventories***

Inventory is valued at the lower of cost (first-in, first-out) or market. Governmental fund type inventories are recorded using the purchase method whereby they are recorded as expenditures when purchased. Supply inventories for the General Fund at June 30, 2014 were not material and, therefore, were not recorded at year end.

Enterprise fund inventories are accounted for using the consumption method by which inventory acquisitions are recorded in inventory accounts when purchased or received by other means and are charged to expense when consumed or sold. Inventory in the Food Service Fund consists of purchased food items, as well as USDA food commodities held for consumption.

##### ***Capital Assets***

Capital assets, which include property, plant, equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### *Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (Continued)*

##### *Capital Assets (Continued)*

Property, plant, and equipment of the District are depreciated using the straight line method over the following estimated useful lives.

Assets	Years
Buildings and improvements	20-50
Machinery and equipment	10
Vehicles	5
Library collections	5

##### *Compensated Absences*

Classified employees who work on 9 month contracts are granted either 3 or 10 days leave of absence for illness each year without loss of salary. The leave is cumulative up to 18 or 60 days depending upon the job classification. The leave covers personal illness or illness in the immediate family (as outlined in District Policy GCC/GDC) requiring the employee's presence. Ten month employees are granted 11 days a year, cumulative to 66 days. Twelve month employees are granted 12 days a year cumulative to 72 days.

Professional staff members who are on nine-month contracts accumulate sick leave at the rate of 10 days per year accumulative to 60 days. Those on ten-month contracts accumulate 11 days of sick leave per year accumulative to 66 days. Staff members on eleven or twelve month contracts accumulate 12 days of sick leave per year accumulative to 72 days. Sick leave is to be used for the illness of a staff member or members of his or her family. Family members are defined in the District's policy as indicated in the prior paragraph.

Once all accumulated leave has been used, classified and certified employees with family members that have extended illnesses may receive their regular salary less the cost of a substitute with board approval. Certified and classified employees can apply for additional sick leave days from their respective sick leave banks in the case of their own illness. Twelve month salaries staff can apply for extended sick leave, but do not have access to a sick leave bank.

Classified employees on a 12 month basis with less than five years of employment are granted 12 days (accumulated at the rate of 1 day/month) of vacation annually with full pay. Employees with more than five years but less than ten on a twelve-month basis are granted 15 days (accumulated at the rate of 1¼ days/month) of vacation annually with full pay. Employees with more than ten years on a twelve-month basis are granted 18 days (accumulated at the rate of 1½ days/month) of vacation annually with full pay. Twelve month exempt employees receive 21 days of vacation. Vacation leave beyond the maximum is paid in the December payroll at the current pay rate. At the end of employment, vacation is paid at the current rate.

Employees who retire after ten (10) consecutive years of full-time employment with Sheridan County School District #2 are paid, at the current substitute rate (currently \$92 per day for certified staff) for unused sick leave. Intention to retire must be indicated, in writing, to the Superintendent of Schools by March 15 during the fiscal year prior to actual retirement in order to assure payment at the time of retirement. In the event of the death of an employee while under contract, the beneficiaries of staff employed for ten or more years are entitled to the unused sick leave at the current substitute rate. The maximum number of days to be used in computing the payment is either 18, 60, 66, or 72 days depending on the maximum number of days of sick leave that can be accumulated by the employee. Total accrued compensated absences at June 30, 2014 were \$1,415,953.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### **Note 1. Summary of Significant Accounting Policies (Continued)**

##### ***Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (Continued)***

##### ***Deferred Inflows of Resources***

In addition to the liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The government has one type of item that qualifies for reporting in this category. Unavailable revenue is reported in the governmental funds balance sheet. The governmental funds report unavailable revenues from one source: property taxes. This amount is deferred and recognized as an inflow of resources in the period that the amount becomes available. In the government-wide statement of net position, property taxes are reported as a deferred inflow of resources. Property taxes are recognized as an inflow of resources in the year they are levied.

##### ***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.

##### ***Fund Equity***

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned, or unassigned. Nonspendable fund balance cannot be spent because of its form. Restricted fund balance has limitations imposed by creditors, grantors, or contributors or by enabling legislation or constitutional provisions. Committed fund balance is a limitation imposed by the District's Board through approval of resolutions. Assigned fund balances is a limitation imposed by a designee of the District's Board. Unassigned fund balance in the General Fund is the net resources in excess of what can be properly classified in one of the above four categories. Negative unassigned fund balance in other governmental funds represents excess expenditures incurred over the amounts restricted, committed, or assigned to those purposes. Proprietary fund equity is classified the same as in the government-wide statements.

If, in any given year, expenditures exceed revenues, it is the intent of the District's Board of Trustees to draw on unassigned fund balances first, followed in order by assigned, then committed, and then restricted, unless otherwise determined by Board motion.

##### ***Restricted Net Position***

For the government-wide financial statements, net position is reported as restricted when constraints placed on the net position are either: (1) Externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or (2) imposed by law through constitutional provisions or enabling legislation.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### **Note 2. Stewardship, Compliance, and Accountability**

##### ***Budgets and Budgetary Accounting***

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

Prior to May 15, the Superintendent submits to the Board of Trustees a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.

A public hearing is conducted by the third Wednesday in July to obtain public comments.

The budget is adopted by the third Wednesday of July.

At the request of the Superintendent or upon its own motion after publication of notice, the Board of Trustees may by resolution transfer any unencumbered or unexpended appropriation balance or part thereof from one fund, department or account to another. All appropriations, excluding appropriations for capital projects, lapse at the close of the budget year to the extent they are not expended or encumbered. The level of expenditure control for budget purposes is the department level.

Formal budgetary integration is employed as a management control device during the year for the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Fund.

Budgets for the General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Fund, and Enterprise Fund are adopted on a cash basis (NON-GAAP). Such basis is not consistent with generally accepted accounting principles (GAAP).

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration during the year. Encumbrances outstanding at year end are immaterial.

#### **Note 3. Detailed Notes on All Funds**

##### ***Deposits and Investments***

As of June 30, 2014, the District had the following investments held by its Private-Purpose Trust Fund:

Fiduciary Funds:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Rating</u>
Stocks (Donated)	\$ 9,458	A3 - B3/Caa1 (Moody's)
Total	<u>\$ 9,458</u>	

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### **Note 3. Detailed Notes on All Funds (Continued)**

##### ***Deposits and Investments (Continued)***

##### ***Interest rate risk***

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The District's investments are held in a money market investment account, and as a means of limiting its exposure to fair value losses arising from rising interest rates, the District attempts to match its investment maturities to expected cash flow needs. With this investment focus, investments are expected to reach maturity with limited gains or losses. The donated stock, while immaterial to the District's financial statements, is not subject to interest rate risk.

##### ***Credit risk***

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. State statutes limit the type of investments the District can use. Statutes limit investments primarily to securities issued or guaranteed by the U.S. Treasury or agencies of the United States government. At June 30, 2014, the District's investments were donated stocks held in the fiduciary fund for scholarships.

##### ***Concentration of credit risk***

The District does not have a formal policy that allows or limits an investment in any one issuer that is in excess of a specified percentage of the district's total investments. At June 30, 2014, the District held investments in trust that are in stocks. These investments were donated to the District to be held in a fiduciary fund with the proceeds to be used for student scholarships.

##### ***Custodial credit risk – deposits***

In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. State statutes require that the District's deposits in excess of the Federal depository insurance amount be collateralized. At June 30, 2014, the District's deposits were fully insured or collateralized as required by State statutes.

##### ***Custodial credit risk – investments***

For an investment, this is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The fiduciary fund's donated stocks are held in a brokerage account which is covered by the Securities Investment Protection Corporation up to a ceiling of \$500,000.

**SHERIDAN COUNTY SCHOOL DISTRICT # 2**

**NOTES TO FINANCIAL STATEMENTS**

June 30, 2014

**Note 3. Detailed Notes on All Funds (Continued)**

***Capital Assets***

A summary of changes in capital assets follows:

	Beginning Balance July 1, 2013	Transfers and Additions	Transfers and Deletions	Ending Balance June 30, 2014
Governmental activities				
Capital assets, not being depreciated				
Land	\$ 2,280,640	\$ -	\$ -	\$ 2,280,640
Works of art	84,031	-	-	84,031
Construction in progress	3,774,684	15,855,369	16,461,854	3,168,199
Total capital assets, not being depreciated	6,139,355	15,855,369	16,461,854	5,532,870
Capital assets, being depreciated				
Buildings and improvements	95,862,325	16,461,854	-	112,324,179
Vehicles	3,847,017	479,924	249,553	4,077,388
Machinery and equipment	2,530,263	262,482	74,582	2,718,163
Library collections	943,483	42,480	45,978	939,985
Total capital assets, being depreciated	103,183,088	17,246,740	370,113	120,059,715
Less accumulated depreciation				
Buildings and improvements	21,367,515	2,197,973	-	23,565,488
Vehicles	2,091,255	379,427	249,553	2,221,129
Machinery and equipment	1,530,919	215,373	69,284	1,677,008
Library collections	859,663	44,142	45,978	857,827
Total accumulated depreciation	25,849,352	2,836,915	364,815	28,321,452
Total capital assets, being depreciated, net	77,333,736	14,409,825	5,298	91,738,263
Governmental activities capital assets, net	<u>\$ 83,473,091</u>	<u>\$ 30,265,194</u>	<u>\$ 16,467,152</u>	<u>\$ 97,271,133</u>
Business-type activities				
Capital assets, being depreciated				
Machinery and equipment	\$ 285,011	\$ 45,935	\$ -	\$ 330,946
Less accumulated depreciation	253,449	10,558	-	264,007
Business-type activities capital assets, net	<u>\$ 31,562</u>	<u>\$ 35,377</u>	<u>\$ -</u>	<u>\$ 66,939</u>



**SHERIDAN COUNTY SCHOOL DISTRICT # 2**

**NOTES TO FINANCIAL STATEMENTS**

June 30, 2014

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**Note 3. Detailed Notes on All Funds (Continued)**

***Capital Assets (Continued)***

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

Governmental activities

Instruction

Regular instruction \$ 215,373

Support services

Pupil services 44,142

Pupil transportation services 379,427

Facilities, acquisitions and construction services 2,197,973

Total depreciation expense - governmental activities \$2,836,915

Business-type activities

Food service fund \$ 10,558

Total depreciation expense - business-type activities \$ 10,558

***Interfund Transfers***

Operating transfers during the year were as follows:

	Transfers In	Transfers Out
Governmental funds		
General fund	\$ -	\$ 610,000
Capital construction fund	282,087	-
Early retirement fund	282,913	-
Enterprise fund		
Food service fund	45,000	-
	<u>\$ 610,000</u>	<u>\$ 610,000</u>

Transfers are used to (1) move revenue from the fund that statute or budget required to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### Note 3. Detailed Notes on All Funds (Continued)

##### *Long-term Debt*

Long-term liability activity for the year ended June 30, 2014 was as follows:

	Balance June 30, 2013	New Debt Incurred	Debt Retired	Balance June 30, 2014	Due Within One Year
Governmental Activities					
Accrued compensated absences	\$ 1,413,587	\$ -	\$ 5,583	\$ 1,408,004	\$ 70,400
Early retirement benefits	560,506	241,213	248,048	553,671	235,356
	<u>\$ 1,974,093</u>	<u>\$ 241,213</u>	<u>\$ 253,631</u>	<u>\$ 1,961,675</u>	<u>\$ 305,756</u>
Business-type Activities					
Accrued compensated absences	<u>\$ 9,479</u>	<u>\$ -</u>	<u>\$ 1,530</u>	<u>\$ 7,949</u>	<u>\$ 397</u>

In order to be eligible for early retirement benefits, the employee applicant must have been employed by the District for a minimum of 15-20 years, depending upon employee classification, and must have ten total years and five years of continuous/consecutive employment in this district immediately preceding the date of application for participation in the early retirement plan. In addition, the applicant must be at least fifty years old as of December 31 in the calendar year of application. The employee will receive an incentive based on their average FTE and hours worked over the last ten years and other fixed amounts, depending upon employee classification, and is payable in equal monthly installments for a period not exceeding three years. An employee participating in the early retirement plan prior to fiscal year 2012 can remain on the District's health and life insurance program while receiving early retirement benefits provided the employee pays the employee's premiums. However, participants entering the plan after June 30, 2011 are not eligible for this benefit. The employee receiving benefits under this plan will be responsible for all taxes accruing from such benefits. The cost of these benefits to the District is \$553,671 over the next four years. The present value of the benefits is \$551,462 calculated using the current interest rate paid by the District's primary investment. Since the difference between the actual cost and discounted costs is \$2,209, an immaterial amount to the District's financial statements, the District has recorded the actual cost in the financial statements. During the current year, expenditures of \$248,048 were recognized as retirement payments in the Early Retirement Fund to cover fifty-three (53) participants.

Accrued compensated absences are generally liquidated by the general fund or the food service fund.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### Note 3. Detailed Notes on All Funds (Continued)

##### ***Retirement Plan***

The Board contributes to the Wyoming Retirement System ("System"), a statewide cost-sharing multiple-employer public employee retirement system (PERS). The System provides retirement, disability and death benefits according to predetermined formulas. Benefits are established by Title 9, Chapter 3 of the Wyoming Statutes. The System issued a publicly available financial report that includes audited financial statements and required supplementary information for the System. The report may be obtained by writing to the Wyoming Retirement System, Fifth Floor West, 6101 Yellowstone Road, Cheyenne, Wyoming 82002.

Plan members are required to contribute 7.50% of their annual covered salary and the District is required to contribute 7.12% of the annual covered payroll. Legislation enacted in 1979 allows the employer to pay any or all of the employees' contribution in addition to the matching contribution. The District currently pays 5.82% of the required employee's contribution with the plan members paying the remaining 1.68%. Contribution rates are established by Title 9, Chapter 3 of the Wyoming Statutes. The District's contributions to the System for the years ending June 30, 2014, 2013 and 2012 were \$4,127,310, \$3,805,970, and \$3,748,416, respectively, which equaled 100% of the required contributions for each respective year. Effective July 1, 2014, the employer contribution rate will increase by 0.50% from 7.12% to 7.62%. Similarly, the employee contribution rate will increase by 0.75% from 7.50% to 8.25%. The District will have the option to pay or not pay the additional employee contribution.

##### ***Budget Amendments***

The District amended its budgets during the year as follows:

	Increase	Decrease
Major Maintenance Fund		
Purchased services	\$ 17,000	\$ -
	<u>\$ 17,000</u>	<u>\$ -</u>

##### ***Risk Management***

The District is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions, injuries to employees and natural disasters. During the year ended June 30, 2014, the District contracted with various insurance companies for property insurance (including boiler and machinery), general liability insurance, professional insurance and vehicle insurance. The coverage's under each type of insurance policy vary in amounts and deductibles. The District has not had significant settlements exceeding insurance coverage in any of the past three fiscal years.

The District pays into the State Worker's Compensations System a premium based on employees classified as hazardous. This rate is calculated based on accident history and administrative cost. The amount paid by the District to the State Worker's Compensations System for the year ended June 30, 2014 was \$176,418.

## SHERIDAN COUNTY SCHOOL DISTRICT # 2

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014

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#### Note 3. Detailed Notes on All Funds (Continued)

##### *Commitments*

Each year since the 2003 Wyoming State Legislative Session, appropriations have been made to Sheridan County School District #2 for major and minor capital construction projects. Total project appropriations as of June 30, 2014 were \$4,113,490. The following table presents construction projects that are currently in progress.

	Project Allocation	Total Funds Allocated by School Facilities Department	Expended through June 30, 2014	Remaining Funds at June 30, 2014
Sheridan Junior High School - hill stabilization project	\$ 639,190	\$ 639,190	\$ 558,577	\$ 80,613
SHS security vestibule	3,474,300	3,474,300	2,609,622	864,678
	<u>\$ 4,113,490</u>	<u>\$ 4,113,490</u>	<u>\$ 3,168,199</u>	<u>\$ 945,291</u>

##### *Subsequent Event*

On November 26, 2013, the District filed a claim with an insurance company for the hail damage to the Early Building's roof. The insurance company estimated the loss to be \$891,103 and issued a check on May 20, 2014 for \$819,784, which is the loss amount less the deductible and recoverable depreciation. On May 27, 2014, the roof replacement bid was awarded. The final cost of the replacement is \$1,058,197. Based on advice from the Attorney General's Office, the District has not cashed the insurance check and is currently working with the insurance company to settle this claim. All work done on the early building roof was expensed in FY15.

#### Note 4. Accounting Standards Issued, But Not Implemented

As of June 30, 2014, the Governmental Accounting Standards Board had issued the following standards which the District will implement in its next fiscal year.

Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions—an amendment of GASB Statement No. 27*, was issued to improve accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency.

Governmental Accounting Standards Board Statement No. 71, *Pensions Transition for Contributions Made Subsequent to the Measurement Date (an amendment of GASB Statement No. 68)*, amends Statement 68 related to transition provisions for certain pension contributions made to defined benefit pension plans prior to implementation of Statement 68 by employers and non-employer contributing entities.

Management has not concluded its assessment of the effect of implementing this guidance.

## **REQUIRED SUPPLEMENTARY INFORMATION**

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE COMPARED TO BUDGET (NON-GAAP BASIS)

General Fund

Year Ended June 30, 2014

Year Ended June 30, 2017

	Budgeted Amounts		Actual Amount	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Taxes				
Special district taxes	\$ 8,061,300	\$ 8,061,300	\$ 7,787,337	\$ (273,963)
Motor vehicle taxes	1,750,000	1,750,000	1,961,896	211,896
Car company taxes	15,000	15,000	-	(15,000)
Other local taxes	25,000	25,000	127,991	102,991
Total taxes	9,851,300	9,851,300	9,877,224	25,924
Intergovernmental revenues				
6-mill county taxes	1,867,000	1,867,000	1,934,306	67,306
County motor vehicle taxes	525,000	525,000	439,678	(85,322)
Car company tax	10,000	10,000	-	(10,000)
Delinquent county taxes	5,000	5,000	25,354	20,354
Fines and forfeitures	300,000	300,000	363,954	63,954
Forest reserve revenue	10,000	10,000	5,875	(4,125)
Foundation program	32,100,000	32,100,000	32,296,743	196,743
Audit adjustment - state foundation	-	-	(427)	(427)
Taylor grazing income	5,000	5,000	3,271	(1,729)
State shortfall grant	120,450	120,450	120,478	28
State revenue legislative salary appropriation	210,000	210,000	210,817	817
Total intergovernmental revenues	35,152,450	35,152,450	35,400,049	247,599
Charges for services				
Tuition	40,000	40,000	27,687	(12,313)
Student activities and fines	18,000	18,000	14,724	(3,276)
Total charges for services	58,000	58,000	42,411	(15,589)
Miscellaneous				
Earnings on investments	28,000	28,000	26,611	(1,389)
Rent	25,000	25,000	25,667	667
Sale of fixed assets	5,000	5,000	3,962	(1,038)
Miscellaneous	80,000	80,000	156,131	76,131
Total miscellaneous	138,000	138,000	212,371	74,371
Total revenues	45,199,750	45,199,750	45,532,055	332,305

(Continued)

(Continued)

See accompany note to required supplementary information

# SHERIDAN COUNTY SCHOOL DISTRICT #2

## SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE COMPARED TO BUDGET (NON-GAAP BASIS)

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
EXPENDITURES				
Instruction				
Elementary instruction				
Salaries	\$ 6,900,800	\$ 6,900,800	\$ 6,753,362	\$ 147,438
Employee benefits	2,712,700	2,712,700	2,656,099	56,601
Purchased services	38,060	38,060	23,120	14,940
Supplies and materials	510,342	510,342	340,871	169,471
Capital outlay	80,118	80,118	73,446	6,672
Other objects	3,000	3,000	3,196	(196)
Total elementary instruction	10,245,020	10,245,020	9,850,094	394,926
Middle/Junior High school instruction				
Salaries	3,264,100	3,264,100	3,317,601	(53,501)
Employee benefits	1,313,525	1,313,525	1,325,423	(11,898)
Purchased services	19,200	19,200	12,245	6,955
Supplies and materials	292,784	292,784	187,549	105,235
Capital outlay	39,475	39,475	44,786	(5,311)
Other objects	1,275	1,275	1,122	153
Total middle/junior high school instruction	4,930,359	4,930,359	4,888,726	41,633
Senior High instruction				
Salaries	3,649,100	3,649,100	3,655,410	(6,310)
Employee benefits	1,474,700	1,474,700	1,451,492	23,208
Purchased services	22,715	17,715	21,467	(3,752)
Supplies and materials	293,509	295,669	329,290	(33,621)
Capital outlay	93,292	96,282	60,890	35,392
Other objects	76,000	76,000	150,515	(74,515)
Total senior high instruction	5,609,316	5,609,466	5,669,064	(59,598)
Special Education				
Salaries	3,663,900	3,663,900	2,624,199	1,039,701
Employee benefits	1,732,325	1,732,325	1,449,638	282,687
Purchased services	-	-	945,139	(945,139)
Supplies and materials	15,200	15,200	59,424	(44,224)
Capital outlay	-	-	6,267	(6,267)
Total special education	5,411,425	5,411,425	5,084,667	326,758
Special Education - Tuition				
Supplies and materials	615,000	615,000	391,809	223,191
Total special education - tuition	615,000	615,000	391,809	223,191

(Continued)

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
EXPENDITURES (Continued)				
Instruction (Continued)				
Gifted and Talented				
Salaries	\$ 64,500	\$ 64,500	\$ 63,872	\$ 628
Employee benefits	25,000	25,000	24,310	690
Purchased services	3,000	3,000	4,044	(1,044)
Supplies and materials	16,000	16,000	4,522	11,478
Capital outlay	1,000	1,000	-	1,000
Other objects	-	-	218	(218)
Total gifted and talented	109,500	109,500	96,966	12,534
Limited English Proficient				
Salaries	100,150	100,150	55,960	44,190
Employee benefits	54,650	54,650	30,645	24,005
Total limited English proficient	154,800	154,800	86,605	68,195
Homebound Programs				
Salaries	35,000	35,000	4,038	30,962
Employee benefits	4,680	4,680	697	3,983
Purchased services	2,000	2,000	200	1,800
Total homebound programs	41,680	41,680	4,935	36,745
Behavior Center				
Salaries	-	-	3,500	(3,500)
Employee benefits	-	-	746	(746)
Purchased services	311,235	311,235	162,187	149,048
Supplies and materials	-	-	6,749	(6,749)
Total behavior center	311,235	311,235	173,182	138,053
Junior High Activities				
Salaries	161,500	161,500	174,781	(13,281)
Employee benefits	45,300	45,300	45,777	(477)
Purchased services	23,930	23,930	16,864	7,066
Supplies and materials	24,234	24,234	23,639	595
Other objects	430	430	887	(457)
Total junior high activities	255,394	255,394	261,948	(6,554)

(Continued)

See accompany note to required supplementary information



# SHERIDAN COUNTY SCHOOL DISTRICT #2

## SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE COMPARED TO BUDGET (NON-GAAP BASIS)

General Fund (Continued)

Year Ended June 30, 2014

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Positive</u>
				<u>(Negative)</u>
EXPENDITURES (Continued)				
Instruction (Continued)				
Junior High Intramurals				
Salaries	\$ -	\$ -	\$ 3,060	\$ (3,060)
Employee benefits	-	-	652	(652)
Purchased services	16,000	16,000	6,000	10,000
Supplies and materials	16,500	16,500	3,692	12,808
Capital outlay	2,000	2,000	8,600	(6,600)
Total junior high intramurals	<u>34,500</u>	<u>34,500</u>	<u>22,004</u>	<u>12,496</u>
High School Activities				
Salaries	652,844	652,844	620,583	32,261
Employee benefits	172,325	172,325	149,077	23,248
Purchased services	148,460	148,460	172,722	(24,262)
Supplies and materials	45,200	45,200	41,256	3,944
Capital outlay	20,000	20,000	8,587	11,413
Other objects	18,735	18,735	19,489	(754)
Total high school activities	<u>1,057,564</u>	<u>1,057,564</u>	<u>1,011,714</u>	<u>45,850</u>
High School Vocational Instruction				
Salaries	634,000	634,000	630,285	3,715
Employee benefits	273,725	273,725	258,467	15,258
Purchased services	8,569	8,419	3,341	5,078
Supplies and materials	86,900	86,900	61,874	25,026
Capital outlay	33,200	33,200	37,696	(4,496)
Other objects	-	-	712	(712)
Total high school vocational instruction	<u>1,036,394</u>	<u>1,036,244</u>	<u>992,375</u>	<u>43,869</u>
Total instruction	<u>29,812,187</u>	<u>29,812,187</u>	<u>28,534,089</u>	<u>1,278,098</u>
Instructional support				
Guidance services				
Salaries	589,100	589,100	593,726	(4,626)
Employee benefits	247,475	247,475	237,665	9,810
Purchased services	660	660	924	(264)
Supplies and materials	11,355	11,355	3,387	7,968
Capital outlay	2,000	2,000	-	2,000
Other objects	-	-	398	(398)
Total guidance services	<u>850,590</u>	<u>850,590</u>	<u>836,100</u>	<u>14,490</u>

(Continued)

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

General Fund (Continued)

Year Ended June 30, 2014

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Positive</u>
				<u>(Negative)</u>
EXPENDITURES (Continued)				
Instructional support (Continued)				
Student Strategic Planning				
Salaries	\$ 93,850	\$ 93,850	\$ 93,863	\$ (13)
Employee benefits	28,950	28,950	28,455	495
Purchased services	2,700	2,700	1,423	1,277
Supplies and materials	3,350	3,350	4,030	(680)
Capital outlay	1,000	1,000	-	1,000
Other objects	500	500	670	(170)
Total student strategic planning	<u>130,350</u>	<u>130,350</u>	<u>128,441</u>	<u>1,909</u>
Student Information Systems				
Salaries	126,400	126,400	125,251	1,149
Employee benefits	47,350	47,350	44,533	2,817
Purchased services	17,000	17,000	6,435	10,565
Supplies and materials	82,000	82,000	76,997	5,003
Capital outlay	4,000	4,000	2,148	1,852
Other objects	500	500	139	361
Total student information systems	<u>277,250</u>	<u>277,250</u>	<u>255,503</u>	<u>21,747</u>
Assessment Services				
Salaries	45,000	45,000	61,368	(16,368)
Employee benefits	6,450	6,450	5,199	1,251
Purchased services	22,300	22,300	9,702	12,598
Supplies and materials	14,000	14,000	20,678	(6,678)
Other objects	750	750	595	155
Total assessment services	<u>88,500</u>	<u>88,500</u>	<u>97,542</u>	<u>(9,042)</u>
Social services				
Salaries	332,000	332,000	331,506	494
Employee benefits	125,150	125,150	123,127	2,023
Supplies and materials	1,750	1,750	1,468	282
Total social services	<u>458,900</u>	<u>458,900</u>	<u>456,101</u>	<u>2,799</u>
				(Continued)

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
EXPENDITURES (Continued)				
Instructional Support (Continued)				
Health services				
Salaries	\$ 191,400	\$ 191,400	\$ 182,067	\$ 9,333
Employee benefits	77,735	77,735	71,985	5,750
Purchased services	1,150	1,150	1,187	(37)
Supplies and materials	18,217	18,217	12,014	6,203
Capital outlay	5,099	5,099	4,365	734
Total health services	293,601	293,601	271,618	21,983
Psychological services				
Salaries	299,000	299,000	300,325	(1,325)
Employee benefits	123,900	123,900	117,174	6,726
Purchased services	2,000	2,000	8,123	(6,123)
Supplies and materials	7,800	7,800	17,826	(10,026)
Other objects	-	-	409	(409)
Total psychological services	432,700	432,700	443,857	(11,157)
Speech/Audiology services				
Salaries	275,000	275,000	265,373	9,627
Employee benefits	108,550	108,550	104,666	3,884
Purchased services	69,000	69,000	50,461	18,539
Supplies and materials	5,500	5,500	7,400	(1,900)
Capital outlay	1,200	1,200	-	1,200
Total speech/audiology services	459,250	459,250	427,900	31,350
Occupational and Physical Therapy				
Salaries	59,500	59,500	59,470	30
Employee benefits	36,800	36,800	34,920	1,880
Purchased services	74,500	74,500	77,766	(3,266)
Supplies and materials	1,000	1,000	969	31
Total occupational and physical therapy	171,800	171,800	173,125	(1,325)
Other Support Services				
Purchased services	258,000	258,000	212,473	45,527
Total other support services	258,000	258,000	212,473	45,527

(Continued)

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
EXPENDITURES (Continued)				
Instructional Support (Continued)				
Staff Training				
Salaries	\$ 25,000	\$ 25,000	\$ 23,202	\$ 1,798
Employee benefits	5,470	5,470	4,453	1,017
Purchased services	60,500	60,500	72,367	(11,867)
Supplies and materials	16,850	16,850	10,170	6,680
Other objects	5,000	5,000	11,777	(6,777)
Total staff training	112,820	112,820	121,969	(9,149)
Education Media Services				
Salaries	353,800	353,800	348,147	5,653
Employee benefits	182,225	182,225	171,182	11,043
Purchased services	2,300	2,300	200	2,100
Supplies and materials	77,666	77,566	68,140	9,426
Capital outlay	3,032	3,032	-	3,032
Other objects	-	100	1,000	(900)
Total education media services	619,023	619,023	588,669	30,354
Special Education Supervision				
Salaries	133,300	133,300	138,321	(5,021)
Employee benefits	59,550	59,550	58,856	694
Supplies and materials	2,000	2,000	6,029	(4,029)
Capital outlay	2,500	2,500	-	2,500
Other objects	-	-	185	(185)
Total special education supervision	197,350	197,350	203,391	(6,041)
Technology Integration				
Salaries	36,000	36,000	45,682	(9,682)
Employee benefits	17,650	17,650	20,158	(2,508)
Purchased services	32,100	32,100	18,345	13,755
Supplies and materials	34,000	34,000	35,028	(1,028)
Capital outlay	6,000	6,000	-	6,000
Other objects	3,000	3,000	928	2,072
Total technology integration	128,750	128,750	120,141	8,609
Total instructional support	4,478,884	4,478,884	4,336,830	142,054

(Continued)

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
<b>EXPENDITURES (Continued)</b>				
<b>General Support</b>				
<b>Central Administration</b>				
Salaries	\$ 305,900	\$ 305,900	\$ 300,226	\$ 5,674
Employee benefits	98,400	98,400	87,137	11,263
Purchased services	107,925	107,925	100,278	7,647
Supplies and materials	35,000	35,000	19,600	15,400
Capital outlay	2,500	2,500	2,498	2
Other objects	10,000	10,000	5,208	4,792
Total central administration	559,725	559,725	514,947	44,778
<b>Assistant Superintendent - Curriculum</b>				
Salaries	295,300	295,300	284,152	11,148
Employee benefits	95,915	95,915	88,559	7,356
Purchased services	9,000	9,000	8,813	187
Supplies and maintenance	10,200	10,200	9,703	497
Capital outlay	2,200	2,200	-	2,200
Other objects	600	600	2,597	(1,997)
Total Assistant Superintendent - curriculum	413,215	413,215	393,824	19,391
<b>School Administration</b>				
Salaries	1,499,495	1,499,495	1,506,991	(7,496)
Employee benefits	676,030	676,030	655,834	20,196
Purchased services	3,700	3,700	7,575	(3,875)
Supplies and materials	10,215	10,627	14,040	(3,413)
Other objects	5,600	5,188	3,105	2,083
Total school administration	2,195,040	2,195,040	2,187,545	7,495
<b>Business Administration</b>				
Salaries	293,500	293,500	288,235	5,265
Employee benefits	110,300	110,300	105,613	4,687
Purchased services	6,000	6,000	10,162	(4,162)
Supplies and maintenance	15,000	15,000	20,857	(5,857)
Capital outlay	5,000	5,000	-	5,000
Other objects	12,000	12,000	1,145	10,855
Total business administration	441,800	441,800	426,012	15,788

(Continued)

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
EXPENDITURES (Continued)				
General Support (Continued)				
Board of Education Services				
Purchased services	\$ 100,000	\$ 100,000	\$ 108,474	\$ (8,474)
Supplies and maintenance	10,000	10,000	8,411	1,589
Capital outlay	2,000	2,000	-	2,000
Other objects	30,000	30,000	47,096	(17,096)
Total board of education services	142,000	142,000	163,981	(21,981)
Supervisor of Operations and Maintenance of Plant Services				
Salaries	182,550	182,550	223,861	(41,311)
Employee benefits	79,434	79,434	97,919	(18,485)
Purchased services	220,050	220,050	221,799	(1,749)
Supplies and maintenance	6,750	6,750	4,212	2,538
Capital outlay	6,500	6,500	-	6,500
Other objects	1,000	1,000	-	1,000
Total supervisor of operations and maintenance of plant services	496,284	496,284	547,791	(51,507)
Operating Building Services				
Salaries	1,541,885	1,541,885	1,382,914	158,971
Employee benefits	666,030	666,030	665,728	302
Purchased services	221,000	221,000	165,815	55,185
Supplies and materials	1,285,850	1,285,850	1,430,529	(144,679)
Capital outlay	192,000	192,000	139,258	52,742
Other objects	1,100	1,100	3,788	(2,688)
Total operating building services	3,907,865	3,907,865	3,788,032	119,833
Care/Upkeep of Grounds Services				
Salaries	156,500	156,500	145,411	11,089
Employee benefits	41,550	41,550	33,955	7,595
Purchased services	112,200	112,200	107,892	4,308
Supplies and materials	51,500	51,500	38,444	13,056
Capital outlay	20,000	20,000	25,482	(5,482)
Other objects	500	500	481	19
Total care/upkeep of grounds services	382,250	382,250	351,665	30,585

(Continued)

See accompany note to required supplementary information

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE COMPARED TO BUDGET (NON-GAAP BASIS)

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
EXPENDITURES (Continued)				
General Support (Continued)				
Security Services				
Salaries	\$ 1,700	\$ 1,700	\$ 1,700	\$ -
Employee benefits	380	380	362	18
Purchased services	55,000	55,000	43,183	11,817
Supplies and materials	1,000	1,000	1,874	(874)
Total security services	58,080	58,080	47,119	10,961
Pupil Transportation				
To/From School				
Salaries	724,650	724,650	760,711	(36,061)
Employee benefits	333,485	333,485	343,343	(9,858)
Purchased services	87,500	87,500	77,740	9,760
Supplies and materials	318,000	318,000	327,914	(9,914)
Capital outlay	488,775	488,775	483,664	5,111
Other objects	3,500	3,500	1,113	2,387
Total pupil transportation to/from school	1,955,910	1,955,910	1,994,485	(38,575)
Transportation Activities				
Salaries	110,000	110,000	83,226	26,774
Employee benefits	27,225	27,225	20,133	7,092
Purchased services	10,500	10,500	11,666	(1,166)
Supplies and materials	60,000	60,000	60,883	(883)
Total transportation activities	207,725	207,725	175,908	31,817
Transportation Other				
Salaries	10,000	10,000	9,000	1,000
Employee benefits	2,400	2,400	5,441	(3,041)
Purchased services	10,000	10,000	21,903	(11,903)
Supplies and materials	20,000	20,000	17,582	2,418
Total transportation other	42,400	42,400	53,926	(11,526)

(Continued)

See accompany note to required supplementary information

## SHERIDAN COUNTY SCHOOL DISTRICT #2

### SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE COMPARED TO BUDGET (NON-GAAP BASIS)

General Fund (Continued)

Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final	Amounts	Positive (Negative)
EXPENDITURES (Continued)				
General Support (Continued)				
Assistant Superintendent Instruction/Personnel				
Salaries	\$ 250,150	\$ 250,150	\$ 249,286	\$ 864
Employee benefits	99,180	99,180	94,117	5,063
Purchased services	10,550	10,550	9,694	856
Supplies and materials	8,000	8,000	11,296	(3,296)
Capital outlay	1,000	1,000	-	1,000
Other objects	47,000	47,000	16,736	30,264
Total Assistant Superintendent instruction/personnel	415,880	415,880	381,129	34,751
Technology Coordination				
Salaries	310,300	310,300	317,072	(6,772)
Employee benefits	131,955	131,955	137,721	(5,766)
Purchased services	100,500	100,500	108,301	(7,801)
Supplies and materials	173,500	173,500	133,480	40,020
Capital outlay	79,000	79,000	47,251	31,749
Other objects	2,000	2,000	305	1,695
Total technology coordination	797,255	797,255	744,130	53,125
Total general support	12,015,429	12,015,429	11,770,494	244,935
Total expenditures	46,306,500	46,306,500	44,641,413	1,665,087
Excess (deficiency) of revenues over expenditures	(1,106,750)	(1,106,750)	890,642	1,997,392
Other financing (uses)				
Operating transfers out	(610,000)	(610,000)	(610,000)	-
Net change in fund balance	(1,716,750)	(1,716,750)	280,642	1,997,392
Fund balance - beginning of year	7,856,110	7,856,110	7,856,110	-
Fund balance - end of year	\$ 6,139,360	\$ 6,139,360	\$ 8,136,752	\$ 1,997,392

See accompany note to required supplementary information



**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

Federal and State Grants Fund  
Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
Revenues				
Federal sources	\$ 4,300,000	\$ 4,300,000	\$ 2,629,808	\$ (1,670,192)
Local sources	100,000	100,000	24,175	(75,825)
State sources	1,100,000	1,100,000	1,311,539	211,539
Total revenues	<u>5,500,000</u>	<u>5,500,000</u>	<u>3,965,522</u>	<u>(1,534,478)</u>
Expenditures				
Instruction	3,000,000	3,000,000	2,415,673	584,327
Instructional support	1,850,000	1,850,000	1,508,221	341,779
General support	600,000	600,000	153,464	446,536
Community support	50,000	50,000	13,755	36,245
Total expenditures	<u>5,500,000</u>	<u>5,500,000</u>	<u>4,091,113</u>	<u>1,408,887</u>
(Deficiency) of revenues over expenditures	-	-	(125,591)	(125,591)
Fund deficit - beginning of year	<u>(450,217)</u>	<u>(450,217)</u>	<u>(450,217)</u>	<u>-</u>
Fund deficit - end of year	<u>\$ (450,217)</u>	<u>\$ (450,217)</u>	<u>\$ (575,808)</u>	<u>\$ (125,591)</u>

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

Major Maintenance Fund  
Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Intergovernmental revenues	\$ 1,571,610	\$ 1,571,610	\$ 1,571,611	\$ 1
Miscellaneous	3,000	3,000	21,204	18,204
Total revenue	1,574,610	1,574,610	1,592,815	18,205
Expenditures				
Facilities, acquisitions and construction services	2,609,610	2,626,610	2,619,377	7,233
Total expenditures	2,609,610	2,626,610	2,619,377	7,233
Excess (deficiency) of revenues over expenditures	(1,035,000)	(1,052,000)	(1,026,562)	25,438
Fund balance - beginning of year	1,035,033	1,035,033	1,035,033	-
Fund deficit - end of year	\$ 33	\$ (16,967)	\$ 8,471	\$ 25,438

See accompany note to required supplementary information

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**NOTE TO REQUIRED SUPPLEMENTARY INFORMATION**

June 30, 2014

**Note 1. Explanation of Differences Between Budgetary Basis and GAAP Basis**

	<u>General Fund</u>	<u>Federal and State Grants Fund</u>	<u>Major Maintenance Fund</u>
<b>Revenues</b>			
Actual amounts (budgetary basis) from the Budgetary Comparison Schedule	\$45,532,055	\$ 3,965,522	\$ 1,592,815
<b>Differences - Budgetary Basis to GAAP</b>			
Property taxes receivable	15,988	-	-
Sale of fixed assets	(3,962)	-	-
Due from other governments	-	(585,789)	-
Miscellaneous	-	-	1,273
	<u>\$45,544,081</u>	<u>\$ 3,379,733</u>	<u>\$ 1,594,088</u>
Total revenues as reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds			
<b>Expenditures</b>			
Actual amounts (budgetary basis) from the Budgetary Comparison Schedule	\$44,641,413	\$ 4,091,113	\$ 2,619,377
<b>Differences - Budgetary Basis to GAAP</b>			
Accounts payable	4,850	27,504	(127,585)
Accrued wages payable	17,422	(106,988)	-
	<u>\$44,663,685</u>	<u>\$ 4,011,629</u>	<u>\$ 2,491,792</u>
Total expenditures as reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds			

## **OTHER SUPPLEMENTARY INFORMATION**

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)**

Capital Construction Fund  
Year Ended June 30, 2014

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Intergovernmental revenues	\$16,000,000	\$ 16,000,000	\$ 15,063,498	\$ (936,502)
Miscellaneous	2,000	2,000	1,533	(467)
Total revenue	16,002,000	16,002,000	15,065,031	(936,969)
Expenditures				
Facilities, acquisitions and construction services	17,452,000	17,452,000	13,512,376	3,939,624
Total expenditures	17,452,000	17,452,000	13,512,376	3,939,624
Excess (deficiency) of revenue over expenditures	(1,450,000)	(1,450,000)	1,552,655	3,002,655
Other financing sources				
Transfers in	500,000	500,000	282,087	(217,913)
Total other financing sources	500,000	500,000	282,087	(217,913)
Excess (deficiency) of revenues and other financing sources over expenditures	(950,000)	(950,000)	1,834,742	2,784,742
Fund deficit - beginning of year	(1,099,189)	(1,099,189)	(1,099,189)	-
Fund balance (deficit) - end of year	\$ (2,049,189)	\$ (2,049,189)	\$ 735,553	\$ 2,784,742

**SHERIDAN COUNTY SCHOOL DISTRICT #2****SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
COMPARED TO BUDGET (NON-GAAP BASIS)****Depreciation and School Building Repair Reserve Fund****Year Ended June 30, 2014**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Miscellaneous	\$ -	\$ -	\$ 4,447	\$ 4,447
Total revenue	-	-	4,447	4,447
Expenditures				
Building acquisition and construction services	-	-	119,522	(119,522)
Total expenditures	-	-	119,522	(119,522)
Excess (deficiency) of revenues over expenditures	-	-	(115,075)	(115,075)
Fund balance - beginning of year	2,304,271	2,304,271	2,304,271	-
Fund balance - end of year	\$ 2,304,271	\$ 2,304,271	\$ 2,189,196	\$ (115,075)

# SHERIDAN COUNTY SCHOOL DISTRICT #2

## SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES Student Activities Funds Year Ended June 30, 2014

	Balance July 1, 2013	Additions	Deductions	Balance June 30, 2014
Miscellaneous Activity Funds				
Assets				
Cash	\$ 108,646	\$ 169,045	\$ 154,051	\$ 123,640
	<u>\$ 108,646</u>	<u>\$ 169,045</u>	<u>\$ 154,051</u>	<u>\$ 123,640</u>
Liabilities				
Due to student groups	\$ 108,646	169,045	154,051	\$ 123,640
	<u>\$ 108,646</u>	<u>\$ 169,045</u>	<u>\$ 154,051</u>	<u>\$ 123,640</u>
Sheridan High School Activity Funds				
Assets				
Cash	\$ 153,953	\$ 432,652	\$ 439,881	\$ 146,724
	<u>\$ 153,953</u>	<u>\$ 432,652</u>	<u>\$ 439,881</u>	<u>\$ 146,724</u>
Liabilities				
Accrued benefits payable	\$ -	\$ 46	\$ -	\$ 46
Due to student groups	153,953	432,606	439,881	146,678
	<u>\$ 153,953</u>	<u>\$ 432,652</u>	<u>\$ 439,881</u>	<u>\$ 146,724</u>
All Student Activity Funds				
Assets				
Cash	\$ 262,599	\$ 601,697	\$ 593,932	\$ 270,364
	<u>\$ 262,599</u>	<u>\$ 601,697</u>	<u>\$ 593,932</u>	<u>\$ 270,364</u>
Liabilities				
Wages and benefits payable	\$ -	\$ 46	\$ -	\$ 46
Due to student groups	262,599	601,651	593,932	270,318
	<u>\$ 262,599</u>	<u>\$ 601,697</u>	<u>\$ 593,932</u>	<u>\$ 270,364</u>

**FEDERAL FINANCIAL ASSISTANCE REPORTS**



# SHERIDAN COUNTY SCHOOL DISTRICT #2

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended June 30, 2014

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass Through Grantors Number	Expenditures
<i>U.S. Department of Agriculture</i>			
Passed Through State of Wyoming			
Department of Education			
Child Nutrition Cluster			
School Breakfast Program	10.553	None	\$ 83,203
National School Lunch Program	10.555	None	506,635
Federal Share of USDA Commodities	10.555	None	83,088
Total Child Nutrition Cluster			<u>672,926</u>
Fresh Fruit and Vegetable Program	10.582	None	<u>13,209</u>
Passed Through Sheridan County			
Forest Service Schools and Roads Cluster			
Schools and Roads - Grants to States	10.665	None	<u>5,875</u>
Total Forest Service Schools and Roads Cluster			<u>5,875</u>
Total U.S. Department of Agriculture			<u>692,010</u>
<i>U. S. Department of Education</i>			
Passed Through State of Wyoming			
Department of Education			
Title I Grants to Local Educational Agencies	84.010A	1702T114	693,838
Title I Grants to Local Educational Agencies	84.010A	1702T113	446,020
Title I Grants to Local Educational Agencies	84.010A	1702T112	11,865
Title I Grants to Local Educational Agencies	84.010A	1702T1D14	27,043
Title I Grants to Local Educational Agencies	84.010A	1702T1D13	13,698
Title I Grants to Local Educational Agencies	84.010A	170214	9,282
Title I Grants to Local Educational Agencies	84.010A	170212	107,105
Total Title I Grants to Local Educational Agencies			<u>1,308,851</u>
Special Education Cluster (IDEA)			
Special Education - Grants to States	84.027A	1702IB14	502,677
Special Education - Grants to States	84.027A	1702IB13	300,031
Special Education - Preschool Grants	84.173A	1702IP14	6,129
Total Special Education Cluster (IDEA)			<u>808,837</u>
Career and Technical Education - Basic Grants to States	84.048A	1702PB14	91,081
Career and Technical Education - Basic Grants to States	84.048A	1702PB13	35,319
Total Career and Technical Education - Basic Grants to States			<u>126,400</u>
Twenty-First Century Community Learning Centers	84.287C	None	55,673
Twenty-First Century Community Learning Centers	84.287C	None	6,799
Total Twenty-First Century Community Learning Centers			<u>62,472</u>
English Language Acquisition State Grants	84.365A	None	<u>6,073</u>
Improving Teacher Quality State Grants	84.367A	1702T214	288,699
Improving Teacher Quality State Grants	84.367A	1702T213	181,282
Total Improving Teacher Quality State Grants			<u>469,981</u>
Total U.S. Department of Education			<u>2,782,614</u>
Total Federal Financial Assistance			<u>\$ 3,474,624</u>

See notes to schedule of expenditures of federal awards

## SHERIDAN COUNTY SCHOOL DISTRICT NO. 2

### NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

June 30, 2014

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**Note 1. Basis of Presentation**

The accompanying schedule of expenditures of Federal awards includes the Federal grant activity of Sheridan County School District #2 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. Commodities**

Sheridan County School District #2 purchases commodities from the United States Department of Agriculture at discounted prices. The District purchased \$116,328 of commodities for \$33,240. The difference of \$83,088 is shown as Federal assistance on the Schedule of Expenditures of Federal Awards.



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

**INDEPENDENT AUDITOR'S REPORT**

Honorable Superintendent and Board of Trustees  
Sheridan County School District # 2  
Sheridan, Wyoming

We have audited, 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, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Sheridan County School District #2, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise Sheridan County School District #2's basic financial statements, and have issued our report thereon dated December 10, 2014.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered Sheridan County School District #2'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 Sheridan County School District #2's internal control. Accordingly, we do not express an opinion on the effectiveness of Sheridan County School District #2's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether Sheridan County School District # 2's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

***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.



Porter, Muirhead, Cornia & Howard

Certified Public Accountants

Casper, WY  
December 10, 2014



**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL  
CONTROL OVER COMPLIANCE**

**INDEPENDENT AUDITOR'S REPORT**

Honorable Superintendent and Board of Trustees  
Sheridan County School District # 2  
Sheridan, Wyoming

**Report on Compliance for Each Major Federal Program**

We have audited Sheridan County School District #2'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 Sheridan County School District #2's major federal programs for the year ended June 30, 2014. Sheridan County School District #2'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 Sheridan County School District #2'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 Sheridan County School District #2'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 Sheridan County School District #2's compliance.

***Opinion on Each Major Federal Program***

In our opinion, Sheridan County School District #2 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, 2014.

### **Report on Internal Control Over Compliance**

Management of Sheridan County School District #2 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 Sheridan County School District #2'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 Sheridan County School District #2'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 did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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.



Porter, Muirhead, Cornia & Howard  
Certified Public Accountants

Casper, WY  
December 10, 2014

**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

Year Ended June 30, 2014

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**Section I - Summary of Auditor's Results**

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***Financial Statements***

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

Material weaknesses identified? No

Significant deficiencies identified? None reported

Noncompliance material to financial statements noted? No

***Federal Awards***

Internal control over major federal programs:

Material weaknesses identified? No

Significant deficiencies identified? None reported

Type of auditor's report issued on compliance for  
major federal programs: Unmodified

Any audit findings disclosed that are required to be  
reported in accordance with section 510 (a)  
of Circular A-133? No

Identification of major federal programs:

CFDA Numbers

Name of Federal Programs or Cluster

10.553	Child Nutrition Cluster
10.555	School Breakfast Program
10.555	National School Lunch Program
10.555	Federal Share of USDA Commodities

84.027A	Special Education Cluster (IDEA)
84.173A	Special Education – Grants to States
	Special Education – Preschool Grants

84.367A	Improving Teacher Quality State Grants
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(Continued)

## **SHERIDAN COUNTY SCHOOL DISTRICT #2**

### **SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)**

Year Ended June 30, 2014

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#### **Section I - Summary of Auditor's Results (Continued)**

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Dollar threshold used to distinguish between type A and type B programs:	\$300,000
Auditee qualified as low-risk auditee?	No

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#### **Section II – Financial Statement Findings**

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No matters were reported.

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#### **Section III - Federal Award Findings and Questioned Costs**

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No matters were reported.



**SHERIDAN COUNTY SCHOOL DISTRICT #2**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
JUNE 30, 2014**

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There were no audit findings reported for the year ended June 30, 2013.

DATE: January 12, 2015  
TO: Board of Trustees  
FROM: Steven Schlicting, Transportation Director  
SUBJ: **Propane Bus Update** (*Information*)

After operating our two new propane powered buses since the beginning of this school year, we have found the units to be very reliable, overall. With the exception of some minor adjustments to the doors and one of the ignition switches failing, the buses have operated trouble free.

We are using both of the buses on in-town routes. They do not have as much engine torque as a diesel engine, so they lack performance on the low end when compared to comparably-sized diesel buses. We are concerned by the high RPMs (up to 4000 RPM) on propane buses required to get horsepower from the Ford V-10 engines. We hope this does not adversely affect the useful lifetime of the buses.

Fuel economy is almost the same as their diesel counterparts, coming in at around 4 miles per gallon. The propane buses must be fueled at a local service station before 4:00 pm, which requires planning, but is not inconvenient. The following chart illustrates the cost comparison between the two fuel types during our first few months of operation. Through December 10<sup>th</sup>, both buses traveled a total of 7,428 miles. Using the figures below and assuming an average savings of \$1.38 per gallon at 4 miles per gallon, total savings for propane fuel, when compared to diesel, is approximately \$2,500 for the four-month period.

Month	Diesel \$ per gal	Propane \$ per gal	Net Savings \$ per gal
August	\$3.40 *	\$1.88	\$1.52
October	\$3.17 *	\$1.77	\$1.40
December	\$3.02 *	\$1.77	\$1.25

\*Wholesale price purchased in partnership with WYDOT

DATE: January 12, 2015  
TO: Board of Trustees  
FROM: Steven Schlicting, Transportation Director  
SUBJ: **Bus Vendor Purchase Authorization for 2015** (*Action*)

The Wyoming Department of Education recently responded to our request to purchase four new buses as established by the *State Bid/District Buy Program*. The state has authorized the purchase of the new buses and subsequent sale of the buses to be replaced, as specified on WDE-621 Vehicle Forms.

After reviewing the bids received from the Wyoming bus vendors, it is recommend that the bid be awarded as follows (see vendor bid comparison charts):

**Preferred Vendor Recommendation**

Vendor: Elder Equipment Leasing of WY, Inc., Casper, WY for both propane and diesel powered buses.

A) Bus Type: C; 42 passenger (Route)  
Quantity: One (Propane)  
Price: \$87,500.00 per bus ##  
State Base Price: \$87,511.67 \*  
Options (WY State approved):  
Chains: \$3,345  
Book racks (tubular): \$1600  
Heated steps: \$400  
Total price: \$92,845.00 per bus

B) Bus Type: C; 54 passenger (Route)  
Quantity: One (Propane)  
Price: \$94,225.00 per bus ##  
State Base Price: \$94,229.67 \*  
Options (WY State approved):  
Chains: \$3,345  
Book racks (tubular): \$1700  
Heated steps: \$400  
Total price: \$99,670.00 per bus

C) Bus Type: C; 54 passenger (Route)

Quantity: One (Diesel)

Price: \$94,225.00 per bus ##

State Base Price: \$94,229.67 \*

Options (WY State approved):

Chains: \$3,345

Book racks (tubular): \$1700

Heated steps: \$400

Total price: \$99,670.00 *per bus*

### **Vendor Choice Explanation**

This year the recommendation is to choose Elder Equipment Leasing of WY, Inc., (Blue Bird dealer) of Casper as the preferred bus vendor.

The selection of Elder as our preferred vendor is based on the following factors:

- ✓ Elder Equipment's excellent after-sale support
- ✓ History of Blue Bird reliability after delivery
- ✓ Pricing for the selected buses is slightly under the state base bid price for buses in each category; therefore they qualify for 100% reimbursement from the WDE.
- ✓ Elder Equipment dealership is located within Wyoming.
- ✓ On time delivery; consistently delivered when promised.
- ✓ Pricing of replacement parts is competitive, compared to other vendors.
- ✓ Warranty work done in a timely fashion at Steve's Truck in Sheridan.

### **Disposal of old buses**

Unless proposed legislation passes, we will have to again count the revenue twice for old buses; once against the cost of the new bus and again to decrease the district foundation payment. It makes better economic sense to offer the buses for sale via sealed bid to the public as we have for the last few years. Usually there are numerous individuals and non-profit groups that express interest in bidding or donation to a qualifying government entity, of the surplus buses.

BUS #	YEAR	MAKE	VIN
20	2006	International	4DRBUAAN66B215243
27	2002	International AmTran	1HVBRAAL52B942625
51	2003	Chevrolet/MidBus	1GBHG31U631134290

## **Total Order Summary**

The total Elder Equipment bus order for 2015 is summarized as follows:

\$ 92,845.00 X ONE	= \$ 92,845.00 (Type C – 42 passenger)
\$ 99,670.00 X TWO	= \$ 199,340.00 (Type C – 54 passenger)
<b>Grand Total</b>	<b>= \$ <u>292,185.00</u></b>

## **Vendor Bid Comparison Charts**

Type C, 42 Passenger Route Bus (Replacing current bus 51) / State Base Price = \$87,511.67 \*

Vendor	Chassis/Body	Engine	HP	Bid Price	Price including Options **
Elder Equipment (Casper)	2016 Blue Bird	Ford V10	362	\$87,500.00 ##	\$92,845.00
Elder Equipment (Casper)	2016 Blue Bird	Cummins, ISB	250	\$87,500.00 ##	\$92,845.00
Harlow's (Bismarck, ND)	2016 International	Cummins, ISB	250	\$84,603.00	\$90,403.00
I State Truck (Billings, MT)	2016 Thomas/C2	Cummins, ISB	250	\$88,432.00	\$92,732.00

Type C, 54 Passenger Route Bus (Replacing current buses 20 and 27) / State Base Price = \$94,229.67 \*

Vendor	Chassis/Body	Engine	HP	Bid Price	Price including Options **
Elder Equipment (Casper)	2016 Blue Bird	Ford V10	362	\$94,225.00 ##	\$99,670.00
Elder Equipment (Casper)	2016 Blue Bird	Cummins, ISB	250	\$94,225.00 ##	\$99,670.00
Harlow's (Bismarck, ND)	2016 International	Cummins, ISB	250	\$92,195.00	\$97,995.00
I State Truck (Billings, MT)	2016 Thomas/C2	Cummins, ISB	250	\$94,744.00	\$99,044.00

Note: Yellow highlighted entries show District 2 Transportation Department preferred vendor choice.

\* The Wyoming Department of Education establishes a "State base price" by averaging all vendor basic bid price quotes for a specific bus type/size combination. If the bus selected by a district is less than or equal to this figure, the state will reimburse 100% of the district bus purchase. If the "bid price" exceeds the "State base price", the district must pay the difference between the actual price and the "State base price".

\*\* Price including Options is the figure used to compare Vendors for buses that have the identical option packages as our district has been pre-approved by WDE to order.

## Price with preferred customer discount.

DATE: January 5, 2015

TO: Board of Trustees

FROM: Molly Steel, Board Chairman

SUBJ: **Board Committee Appointments** (*Action*)

I am proposing the following committee appointments for 2015:

Committee	Trustee(s)	2015 Appointments
Policy	4	Jim Perkins Hollis Hackman Wayne Schatz Sue Wilson
Budget	4	Rich Bridger Marva Craft Wayne Schatz Molly Steel
Capital Construction	4	Rich Bridger Marva Craft Molly Steel Ann Perkins
Sick Leave Bank	1	Hollis Hackman
Calendar	2	Erica O'Dell Ann Perkins
Scholarship	1	Marva Craft

**Related Representation:**

Sheridan Recreation District Board: Molly Steel  
SCEF: Rich Bridger, Ann Perkins  
Graduation Counts: Hollis Hackman, Sue Wilson



Craig Dougherty, Superintendent

Administrative Offices  
201 N. Connor, Suite 100  
P.O. Box 919  
Sheridan, WY 82801  
Phone: 307-674-7405  
Fax: 307-674-5041

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DATE: January 6, 2015  
TO: Board of Trustees  
FROM: Craig Dougherty, Superintendent  
SUBJ: **Board Goal Updates** (*Information*)

I will be reporting on the status of your Board Goals at each Board meeting leading up to the Board Retreat. During Monday's meeting, I will report on the Governance and Leadership and Student Learning board goals.

## **GOVERNANCE AND LEADERSHIP BOARD GOAL**

**Governance and Leadership Goal:** SCSD #2 will exhibit and monitor the district role in promoting academically-focused leadership in the community.

**Discussion:** The Board of Trustees believes that, as a public entity, the District is responsible to the Sheridan community to model and provide governance and leadership that is consistent and coherent. Board policy needs to be congruent with administrative priorities and procedures. There should be a feedback loop to ensure the ongoing evaluation and refinement of the degree to which board policy is implemented with fidelity and results.

The District has worked to provide a world-class education to the students of SCSD #2. This is reflected in policy and procedure. Another example of proper governance is that the district has worked hard to be accountable to the public in regard to expenditure of taxpayer dollars.

### **2014-2015 Projections:**

1. The Board will continue its progress through policy review and approval, emphasizing public and staff awareness and input.
2. The Board will continue its participation in state and National School Board Association matters to maintain its focus on governance and leadership.
3. The Board will maintain the goal of 75% of its members realizing the priority of reaching 50 hours of school board professional development.\*
4. The Board will continue its advocacy with the state legislature on matters of vital interest to the District.

### **2014-2015 Milestones:**

1. The Board has reviewed all of the policies in the policy book and has made consistent efforts towards making the policies more relevant, succinct, and broadly understood by all members of the education community. The Board has begun to review all the policies again as part of a continual process.
2. The Board routinely participates in the state and national conferences and professional development opportunities focusing on governance and leadership.
3. The Board continues to be vigilant in acquiring professional development and has spent numerous hours in professional development opportunities, during the academic year. Fully 78% of trustees have had 85 points or more since becoming board members.\*
4. This past year, the Board has actively created opportunities for dialogue among local legislators on issues that are important locally and statewide, paying special attention to the Common Core State Standards.

\*SMART Goal



## **STUDENT LEARNING BOARD GOAL**

**Student Learning Goal:** SCSD #2 will continuously promote student learning as the primary focus of every staff member in the school district.

**Discussion:** The Board of Trustees is committed to helping all students reach their potential both academically and in other aspects of human endeavor. This goal is at the center of the board's philosophy, policy, and action.

While each goal is important, student learning is the most important goal for the school district. It is the essence and prime mover of everything in which the school district engages. The Board sets policy to promote and actualize student learning. The Board prioritizes expenditures based on opportunities to maximize student learning. The Board hires all staff with an eye towards optimizing student learning. The Board regularly expects and anticipates reports from the central office and site administration on the degree to which students learn the core and elective curriculum.

### **2014-2015 Projections:**

1. The District will maintain its ordinal position as first among large (4A) school districts in the state in 2015.\*
2. The District will make progress towards reaching its academic (SMART) goals in 100% of the schools in 2015.\*
3. The District will make progress towards reaching its graduation rate goal of 100% completion in 2015. \*
4. The Board will continue its advocacy with the state legislature to fund school districts that demonstrate the priority for student learning.
5. The Board will monitor the effectiveness of district administration in evaluating teachers based on effective measures of student learning.
6. The Board will receive regular reports from district administrators on the degree to which students demonstrate progress towards academic proficiency.

### **2014-2015 Milestones:**

1. The District has maintained its ordinal position as first among large (4A) school districts in the state in 2015, with the highest assessment scores in the state, the most students qualifying for all-state music, and the most blue ribbon schools in the state.\*
2. The District continues its progress towards realizing academic SMART goals in every building and districtwide and will be completed in the formal evaluations to be finalized by May 15, 2015.\*
3. The District continues to work toward an improved graduation rate with the guidance of its Graduation Counts Committee, the Graduation Coach, and parent liaisons.\*
4. The District continued to advocate for an External Cost Adjustment (ECA) to help fund the education of our students. Several legislative resolutions were submitted to the Wyoming School Boards Association for support, and the District will continue

its advocacy to maintain the Common Core State Standards as the math and language arts standards for the state, and the quick implementation of the Smarter Balanced Assessment Consortium.

5. The District continues to be a model for the state in the utility of the teacher evaluation system as one, among many, means for improving classroom instruction.
6. The Superintendent, Assistant Superintendents, Director of Elementary Education, and principals regularly provide updates to the Board on programs and interventions designed to improve academic proficiency for all students.

\*SMART Goals

DATE: January 6, 2015

TO: Board of Trustees

FROM: Tom Sachse, Asst. Superintendent for Curriculum and Assessment

SUBJ: **Calendar Year 2014 Grant Awards** (*Information*)

As required by Board Policy DEB/DEC, this is the annual report of grant receipts for the past calendar year. The district received \$2,502,773 in the federal consolidated grant. This includes \$1,077,297 for Title I-A (Compensatory Education), \$24,464 for Title I-D (Neglected and Delinquent), \$395,026 for Title II-A (Professional Development), \$914,761 for Individuals with Disabilities Education Act (Special Education), and \$91,225 for Perkins IV (Career and Technical Education). These are all federal funds allocated by formula, and each fund was less than the prior year.

In addition, we received \$1,293,585 state allocated funds including \$509,046 for Bridges (Remedial Summer School and After School), and \$784,539 for Instructional Facilitators.

We also received \$411,349 funding from competitive grants including \$94,899 for Fort Mackenzie High School professional development and curriculum development; \$234,932 for 21<sup>st</sup> CCLC after school programs for Title I Schools; and \$56,688 from the Wyoming Trust Fund Grant for STEM after school programs at Highland Park and Sheridan Junior High, and \$24,830 from the McKinney-Vento (Homeless Education) grant.

Given the relative uncertainty of grant funds, we are careful to adjust staffing levels accordingly.

***Draft***

***Personnel***

***Action***

***Report***

**SHERIDAN COUNTY SCHOOL DISTRICT NO. 2  
PERSONNEL ACTION REPORT  
January 12, 2015**

**CLASSIFIED STAFF**

**Early Retirement Incentive Plan:**

Gerilyn F. Roth	Technician-Discovery	Effective
Fort Mackenzie High School	8.0 hours/day (180 days)	5/31/15

**EXTRA DUTY 2014-2015**

**Approvals:**

<u>Name</u>	<u>Position</u>
Julie Garber	Title I After School Tutoring- Holy Name School

**Changes:**

<u>Name</u>	<u>Position</u>
Judy Stine to Karen Schubert	Musical Accompanist (Spring Musical) - SHS

**MEADOWLARK AFTER SCHOOL STAFFING 2014-2015**

**Approvals:**

<u>Name</u>	<u>Position</u>
Janelle Dill	Substitute Teacher